



MADRAS FERTILIZERS LIMITED

MADRAS FERTILIZERS LIMITED
(A GOVT. OF INDIA UNDERTAKING)
MANALI, CHENNAI 600 068

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**NOTICE INVITING TENDER FOR
GENERAL SHIFT VAN AND REGULAR SHIFT VAN SERVICE CONTRACT 2017-19
TENDER No. ESER/P&A/GSV-RSV/190817/034 Dated 29.07.2017**

SUMMARY

Online bids are invited for **GENERAL SHIFT VAN AND REGULAR SHIFT VAN SERVICE CONTRACT**. Bidders, who are interested to submit bids, may visit MFL website www.madrasfert.nic.in ["Tenders" – "e-tenders"] or Central Public Procurement web www.eprocure.gov.in/eprocure/app Instructions for applying e-Tendering are given in **Annexure-1**.

For any clarification, please communicate to the following:

Eprocurement cell	epro@madrasfert.co.in / epro1@madrasfert.co.in	
Phone	044 25945318/25945312/2594 1261 Mr A M Sridhar	
User contact detail	dgmpasec@madrasfert.co.in	044-25945211, 9442258864
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Description	GENERAL SHIFT VAN AND REGULAR SHIFT VAN SERVICE CONTRACT
Press Tender No. & Date Description	ESER/P&A/GSV-RSV/190817/034 Dated 29.07.2017
Nature of Bidding	Two Part Bidding : 1 st Part : Techno-Commercial Bid 2 nd Part: Price Bid (Separate Techno-commercial Bid and Price Bid to be submitted for each vehicle individually)
Commencement of viewing and downloading tender document from Tender Website	29.07.2017
Due date & Time for submission	21.08.2017 upto 1000 hrs
Technical Bid Opening Date & time	21.08.2017 at 1500 hrs



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Bid Submission (To be uploaded on or before the due date and time)	Three Separate on-line bids (1) EMD (2) Techno-Commercial Bid; and (3) Price Bid To be submitted with price bid break up details per Annexure-6 on or before the date & time meant for submission of bids.
Procedure for opening of Online Bid	Bids will be opened in seriatim EMD, Techno-commercial and price bid.
Bid Validity	90 days from date of opening of Techno-Commercial bid.
Price Bid Opening Date	Techno-Commercially qualified Tenderers only will be intimated.
EMD Amount	As per Annexure – 7
Security Deposit (SD)	As per Annexure – 8
Mode of Payment for EMD and SD	By way of Demand Draft in favour of Madras Fertilizers Ltd, payable at Chennai or by Bank Guarantee (Annexure-11 & 12).
EMD BG Validity	45 days beyond bid validity i.e., 135 days validity
Payment Term	Monthly basis. Payment will be made within 30 days from the date of submission of bills subject to bills are in order and acceptance. All efforts will be made to make payment to the vendors on 30 th days. However, if there is any delay in making payment, Company will not pay any interest for such delayed payments.
Contract Period	Two years from the date of commencement of contract with a provision to extend the contract for a further period of One year on the same rates, terms and conditions based on performance and mutual consent.
Evaluation / Selection of Tenderer	The price bids of techno-commercially qualified tenderers will alone be opened. Selection of the tender will be Route wise L1 basis. If more than one tenderer has quoted the same rate, the L1 will be arrived on the basis of latest model (date & year) of the Van. MFL reserves the right to appoint one or more Contractors for this job with identical rates and also the right to reject any or all Tenders without assigning any reason thereof.
Scope & Brief Description of Work	Refer Annexure-2
Reverse auction	If required



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Note:-The Tender document contains 41 pages. Digital signature is required on all pages by the tenderer or the authorized person to sign the tender.

**GENERAL MANAGER (P&A)
MADRAS FERTILIZERS LTD.,
MANALI, CHENNAI 600 068**



INSTRUCTIONS TO TENDERERS FOR APPLYING E-TENDER

- 1.1 **Instructions to the Tenderers / Bidders for the e-submission of the bids online through the e-tender site of M/s National Informatics Center (NIC).**
- 1.1.1 Bidders should do the registration in the tender site <http://eprocure.gov.in/eprocure/app> using the option available (online bidder enrolment). Then the Digital Signature registration has to be done with the e-token, after logging into the site. The e-token may be obtained from one of the authorised Certifying Authorities such as nCode/eMudhra/safe script.
- 1.1.2 Bidder then need to login to the site through their user ID/password chosen during registration.
- 1.1.3 The e-token that is registered should be used by the bidder only and should ensure safety of the same.
- 1.1.4 The Bidders can update well in advance, the documents such as certificates, purchase order details etc., and these can be selected as per tender requirements and then send along with bid documents during bid submission.
- 1.1.5 After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise, the bid will be rejected.
- 1.1.6 If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidders should take into account the Corrigendum published before submitting the bids online.
- 1.1.7 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender schedule and they should be in .pdf / .xls / .jpeg/.rar formats only.
- 1.1.8 Bidder should submit the EMD as specified in the tender. The original should be posted / couriered / given in person to the Tender Inviting Authority, on any working day after e-publication of NIT and upto 3 working days after the last date of submission of bids. Scanned copy of the instrument should be uploaded as part of the offer along with Techno-Commercial bid.
- 1.1.9 It is construed that the bidder has read all the terms and conditions before submitting their offer including General Terms & Conditions (GTC) and Special Terms & Conditions (STC). GTC & STC can be accessed through Company's website.
- 1.1.10 The bidder has to submit the tender document online well in advance before the prescribed time to avoid any delay or problem during the submission process.
- 1.1.11 After the bid submission, (the bid token number) given by the e-tendering system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender.
- 1.1.12 The details of the Earnest Money Deposit document should be submitted physically to the Dept., and the scanned copy should be furnished at the time of bid submission online. They should be same otherwise the Tender will be summarily rejected.
- 1.1.13 The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders.
- 1.1.14 The tendering system will give a successful bid updating message after unloading all the bid documents submitted and then a bid summary will be shown with the bid number, date and time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.



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- 1.1.15 The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening date.
- 1.1.16 Bidder should log into the site well in advance for bid submission so that he submits the bid in time, i.e., on or before the bid submission end time. If there is any delay, due to other issues, bidder only is responsible.
- 1.1.17 Each document to be uploaded through online for the tenders should be less than 8 MB. However, if the file size is less than 8 MB, the transaction uploading time will be very fast. The total size of the documents in all the covers put together, should be less than or equal to 8 MB.
- 1.1.18 The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
- 1.1.19 The time settings fixed in the server side and displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- 1.1.20 All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not be viewable by any one until the time of bid opening. Overall, the submitted tender documents become readable only after the tender opening by the authorized individual.
- 1.1.21 The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
- 1.1.22 The bidders are requested to submit the bids through online e-tendering system to the TIA well before the bid submission end date & time (as per Server system clock).
- 1.1.23 The bidder should log out of the tendering system using the normal log out option available at the top right hand corner and not by selecting (X) exit option in the browser.
- 1.1.24 Bidders should ensure that prices should not be indicated anywhere in the un-priced part. The prices should be indicated only in the price bid and nowhere else.
- 1.1.25 Bidders to note that if prices are indicated in their un-priced Techno-Commercial part their offer will be rejected and NO further evaluation or communication will be entertained in this regard.
- 1.1.26 Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections of the pages of the bid document including General Conditions of Contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.



SCOPE & BRIEF DESCRIPTION OF WORK FOR GENERAL SHIFT VAN

Transporting MFL employees from in and around Chennai City to MFL Plant at Manali and back to City and any other places outside city limits by Vans on all working days (ie., Monday to Friday) in General Shift (General Shift Timing: 0800 – 1645 hrs) and also in any other day and time as required by the company.

The Tenderer shall provide only road worthy vehicles in good condition with models of **2014** or after. MFL has the right to avail one or more number of vehicles according to the requirement during the tenure of contract.

The requirement of services to be provided by the Tenderers are furnished below:-

Type of Vehicle	Starting point	Destination Point	Type of Vehicle	Distance Coverage per day (Approx. Km)	Seating Capacity (Nos.)
Van	Tambaram Rly Station	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	84	26 (25+1) Seater with High head rest and hand rest
	Velachery	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	92	31 (30+1) Seater with High head rest and hand rest
	Aranganathan Subway	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	76	18 (17+1) Seater with High Head Rest and hand rest
	Thiruvanmiyur	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	82	24 (23+1) Seater with High Head Rest and hand rest
	Ayyappan Thangal	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	76	14 (13+1) Seater with High Head Rest and hand rest
	Egmore	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	44	14 (13+1) Seater with High Head Rest and hand rest
	Ayanavaram Noor Hotel	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	40	14 (13+1) Seater with High Head Rest and hand rest



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Routes for General Shift Van

G1 (Van)	G2 (Van)	G3 (Van)	G4 (Van)	G5 (Van)	G6 (Van)	G7 (Van)
Tambaram Rly Station	Velachery	Aranganathan Subway	Thiruvanmiyur	Ayyappan Thangal	Egmore	Noor Hotel
Tambaram Sanatorium Railway Station	Ram Nagar	Postal Colony	Adyar Telephone Exchange	Porur	Kellys	Ayanavaram Signal
MIT Gate (Chromepet)	Ponnaman Koil	Arya Gowda Road	Adyar Signal	Valasarakkam	Purasawalkam Tank	Agaram
Chromepet Railway Station	Ayyappan Temple	Samiyar Madam	Mandaveli Bus Depot	Alwarthirunagar (Kesavardhini)	Lakshmiamm Temple (Perambur Market)	S R P Colony
Pallavaram Bus Stand	UTI Bank	Liberty	Mandaveli Post Office	Virugambakkam (Mega Mart)	Madhavaram Milk Colony	Periyar Nagar
Kathipara Junction (Guindy)	Ranie Gas Company	Mahalingapuram	Mylapore Tank	Vembuli Amman Koil St.	Mathur	Jawahar Nagar (Murugan Temple)
Kasi Theatre	Vanuvampet	Metha Nagar (N M Road)	Luz	K K Nagar	Plant	Kolathur Anna Statue
Ashok Pillar	Vadapalani Junction	K-4 Police Station	Yellow Pages	Pilliar Kovil (New Avachi School)		Rettaiyeri
SAF Games Village	Plant	ICF Bus Terminus	Triplicane	Chinmayanagar Bus Stop		Manjambakkam
Thirumangalam		Padi Bridge	Beach	Plant		Plant
Anna Nagar West Depot		Plant	Mint			
Plant			Tollgate			
			Kaladipet			
			Thiruvottiyur			
			Wimco Nagar			
			Plant			



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SCOPE & BRIEF DESCRIPTION OF WORK FOR REGULAR SHIFT VAN

Transporting MFL employees from in and around Chennai City to MFL Plant at Manali and back to City and any other places outside city limits by Vans on all days in a year (including Saturdays, Sundays and holidays) in Regular Shifts (Shift-I: 0600 – 1400 hrs; Shift-II: 1400 – 2200 hrs and Shift-III: 2200 – 0600 hrs).

The Selected Tenderer shall provide only road worthy vehicles in good condition with models of **2014** or after.

MFL has the right to avail one or more number of vehicles according to the requirement during the tenure of contract.

The requirement of services to be provided by the Tenderers are furnished below:

Route	Category	Likely starting point	Type of Vehicle required	Distance Coverage per month (Approx. Km)	Seating capacity	Model of the vehicle required
1	3 trips per day (up & down) on all days in a week	Kilkattalai	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	8640	14 seater with High Head Rest and hand rest	2014 or after
2	3 trips per day (up & down) on all days in a week	Tambaram	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	8460	14 seater with High Head Rest and hand rest	2014 or after
3	3 trips per day (up & down) on all days in a week	Aranganathan Subway	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	7200	14 seater with High Head Rest and hand rest	2014 or after
4	3 trips per day (up & down) on all days in a week	Avadi Bus Stand	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	7200	14 seater with High Head Rest and hand rest	2014 or after



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Routes for Regular Shift Van

S1 - Kilkattalai	S2 - Tambaram Railway Station	S3 - Aranganathan Subway	S4 – Avadi Bus Stand
St Thomas Mount	Sanatorium	Postal Colony	Avadi
Vandikkaran Street	Chrompet	Ayodhya Mandapam	Thirumullaivoyal
100 Feet Road	Pallavaram	Ashok Nagar Police Station	Ambattur OT
Velacherry Vijaya Nagar	Kathipara Junction	Samiyar Madam	Pudur
Tharamani	Ashok Pillar	Liberty Theatre	Surapet
Thiruvanmiyur	Vadapalani 100 Ft Road Junction / Ring Road	Valluvar Kottam	Retteri Junction
Adyar Signal	MMDA Signal	Metha Nagar	Kolthur
Mandaveli Bus Stand	Koyambedu	Anna Nagar-Roundtana	Perambur Railway Station
Mylapore Tank (via Mandaveli Post Office)	Thirumangalam	Chintamani	Moolakkadai (Via Don Bosco)
Luz	Padi Junction	Kellys	R C Green Park
Kutchery Road	Senthil Nagar	Purasaiwalkam	Arul Nagar
Kamarajar Salai	Retteri	Choolai	Madhavaram Milk Colony
Ice House Police Station		Mint	Mathur MMDA
Triplicane High Road	MFL Plant	Tollgate	Manali
Bells Road		Thiruvottiyur Theradi	MFL
Walajah Road		Ernavoor Bridge	
Beach Station		MFL Plant	
MFL Plant			



PRE-QUALIFICATION CRITERIA

1. Tenderers must have experience in transportation of employees through vans for office establishments, IT companies, Hotels, Industries, etc., in any two financial years during the last five financial years (2012-13, 2013-14, 2014-15, 2015-16, 2016-17) in Chennai or any other City. Award letters, performance certificate and proof of Experience Certificate for any two financial years during the last four financial years, for transporting employees of office establishments, IT companies, Hotels, industries, etc. to be submitted along with online tender document.
2. The tenderer shall have an average business turnover of minimum of ₹.58 Lakhs for General Shift Van and ₹.39 Lakhs for Regular Shift Van per annum in any two financial years during the last five financial years (2012-13, 2013-14, 2014-15, 2015-16, 2016-17). Proof of turnover certificate in any two financial years during the last four financial years to be submitted.
3. Income Tax Returns for any two financial years during the last five financial years (2012-13, 2013-14, 2014-15, 2015-16, 2016-17) to be submitted along with online tender document
4. Audited profit & loss account statement and Balance Sheet in any two financial years during the last five financial years (2012-13, 2013-14, 2014-15, 2015-16, 2016-17) to be submitted along with online tender document.
5. Vans are to be registered in the name of the individual or in the name of the firm if it is a Sole Proprietor firm or should be in the name of the partners of the firm if it is a partnership firm or in the name of the Company if it is a Limited Company and for tie-up, the same shall be registered either in the name of the owner of the firm or in the name of the partners with a minimum of 4 vans and shall be of model 2014 or thereafter. Proof for having the vans i.e. model 2014 or after to be submitted along with online tender document.
6. In both the cases either owning or having a tie-up arrangement as stated above the copies of proof to be submitted along with online tender document.
7. The Tenderer shall indicate his / their PF Code / ESI Code Number in his / their tender. The registration numbers shall be either in the name of the Tenderer or in the name of the Firm. Documentary proof for ESI, PF Registration to be submitted along with online tender document.
8. The Tenderer shall *indicate his income tax Permanent Account Number*. Documentary proof for Income Tax PAN No. to be submitted. *The PAN shall be either in the name of the Tenderer or in the name of the Firm*. Copies of returns filed for two financial years during the last five financial years (2012-13, 2013-14, 2014-15 and 2015-16, 2016-17) to be submitted along with online tender document.
9. Tenderer shall indicate his Service Tax Registration Number. The registration number shall be either in the name of the Tenderer or in the name of the Firm. Proof of Service Tax Registration with compliance (Returns) for any two financial years (2012-13, 2013-14, 2014-15, 2015-16, 2016-17) to be uploaded along with online tender documents.
10. Financial Soundness – Solvency certificate shall be enclosed for General Shift Van and Regular Shift Van.
11. If the tenderer is under Holiday List / delist / black list or having any litigation with MFL and tenderer who is under Holiday list and Black listed by other Government Departments/PSUs need not apply.

Signed copies of the above documents are to be uploaded as Attachments with the online submission of bids. Tenders not accompanying above documentary proof will be rejected.



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ANNEXURE 4

SPECIFICATION DETAILS

(a) For General Shift, the Successful Tenderer shall provide 7 Nos. vans with high head rest and hand rest as per their capacity and road worthy vehicles as per the description given below:

VANS

1. One Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 26 seating capacity.
2. One Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 31 seating capacity.
3. Two Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 18 seating capacity.
4. One Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 24 seating capacity.
5. Two Nos. of Non-AC Vans – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 14 seating capacity.

(b) For Regular Shift, the Tenderer shall provide 4 Nos. of vans with high head rest and hand rest as per their capacity and road worthy vehicles as per the description given below:

VANS:

1. Four Nos. of Non-AC Vans – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 14 seating capacity.



TECHNO-COMMERCIAL BID FORMAT

Name of the Tenderer	
Address	
Detailed Technical Specification offered	<p>For General Shift, the Selected Tenderer shall provide 7 Nos. of Vans with high head rest and hand rest as per their capacity and road worthy vehicles as per the description given below:</p> <ol style="list-style-type: none">1 One Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 26 seating capacity.2 One Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 31 seating capacity.3 Two Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 18 seating capacity.4 One Non-AC Van – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 24 seating capacity.5 Two Nos. of Non-AC Vans – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 14 seating capacity. <p>All the above Vans shall have Road worthy vehicles in Good Condition on all working days (i.e., Monday to Friday) in General Shift (General Shift Timing: 0800 – 1645 hrs) and also in any other day and time as required by MFL.</p> <p>For Regular Shift, the Tenderer shall provide 4 Nos. of vans with high head rest and hand rest as per their capacity and road worthy vehicles as per the description given below:</p> <ol style="list-style-type: none">1 Four Nos. of Non-AC Vans – 2014 Model or after of Swaraj Mazda / Eicher / Tata / Ashok Leyland / Mahendra / Force with 14 seating capacity. <p>All the above vans shall have High Head Rest, Hand Rest and Road worthy vehicles in Good Condition for Regular Shifts (Shift-I: 0600 – 1400 hrs; Shift-II: 1400 – 2200 hrs and Shift-III: 2200 – 0600 hrs).</p>



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Payment Term	Monthly basis. Payment will be made within 30 days from the date of submission of bills subject to bills are in order and acceptance. All efforts will be made to make payment to the vendors on 30 th days. However, if there is any delay in making payment, Company will not pay any interest for such delayed payments.
Payment Mode	RTGS/NEFT
Delivery Period	Per MFL Instruction.
Offer Validity	90 days from the date of opening of bids.
EMD Details	Rs.6,42,255/- (For General Shift Van / Regular Shift Vans)
Acceptance to give 5% Security Deposit in the event of placement of order	Yes
Acceptance for LD / Penalty clause as per Annexure-9	Yes
Acceptance to receive payment for actual Services for MFL.	Yes
Acceptance to all other tender norms, terms & conditions not mentioned herein	Yes
Make / Manufacturer	As indicated in Specification

Signature of the authorised person :

Name of the authorised person :

Designation of the authorised person :



PRICE BID BREAK UP DETAILS

GENERAL SHIFT VAN

(The Lump sum rate shall include contract charges, fuel, maintenance charges, wages for Driver / Cleaner, batta, insurance, road tax and all other statutory levies and taxes except Service Tax, PSV permit charges etc. including the contingent requirements, if any and will remain firm throughout the contract period and for extended period except for diesel escalation/de-escalation clause)

(for 5 days in a week with 2 single trips per day – one up & one down)

Type of Vehicle	Starting point	Destination Point	Type of Vehicle	Distance Coverage per day (Approx. Km)	Seating Capacity (Nos.)
Van	Tambaram Rly Station	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	84	26 (25+1) Seater with High head rest and hand rest
	Velachery	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	92	31 (30+1) Seater with High head rest and hand rest
	Aranganathan Subway	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	76	18 (17+1) Seater with High Head Rest and hand rest
	Thiruvanmiyur	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	82	24 (23+1) Seater with High Head Rest and hand rest
	Ayyappan Thangal	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	76	14 (13+1) Seater with High Head Rest and hand rest
	Egmore	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	44	14 (13+1) Seater with High Head Rest and hand rest
	Ayanavaram Noor Hotel	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	40	14 (13+1) Seater with High Head Rest and hand rest

NOTE: Payment will be made for actual running days of vehicle

Signature of the authorized person :
 Name of the authorized person :
 Designation of the authorized person :
 seal of the company



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REGULAR SHIFT VAN

(The Lump sum rate shall include contract charges, fuel, maintenance charges, wages for Driver / Cleaner, batta, insurance, road tax and all other statutory levies and taxes except Service Tax, PSV permit charges including the contingent requirements, if any and will remain firm throughout the contract period and for extended period except for diesel escalation / de-escalation clause)

(All days in a week with 3 trips per day – up & down)

Route	Category	Likely starting point	Type of Vehicle required	Distance Coverage per month (Approx. Km)	Seating capacity	Model of the vehicle required
1	3 trips per day (up & down) on all days in a week	Kilkattalai	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	8640	14 seater with High Head Rest and hand rest	2014 or after
2	3 trips per day (up & down) on all days in a week	Tambaram	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	8460	14 seater with High Head Rest and hand rest	2014 or after
3	3 trips per day (up & down) on all days in a week	Aranganathan Subway	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	7200	14 seater with High Head Rest and hand rest	2014 or after
4	3 trips per day (up & down) on all days in a week	Avadi Bus Stand	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	7200	14 seater with High Head Rest and hand rest	2014 or after

Signature of the authorized person :
Name of the authorized person :
Designation of the authorized person :
seal of the company



1.0 Earnest Money Deposit (EMD)

- 1.1 The EMD of ₹6,42,255/- (Rupees Six Lakhs Forty Two Thousand Two Hundred and Fifty Five Only) for General Shift Van and Regular Shift Van shall be submitted by way of Crossed A/c payee Demand Draft on any scheduled bank drawn in favour of Madras Fertilizers Limited payable at Chennai or Banker's Cheque or Bank Guarantee as per the attached form with independent confirmation on the BG by the Bank directly to MFL by RPAD from any Scheduled/Commercial Banks with the validity period of 45 days beyond the validity period of the rate bid. Tenders not accompanied by EMD shall be rejected.
- 1.2 Tender without EMD or valid NSIC / DGS & D / MSME'S Certificate for exemption of EMD Payment from the respective agencies viz., NSIC / DGS & D / MSME'S will not be considered for evaluation and will be rejected.
- 1.3 EMD details of the scanned copy should be uploaded on or before the closing date and time of the tender. On-line technical bids without receipt of EMD details in time will be rejected
- 1.4 The EMD amount shall be forfeited without prejudice to any other claims, if the tenderer, after submitting the tender, resiles from his offer or modifies the terms and conditions thereof or fails to enter into agreement and take up work on the date specified at the time of awarding the contract.
- 1.5 The EMD shall be returned to all unsuccessful Tenderers as soon as practicable after decision on tenders and for the successful tenderer, EMD shall be adjusted towards the required security deposit if the payment is made by way of Demand Draft / Banker's Cheque or EMD shall be returned if the payment is made by way of BG after the full amount is collected towards security deposit.
- 1.6 The Tenderer is not entitled any interest on EMD.
- 1.7 Independent confirmation for having issued the BG by the concerned bankers should be sent immediately to MFL.
- 1.8 EMD payment either in the form of DD or BG (or) if seeking exemption based on NSIC Unit, DGS & D and MSMEs the relevant certificates in physical format shall be sent directly to GM-P&A, Madras Fertilizers Ltd., Manali, Chennai 600 068 with clear superscription on the cover as "EMD for General Shift Van and Regular Shift Van Services Contract 2017-19, Tender No.: **"ESER/P&A/GSV-RSV/190817/034 Dated 29.07.2017"**.
- 1.9 **Exemption:** Bidders who are registered with NSIC / DGS & D / MSME'S and having valid certificate are exempted from payment of EMD against proof of relevant documents obtained from the respective agencies viz., NSIC / DGS & D / MSME'S.



1.0 Security Deposit

- 1.1 Successful Tenderer shall remit 5% of the total contract value as Security Deposit, which carries no interest. Security Deposit can be in the form of Demand Draft or Bank Guarantee from any Scheduled / Commercial Bank with independent confirmation on the BG by the bank directly to MFL by RPAD, which should remain valid for a period of 60 days from the date of completion of all contractual obligations of the contractor. Cash payment shall not be accepted for payment of Security Deposit.
- 1.2 The successful Tenderer has to submit Security Deposit within 21 days of the award of contract. Security Deposit will be adjusted from the EMD amount if the EMD is submitted by way of DD by the successful Tenderer and the balance amount has to be paid by the successful Tenderer as stated above. In case the EMD is submitted by way of BG, the EMD shall be returned after submission of the full value of Security Deposit by the successful Tenderer.
- 1.3 Failure to pay Security Deposit shall be treated as failure to discharge the duties under the contract and shall result in cancellation of the award of contract besides forfeiture of EMD. The Tenderer shall be liable to pay compensation to the extent of 5% of the value of the contract, if award of contract is rescinded by the contractor.
- 1.4 The Security Deposit shall be returned to the contractor at the end of the term of the contract after satisfactory performance of the contract and on completion of all statutory obligations.
- 1.5 MFL reserves the right to forfeit / appropriate any or full amount of the Security Deposit without prejudice to other claims against the contractor due to any breach / failure of performance on the part of the contractor in discharging the services under the contract and losses/damages, charges, expenses or cost suffered by MFL due to termination of contract or contractor becoming disqualified because of liquidation / insolvency or change of composition.
- 1.6 The decision of MFL in respect of such losses, damages, charges, expenses or costs shall be final and binding on the contractor.
- 1.7 In the event of Security Deposit being insufficient or if the Security Deposit has been wholly forfeited / adjusted, the balance of the total sum recoverable as the case may be shall be deducted from any sum due or which any time thereafter may become due to the contractor under this contract or any other contract with MFL. If the SD amount is not sufficient to cover the full amount recoverable, the contractor shall pay to MFL on demand the remaining balance due. Whenever the Security Deposit falls short of the specified amount, the contractor shall make good the deficit so that the total amount of security deposit shall not at any time be less than the specified amount.
- 1.8 Whenever the Security Deposit falls short of the specified amount, the contractor shall make good the deficit in cash so that the total amount of Security Deposit shall not at any time be less than the specified amount.

“Non-compliance of contract conditions and arbitrary action of contractor without prior knowledge of MFL authorities would result in forfeiture of Security Deposit without prejudice to any other claims”.



GENERAL TERMS & CONDITIONS

1.0 Constitution of the Tender

The Contractor shall not change the constitution of the composition during the currency of the contract without the prior approval of MFL. Any change in the composition of contractor and happenings like death / resignation of any Partner / Director / Member shall be notified within 24 hours of such change / happenings by Registered Letter to **General Manager P&A**, Madras Fertilizers Ltd., Manali, Chennai 600 068. On receipt of such notice, MFL reserves the right either to terminate or continue the contract.

The Contractor shall produce the original Power of Attorney granted in favour of the Signatory of the Tender and the Partnership Deed.

In the event of any dispute, Legal or other proceedings, by any party or parties concerning the constitution or composition of the contractor, MFL reserves the right to itself take such necessary action as it deems fit, including termination of contract, withholding payments due to the Contractor.

The Contract shall be awarded on the basis of 'Principal-to-Principal Contract' and the Contractor shall be deemed to be in an independent contractor engaged for the performance of service / work / job in the manner and to the extent provided in these presents.

2.0 Period of Contract

The contract shall be valid for a period of Two years from the date of award of contract. MFL reserves the right to extend the contract for a further period of one year on the same Rates, Terms and Conditions, with mutual consent.

MFL shall have the right to terminate the contract by giving 30 days' notice in writing to the Contractor.

3.0 Summary Termination

Notwithstanding what is stated above, MFL reserves the right to terminate the contract forthwith at any time during the currency of the contract in the event of breach or default by the Contractor or any of the Terms & Conditions of the contract or the contractor going into Liquidation or becoming insolvent. In the event of such termination, MFL reserves the right to make alternative arrangements and recover the additional cost thereof from the contractor. The decision of MFL about breach/failure or default of contract and also the losses, damages, expenses or costs that may be suffered or incurred by MFL on the part of the tenderer shall be final and binding on the tenderer and shall not be called into question.

4.0 Liabilities of Personnel

4.1 The selected tenderer shall be responsible for payment of wages, daily batta and other statutory benefits including ESI, PF, Bonus, Gratuity, etc., to his drivers / cleaners and MFL will not have any responsibility in any dispute between the Contractor and his drivers / cleaners on this account.

4.2 The selected tenderer shall comply with the provisions of the Factories Act, 1948, Contract Labour (Regulation & Abolition) Act, 1970, ESI Act, 1948 / Workmen's Compensation Act, 1923, Employees Provident Funds and Miscellaneous Provisions Act 1952, Payment of Bonus Act, 1965, Payment of Gratuity Act, 1972, Tamil Nadu Industrial Establishments (National & Festival Holidays) Act, 1958, Minimum Wages Act (Central), Child Labour (Prohibition & Regulation) Act 1986 and any other law applicable to the Contract Workmen now in force and as amended from time to time.



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- 4.3 The selected tenderer shall fully indemnify MFL for any default or non-observance by him or any of his representatives of any of the provisions of the above mentioned enactments and the rules framed thereunder. Even though the tenderer shall be solely liable for settlement of any claim made by any person due to the non-observance of any of the provisions or otherwise of the enactments cited, MFL reserves its right to settle directly any amount due by him as mentioned above and to recover such amounts from any of the amounts payable by MFL to him or in the absence of the same as debt due to MFL by him.
- 4.4 The selected tenderer shall, whenever required by the Company or Government Officials authorized under the Statutes, produce for inspection, all Forms, Registers and other papers required to be maintained under various Statutes. In the case of non-coverage of people under ESI Scheme/EPF besides the recovery of the amounts due by the selected tenderer towards their contribution, penal interest and/or damages as may be levied by the ESI Corporation or EPF Authorities, a penalty of 20% of the above amount would also be levied and recovered from their bills. In the event of cessation of the contract due to any reason whatsoever, the security deposit will be refunded only after due satisfaction as regards the payment of ESI/EPF dues by the selected tenderer.
- 5.0 **Subletting and transfer:**
- Tenderer shall be solely responsible for rendering any or all the services. He shall not sublet / transfer / assign the contract or any part thereof to others. All their dealings with third parties shall be without reference to MFL.
- 5.1 **Evaluation / Selection of Tenderers**
- The price bids of techno-commercially qualified tenderers will alone be opened. Selection of the tender will be Route wise L1 basis.
- If more than one tenderer has quoted the same rate, the L1 will be arrived on the basis of latest model (date & year) of the Van.
- MFL reserves the right to appoint one or more Contractors for this job with identical rates and also the right to reject any or all Tenders without assigning any reason thereof.
- 6.0 **Payment Terms**
- 6.1 The selected tenderer shall be paid at the rates finalized between MFL and selected tenderer. Payments will be made only for actual number of days operated the Van services.
- 6.2 The selected tenderer shall submit the bills on or before 5th of each month relating to the services for actual number of days operated the Van services during the preceding month or part thereof. MFL will endeavour to make payment against the bill so submitted will be made with in 30 days from the date of submission of bills subject to bills are in order and acceptance. All efforts will be made to make payment to the vendors on 30th days. However, if there is any delay in making payment, Company will not pay any interest for such delayed payments.
- 6.3 Bills have to be drawn on **GM-P&A**, Madras Fertilizers Limited, Manali, Chennai 600 068.
- 6.4 From the payments to the contractor against the bills for the services rendered, amount towards statutory levies to be made by the contractors will be retained and the same will be returned only on production of proof of remittance of statutory levies on the respective statutory authorities.
- 6.5 Payment will be made only thru RTGS, after reckoning the credit period from the date of receipt of bills subject to the same is in order at MFL.
- 6.6 RTGS Form (Annexure 13) to be filled in, signed & sent along with the offer by the Tenderer to avoid any delay in processing payment
- 7.0 **Penalty**



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- 7.1 The selected tenderer ensure that the vehicles with MFL employees reach MFL Plant ten minutes before the scheduled time. For late arrival beyond scheduled time, due to contractor's lapses like mechanical, crew etc., penalties will be levied as below:

For 15-30 Minutes Delay	- Rs. 20/ per minute
For 30-60 Minutes Delay	- Rs. 1000 /-
For 60-90 Minutes Delay	- Rs. 2000 /-
Beyond 90 Minutes	- Rs. 5000/-

The contractor shall ensure vehicle availability as per Company's Schedule.

- 7.2 If, on any day, the selected contractor fails to provide vehicles for any trip or reaches MFL, Manali, late by more than **15** minutes than the scheduled time given by MFL, taxi/auto fare incurred by employees shall be fully reimbursed by deducting from the bills payable to the contractor, in addition to penalty amount.
- 7.3 In the event that any or all of the vehicles are found defective or breaks down for whatever reason, the contractor shall forthwith replace with a substitute vehicle failing which the contractor shall reimburse to MFL the cost of transport (taxi fare and other expense) of MFL employees or other authorized persons by other modes of travel to their respective destinations or the cost of such transport arrangement will be recovered from the Contractor's bills.
- 7.4 If the tenderer fails to provide vehicle for both onward / return trip, MFL reserves the right to deduct one day contract charges from the bill. In addition to this, expenses incurred towards alternative transport arrangement shall be fully repaid by the service provider.
- 7.5 MFL shall levy a penalty up to **₹ 1000/-** per instance for breach of contractual obligations other than those specified in detail in the terms & conditions of the tender. The contractor is permitted to run the vehicles, including the substitute vehicles, the description of which is already committed by them.
- 7.6 The vehicles supplied in the name of the Company shall not be used by the selected tenderer during the period of contract for any other purpose other than the transportation of the personnel employed in the Company. Any breach of this clause will attract a penalty of **₹500/-** per day for Van.
- 7.7 If the contractor fails to maintain the vans in good condition, cleanliness of the seat, inside and outside of the vehicle, defects of seats, Rs.500/- per occasion/defect will be levied.

8.0 Reverse Auction

MFL reserves the right to go for Reverse Auction process, if required or may finalize the tender without Reverse Auction. However, the decision to conduct Reverse Auction will be conveyed to short-listed bidders. The business Rules for Reverse Auction will be circulated, if Reverse Auction is necessary and the same needs to be accepted and signed by the technically shortlisted bidder.

9.0 Negotiation with L1/R1 Tenderer

Subsequent to Reverse Auction process, if MFL deems it fit to conduct negotiation with the L1/R1 Tenderer, MFL reserves the right to do so by inviting the R1 Tenderer in person to finalize the price.



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9.1 Tie Situation

If during evaluation, any tie occurs between the bidders, the L1 tenderer will be chosen on the following criteria:

Bidder shall be selected on the basis of his better experience evidenced by tenderer's last year turnover.

10.0 Definition

The term "Tender" shall mean & include the online bids and other attachments uploaded while submitting the bids online.

"Tenderer" shall mean and include those entering into agreement with MFL, their Heirs, Representatives, Executives, Administrators, Successors and their permitted assignees, as the case may be.

"Services" shall mean and include all items of work duties / responsibilities of the Tenderer and / or any other item of work not specified but consistent with general terms of the contract and entrusted by MFL.

11.0 Special terms and Conditions

- 11.1 Conditional Offers will not be considered.
- 11.2 Rate quoted should be valid for a period of 90 days from the date of opening of Bids. Other commercial terms should be kept firm till the completion of the Contract.
- 11.3 The selected Tenderer shall have an office in Chennai City with telephone facility (land line / mobile) and responsible staff available from dawn to dusk. The names of such staff including the telephone numbers / cell phone numbers shall be furnished, to MFL.
- 11.4 Any unsolicited letter / fax / e-mail on price / other terms revision will not be entertained and such tenderers are liable to be disqualified from tender.
- 11.5 Any offer received against this tender from sister / associate concern and/or offers received after the due date will be summarily rejected
- 11.6 Canvassing in any form is strictly prohibited and the tenderers who resort to canvassing in any form shall be disqualified.
- 11.7 MFL will not be bound by any general/printed provisions of Tenderer's offer.
- 11.8 The selected Tenderer shall not change the composition during the currency of the contract without prior written intimation to the Company. Any happening like death/ resignation of any partner / director / member shall be notified within 24 hours of such happening by Registered letter to the General Manager (P&A), MFL, Manali, Chennai 600 068. On receipt of such notice, the Company reserves the right either to terminate or continue the contract.
- 11.9 Copies of proof showing constitution of the Tenderer such as Individual / Partnership / Registered Company / Corporation / Society together with necessary documents [Registered Power of Attorney, Partnership Deed, Memorandum & Articles of Association and Certificate of Possession in case of hiring of VAN. In case of any change in the composition of the tenderer, it shall be brought to the notice of MFL immediately in writing.
- 11.10 The selected tenderer shall have necessary permits from the Regional Transport Authority / Transport Commissioner for plying the vehicle/s on lease and/or contract basis in the City and sub-urban of Chennai. The tenderer should bear the cost towards obtaining permit / fitness certificate / renewal / registration / insurance / road tax for the vehicles supplied by him / her.



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- 11.11 The selected tenderer shall produce original RC Books / Permits / Road Tax / Insurance etc., for verification when they are called for. Vehicles shall be produced for inspection at MFL Manali Office at the cost of the Tenderer, if required, to verify the age of the vehicles.
- 11.12 In order to register the arrival time of Vans, Electronic Swiping Cards available with our Security are to be swiped on the Swiping machines available at the MFL entrance by the Contractor's drivers, immediately on arrival.
- 11.13 The selected tenderer shall arrange for transport of MFL employees from prescribed points in Chennai City and its suburbs to the Plant at Manali and transport them back from the Plant at Manali per the specified routes and stops at specified timings, prescribed by MFL. The routes / stops are subject to changes, which may be intimated by the Officers concerned, from time to time.
- 11.14 The selected tenderer shall ensure that all necessary documents (copies) related to the vehicle are kept in the vehicle for verification by the RTO and other authorities.
- 11.15 Trained drivers are to be appointed to drive the vehicle. The drivers must wear appropriate uniform while on duty as prescribed by the Govt. authorities. The drivers should possess valid driving license. The age of the drivers should be below 60 years.
- 11.16 The seating portion of seat is to be covered with neat cover to enable employees to reach MFL Plant in neat condition.
- 11.17 The selected tenderer shall ensure that the seats in the Vans are kept neat and clean before departure of the Vans at the starting point and before leaving MFL.
- 11.18 In the event of an accident to any of the vehicles provided by the selected tenderer, all responsibilities will rest with the selected tenderer and MFL will have no obligation whatsoever in that respect. In the event of an accident, causing injury to or death of MFL's personnel or any other person authorized to travel in the vehicle, MFL reserves the right to claim compensation. MFL shall not be liable for any damages / losses that may arise / cause due to accident or any other action by third parties.
- 11.19 The contractor shall be solely responsible for all consequences both financial and otherwise arising out of any violation of the traffic rules and any regulations, Act of Central / State Government in force and accident either to the Vans or third parties. In the event of an accident to the vehicles provided by the contractor, all responsibilities will rest with the contractor and MFL will have no obligation whatsoever in that respect.
- 11.20 If MFL is directed to pay any compensation or meet the expenses arising out of any accident, and MFL is required to make the payment as the user of the Vans, the contractor shall compensate MFL for such payments irrespective of whether the contractor receives compensation from Insurance Company or not.
- 11.21 The vehicle should be insured comprehensively as required by the Motor Vehicles Act.
- 11.22 The tenderer shall maintain the Time Schedule for Starting and Reaching the Plant, as prescribed by MFL.
- 11.23 The selected tenderer agrees and undertakes to indemnify MFL from any losses/damages/expenses/costs by reason of any claim from any person whatsoever, arising out of any failure on the part of the selected tenderer to fulfill his obligations under this Contract.
- 11.24 The selected tenderer shall not sub-let, assign, or transfers in whole or in part this Contract.
- 11.25 Failure on the part of either party to insist on the other upon strict observance/performance of any provisions hereof, shall not constitute a waiver of the rights to require such performance nor shall a waiver in one case constitute a waiver with respect to another of a similar nature or otherwise.



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- 11.26 If required, the drivers may avail food from the Staff Canteen of MFL on payment of actual cost of food items.
- 11.27 The selected tenderer shall pay actual road tax per seat, per quarter, as applicable, as on the date of agreement to the authorities and as and when it is revised. Any increase in the charges on this account shall be borne by the tenderer.
- 11.28 The selected tenderer shall obtain permits in the name of MFL in respect of vehicles supplied.
- 11.29 The vehicles provided shall have good appearance and the operator shall provide at his cost painting of the Company's name and Logo and Marks, the specification of which will be indicated by MFL, on the surface of the Vehicles.
- 11.30 The selected tenderer shall enter into an agreement with MFL, on a stamp paper of appropriate value on a date specified by MFL, failing which the tenderer shall be liable to compensate MFL for any losses incurred besides forfeiture of EMD.

SMOKING INSIDE THE FACTORY PREMISES IS VERY DANGEROUS AND IS STRICTLY PROHIBITED. THE CONTRACTOR SHALL ENSURE THAT HIS WORKING CREW DO NOT SMOKE INSIDE THE FACTORY PREMISES.

12.0 Escalation / De-escalation

- 12.1 The finalized rate will hold good till the completion of the contract. However, MFL agrees for revision of base rate (diesel price prevailing at the time of quote) whenever the price of diesel at Chennai is revised over the base rate on the basis of diesel consumption rate of van per one litre of diesel, as stipulated below. **The diesel price prevailing at Chennai on the date of finalization of rates shall be taken as the base price.**
- 12.2 If the fuel price is increased / decreased up to 5% per litre, there shall not be any revision on the running kilometer charges. If the fuel price is increased / decreased, above / below 5% per litre, on cumulative basis, from the base price, the fuel variation will be effected at 8 Kilometers per litre (Van) consumption and the price revision will be given effect from the date on which the fuel cost increase / decrease, above / below 5% of the base price, based on submission of documentary proof for such revisions.

Example of Diesel Revision calculation:

For Van Service

$$\begin{array}{r} \text{Revised} \\ \text{Per KM} \\ \text{Rate} \end{array} = \begin{array}{r} \text{Existing} \\ \text{Per Km} \\ \text{Rate} \end{array} + \left\{ \begin{array}{r} \text{Revised Diesel Price} - \text{Existing Diesel Price} \\ \hline 8 \text{ Kms} \end{array} \right\}$$



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13.0 Laws governing the Contract

- 13.1 The contract will be governed by the laws of India for the time being in force and as amended or made from time to time and the courts within whose jurisdiction the Registered Office of the Company is situated alone will have jurisdiction Chennai only.

14.0 Arbitration

- 14.1 Any or all disputes arising out of the contract / agreement shall be settled by mutual discussions and in the event of failure to do so, such dispute(s) shall be referred to a Sole Arbitrator, who will be appointed by mutual consent for settlement of such dispute(s) and whose decision shall be final and binding. In the event of failure to appoint such a Sole Arbitrator, with mutual consent, then the Sole Arbitrator will be appointed through the High Court of Judicature at Chennai.
- 14.2 Subject as aforesaid, the Arbitration & Conciliation Act 1996, shall apply to the Arbitration Proceedings under this clause and such Arbitration shall be in English and take place in the city of Chennai.

15.0 FORCE MAJEURE:

The terms and conditions of the orders shall be subject to force majeure. Neither the tenderer/contractor nor MFL shall be considered in default of its obligation under this contract, if such performance is prevented or delayed because of war, hostilities, revolution, civil commotion, sabotage, strikes, lock outs, fires, floods, explosions, epidemics, accidents, freight embargoes on export or import to India, Acts of God, Acts of Government, should one or both parties be prevented from fulfilling their actual obligations by the state of force majeure lasting continuously for a period of 3 months the two parties should consult each other regarding future implementation of the contract.

Tenderer /contractor shall promptly notify MFL in writing of such conditions and the cause thereof within twenty one days of occurrence of such event. Unless otherwise directed by the MFL in writing the Tenderer /contractor shall continue to perform the obligations under the contract as far as reasonably practicable and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.



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ANNEXURE 10

INFORMATION ABOUT THE TENDERER

1.0 Name and Address of the Tenderer :

Address	Phone No./ Mobile	Fax No.	Name of the In - charge with Phone / Mobile No.	No. of persons employed
Registered Office				
Office at Chennai				
Branches (if any)				

2.0 Year of Establishment :

3.0 Status of the firm - : Proprietary/Partnership/Regd. Co./Society, etc.,

(Documentary proof for Partnership / Registered Company / Corporation / Society etc. to be attached):

4.0 Name and Address of Partners / Directors / Proprietor as the case may be:

1

2

3

4

5.0 Name of the person authorized to sign the tender and related documents:



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- 6.0 Experience of rendering Vans for any organization for any two financial years during the last five financial years (Attach certificates as per Pre-qualification Criteria)

Period	Organization	No. of vehicles supplied
2012-13		
2013-14		
2014-15		
2015-16		
2016-17		

- 7.0 Turn over Details for the financial years (Attach copies of proof as per Pre-qualification Criteria)

Period	Turnover in (Rs.)
2012-13	
2013-14	
2014-15	
2015-16	
2016-17	

- 8.0 No. of Vans owned / tie-up arrangement with Registration No:

Registration No.	Type of Vehicle	Year of Manufacture	All India Permit or State Permit
Owned Vans			
Tie-up Vans			

- A) Total No. of vehicle owned in the name of Proprietor /Partners /Firm/Company.
B) Total No. of vehicles owned in the name of Partners of the Firm / Company
C) Total No. of tie-up vehicles by the tenderer.

- 9.0 Name of the Bank and the Branches with which Tenderer has dealings



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- 10.0 Details of Turnover for any two financial years during the last five financial years.(proof to be attached as per Pre-qualification Criteria)
- 11.0 Income Tax and Permanent Account Number details. Copies of returns filed for five financial years to be attached as per Pre-qualification Criteria.
- 12.0 Individual PF code Number with a copy of certificate (proof to be attached)
- 13.0 Service Tax / VAT registration details with copies to be attached. Proof of Service Tax Compliance (Returns) for any two financial years 2012-13, 2013-14, 2014-15, 2015-16 & 2016-17 to be attached as per Pre-qualification Criteria.
- 14.0 Individual ESI Code Number with a copy of certificate (proof to be attached):
- 15.0 Banker's Solvency Certificate to be submitted for General Shift Van and Regular Shift Van.
- 16.0 Any court case is filed against you or your concern:
- 17.0 Have you / your Firm filed any case against your client :
- 18.0 DD No., Date, Name of the Bank and Amount towards EMD

(Non-submission of copies of supporting documents for the above will lead to rejection of tender.)

I/we declare that the above information is true to the best of my / our knowledge.

Place:

Signature of the Tenderer

Date :

(Name & Office seal)

DECLARATION

I/We hereby declare that I/We have not been banned and de-listed by any Government Department / Financial Institution / Court.

Place:

Signature of the Tenderer

Date :

(Name & Office seal)



MADRAS FERTILIZERS LIMITED

TENDERER UNDERTAKING

THE TENDERER HEREIN

- Agrees, accepts and abides by all the terms, conditions and covenants of the tender having read and understood the tender documents in full including the specification, scope of work, instructions, forms, annexures, terms & conditions etc.
- Confirms and acknowledges that the bids placed by the tenderer are true, accurate & with the best knowledge of the tenderer
- Confirms that awarding of the contract based on the bids of the tenderer is the sole discretion of MFL
- Undertakes to honour the bid(s), which is legally binding on, if the contract/purchase order is awarded to the tenderer.
- Accepts EMD, SD & Penalty clauses and agrees to invocation of the respective clause(s) in case of non-fulfilment of commitment.
- Declares that M/s MFL provided the training to participate in e-Tender.
- Agrees to accept any changes, if any, to the tender that may be made subsequently after releasing the tender, but before the last date meant for submission of bids, with respect to specification, last date for bid submission and/or any other clauses/terms of the tender.
- Agrees to update any changes made the tenders & subsequent corrigendum from the e-Tendering portal of M/s MFL.
- MFL reserves the right to go for Reverse Auction process, if required or may finalize the tender without Reverse Auction. However, the decision to conduct Reverse Auction or not will be conveyed to short-listed bidders. The business Rules for Reverse Auction will be circulated, if Reverse Auction is necessary and the same needs to be accepted and signed by the technically shortlisted bidder.
- Subsequent to Reverse Auction process, if MFL deems it fit to conduct negotiation with the R1 Tenderer, MFL reserves the right to do so by inviting the R1 Tenderer in person to finalize the price.
- Agrees to provide the specified Non-AC van of 2014 model or after

Signature of the authorized person :

Name of the authorized person :

Designation of the authorized person :



MADRAS FERTILIZERS LIMITED

ANNEXURE - 11

BANK GUARANTEE FORMAT FOR EMD

(TO BE EXECUTED ON A NON-JUDICIAL STAMP PAPER OF APPROPRIATE VALUE)

To
Madras Fertilizers Limited

(TO BE EXECUTED ON A NON-JUDICIAL STAMP PAPER OF APPROPRIATE VALUE)

Whereas
(hereinafter called the "tenderer")
has submitted their offer dated for the supply of
..... (hereinafter called the "tender") against the purchaser's tender enquiry
No..... KNOW ALL MEN by these presents that WE
..... of having our registered office atare bound unto MFL
(hereinafter called the "Purchaser") in the sum of..... for which payment will and truly
to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.
Sealed with the Common Seal of the said Bank this day of 20

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
 - a) If the tenderer fails to furnish the Performance Security for the due performance of the contract.
 - b) Fails or refuses to accept / execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and beyond 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch



MADRAS FERTILIZERS LIMITED

ANNEXURE – 12

BANK GUARANTEE FORMAT FOR SECURITY DEPOSIT

(TO BE EXECUTED ON A NON-JUDICIAL STAMP PAPER OF APPROPRIATE VALUE)

To
Madras Fertilizers Limited

WHEREAS
(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated to supply (description of goods and services) (hereinafter called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a Scheduled / Commercial Bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch



MADRAS FERTILIZERS LIMITED

ANNEXURE – 13

**MADRAS FERTILIZERS LIMITED
MANALI, CHENNAI 600068**

E-PAYMENT

1	Name and address of the Firm / Contractor / Person	
2	Name of Bank	
3	Address of the Bank	
4	Name of Account Holder	
5	Account Number	
6	Account Type	
7	NEFT / IFSC / RTGS NO.	
8	PAN No.	
9	State Code :	
10	Contact Person	
11	Phone (Mobile / Landline)	
12	Email ID (if any)	

BANK CERTIFICATE

We _____, having our Branch at _____ have verified and certify that the information provided in Sl. Nos., 1 to 8 are correct per our records.

Signature of the authorised
Official from the Bank with Seal

Encl: Cancelled / Copy of Cheque Leaf



TIME LINES	
Training	Training on Bidding process will be given by the service provider M/s Bob will be provided till _____ (if required Kindly take the prior appointments)
Acceptance form submission Last date	Date _____ Time _____
On-Line Auction Date & Time	Date _____ Time _____
Contact Details	
BOB	Bangalore:-Ms. Marita Ravi 080 49000213/14/15/marita.ravi@bobeprocure.com Chennai- Mr. Raghavan 09381428882 ; raghavan.venkataraman@bobeprocure.com
MFL Chennai	(user department member contact details)

MATERIAL FOR BID:

Bidding will be on Total Cost of ownership (TCO) i.e. (Inclusive of Taxes, Duties, Freight, Insurance & other charges) for GENERAL SHIFT VAN AND REGULAR SHIFT VAN SERVICE CONTRACT 2017 - 19

GENERAL TERMS AND CONDITIONS OF REVERSE AUCTION

1. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
2. MFL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on Internet.
3. MFL will inform the vendor in writing in case reverse auction, the details of service provider to enable them to contact and get trained.
4. Auction rules like event date, time, start price, bid decrement, extensions, etc. also will be communicated through service provider for compliance.
5. Vendors have to send a fax or scanned copy via email of the compliance form in the prescribed (provided by service provider) before start of Reverse auction. Without this the vendor will not be eligible to participate in the event.
6. MFL will provide, if require the calculation sheet (eg.: EXCEL sheet) which will help to arrive at "Total Cost to MFL" like packing & forwarding charges, Taxes and duties, Freight charges, Insurance, Service tax for services and loading factors (for non-compliance to MFL standard Commercial terms and conditions.) for each the vendor to enable them to fill-in the price and keep it ready for keying in during the auction.
7. Reverse auction will be conducted on schedule date & time. If any changes in the schedule will be informed accordingly to the respective suppliers.



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8. The lowest bidder has to send a fax or scanned copy via email the duly signed filled-in prescribed format as provided on case-to-case basis to MFL through service provider within 24 hours of action without fail.
9. Any variation between the on-line seal bid value and signed document will be considered as sabotaging the tender process and will invite disqualification of vender to conduct Auction with MFL as per prevailing procedure.
10. In case MFL decides not to go for Reverse auction procedure for this tender enquiry, the price bids and price impacts, if any already submitted and available with MFL shall be opened as per MFL standard practice.
11. **SPECIAL INSTRUCTIONS:** Bidding within the last minute and seconds should be avoided in the bidders own interest. Neither the Service Provider nor MFL is responsible for any internet speed slowdown or outage or due to any such failure on the part of the bidder, in such cases.
12. **All other Terms & conditions as per MFL**—See Annexure 8
13. MFL reserves the right to negotiate, if required, with L1 bidder even after conclusion of the eRA, at MFL's sole discretion.

Auction Rule for finalisation of Service Provider

MFL shall finalise the Service Provider for **GENERAL SHIFT VAN AND REGULAR SHIFT VAN SERVICE CONTRACT 2017-19** against this Tender through reverse auction mode. MFL has made arrangement with **M/s BOB Tech Solutions Pvt Ltd, Bangalore** who shall be MFL's authorized **service provider** for the same. Please go through the guidelines given below and submit your acceptance to the same along with your Commercial Bid.

1. Computerized reverse auction shall be conducted by MFL, on pre-specified date, while the vendors shall be quoting from their own offices/ place of their choice. Internet connectivity shall have to be ensured by vendors themselves. In extreme case of failure of Internet connectivity, (due to any reason whatsoever may be) it is the bidder's responsibility / decision to send fax communication immediately to the service provider. Furnishing the price the bidder wants to bid online with a request to the service provider to upload the faxed price on line so that the service provider will up load that price on line on behalf of the Bidder. It shall be noted clearly that the concerned bidder communicating this price to service provider has to solely ensure that the fax message is received by the service provider in a readable / legible form and also the Bidder should simultaneously check up with service provider about the clear receipt of the price faxed. It shall also be clearly understood that the bidder shall be at liberty to send such fax communications of prices to be up loaded by the service provider only within the closure of Bid time and under no circumstance it shall be allowed beyond the closure of Bid time / reverse auction. It shall also be noted that the service provider should be given a reasonable required time by the bidders, to upload such prices online and if such required time is not available at the disposal of the Service provider at the time of receipt of the fax message from the bidders, the service provider will not be uploading the prices and either MFL or the service provider are not responsible for this unforeseen circumstances. In order to ward-off such contingent situation bidders are requested to make all the necessary arrangements / alternatives such as back – up power supply whatever required so that they are able to circumvent such situation and still be able to participate in the reverse auction successfully. Failure of power at the premises of vendors during the Reverse auction cannot be the cause for not participating in the reverse auction. On account of this the time for the auction cannot be extended and MFL is not responsible for such eventualities. Bidding in the last minutes and seconds should be avoided in the bidders own interest.
2. The **Bobtech** shall arrange to train your nominated person (s), without any cost to you. They shall also explain you, all the Rules related to the Reverse Auction / Auction Rules Document to be adopted along with bid manual. You are required to give your compliance on it before start of bid process.



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3. **Starting Bid/Bid Decrement:** The opening price shall be the **lowest price of sealed bids** and the bid decrement shall be available to the bidders before 05 minutes of the start of the auction and same shall be displayed on the site.

The start bid price and the decrement value for the Reverse Auction will be communicated by MFL through a email to the Bobtech before the start of Reverse Auction. In the event of the Bobtech uploading the Start Bid price and decrement value wrongly (other than indicated by MFL through mail) due to human error or due to any other reason, MFL reserves the right to withdraw such wrongly uploaded Start bid price and decrement value and upload again the correct start bid price and decrement value and continue the Reverse Auction with that Start bid price and decrement value. Till such time the correct Start bid price and decrement value uploaded and seen by the participants, the Reverse Auction is set to be under hold and the participants are to wait till it is restarted.

4. **BIDDING CURRENCY AND UNIT OF MEASUREMENT:** Bidding will be conducted in **Indian Rupees (INR)** of the item. The Exchange Rate, if any (in case of foreign currency) will be intimated a day prior to the date of Auction. The price bid placed during the "Sealed Bid Auction" as well as "Reverse Auction" shall be the total price for each item.
5. **BID PRICE:** The Bidder has to quote on TCO to MFL for the items specified. Wherever required or If required-Calculation sheet to arrive at the Total cost to MFL will be provided by MFL.
6. The technical & commercial terms are as per the above Tender No., Vendors technical and commercial bid and subsequent correspondences between MFL and the vendors regarding commercial terms & conditions.
7. **VALIDITY OF BIDS:** The Bid price shall be firm for a period of 60 days and shall not be subjected to any change whatsoever.
8. At the end of the reverse auction if required by MFL, bidder has to provide a detail break up for his lowest offer.

9. **Procedure of Reverse Auctioning:**

- i. **Sealed bid Reverse Auction:** The opening bid (In the initial auction) of the bidders shall place a bid which shall be same as that quoted in their Final Sealed price submitted to MFL or less. The bidders shall confirm in writing to MFL that their opening bid shall be same as that quoted in their final sealed price bid submitted against the above Tender, if it is found to be otherwise at a later date, the bidder will be disqualified from the tender.
- ii. **Bidders are advised to uniformly reduce their rates in all the items for which they have quoted.**
- iii. **English Reverse (no ties) {Reverse Auction}:** MFL will declare its **Opening Price (OP)**, which shall be visible to the all vendors during the start of the reverse Auction. You will be required to start bidding after announcement of Opening Price and decrement amount.
- iv. **Those vendors who have participated in the Initial Sealed Bid Auction, will only be eligible to participate in the subsequent English Reverse Auction.**
- v. **Sealed Bid auction will be for 15 minutes and English Reverse auction (no ties) shall be for a period of one hour.** If a bidder places a Bid in the last 5 minutes of Closing of the Auction, the auction shall get extended automatically for another 5 minutes. In case, there is no Bid in the last 5 minutes of closing of Auction, the Auction shall get closed automatically without any extension.
- vi. **The reverse auction will be treated as closed only when the bidding process gets closed in all respects for the item listed in the tender.**
- vii. The bid decrement amount shall be specified by MFL before start of bidding.



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- viii. Any commercial loading if any, shall be intimated to bidders in advance and it shall be added to price during dynamic auction process. For evaluation purpose, commercial loading if any, shall be added to the quoted price of respective bidder. However for ordering only the final bid placed by you shall be considered.
- ix. The ratio of CP and originally quoted price shall be applied on all elements of originally quoted prices to arrive at the final price break up.
10. Successful vendor shall be required to submit the final prices, quoted during the English Reverse (no ties) in Excel Format (if provided during intimation of conducting Reverse Auction) after the completion of Auction to MFL, duly signed and stamped as token of acceptance without any new condition other than those already agreed to before start of auction.
11. During English Reverse auction (no ties), if no bid is received within the specified time, MFL, at its discretion, may decide to revise Opening price / scrap the reverse auction process / proceed with conventional mode of tendering.
12. Your bid will be taken as an offer to supply. Bids once made by you, cannot be cancelled / withdrawn and you shall be bound to supply as mentioned above at your final bid price. **Should you back out and not supply as per the rates quoted, MFL shall take action as appropriate.**
13. You shall be assigned a **Unique User Name & Password** by the service provider. You are advised to change the Password and edit the information in the Registration Page after the receipt of initial Password from MFL / the Bobtech to ensure confidentiality. All bids made from the Login ID given to you will be deemed to have been made by your company.
14. At the end of the Reverse Auction, MFL will decide upon the winner. MFL's decision on award of Contract shall be final and binding on all the Bidders.
15. MFL shall be at liberty to cancel the reverse auction process / re auction/ tender at any time, before ordering, without assigning any reason.
16. MFL shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.
17. Other terms and conditions shall be as per your techno-commercial offers and other correspondences till date.
18. You are required to submit your acceptance to the terms/ conditions/ modality given above before participating in the reverse auction.



ONLINE BIDDING/ Reverse Auction Methodology

1. **LOG IN NAME & PASSWORD:** Each Bidder is assigned a Unique User Name & Password by the service provider. The Bidders are requested to change the Password and edit the information in the Registration Page after the receipt of initial Password from the service provider. All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.
2. **BIDS PLACED BY BIDDER:** The bid of the bidder will be taken to be an offer to execute the work. Bids once made by the bidder cannot be cancelled. The bidder is bound to execute the work the as mentioned above at the price that they bid. Should any bidder back out and not make the supplies at per the rates quoted, MFL and / or **the Bobtech** shall take action as appropriate.
3. **LOWEST BID OF A BIDDER:** In case the bidder submits more than one bid, the lowest bid will be considered as the bidder's final offer to execute the work
4. **AUCTION TYPE:**
 - 1) Online Sealed bid.
 - 2) English Reverse Auction No Ties. (Refer Bidder Manual for details)
5. **DURATION OF AUCTION:** The duration of Auction will be for one hour. If a bidder places a bid in the last 5 minutes of closing of the Reverse Auction and if that bid gets accepted, then the auction's duration shall get extended automatically for another 5 minutes, for the entire auction (i.e. for all the items in the auction), from the time that bid comes in. Please note that the auto-extension will take place only if a bid comes in those last 5 minutes and if that bid gets accepted. If the bid does not get accepted, the auto-extension will not take place even if that bid might have come in the last 5 minutes. In case, there is no bid in the last 5 minutes of closing of Reverse Auction, the auction shall get closed automatically without any extension. However, vendors are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc. (THIS SCHEDULE IS TENTATIVE. IF ANY CHANGE IN SCHEDULE, THE SAME SHALL BE COMMUNICATED TO YOU)
6. **BID DECREMENT:** The minimum Bid decrement shall be available to the Bidders at the start of the auction. The bidder can view the same by clicking on the Item details at the start of the auction. The bidder can bid lower than the Lowest Bid in the auction by a decrement, multiple of the minimum Bid decrement or at least of minimum bid decrement plus multiples of Bid Decrement. Also, please note that the start price of an item in online reverse auction is open to all the participating bidders. Any bidder can start bidding, in the online reverse auction, from the start price itself. If the start price is your own price, you still need to bid in the online reverse auction. Also, please note that the first online bid that comes in the system during the online reverse auction can be equal to the auction's start price, or lesser than the auction's start price by one decrement, or lesser than the auction's start price by multiples of decrement. The second online bid and onwards will have to be lesser than the L1 rate by one decrement value, or lesser than the L1 rate by multiples of the decrement value.
7. **VISIBILITY TO BIDDER:** The Bidder shall be able to view the following on his screen along with the necessary fields during English Reverse –NO ties Auction:
 1. Leading Bid in the Auction.
 2. Your Rank.
 3. Bid Placed by you.
 4. Opening Price.
 5. Min Decrement.
8. **AUCTION WINNER:** At the end of the Reverse Auction, MFL will evaluate all the bids submitted and will decide upon the winner.
9. **AUTO BIDS:** Auto bidding feature is a pro-supplier feature to safe guard the supplier's interest of any Internet failure or to avoid last minute rush. The Auto feature allows Bidders to place an



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automated bid against other Bidders in an auction and bid without having to enter a new amount each time a competing Bidder submits a new offer.

The bid amount that a Bidder enters is the minimum that the Bidder is willing to offer. Here the software bids on behalf of the supplier.

- **The Auto bid amount is the minimum amount that the Bidder is willing to offer. During the course of bidding, the Bidder cannot delete or change the amount of an Auto Bid.**
 - **Bids are submitted in decrements (decreasing bid amounts). The application automates auto bidding by processing auto bids automatically, according to the decrement that**
 - **The auction originator originally established when creating the auction, submitting offers to the next bid decrement each time a competing Bidder bids, regardless if competing bids are submitted as auto or standard bids.**
10. **GENERAL TERMS & CONDITIONS:** Bidders are required to read the “Terms and Conditions” section of the auctions site using the Login Ids and passwords given to them.
11. **OTHER TERMS & CONDITIONS:**
- **The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other suppliers / bidders.**
 - The Bidder shall not divulge either his Bids or any other exclusive details of MFL to any other party.
 - MFL’s decision on award of Contract shall be final and binding on all the Bidders.
 - MFL along with **the Bobtech** can decide to extend, reschedule or cancel any Auction. Any changes made by MFL and / or **the service provider**, after the first posting will have to be accepted if the Bidder continues to access the site after that time.
 - **Bobtech** shall not have any liability to Bidders for any interruption or delay in access to the site irrespective of the cause.
 - **Bobtech** is not responsible for any damages, including damages that result from, but are not limited to negligence. **Bobtech** will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information etc.
12. All the Bidders are required to submit the Agreement Form (Annexure- II) duly signed to **Bobtech** before due date. After the receipt of the Agreement Form, Log in ID & Password shall be allotted to the suppliers (bidders).
13. After the completion of the Auction event, if necessary/required all the Bidders have to submit the Price Breakup immediately to **Bobtech** for further proceedings.



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ANNEXURE 14-B

Process Compliance Form

(The bidders are required to print this on their company's letter head, sign & stamp before mailing / faxing)

ARD Ref No: MFL/RA/_____

Date: _____

Madras Fertilizers Limited
A Govt. of India undertaking
Manali, Chennai - 600068

Dear Sir,

**Reverse Auction for APPOINTMENT OF SERVICE PROVIDER FOR
GENERAL SHIFT VAN AND REGULAR SHIFT VAN SERVICE CONTRACT 2017-19**
(MFL tender ref: _____ and date. .scheduled on _____.

We are interested in participating in the e-Auction Process for above mentioned subject and as stated in the ARD. We have received and fully understood the ARD for e-auction.

We confirm:

1. I/We agree that I/we have been provided training by BOB tech in order to participate in Online Auctions. I/We agree to update ourselves regarding any changes made to the ARD/ARD from the website of the BOB tech/MFL and bid accordingly.
2. I/We agree that I/we shall change the password on receipt by me/us and keep it confidential. I/We agree that Bobtech/MFL shall not be held responsible in any way for any losses that may be suffered by me /us as a result of disclosure of the password to any other person by me.
3. Bob/MFL will not be held responsible for any breakdown of power, internet/ bandwidth Connectivity, server, either at Bidder's end or at Bob directly or indirectly in the process of online bidding. Bob is not responsible for if any disputes or disagreements occur in between buyers & seller (vice versa).
4. Our online bids will pertain to the products / services as required by the MFL, as per the auction lots (markets).
5. We are aware of and understand the "Start Bid Price"/"Min Decrement"/ extension or bidding systems.
6. We are aware that Buyer (MFL) and can accept or reject any of our bids without assigning any reasons whatsoever.

We hereby, confirm that we have understood the lot & market break up, Bidding price calculation and the process of e-Auction Event. We also confirm that we have made arrangements and would be able to place our bid on the specified date & time on our own.

We confirm, if allotted, we will honour our online bid(s), which is legally binding on us.

Signature :

Company Stamp/Seal Name

Designation :



MADRAS FERTILIZERS LIMITED

ANNEXURE 14-C

Post Bid Document

ARD Ref No: MFL/RA/_____

Date: _____

To

Madras Fertilizers Limited
A Govt of India undertaking
Manali, Chennai - 600068

Sub: Final price quoted during online reverse auction conducted on _____ and price break up for Appointment of Service Provider for **GENERAL SHIFT VAN AND REGULAR SHIFT VAN SERVICE CONTRACT 2017 -19** (MFL Tender Ref: _____)

Dear Sir,

We confirm that we have finally quoted Rs. _____.

(Price quoted on Total Cost to MFL basis)

as our final lump sum prices during the Reverse Auction conducted today and please find below the breakup for the same.

ANNEXURE 6

PRICE BID BREAK UP DETAILS

GENERAL SHIFT VAN

(The Lump sum rate shall include contract charges, fuel, maintenance charges, wages for Driver / Cleaner, batta, insurance, road tax and all other statutory levies and taxes except Service Tax, PSV permit charges etc. including the contingent requirements, if any and will remain firm throughout the contract period and for extended period except for diesel escalation/de-escalation clause)

(for 5 days in a week with 2 single trips per day – one up & one down)

Type of Vehicle	Starting point	Destination Point	Type of Vehicle	Distance Coverage per day (Approx. Km)	Seating Capacity (Nos.)
Van	Tambaram Rly Station	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	84	26 (25+1) Seater with High head rest and hand rest
	Velachery	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	92	31 (30+1) Seater with High head rest and hand rest
	Aranganathan Subway	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	76	18 (17+1) Seater with High Head Rest and hand rest
	Thiruvanmiyur	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	82	24 (23+1) Seater with High Head Rest and hand rest
	Ayyappan Thangal	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/ Force 2014 Model or after	76	14 (13+1) Seater with High Head Rest and hand rest



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	Egmore	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	44	14 (13+1) Seater with High Head Rest and hand rest
	Ayanavaram Noor Hotel	MFL Plant, Manali	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	40	14 (13+1) Seater with High Head Rest and hand rest

NOTE: Payment will be made for actual running days of vehicle

Signature of the authorized person :
 Name of the authorized person :
 Designation of the authorized person :
 seal of the company

REGULAR SHIFT VAN

(The Lump sum rate shall include contract charges, fuel, maintenance charges, wages for Driver / Cleaner, batta, insurance, road tax and all other statutory levies and taxes except Service Tax, PSV permit charges including the contingent requirements, if any and will remain firm throughout the contract period and for extended period except for diesel escalation / de-escalation clause)

(All days in a week with 3 trips per day – up & down)

Route	Category	Likely starting point	Type of Vehicle required	Distance Coverage per month (Approx. Km)	Seating capacity	Model of the vehicle required
1	3 trips per day (up & down) on all days in a week	Kilkattalai	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	8640	14 seater with High Head Rest and hand rest	2014 or after
2	3 trips per day (up & down) on all days in a week	Tambaram	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	8460	14 seater with High Head Rest and hand rest	2014 or after
3	3 trips per day (up & down) on all days in a week	Aranganathan Subway	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	7200	14 seater with High Head Rest and hand rest	2014 or after



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4	3 trips per day (up & down) on all days in a week	Avadi Bus Stand	Swaraj Mazda / Eicher /Tata/Ashok Leyland/Mahendra/Force 2014 Model or after	7200	14 seater with High Head Rest and hand rest	2014 or after
---	---	-----------------	--	------	---	---------------

Signature of the authorized person :
Name of the authorized person :
Designation of the authorized person :
seal of the company

Thanking you and looking forward to the valuable order from MFL.

Yours sincerely,

Company: For M/s
Contact Name:

Date:
Seal: