



## BRAITHWAITE & CO. LIMITED

( A Govt. of India Undertaking)  
UNDER MINISTRY OF RAILWAYS  
ANGUS WORKS

P.O. ANGUS, DIST.- HOOGHLY, PIN-712221 (W.B)  
TEL 2633-6204 to 6208/6376/6378/5463 Fax, 2633-6377

EMAIL : [angus@braithwaiteindia.com](mailto:angus@braithwaiteindia.com), Website : [www.braithwaiteindia.com](http://www.braithwaiteindia.com), CIN :U74210WB1976GOI030798

Tender Enquiry No.: BCL/PUR/AKB/SP-15/CANTEEN/AW/17/277

Date: 06.02.2017

Due Date: 20.02.2017

To  
M/s. ....  
.....

Dear Sir,

Sealed quotations in two-bid system are invited from resourceful suppliers for supply of the following item required for our Angus Canteen at Bhadreswar, Hooghly.

Sl. No.	Sub-Sl. No.	Description of Items	Required approx. quantity (for 1 year)
(1)	(a)	Supply of fresh and dressed Ruhi Fish( without Head, tail & Liver )	780 Kg
	(b)	Supply of Mother Dairy make Sweet Curd	312 Kg.
	(c)	Supply of Poultry Egg standard size good quality	8320 Pcs.
	(d)	Preparation & distribution of Tea good quality (100 ml. approx.)	78000 cups
	(e)	Supply of Snacks Packet for 'B' shift & 'C' shift employees	2184 Pkts

**Due date of tender submission is: 20.02.2017 by 2.30 PM**

Quotation shall comprise of two parts –

- (a) **Part-I: Techno-commercial Bid**
- (b) **Part-II: Price Bid**

Both the parts shall be submitted separately in two envelopes and these shall be put in a 3<sup>rd</sup> envelope superscribing our Tender Enquiry Number, Date and Due date along with Box No.

General Terms & Conditions mentioned in Techno-commercial Part (Part-I).

Sealed quotations addressed to Sr. Mgr. (PPD), Braithwaite & Co. Ltd., Angus Works, Angus, Bhadreswar, Hooghly may be dropped in our tender **Box No. 2** (in case of hand delivery) or may be sent by Registered Post but must reach us positively within **20.02.2017 at 2.30 PM**. The techno-commercial bid will be opened on **20.02.2017** at 3.00 P.M. Bidders' may depute their authorized representative at the time of opening of techno-commercial bid.

**The quotation will be considered as cancelled if the documents required for Part-I & Part-II are not placed in the respective envelope.**

An unconditional acceptable of Scope of work & commercial terms & conditions stipulated in Part-I of this tender is to be given along with the offer.

For Braithwaite & Co. Ltd.

Contd.P/2

**SCOPE OF WORK:****❖ For Fresh and Dressed Ruhi Fish, Mother Dairy make Sweet Curd and Poultry Eggs for Works Canteen at Angus Works:**

- 1) Fresh and Dressed Ruhi Fish without head, tail and liver. Weight of each Fish should be from 1 kg. to 2 kgs. before processing. Approximate requirement per day 7.5 kg. (2 days in a week).
- 2) 'Mother Dairy' make Sweet Curd approximate requirement per day 2.5 kg. (4 days in a week) and it should be supplied at our canteen 100 gm in each container.
- 3) Local Poultry Eggs to be supplied in standard size as per specification by Canteen-in-Charge and Store personnel. Total requirement of poultry eggs is 8320 pieces during this contract period i.e. for one year. Exact quantity of requirement per day to be specified by Canteen-in-Charge / Store personnel
- 4) Delivery of dressed Fish & Sweet Curd & Poultry Eggs to be made at Angus canteen within 7.00 A.M.
- 5) Exact quantity of requirement to be specified by Canteen In-Charge & Store personnel.
- 6) The quality of Fish & Sweet Curd & Poultry Eggs should be 100% hygienic.
- 7) The rejected / substandard materials (Fish / Curd) & Poultry Eggs to be replaced within one hour from the time of supplies / report at free of cost.
- 8) In case of default of supplies, BCL-AW will arrange the same at your risk and cost. Free delivery to be made at AW Canteen.

**❖ Preparation & distribution of Tea for Works Canteen at Angus Works:**

Tea should be in good quality along with all other requisite items i.e. Milk and Sugar. Tea should be in standard quality. Tea is to be supplied to each employee in two times per head per working day. Tea should be supplied (100 ml approx) in each time. Cumulative requirement of tea should be 250 cups approximately per working day which may vary as per our requirement (as per instruction of respective department). The quality of Tea should be 100 % hygienic and fit for human consumption. Delivery of Tea to AW Canteen within the scheduled time (Morning & After noon / as per discretion of the Management) prefixed by Personnel Department. The rejected / sub-standard of Tea is to be replaced within one hour from the time of supply at free of cost. In case of default of supplies, BCL-AW will arrange the same at your risk and cost. Free delivery of Tea is to be made at AW employees & Staff (at their table and job place).

**❖ Snacks Packets for Works Canteen at Angus Works:**

- a) Non-Vegetarian packet consisting of Boiled Poultry Egg (01 No.), Martaman / Singapuri Banana of 6" size (02 nos.), Sweet- Chanar Gaja (01 No.) (35 pieces per Kilogram i.e. 30 grams approximately), Sliced Bread of SENCO/ MODERN make 200 grams.
- b) Vegetarian Packet consisting of Sweet as above (02 nos.), Banana as above (02 nos.), Sliced Bread as above (200 grams).

The packet should be made from good quality thick craft paper. The items of the packet should be in good quality and to be delivered to the employees by your representative at AW at free of cost at schedule time prefixed by the Personnel Department. Supply of sub-standard quality of snacks to be replaced within one hour. Individual items are to be brought in sufficient quantity. The quality should be 100 % Hygienic and fit for human consumption. The requirement quantity of Packets ( Veg & Non-Veg.) to be supplied as per the instruction of Personnel / Stores Department. Quantity may vary as per our requirement.

**NOTES:**

- 1) The above items are to be required by our Angus Works' Canteen as per daily requirement advice by the Canteen-in-Charge / respective Head Of Department.
- 2) The quality of above items should be as per standard which is maintaining at AW Canteen.
- 3) Samples of the above mentioned items to be approved by Canteen Authority / HOD of Personnel Department before supply.
- 4) Supply to be made as and when required basis / prefix / prior intimation given by the Canteen auth[ority / Personnel Department.
- 5) Party should contact with our In-charge of Personnel Department of AW for all sorts of queries regarding supply prior to submission of offer.
- 6) **All the bidders are requested to mention their valid E-Mail ID , Mobile No./ Land line No. during submission of their offer ( Techno - Commercial Bid).**

**PART-I: TECHNO-COMMERCIAL BID****GENERAL TERMS & CONDITIONS:**

- 1) **Earnest Money Deposit ( E.M.D) :** Rs. 5,000/- (Five thousand only).
  - a. The tenderer should deposit Earnest Money in the form of Demand Draft / Pay order drawn in favour of Braithwaite & Co. Ltd., or Bank Guarantee as per format with the Part-I offer which will be valid for 4 (Four) months from the date of opening of the Tender.
  - b. The Units registered with D.G.S & D., MSME, SSI Units registered with NSIC for the tendered items and PSU units / RDSO approved vendors may be exempted from submission of EMD.
  - c. Regular / existing suppliers having overdue bills with the Company and willing to adjust the same against Earnest Money, may be made subject to the condition that the corresponding amount to be transferred to sundry creditors to earnest money account.
  - d. EMD is liable to be forfeited if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
  - e. Earnest Money will be refunded to the unsuccessful tenderers after finalization of subject tender.

**NOTE: EMD SHOULD BE SUBMITTED ALONGWITH YOUR TECHNO-COMMERCIAL BID OTHERWISE OFFER WILL NOT BE CONSIDERED.**

- 2) **Security Deposit:**

- 1) For due fulfillment of the contractual obligations, the successful bidder shall furnish security deposit within 15 days of receipt of purchase order in the form of Bank Guarantee (BG) (as per format provided by the purchaser), Demand Draft / Pay Order valid till completion of warranty / guarantee period. The amount of Security Deposit for this tender is 5% of the order value. In case of submission of BG towards Security Deposit the BG shall cover the desired validity period plus 03 months claim period.
  - a. The proceeds of the security deposit or proceeds on invocation of BG shall be payable to the purchaser as compensation for any loss resulting from the supplier's / contractor's failure to complete its obligations under the contract.
  - b. Security deposit will be discharged and returned to the supplier / contractor on completion of supplier's / contractor's obligations under the contract including any warranty obligation or specified in the contract.
  - c. As and when amendment is issued to the contract, the supplier / contractor shall within 15 days of the receipt of such an amendment furnish to the purchaser an amendment to the security deposit and / or Bank Guarantee rendering the same valid for the contract as amended.
  - d. Security Deposit may also be built by the deducting the amount proportionately from each bill of the supplier / contractor on their request. However, 50 % of the total amount of Security Deposit is to be deposited by the successful bidder on receipt of purchase order. Balance 50 % may be recovered from running bill.
  - e. Security Deposit may be waived for SSI, NSIC, MSME, PSU and DGS & D and RDSO approved vendors.
- 3) **Performance Guarantee :** The Supplier shall have to submit Performance Bank Guarantee for 5% of the order value before receipt of 1<sup>st</sup> payment. However, Security Deposit (if submitted) may be converted to Performance Bank Guarantee. The PBG shall be released after completion of all supplies against the order.
- 4) **Payment:** The standard terms of payment are 100% after 30 days from the date of submission of bill with relevant documents duly certified.
- 5) **Validity:** Offer should remain valid for 90 days from the date of opening of the bid.
- 6) **Inspection:** BCL authorized representative.
- 7) Quoted rate shall remain firm till completion of the supply and no price variation shall be entertained.
- 8) **Delivery:** Immediate / As per requirement. Items should be delivered to BCL-Angus Works, Bhadreswar, Hooghly - free of cost as per daily requirement of Canteen-in-Charge.
- 9) **Contract Period :** One (1) year w.e.f. 01-03-2017 to 28-02-2018. BCL Reserve the right to shorten the contract period on the basis of monthly report from I/C P&A dept –AW regarding quality, quantity and timely supply of ordered items.

- 10) **Liquidated Damages:** In the event of failure on the part of the supplier to supply materials within the stipulated period, BCL reserves the right to recover a sum of 0.5% for every week or part thereof, by way of Liquidated Damages, subject to a maximum of 10% of the ordered quantity.
- 11) **Risk Purchase:** In the event of your failure to supply the materials, BCL reserves the right to procure the items mentioned in our purchase order from alternative sources on Risk Purchase basis and recover the extra cost thereof, if incurred from you. The Security deposit / PBG may also be forfeited in such cases.
- 12) **Arbitration:** All questions, disputes or differences whatsoever shall arise between the purchaser and the supplier upon or in relation to or in connection with the contract, either party may forthwith give to the other notice in writing of the existence of such question, dispute or differences and the same shall be referred to the adjudication of sole Arbitrator. MD/CMD-BCL shall have the right and authority to appoint any Officer of the Company as arbitrator not below rank of a General Manager who is not directly connected with the Purchase Order.
- Such a reference submitted to the arbitrator shall be deemed to be the submission to the arbitration, within the meaning of the arbitration and conciliation act, 1996 statutory modification thereof. The proceedings of the arbitration shall be held in Kolkata.
- 13) Any legal dispute that may arise will be settled within the jurisdiction of Court of Kolkata.
- 14) **Price Bid Part shall be opened only if Part – I is qualified.**
- 15) Alteration/inclusion/deviation will not be allowed, once the bid is submitted.
- 16) **Purchaser may ask for further clarification / documents after opening of techno-commercial Bid (Part –I) received from the bidder.**
- 17) **Website Display :**The Bidders who will quote against our official website display they should submit the copies of Purchase Orders/Bills/Completion Certificates for similar items towards experience of last seven (7) years ending on 31.12.2016, Audited / CA certified Balance Sheet and P&L Account for last 3 (three) years ending on 31.03.2016 with their Techno-Commercial bid. Copies of Trade License, PAN & IT returns to be submitted.

Note : Similar items means supply of Fish, Sweet Curd, Poultry Eggs, preparation & distribution of Tea and supply of Snacks Packets.

**Additional Terms & Conditions :**

- (i) Order quantity may vary depending upon our requirement to the extent or + /- 30% of the tendered quantity as per discretion of BCL.
- (ii) BCL reserve the right to place repeat order for maximum of 75% of order quantity and value at the same rate & terms.
- (iii) BCL reserve the right to terminate the contract / order by giving 7 (Seven) days' notice at any point of time without assigning any reason whatsoever.

**PART – II : PRICE BID**  
**PRICE SCHEDULE**

- i) The rates should be quoted both in figures and words.
- ii) The quoted rate should not be different between figures and words . If there is any difference between the figures and words, the rate mentioned in words shall be considered.
- iii) Overwriting in price figure of the quotation will be rejected.
- iv) The bidder shall submit rate in the following format.
- v) Quoted rate should be valid till completion of supply.
- vi) **Lowest bid shall be evaluated item wise separately on the basis of respective amount quoted by the bidder .**

Sl. No.	Sub.Sl. No.	Item Description	Qty.	Unit Rate	Total Amount (Rs.)
(1)	(a)	Supply of fresh and dressed Ruhi Fish( without Head, tail & Liver )	780 Kg		
	(b)	Supply of Mother Dairy make Sweet Curd	312 Kg.		
	(c)	Supply of Poultry Egg standard size good quality	8320 Pcs.		
	(d)	Preparation & distribution of Tea good quality (100 ml. approx.)	78000 cups		
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