

Rashtriya Chemicals and Fertilizers Limited

(A Government of India undertaking)

D.No.30-2-17, 1st floor, Murthy Street,
Vijaya talkies back side, Eluru road, Vijayawada – 520 002.

Notice Inviting Tender (NIT) for

Draft Survey, Sampling and Cargo Supervision at **ADANI KRISHNAPATNAM PORT LIMITED (AKPL)**

Tender No. : No. RCF/AP/AKPL/DS:2024-25

Date : 14.11.2024

Last Date & Time for Receipt
of Tender : 30.11.2024 at 11.00 am

Date and time for opening of
Tender : 30.11.2024 at 11:30 am

Address for submission of bids: Chief Manager (Marketing) AP
RCF Ltd., D.No.30-2-17,
Murthy Street, 1st Floor,
Vijaya talkies back side,
Eluru Road, Vijayawada-2.

Venue for Opening of Technical and Priced Bids:
RCF Ltd., D.No.30-2-17,
Murthy Street, 1st Floor,
Vijaya talkies back side,
Eluru Road, Vijayawada-2.

NOTE

- The copy of this NIT along with all annexures, duly signed and stamped on each paper is to be submitted as a token of acceptance of the NIT terms & Conditions.

Rashtriya Chemicals and Fertilizers Limited

(A Government of India undertaking)

D.No.30-2-17, 1st floor, Murthy Street,
Vijaya talkies back side, Eluru road, Vijayawada – 520 002.

Date: 14.11.2024

M/s. _____

Sub: - Tender for Draft Survey, Sampling and Cargo Supervision at AKPL.

Dear Sir,

Sealed quotations are invited for Draft Survey, Sampling and Cargo Supervision work at **AKPL** for two years as per the following procedure –

Procedure for submission of tender: -

Envelope No.1: To be super scribed as “Un Priced Commercial Bid” for Tender No. RCF/AP/AKPL/DS:2024-25” and should contain the following

- a. Information in prescribed format as enclosed in **Schedule-I** (NIT Pg.3 to 4) along with copy of relevant documents duly signed and stamped by authorized person.
- b. A copy of **Schedule-II** (NIT Pg No.5 to 8) duly signed and stamped on each page confirming acceptance of all terms and conditions as stipulated in the document.

Envelope No. II: Envelope No. II should be super scribed as “**PRICE BID**” for Tender No. RCF/AP/AKPL/DS: 2024-25” and should contain Consolidated Rate on per MT basis on letter head duly signed and stamped (Format Page 9) (As per Schedule II- Scope of work Item no 1.01 to 1.05 (A-L).

Both the Envelopes are to be submitted in one sealed cover super scribing “**Tender No. RCF/AP/AKPL/DS:2024-25**”.

It may please be noted that “Un-priced commercial bids” and Priced Bid” will be invited at the same time and the price bids of only those parties fulfilling all the Unpriced commercial terms and conditions as per NIT will be opened.

The Last date of submission of tender is of 30/11/2024 till 11.00hrs, and the opening of tender will be on 30/11/2024 at 11.30 hrs.

Where to submit: Rashtriya Chemicals and Fertilizers Limited, 30-2-17, 1st Floor, Murthy Street, Eluru Road, Vijaya Talkies backside, Vijayawada – 520002.

Thanking You,

Yours faithfully,

Chief Manager (Marketing) AP

SCHEDULE – I

1. Name of the Firm :
2. Year of establishment :
3. Office address :
4. Tel. No.'s:
Office:
Port:
Mail Id.:
5. Name of authorized person & Contact No.: (Copy of authorization to be submitted).
At Office:
At Port:
6. Constitution of the firm: (Indicating the names of the Partners/Directors)
Kindly furnish supporting documents on the constitution of the firm.
- 6a. Registration No. of the firm :
7. Income Tax PAN No:
(Copy to be enclosed)
- 7a. GST Registration No. :
(Copy to be enclosed)
8. Details of Registration with Port, any other designated agency /
Association. (Copies of above to be enclosed)

Period of validity of Registration:
9. Details of Surveyors License :
(Copy to be enclosed)
10. Name of the Bankers :
11. Name and Designation of the :
relative, if any, serving in RCF
& Relationship.

12. Experience: Kindly indicate your experience for three years i.e., 2021-22, 2022-23 and 2023-24 in the format given below of vessels carrying more than 50,000 MT. Copies of Work order & respective experience certificate to be enclosed.

Year	Name of the Importer	Number of shipments of bulk material handled (more than 50,000MTS)	Quantity of shipments handled (MTS)
2021-22			
2022-23			
2023-24			

(Note: - Please add the additional rows if required.)

13. ACKNOWLEDGEMENT of 3 Years Income Tax returns filed with ITO along with 3yrs. IT returns, P& L Account and Balance Sheet.

14. An undertaking on the letterhead of the firm may kindly be furnished to the effect that the information submitted above is correct and true.

(Signature of the Authorized Person)
Affix Rubber Stamp

Note: - Canvassing in any form will disqualify the applicant.

SCHEDULE – II

The following are the general terms and conditions of the tender for Draft Survey, Sampling and Cargo Supervision.

1. SCOPE WORK

Following will be the scope of work at ADANI KRISHNAPATNAM PORT LIMITED (AKPL).

1.01 Draft Survey.

The contractor will undertake Initial & Final Draft Surveys jointly with the Surveyor of the vessel owner/Supplier & CHA. Intermittent Surveys required if any, will also be done by the Contractor. The Final Draft Survey (Joint Draft Survey) Report signed by all the parties should be forwarded to RCF.

1.02 Collection of samples from all hatches.

As per standard procedure adopted for sampling of bulk cargo, sampling of fertilizer should be done with full knowledge of all concerned. Sealed samples so collected should be handed over as follows:

1.02a To Master of the vessel under acknowledgement.

1.02b Two of these samples to Chief Manager (Mktg) of RCF, Vijayawada.

1.02c Collection of sealed samples taken at Load port from Master of the vessel and handing over the same to Chief Manager (Mktg) or his representative.

1.03 Helping and Co-coordinating with the Officials of Regional Fertilizer Control Laboratory for drawl of sample for analysis.

1.04 Supervision of Cargo at AKPL as well as sheds / godowns where material will be Stored, handled and bagged, under the overall supervision of RCF representative.

1.05 To depute Supervisor's representatives at AKPL / godowns till the time the total dispatches are complete and to undertake the following jobs on behalf of RCF on round the clock basis.

A. To ensure that the sheds and godowns are cleared and cleaned before storage of material from the ship, so as to avoid contamination of cargo by the foreign material.

B. To monitor the bagging operations, that the prescribed quantity (i.e., 50 Kg. Net) is filled per bag by the handling contractor and submit the report.

- C. To check whether each wagon is filled with full capacity and sign Joint Quantity Report along with handling contractor's representative for each rake dispatched. For any short loading at Port, the responsibility will be on the surveyor.
- D. To keep correct tally of the number of bags filled, stitched and loaded in trucks / wagons by the contractor with corresponding quantity in Mts. Supervising loading operations of bags in to railway wagons and to ensure non-usage of hooks by the laborers. To furnish list of bags loaded, truck-wise (in case of road dispatches), wagon-wise (in case of rake dispatches), to the concern RCF Officials / Port Officials the same day or very next day.
- E. To keep record of balance number of filled in bags (quantity of bagged material) remaining in shed / godown and on platform.
- F. To see that sufficient number of bags are stacked at proper location on rail platform for efficient loading so as to avoid demurrage.
- G. To submit daily status report on bagging, loading and dispatches by Road and Rail to the concern RCF Officials / Port Officials. For Road dispatches truck wise, destination wise details to be furnished.
- H. To ensure that cut & torn bags are collected and kept separately by the Contractor.
- I. Discrepancy report if any pertaining to bagging and dispatch work with reasons and suggestions.
- J. Supervision on bagging / standardization of sweepings in shed / godown and assessment thereof.
- K. To keep the record of utilization of "A" class empty bags stored with Handling contractor and report the same to the concern RCF Officials / Port Officials along with balance position of stock.
- L. In case of complaint from dealer/field officer regarding the packaging the Surveyor shall depute representative at site for inspection at own cost.

The report on the above jobs (wherever applicable) are required to be submitted before 11.00 a.m. on the following day on daily basis, by e-mail to mmrcfvja@gmail.com

1. **VALIDITY OF RATES.**

A firm consolidated rate for all the above items should be given which will not be subject to any escalation. The offer will be valid for 90 days.

<u>Sl.No.</u>	<u>Item</u>	<u>Rate/ Per MT (Rs)</u>	<u>GST @18%</u>	<u>Rate Incl. GST (Rs)</u>
1.	Consolidated rate (Per MT) as per item no.1.01 to 1.05 (A-L) mentioned in Scope of work (Schedule-II).			

EVALUATION

- The price bid evaluation will be done on the basis of the rate quoted as above and will be adopted for deciding lowest bidder & further process for award.
- The price bid of those parties having experience of Draft survey of at least one vessel of 50,000 MT will only be considered for evaluation.

2. **VOLUME OF WORK.**

An estimated quantity of **05.60 lakh mts** is expected to be handled at the subject port, however no guarantee can be given as to the number of ships that are likely to be brought to the subject Port. RCF may at its own discretion appoint more than one Surveyor to carry out the job by rotation. However, all jobs related to a given vessel will be executed by one surveyor only.

3. **CONTRACTOR TO BE LIABLE FOR ALL TAXES ETC.**

The rates specified in the tender should be inclusive of all taxes & any other levies, toll, duties of any kind, cess, royalty or commission and ***exclusive of GST*** in respect of the contract. The tenderers shall be responsible for payment of all levies, Cess, taxes applicable to the concerned Government authority.

4. **PAYMENT**

The payment will be made on shipment basis, subject to receipt of no complaints from field officers regarding Legal Meteorology Cases. On satisfactory completion of the job payment will be released within 30 days from receipt of Bill supported with all relevant documents and Final report after deduction of TDS on the bill amount. The invoice is to be of GST compliance.

5. **PERIOD OF CONTRACT.**

Period of Contract is **24 months** from the date of issue of Work Order which can be valid for a period till closure of running vessels on the same rates, terms & conditions at the sole discretion of the management of RCF Limited.

6. **PRE-CONDITION.**

For vessel allotted to you by RCF, you will give an Undertaking on your letterhead that you are not representing any other agency as Surveyor for that vessel.

7. **ARBITRATION**

In the event of any dispute or difference existing under the CONTRACT, the same shall be referred to the sole arbitration of a person appointed to be the Arbitrator by Director (Marketing) of RCF Ltd. There will be no objection that the Arbitrator is in the service of RCF that he had to deal with the matters to which the CONTRACT relates or that in the course of his duties as an employee of RCF, he has expressed views on all or any of the matters in dispute or difference. The award of the Arbitrator shall be final and binding on the parties to the CONTRACT. In the event of the demise of the Arbitrator or if the Arbitrator neglects or refuses to act or resigns or is unable to act for any reason, it shall be lawful for the Director (Marketing) of RCF Ltd., to appoint another Arbitrator in the manner aforesaid. The venue of Arbitration shall be Mumbai.

8. **TERMINATION**

RCF reserves the right to terminate the contract without assigning any reason by giving seven days notice.

FORMAT FOR PRICE BID ENVELOPE II

Parties Letter head

PRICE BID FORMAT

Tender No. RCF/AP/AKPL/DS:2024-25

No.	Particulars	Estimated Quantity in MTS	Rate Per MT (Rs.)	GST @18%	Rate incl GST (Rs)
1	Consolidated rate (Per MT) as per item no.1.01 To 1.05 (A-L) mentioned in Scope of work (Schedule-II)	5.60 Lakh MTS			

Note: - Rate Should be quoted on Per MT basis exclusive of applicable GST and inclusive of all other charges, levies and taxes.

(Signature of the Authorized Person)
Affix Rubber Stamp