

MOIL LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
MATERIALS DEPARTMENT
“MOIL BHAWAN”, 1A, KATOL ROAD,
NAGPUR : 440 013
OFFICE OF THE DGM (MATERIALS)
PHONE NO.PBX:2590050 PRI:2806100,GRAM ORMIX,
FAX No.0712 -2592360 E-mail: dmb@moil.nic.in

NOTICE INVITING TENDER
Ref: Tender Enquiry No. WE-21 for Cement.
(e-procurement)

a) TENDER NO. :	WE-21 dated 07/10/2011 for Cement
b) MODE OF TENDER :	e-PROCUREMENT (ON LINE BIDDING SYSTEM THROUGH M/S MSTC LTD)
c) DUE DATE & TIME FOR SUBMISSION OF REQUIRED INFORMATION AND DOCUMENTS TO M/s MSTC, KOLKATA FOR BEING ELIGIBLE TO PARTICIPATE FOR ONLINE BIDDING AT MSTC, KOLKATA :	UPTO AT 3.00 PM IST ON 15/11/2011
d) SCHEDULE FOR SUBMISSION OF ON-LINE TECHNO-COMMERCIAL BID & PRICE BID at www.mstcecommerce.com/eproc	From 3.00 PM on 07/12/2011 to 3.00 PM on 08/12/2011.
e) DUE DATE & TIME OF OPENING OF PART-I i.e. TECHNO-COMMERCIAL BID: The date of opening of price bid for eligible vendors will be intimated by e-mail by M/s MSTC, Kolkata.	08/12/2011 at 3.30 PM (IST)
g) Earnest Money Deposit	@ 2% of the quoted value or Rs. 2.00 lakhs whichever is less [To be submitted along with Testimonials on or before 15/11/2011 (upto 3.00 pm) along with documents as mentioned above under para 'c']

Offers are invited for supply of Cement as specified in Annexure – “A” as per the scope of supply/technical specifications, General terms and conditions as mentioned below:

Annexure -- A: Description of Item, Technical Specifications, Quantity & Commercial terms & conditions.

Annexure -- B : Price format for giving the break up of prices.

Annexure -- C : Instructions to Vendors.

Annexure -- D : General Terms & Conditions TE-1, TE-2,TE-3,TE-4,TE-5,TE-6.
(refer MOIL’s Website viz. www.moil.nic.in).

Tenderer(s) to submit their offer as below:

Technical, Commercial & Price Bid: Vendors are to submit techno-commercial bid & Price Bid **on line**. In this connection they may contact M/s MSTC LIMITED, Kolkata. [Contact Persons Mr. B. Majumdar, AGM (E-Commerce) – 033-22901084, Mob. 09903480743, Mr. Arindam Bhattacharjee, Asst. Manager (E-Commerce – 033-22901004, Mob. 09330102643 & Mr. Jamil Akhtar, Asst. Manager (E-Commerce) – 033-22901004]

Requirements for Vendors

P.C. connected with internet. Registration with MSTC portal www.mstcecommerce.com/eproc. Registration is free of cost. The vendor should possess a Class III digital certificate. **Vendors are to make their own arrangement for bidding from a P.C. connected with internet. MSTC / MOIL in no way responsible for this.** (Bids will not be recorded without Digital Signature.). In case of any clarification please contact MSTC Ltd., before the schedule time of the e-bidding.

Contact Person:-

Sri B Majumdar Asst. General Manager(e-Commerce) MSTC LIMITED 2 nd floor, 225-F, Acharya Jagadish Chandra Bose Road, Kolkata-700 020. Ph no. (033) 2290 1084 Mobile- 9903480743 e-mail: eproc@mstcindia.co.in	Sri Arindam Bhattacharjee Asst. Manager (e-Commerce) MSTC LIMITED 2 nd floor, 225-F, Acharya Jagadish Chandra Bose Road, Kolkata-700 020. Ph no. (033) 2290 1004 Mobile-9330102643. e-mail: arindam@mstcindia.co.in
Shri Jamil Akhtar Asst. Manager (e-commerce) MSTC LIMITED 225-F, AJC Bose Road, 2nd Floor Kolkata-700020. Ph no.- (033) 2290 1004 e-mail: jakhtar@mstcindia.co.in	

INSTRUCTIONS TO BIDDERS :

A	:	All entries in the Tenders should be entered at on-line submission form without any ambiguity. SPECIAL NOTE : ALL THE DOCUMENTS, TESTIMONIALS, EMD ETC WILL HAVE TO BE SUBMITTED IN HARD COPY IN A SEALED ENVELOPE WITHIN THE DUE DATE & TIME TO MSTC LIMITED AT THE ADDRESS GIVEN BELOW. NO TESTIMONIAL, CERTIFICATE ETC IS TO BE UPLOADED. UPLOADED DOCUMENTS WILL NOT BE CONSIDERED FOR EVALUATION. Asst. General Manager(e-Commerce) MSTC LIMITED (A Government of India Enterprise) E-Commerce Department. 2 nd floor, 225-F, Acharya Jagadish Chandra Bose Road, Kolkata-700 020.
B	:	Quotation can not be accessed on-line after the DUE DATE and TIME mentioned above.
C	:	Any order resulting from this enquiry shall be governed by the terms and conditions mentioned in this tender enquiry.
D	:	Where counter terms and conditions have been offered by the tenderer, the purchaser shall not be governed by them unless specific acceptance has been given in writing by the purchaser. No deviations to the terms & conditions are allowed.
E	:	While submitting tender on-line the vendors can not access the tender, once it has been submitted.
F	:	The Company has the right to cancel the enquiry or extend the due date of receipt of offer without assigning any reason thereof.
G	:	MOIL reserves the right to vary the quantity of the above item.
H	:	VENDORS WHO SUBMIT EMD & REQUIRED DOCUMENTS WILL BE ABLE TO PARTICIPATE IN THE ON-LINE BIDDING EVENT.
IMPORTANT NOTE TO ALL PROSPECTIVE BIDDERS: FOR ONLINE BIDDING THROUGH MSTC PORTAL THE BIDDERS ARE TO BE REGISTERED WITH M/s MSTC AND THE BIDDERS SHOULD HAVE CLASS-III DIGITAL CERTIFICATE ISSUED BY THE CERTIFICATION AUTHORITY.		

H :

METHODOLOGY OF SUBMISSION OF TENDER : The offer consisting of following documents as indicated below must be submitted in sealed cover addressed to

Asst. General Manager(e-Commerce)
MSTC LIMITED
(A Government of India Enterprise)
E-Commerce Department.

2nd floor, 225-F, Acharya Jagadish Chandra Bose Road, Kolkata-700 020.

super scribed with the name and address of the tenderer, tender number & date and time **of closing** of tender i.e. on or before **3.00 PM IST of 15/11/2011**.

1. Name of the Mining Companies especially Public Sectors to whom the items have been supplied may kindly be submitted. Copy of relevant purchase order to be submitted within due date.
2. The ISI license number & date be kindly mentioned and photo copy clearly indicating the validity of ISI license to be submitted within due date.
3. The technical literature of items offered should be submitted by the tenderers within due date.
4. The tenderers should submit the details about testing facility which they are having for testing the items at their Plant.
5. EMD BY WAY OF DD/PO DRAWN IN FAVOUR **"MOIL Limited"** PAYABLE AT NAGPUR.
6. A DD of Rs.2000/- drawn in favour of **"MOIL Limited"** payable at Nagpur towards Tender Document cost is also to be enclosed.
7. EMD or exemption certificate duly self attested.
8. Information regarding Tenderer's/Company's name, address, phone no., contact person & its mob. no., own corporate e-mail ID which is currently valid, is to be submitted.
9. Self attested copy of sales tax/VAT registration certificate along with exemption certificate, if applicable.
10. Self attested copy of excise registration certificate along with exemption certificate, if applicable.
11. Copy of complete set of valid NSIC certificate with indicating the tendered items duly self attested & Notarized, if applicable.
12. Copy of complete set of DGS&D registration certificate self attested and notarized if applicable.
13. Copy of supply orders for tendered items duly self attested.

	<p>14. Other documents required as per NIT / to be submitted by the bidder.</p> <p>15. Copy of valid DGS&D R/C for items offered by tenderer to MOIL & are covered in DGS&D R/C.</p> <p>16. Self attested copy of latest income tax return acknowledgement and PAN card.</p> <p>Above information is to be submitted by the party essentially, failing which their offer shall be liable to be ignored.</p> <p>Upon submission of the above mentioned documents with MSTC, KOLKATA within the scheduled time and date, the bidders must submit their offer i.e. techno-Commercial & price Bid through ON LINE Bidding within the scheduled time and date. (refer Annexure-A – Techno-Commercial format) The PART – I will contain para wise response to the technical and commercial details.</p>
	<p>Part –II, i.e. Price Bid, The bidders must submit their price bid after submission of the techno-commercial bids on-line within the scheduled date & time of closing. The bidders must note that after saving the techno-commercial bids on-line, the vendors will have to submit the offer on-line under digital Signature.</p> <p>Important: All notices to the bidders shall be sent by e-mail, during the process of finalization of the tender, by MOIL / MSTC (e-procurement service provider). All such notices sent by e-mail by the e-procurement service provider shall, therefore, be deemed as valid notices. Hence the bidders are required to indicate their own corporate e-mail ID, which is currently valid, at the time of submission of EMD.</p>

You are requested to quote your **LOWEST RATE**.

DGM (Materials)
MOIL LTD., Nagpur.

DESCRIPTION OF ITEM REQUIRED:

S.N.	DESCRIPTION	QUANTITY
1.	Cement 43 Grade OPC/Equivalent PPC conforming to IS specifications with latest amendment.	800 M.T.

TECHNO-COMMERCIAL FORMAT FOR CEMENT PROCUREMENT BY MOIL.

Sl. no	Terms & Conditions	Vendor Response
1	Requirement Cement 43 Grade OPC/Equivalent PPC conforming to IS specifications with latest amendment.- 800 MT	AGREE
2	Name of the Mining Companies especially Public Sectors to whom the items have been supplied may kindly be submitted. NOTE: Copy of relevant purchase order is to be submitted to MOIL along with EMD within the scheduled date.	TEXT BOX
3	Whether the items offered by the applicant carries ISI approval & if so the ISI license number & date be kindly mentioned and photo copy clearly indicating the validity of ISI license be submitted along with the offer. NOTE: Copy of relevant ISI certificate is to be submitted to MOIL along with EMD within the scheduled date.	TEXT BOX
4	The technical literature of items offered should be sent by the tenderers along with the offer. NOTE: The relevant Technical Literature is to be submitted to MOIL along with EMD within the scheduled date.	AGREE
5	The tenderers should submit the details about testing facility which they are having for testing the items at their Plant. NOTE: Documents if any should be given along with EMD.	TEXT BOX
6	The quantities indicated are our tentative requirement. However, it may be noted that the quantity is subject to change depending on the consumption pattern during the contract period. We anticipate a variation in quantity by + -20%.	AGREE
7	MOIL will prefer those tenders which are having firm price till quantity of 800 M.T. +/- 20% is supplied in the event order is placed.	TEXT BOX
8	In case the tenderers are having difficulty in quoting the firm prices as mentioned above they may quote giving the price escalation formula clearly stipulating ceiling limit of variation both on plus & minus side of the price variation formula & the base price of materials as on date of submission of tender. The price variable formula should be standard one. The price variation formula should accompany along with the offer. Please note from our side we shall only prefer the offers whose rates are FIRM as mentioned above.	TEXT BOX
9	In the event tenderer is successful, the cement to be supplied should be from his running production/fresh stock not more than 15 days old i.e. if cement is despatched on 30 th of the particular month in that case the date of manufacture of cement should be anywhere between 15 th to 30 th of that month.	AGREE

10	The tenderers should quote the rate on F.O.R Destination basis by Road transport. This means that the rates quoted by the tenderers should include excise duty, sales-tax, any other Government levies, Loading charges, transit insurance, freight upto destination by road transport. In this regard we may mention that for calculating the sales-tax, if transaction is Inter-State, the tenderers should take into account Central Sales-tax @ 2% against Form "C". Form "C" shall be provided by MOIL. (The Price format is having individual fields for ED, CST etc accordingly)	AGREE
11	The tenderer should indicate whether CST or Vat will be charged by him and the percentage of Sales tax there in.	TEXT BOX
12	MOIL shall consider setoff on Sales Tax (if applicable) (Refer Form-TE1 Clause No-13.3).	AGREE
13	As regards unloading charges at the destination, tenderer to separately indicate unloading charges per bag of 50 kgs basis at destination mine site, so that in the event unloading is required to be done by the successful tenderer, the payment can be made accordingly.	TEXT BOX
14	In the event the tenderer is successful, MOIL shall enter into Rate contract with them for supply of cement from the date of entering <u>into contract for Six months</u> . The mine-wise break-up as indicated above are only for the guidance of the tenderers and it may be noted that the break-up pattern can change depending upon the consumption pattern at the Mines. The quantities shall be required to be supplied by the tenderer directly to our Mines. The detailed location of the Mines is indicated in Form-TE6. Based on the demand at our Mines we shall be issuing the release orders from time to time. <u>Therefore, the tenderers are requested to keep their rates firm for Six Months.</u>	AGREE
15	General Terms and conditions mentioned in TE-1 to TE-6 but not covered in Anx-A to Anx-E are also part of this Tender Enquiry.	AGREE

Annexure-B

Special Note: The price will have to filled on-line as per the given format.

PRICE BREAKUP FORMAT

SL No.	Description of Cement Offered	Destination	Qty In MT	Basic Rate Per M.T	Excise Duty + cess (in terms of % age & `/MT)	Sales Tax Per MT	Road Transport Charges Including Loading, Transit Insurance, etc. Per MT	Total (5+6+7+8)	Total (4x9)
				(`)	(`)	(`)	(`)	(`)	(`)
1	2	3	4	5	6	7	8	9	10
1.		Balaghat	390						
2.		Beldongri	10						
3.		Chikla	120						
4.		Gumgaon	70						
5.		Kandri	120						
6.		Munsar	10						
7.		Ukwa	80						
		Total	800						

Remarks: Tenderers to mention VAT or CST against Form 'C' against Clause no.11 of Techno-commercial Bid. All the destinations will be treated as Separate lots.

INSTRUCTIONS

**IMPORTANT NOTE TO ALL PROSPECTIVE BIDDERS FOR ONLINE BIDDING
A. THE BIDDERS ARE TO BE REGISTERED WITH M/s MSTC AND HAVING CLASS-III
DIGITAL CERTIFICATE ISSUED BY ANY OF THE CERTIFYING AUTHORITIES.
FOR ANY QUERIES IN REGARD TO ONLINE BIDDING PLEASE CONTACT
THE FOLLOWING OFFICIALS:**

**1. MSTC: SHRI B Majumdar, Asst. General Manager (e-Commerce),
2nd FLOOR, 225-F, AJC BOSE ROAD, KOLKATA-700 020
CONTACT NO. (033) 2290 1084
(Mobile- 09903480743)
e-mail: eproc@mstcindia.co.in**

**2. MSTC: SHRI Arindam Bhattacharjee, Asst. Manager (e- Commerce),
225-F, AJC BOSE ROAD, KOLKATA-700 020
CONTACT NO.033-22901004.
(MOBILE- 09330102643)
EMAIL-arindam@mstcindia.co.in**

**3. Shri Jamil Akhtar
Asst. Manager (e-commerce)
MSTC LIMITED
225-F, AJC Bose Road, 2nd Floor
Kolkata-700020.
Ph no.- (033) 2290 1004
e-mail: jakhtar@mstcindia.co.in**

**4. MOIL: Shri N. S. Vanjani, DGM (Materials), MATERIALS DEPARTMENT,
"MOIL BHAWAN", 1A, KATOL ROAD, NAGPUR : 440 013
CONTACT NO. 0712-2591241.
(MOBILE-09766316236)
EMAIL- dmb@moil.nic.in**

**5. MOIL : Shri S.B. Dhar, Sr. DGM (Systems),
"MOIL BHAWAN", 1A, KATOL ROAD, NAGPUR : 440 013
CONTACT NO. 0712-2806227.
(MOBILE 09860065711)
EMAIL- dhar@moil.nic.in**

REQUIREMENTS FOR VENDORS.

The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendors can submit their quotation electronically. Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid over the internet will be done. Details are given in the catalogue. In case of any clarification vendors may visit our website www.mstcecommerce.com.

SPECIAL NOTE: THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT www.mstcecommerce.com/eproc.

PROCESS of E-Tender:

Vendors are required to register themselves online with www.mstcecommerce.com .

The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bids. The vendors are to submit EMD and other related Documents in Hard Copy to the address as mentioned above within the scheduled date as mentioned above.

NOTE: IT MAY PLEASE BE NOTED THAT ALL TESTIMONIALS, CERTIFICATES & OTHER DOCUMENTS WILL HAVE TO SUBMIT IN OFF-LINE MODE, IN HARD COPIES ONLY. NO DOCUMENT SHOULD BE UPLOADED. UPLOADED DOCUMENTS WILL NOT BE CONSIDERED FOR EVALUATION.

The eligible vendors can only submit their Techno Commercial Bids through internet in MSTC website www.mstcecommerce.com → e-procurement → Login → view live event → Techno Commercial Bid. After filling the Techno Commercial Bid, vendors should click 'save' for recording their techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to filled up and then vendors should click on "save" to record their price bid. Then once both the techno-Commercial bid & price bid has been saved, the vendors can click on the "Submit "button to register their bid. **NOTE: - The Techno-Commercial Bid & price bid cannot be revised once the submit button has been clicked by the Supplier. In all cases, vendors should use their own ID and password along with Digital Signature at the time of submission of their bid.**

During the entire e-tender process, the bidders will remain completely anonymous to one another and also to every body else.

The e-tender floor shall remain open on the pre-announced date as mentioned above, for the period as will be mentioned in the intimation e-mail detailing the schedule of on-line price bidding.

All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid price bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the bidder.

NOTE: The price quoted shall have to be in whole numbers only and no bid in paisa will be accepted.

All the bids will have to be mandatorily submitted with digital certificate otherwise the same will not be considered.

Buyer reserves the right to reject or accept or withdraw the tender in full or part as the case may be without assigning any reason thereof.

No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.

UOM is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

Annexure – D

General Terms & Conditions TE-1, TE-2, TE-3, TE-4, TE-5, TE-6 (PI refer Tender Page of MOIL website 'www.moil.nic.in').
