

TENDER DOCUMENT

ANNUAL RATE CONTRACT FOR REFILLING OF VARIOUS GRADE GAS CYLINDERS

TENDERNO : [AP4-TECH/POG/1/2020-O/o QC LAB BHIMAVARAM](#)
DATE : **01/02/2024**



The Marine Products Export Development Authority
(Ministry of Commerce & Industry, Govt. of India)
Quality Control Laboratory,
2nd Floor, Pattabhi Plaza, J.P. Road
Bhimavaram-534 202, Andhra Pradesh



**The Marine Products Export Development Authority
(Ministry of Commerce & Industry, Govt. of India)**

27-1-6, 2nd Floor, Pattabhi Plaza, J.P. Road, Bhimavaram-534 202

West Godavari District, Andhra Pradesh, India

Telephone: **+91-8816-297410**

E-mail: lab.bhi@mpeda.gov.in Web: www.mpeda.gov.in

NOTICE INVITING TENDER

File No: AP4-TECH/POG/1/2020-O/o QC LAB BHIMAVARAM

Date: 01/02/2024

The Marine Products Export Development Authority (MPEDA), Bhimavaram invites bids through <http://mpeda.gov.in/MPEDA/tender> under the single stage: two bid system in separate (i.e. Technical Bid and Financial Bid) from eligible bidders for the ANNUAL RATE CONTRACT FOR REFILLING OF VARIOUS GRADE GAS CYLINDERS to MPEDA QC Laboratory, Bhimavaram. The details of requirements and terms and conditions for each item are available in the MPEDA Website: <http://mpeda.gov.in> Deadline for submission of bid: 17.00 hrs on **21/02/2024**. All bids must be accompanied with a scanned copy of bid security as mentioned. The bids are required to be submitted in two separate parts i.e., Technical bid and financial bid. The Technical bid will be opened at **10.00 hrs. on 22/02/2024** at the MPEDA QC LAB, Bhimavaram Office at the address given above. The financial bids of bidders whose technical bids get qualified would be opened at a later date.

Sd/-

SECRETARY

MPEDA

TENDER NOTICE

TENDER NO: AP4-TECH/POG/1/2020-O/o QC LAB BHIMAVARAM Dated: 01/02/2024

Instructions for Online Bid Submission:

Marine Products Export Development Authority (MPEDA) QC Laboratory, Bhimavaram invites online bids through <http://mpeda.gov.in/MPEDA/tender> under two bid system, viz., and Technical and Financial bids, from eligible and experienced bidders for the “Annual Rate contract for the Refilling and Supply of Various Grade Gas Cylinders” to MPEDA QC Laboratory, Bhimavaram, JP Road, and Bhimavaram-534 202.

Tender Documents may be downloaded from <http://mpeda.gov.in/MPEDA/tender>

Bids shall be accepted only hard copy of the online submitted details to be submitted in sealed envelopes before the due date in the prescribed format. Tenderers/Contractors are advised to follow the instructions provided in the MPEDA portal for submitting bids.

MPEDA reserves the right to accept/reject any/all tenders in part/full without assigning any reasons thereof.

The bidder has to pay the tender fee and EMD as applicable. Payment through demand draft shall be drawn in favour of “Assistant Director, MPEDA QC Lab Bhimavaram” and it should be deposited in MPEDA QC Laboratory, Bhimavaram before the bid opening. Bidders registered with MSME/NSIC are exempted from payments of EMD and tender fee. A copy of the valid registration certificate should be uploaded.

Bidders are requested to note that they should necessarily submit their financial bids in the format provided (BoQ) and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled, and submit it online without modifying the format. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

Any corrigendum/amendments in respect of the above tender shall be issued on the MPEDA website <http://mpeda.gov.in/MPEDA/tender> only. Bidders should take into account any corrigendum published on the tender document before submitting their bids.

TENDER DOCUMENT
Tender Schedule

1	Tender enquiry No	AP4-TECH/POG/1/2020-O/o QC LAB BHIMAVARAM	
2	<u>Name of the work</u>	Annual Rate Contract for the Refilling of Various Grade Gas Cylinders” to MPEDA QC Laboratory, Bhimavaram for the period one year 2024-2025.	
3	Cost of tender document (fee)	₹ 500/- (Offline mode-DD)	
4	EMD Amount	₹ 10000/- (Offline mode-DD)	
5	Performance security for one year	10% of the contract value	
6	Mode of performance security payment	DD or Bank guarantee in favour of Assistant Director, MPEDA QC Lab Bhimavaram	
7	Tender Validity	180 Days	
8	Validity of offered rates	One year or 365 days from the date of award of the contract	
9	Published date	01/02/2024	17.00hrs
10	Document Download Start Date	01/02/2024	17.30hrs
11	Bid submission start date	01/02/2024	17.00hrs
12	Bid submission end date	21/02/2024	17.00hrs
13	Technical bid opening date	22/02/2024	10.00hrs
14	Clarification start date	22/02/2024	11.00hrs
15	Clarification end date	25/02/2024	11.00hrs

Address for submission of tender : Assistant Director
MPEDA QC Laboratory
2nd Floor, Pattabhi plaza,
J.P. Road, Bhimavaram-
534202, Andhra Pradesh.
Ph.No.08816 229410

Place of opening of the Tender : MPEDA QC Laboratory, Bhimavaram,

REQUIREMENTS AND TECHNICAL SPECIFICATIONS

Sl No.	Item and Specification/purity	TOTAL Volume of gas in m³ per Year (2024-25)	Probable supply in cylinders of
1	UHP Helium 99.9999%, O ₂ :<2.0 ppm N ₂ :<4.0 ppm CO+CO ₂ :<0.5 ppm THC:<0.5 ppm H ₂ O:<2.0 ppm	7m³ x 6 Nos = 42 m³	MPEDA's : 90 % Supplier's:10 %
2	UHP Nitrogen 99.9995% , O ₂ :<2.0 ppm H ₂ O: <2.0 ppm Ar:<3.0 ppm CO+CO ₂ :<1 ppm THC:<0.2 ppm	7m³ x3 Nos = 21 m³	MPEDA's : 90 % Supplier's: 10 %
3	Argon Gas 99.996% O ₂ :<2.0 ppm CO+CO ₂ :<0.5 ppm THC:<0.5 ppm H ₂ O:<5.0 ppm	7m³ x 4 Nos = 28 m³	MPEDA's : 90 % Supplier's: 10 %

**Approximate quantity, likely to be changed based on the actual requirement at that time.*

GENERAL CONDITIONS OF TENDER:

1. **Submission of Tender:** Tenders should(hard copy) in two Parts separately i.e. "Technical bid" (Part-A) and "BOQ/Price bid"(Part-B) to be reached to the **Assistant Director, MPEDA Laboratory QC, 2nd Floor, Pattabhi plaza, J.P. Road, Bhimavaram-534202, Andhra Pradesh** in sealed condition & with a title of **Annual Rate Contract for the Refilling of Various Grade Gas Cylinders**

2. **Technical Bid (Part-A):** In this bid, the bidder should submit his company profile and structure of the firm, name of directors/partners/proprietor as per the [Annex 1](#).

The following are the minimum essential for technical qualification:

A.) Copy of work orders for "Supply of Similar Purity Gases" successfully executed during the last 2 years for reputed Public Ltd. Companies, Public Sector, Govt. Institutions and Autonomous bodies.

B.) Copy of Certificate (s) of compliance /analysis for the quoted gas (es).

C) Copy of GST Registration Certificate.

D) The bidder shall submit [Annex 2](#) as a token of tender acceptance of the NIT conditions.

MPEDA QC Lab, Bhimavaram reserves the right to visit the work sites mentioned by bidders as proof of experience. The bidder will have to arrange for such a visit.

3. **Price Bid / BOQ (Part-B):** In this bid, the bidder is required to quote his prices as per BoQ, The bidders should quote unconditional rates in the BOQ section.
4. **Validity of Tender:** The tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 180 days from the date of opening of the price bid.
5. **Validity of offered rates:** One year or 365 days from the date of award of the contract
6. **Purchase Preference to MSE and MII:** Bidder may submit MSE (UDYAM) registration certificate and the self-declaration on MII as per [Annex 3](#).
7. **Escalation:** No escalation shall be paid during the execution of the contract period except for any variation in GST.
8. **Scope of Work:** A detailed scope of work is enclosed with this NIT.
9. **Deviations:** No deviation from the stipulated terms and conditions will be allowed. Tenders should be unconditional.
10. **Delivery Condition:** The contractor shall acquaint himself/herself fully with the site location and the working environment of MPEDA QC Laboratory, Bhimavaram, before quoting his/her rates. No compensation on account of any site difficulties will be entertained, at a later date, after the awarding of the contract. All refilled cylinders shall be delivered as well as collected from the 2nd floor of MPEDA QC Laboratory, Pattabhi Plaza, J.P. Road, Bhimavaram-534202, and Andhra Pradesh.
11. **Correspondence:** All the correspondence in respect of tender/contractual obligation shall be addressed to Assistant Director, MPEDA QC Laboratory, Bhimavaram, Ph.No: 08816226410 E-mail: lab.bhi@mpeda.gov.in
12. **Terms of Payment:** The 100 % payment shall be made through online (RTGS) on submission of the original bills by the successful bidder after the complete supply of the said lot.
13. **Tender rejection: MPEDA QC Laboratory, Bhimavaram,** reserves the right to reject any or all the tenders in full or in part without assigning any reasons whatsoever, and the decision of the authority in this regard will be binding on all the bidders. Tenders not complying with any of the provisions stated in this tender document are liable to be rejected.
14. AnydisputearisingoutofthiscontractwillbesubjectedtojurisdictionofBhimavaram, and the Chairman, Marine Products Export Development Authority, Panampilly Avenue, Kochi, or his nominated officer will stand as the arbitrator to address the dispute.In the event of any dispute over this contract, MPEDA's decision shall be final and binding.
15. **Penalty:** For delay in supply beyond 30 days from the date of W.O. @ 0.5% of the total value of the item per week or part of the week of the delayed period not exceeding 5% of the invoice value of the item shall be charged

SCOPE OF WORK AND SPECIAL CONDITIONS

1. The gas shall be refilled @140bar minimum in 47-50liter water capacity cylinders provided by MPEDA QC Laboratory, Bhimavaram or by the Supplier.
2. The quantity mentioned above is the total annual required estimated quantity. The quantity mentioned in the tender can be increased or decreased to any extent depending upon the actual requirement, in which case, **the bidder has to effect supply of the revised quantity at the quoted rate itself.**
3. The successful bidder shall collect the empty cylinders within 24 hours of intimation by MPEDA QC Laboratory, Bhimavaram, on phone and the same cylinders shall be returned to MPEDA QC Laboratory, Bhimavaram, within 30 days.
4. Empty cylinders shall be taken from lab after obtaining gate pass for the same issued by MPEDA QC Laboratory, Bhimavaram, and signed by both parties. The bidder shall give the empty cylinder receipt against each cylinder. Filled cylinders shall be returned along with the proper bidder's challan.
5. DELIVERY SCHEDULE: Delivery should be within 30 days from the date of issue of Purchase/Supply order. Non-availability of the stock should be informed in writing immediately. Part-supply will be allowed without any transportation charges. Defective items or items not as per the tender notice, if any supplied must be taken back and be replaced with no additional cost.
6. In case of failure on the part of the contractor to supply the articles in time, in addition to the penalty leviable MPEDA will be free to procure the article from other sources and any extra expenditure incurred in this regard will be recovered from the security deposit furnished.
7. All the supplied refilled Gas cylinders will be accepted only with "Certificate of Purity" from the manufacturer.
8. MPEDA QC laboratory may ask for the gas purity certification / test from third party from time to time. The cost for same shall be borne by the successful bidder.
9. The unit price and GST Rate shall be quoted for each gas. The prices shall be inclusive of charges for gas, cylinder processing if any, loading/unloading, handling charges and labour charges etc.
10. The rates quoted shall be valid and firm **for one year**. No escalation in rates will be provided except for changes in GST if any.
11. Rates shall be quoted for all the items. Price bid with partially filled rates shall be liable for rejection.
12. The amount quoted for all items shall be valid for one **year (from the date of contract)**, and the contract tenable to further extension upon mutual agreement. Once the agreement signed, there shall not be any deviation in price and quality from the initial quotation offer. Any deviation from the initial agreement may invite quick termination of the said contract, without further notice. The party will be blacklisted and will not be considered thereafter.

13. Quantity mentioned is estimated. Payment will be made on actual supplied quantity only.
14. Transit Insurance Clause: The purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire stores contracted for, arrive in good condition at destination. The transit risk in this respect may be covered by the supplier by getting the stores duly insured, if he so desired. The supplier in his own name and not in the name of consignee shall obtain the insurance cover.
15. REPLACEMENT OF REJECTED GAS CYLINDER(S): The rejected item due to the deviation from the desired quantity or quality should be replaced within 15 days from the date of issue of Rejection Notice. If rejected item is not replaced within the said period, MPEDA has the right to cancel the contract for the particular item.
16. MPEDA's cylinders are given for refilling same shall be returned in filled condition at the earliest. In such condition cylinders shall not be exchanged/replaced with any other cylinder(s). However bidders are liable to done mandatory periodical test(s)/ replacement of accessories in the above cylinder as per the rates quoted in the tender during the contract time and documents should be submitted on case by case basis.
17. In case of unavailability of MPEDA's cylinder(s), the supplier has to supply the gases in their own cylinder(s); the same (empty cylinder(s)) will be returned back by the lab only after its complete usage. Those who supplied cylinders shall make necessary arrangements to take back their empty cylinder(s) from the 2ndFloor, MPEDA QC Lab, Bhimavaram without any additional cost.
18. **Preference will be given to the parties; those are within Andhra Pradesh & Telanagana states.** However, if any far away bidder agrees to supply cylinders within the stipulated date in any time without any additional cost and delay may be considered on trial basis initially, and further orders will be based on their service or the need of the lab.
19. The EMD of successful bidder will be returned on acceptance of award of contract by the respective bidders.
20. The EMD of unsuccessful bidders will be returned without any interest.
21. The EMD will be forfeited, if a bidder; misrepresents facts or submit fabricated / forged / tempered / altered / manipulated documents during the tender process or withdraws its bid after the opening of the technical bid
22. Performance Security is to be furnished within 14(fourteen) days after notification of the award in DD or PBG and it should remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations of the supplier, including delivery obligations.

GENERAL INFORMATION ABOUT THE TENDERER

1	Name of the Tenderer	M/s		
	Registered address of the firm with GSTIN			
	State		District	
	Telephone No.		Fax	
	Email		Website	
Contact Person Details				
2	Name		Designation	
	Telephone No.		Mobile No.	
Communication Address				
3	Address			
	State		District	
	Telephone No.		Fax	
	Email		Website	
Type of the Firm (Please ✓ relevant box)				
4	Private Ltd.		Public Ltd.	
	Partnership		Society	
	Registration No. & Date of Registration.			
Nature of Business (Please ✓ relevant box)				
5	Original Gas Manufacturer		Authorized Dealer /Representative	
	Direct Importer		Others specify.	
Key personnel Details (Chairman, CEO, Directors, Managing Partners etc.)				
6	in case of Directors, DIN Nos. are required			
	Name		Designation	
	Name		Designation	
	Name		Designation	
Bank Details				
7	Bank Account No.		IFSC Code	
	Bank Name & Address		Branch Name	
	Tel No		Email ID	
	PAN Card No			
8	Whether any criminal case was registered against the company or any of its promoters in the past?			Yes / No
Date:		Office Seal		Signature of the tenderer / Authorised signatory

**TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)**

Date:

To,

**The Assistant Director
MPEDA QC Laboratory, Bhimavaram
2nd Floor, Pattabhi Plaza,
J P Road, Bhimavaram, Andhra Pradesh – 534 202.**

Sub: Acceptance of Terms & Conditions of Tender reg-

Tender Reference No: AP4-TECH/POG/1/2020-O/o QC LAB BHIMAVARAM

Name of Tender / Work: - Refilling of Various Grade Gas Cylinders to MPEDA QC Lab,
Bhimavaram

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

_____ as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Self-Declaration Certificate for Local Content

1. *We _____ hereby confirm in respect of quoted item(s) that Local Content is equal to _____ (in percentage) and come under 'Class-I Local Supplier' Category. As being '**Class-I Local Supplier**', we are eligible for Purchase Preference under 'Make in India' Policy vide GoI Order no. P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020)

OR

*We _____ hereby confirm in respect of quoted item(s) that Local Content is equal to _____ (in percentage - Should be more than 20% but less than 50%) and come under '**Class-II Local Supplier**' Category.

2. We _____ hereby confirm that the goods/services/works to be delivered in terms of the above specified bid comply with the local content requirements as specified in the tender for 'Class- I Local Supplier' / 'Class-II Local Supplier', and as above.
3. We understand that if we are offering products with local content less than the minimum requirement prescribed under Clause 5 of the above order we will fall under the category of Non-local Suppliers. We can't claim ourselves as Class-I local suppliers/ Class-II local suppliers by claiming the services such as transportation, insurance, installation, commissioning, training and after sales service support like AMC/CMC etc. as local value addition.
4. We also understand, false declarations will be in breach of the code of integrity under rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law. Attach separate sheet duly signed if space is not sufficient.

Date:

Seal & Signature of the Bidder

Note:

- 1) The Self-Certification Form should be submitted on Letter Head.
- 2) In case the bidder is supplier and not OEM, then the above mentioned MII certificate should be given by the OEM in their letter head.
- 3) This declaration serves as a declaration form for the bidders. (Before completing this declaration, bidders must study the General Conditions, Definitions, Govt. Directives applicable in respect of Local Content & prescribed tender conditions).