

BURN STANDARD COMPANY LTD., SALEM-636 005
(A Govt.of India Undertaking)

TENDER FORM

To

Burn Standard Co.Ltd.,
(A Govt.of India Undertaking),
P.B.No: 565,
SALEM-636 005.

Sub: Clearing, Forwarding and Transporting of our Import Material -Reg.

Tender No. : S/T49/2008-09/16-06-2008
Due date & Time of submission : 23.07.2008; 01.00 P.M
Date & Time of Opening : 23.07.2008; 02.30 P.M.
Earnest Money Deposit : Rs.25,000/-

S. No	Description and Specification	Qty. (MT) (Apprx.).	Rate/Unit (In Figures)	Rate/Unit (In Words)
1	Clearing, Forwarding and Transporting of Import Materials at Chennai /Tuticorin Port (Description as per List/Annexure –I & II enclosed) Service required: From August'2008 to July'2009	4000		

NOTE:-

- 1) Tenderer to indicate reimbursement of Statutory charges and his charges separately.
- 2) Rates are to be quoted both in figure and words.
- 3) Offer required to be given in our Tender Form in duplicate
- 4) Tenderer to enclose IT & ST Clearance Certificates alongwith the offer
- 5) Service Tax Registration from Excise, Sec.690 of Finance Act, 1994 are required to be enclosed
- 6) Tenderer to indicate whether his Firm is sole Proprietorship or Partnership Firm
- 7) Performance Report from the reputed Private/Govt.Companies (min.3 companies) in respect of clearing, forwarding and transportation of Imports & Exports done earlier to be enclosed
- 8) Permanent Account No./Name of Bank is to be indicated
- 9) Payment Terms as per details indicated in the Annexure
- 10) Price Escalation for Transport:- The Rate quoted shall remain Firm over the entire contract period and subject to any variation including statutory levies of the Govt.increase in the price of spare parts, tyres,chassis oil etc., except for the statutory variation in HSD price. For this purpose, the HSD price prevalent at Salem will be taken as a base on HSD price variation. The rate shall be revised pro-rata considering 30% of the freight as the fuel component.
- 11) Terms and Conditions are as per Annexure-'A'(Enclosed)
- 12) General Terms and Conditions are as per Annexure-'B'(Enclosed)
- 13) To furnish the offer as per our enclosed Format
- 14) EMD & SD as mentioned by DD infavour of Burn Standard Co.Ltd., Payable at Salem
- 15) Quantity on order will be increased on the same rates for 30% ord.qty.
- 16) Quantity indicated is approximate-will vary depending on our production programmes

(NOTE: No over writing or correction of Rate is permissible)

I/We agree to serve you with the articles specified above and upon the terms of General & Special conditions enclosed with the tender issued by the company. In consideration of the company agreeing to consider this question it will hold good for 60 (sixty)days from the opening date or any such time otherwise specified on the tender. The acceptance of his tender by the Company shall constitute a binding contract between me/us and the purchaser.

Name of the Tenderer:

Signature of the Tenderer with Seal & Date

Address of the Tenderer:

Telephone/Fax/Email

BURN STANDARD COMPANY LIMITED., SALEM-636 005

Tender No: S/T49/08-09/16.06.2008:

Clearing, Forwarding & Transportation of Import Material via Chennai Port

Annexure-I

S. No.	Description	Unit	Rate/Unit(Rs.) In Figures	Rate/Unit(Rs.) In Words
1)	Scope of Work:- Service Charges comprising of Preparation of Customs Passing Of Bill of Entry, obtaining delivery order, preparation of Import Application, Customs Conveyance, Postage and Patties removal of cargo for customs examination, weighment repacking etc., Staff overtime, comparing of documents, arranging Labour and Loading of consignment into transport for onward dispatch inclusive of C&F, Supervision and Loading. Arranging Custom, Steamer Agents, the Port Trust and Insurance survey and Loading Provisional Claim and all other sundry expenses excluding statutory charges viz., Customs Duty, Harbour dues payable to Port Trust			
	a) Import-Break Bulk Loads-Packing 1 to 1.5mt Jumbo Bags	MT		
	b) Break Bulk Loads- 1 to 1.5MT Jumbo Bags on CQD/Free Out basis (Unloading from Ship/Stevedoring Charges+Scope (1)as above	MT		
	c) Clearance of DBM received at Port duly packed/loose in container. All inclusive rates except statutory charges viz., CD/Harbour dues etc., De-stuffing inside harbour from container and loading into trucks	Per 20' Contnr.		
	d) Outside De-stuffing of container and loading into trucks, inclusive of all charges	Per 20' Contnr.		
	e) Container Clearance and directly transport to Salem thro'the tenderer's vehicle	Per 20' Contnr.		
	f) Stevedoring Charges(except harbour dues) in 1MT/50kg bags	P.MT		
	g) TRA from Chennai to other Ports	P.TRA		
2)	For Machinery & Other Capital Items & Spares by Clearance (Other conditions as above)			
	a) Value upto Rs.5 Lacs on C&F Chennai	%onC&F		
	b) Value from 5 Lacs to 25 Lacs	% on C&F		
	c) Value beyond 25 Lacs	% on C&F		
3)	For Small Consignment (Other conditions as above)-By Sea	Per B.E		
4)	a) For Small Consignment by Air Clearance on C&F Chennai (Other Terms as above)	% on C&F		
	b) For Small Consignments by Air like (No Value) Samples etc., on C&F Chennai	% on C&F		
5)	a) Transport Charges from Chennai to BSCL, Salem for Item 1a & b above, including loading at Chennai. Unloading at Salem will be done by BSCL	Per MT bag		
	b) Transport Charges from Chennai to BSCL, Salem for Item 1a & b above, including loading at Chennai. Unloading at Salem will be done by BSCL	Per Contnr.		

OTHER CONDITIONS:-

- 1) All the consignments are to be weighed at Port Trust Weigh Bridge and to be surveyed by the National Insurance Co.Ltd., authorized Surveyor. In case of any discrepancy in quantity/quality/suitable claim letters to be made on our behalf on Port Trust/Customs and on Shipper and the acknowledgement to be obtained and to be sent to us for further follow up. 2 samples taken from the lot in association with surveyor and to be sent to Salem by courier within 3 days of receipt of material at Harbour for checking at Salem.
- 2) Statutory charges viz., Harbour Dues, Cranage, Customs Duty only extra paid against proof. Tenderer to indicate current charges. Other than indicated in the offer no charges will be paid.
- 3) EMD and Security Deposit as per clause 6 of General Terms and conditions for Tenders.
- 4) PAYMENT TERMS:- Statutory Payments to the Port and Customs will be paid in full in advance and 50% of your handling/Transportation charges as advance on commencement of the discharge of the vessel. The balance of your contracted rate will be settled within 30 days.

Date:

Signature of the Tenderer with Address

BURN STANDARD COMPANY LIMITED., SALEM-636 005

Tender No: S/T49/08-09/16.06.2008:

Clearing, Forwarding & Transportation of Import Material via Tuticorin Port

Annexure-II

S. No.	Description	Unit	Rate/Unit(Rs.) In Figures	Rate/Unit(Rs.) In Words
1)	Scope of Work:- Service Charges comprising of Preparation of Customs Passing Of Bill of Entry, obtaining delivery order, preparation of Import Application, Customs Conveyance, Postage and Patties removal of cargo for customs examination, weighment repacking etc., Staff overtime, comparing of documents, arranging Labour and Loading of consignment into transport for onward dispatch inclusive of C&F, Supervision and Loading. Arranging Custom, Steamer Agents, the Port Trust and Insurance survey and Loading Provisional Claim and all other sundry expenses excluding statutory charges viz., Customs Duty, Harbour dues payable to Port Trust			
	h) Import-Break Bulk Loads-Packing 1 to 1.5mt Jumbo Bags	MT		
	i) Break Bulk Loads- 1 to 1.5MT Jumbo Bags on CQD/Free Out basis (Unloading from Ship/Stevedoring Charges +Scope (1)as above	MT		
	j) Clearance of DBM received at Port duly packed/loose in container. All inclusive rates except statutory charges viz., CD/Harbour dues etc., De-stuffing inside harbour from container and loading into trucks	Per 20' Contr.		
	k) Outside De-stuffing of container and loading into trucks, inclusive of all charges	Per 20' Contr.		
	l) Container Clearance and directly transport to Salem thro'the tenderer's vehicle	Per 20' Contr.		
	m)Stevedoring Charges(except harbour dues) in 1MT/50kg bags	P.MT		
	n) TRA from Tuticorin to other Ports	P.TRA		
2)	For Machinery & Other Capital Items & Spares by Clearance (Other conditions as above)			
	d) Value upto Rs.5 Lacs on C&F Tuticorin	% on C&F		
	e) Value from 5 Lacs to 25 Lacs	% on C&F		
	f) Value beyond 25 Lacs	% on C&F		
3)	For Small Consignment (Other conditions as above)-By Sea	Per B.E		
4)	c) For Small Consignment by Air Clearance on C&F Tuticorin (Other Terms as above)	% on C&F		
	d) For Small Consignments by Air like (No Value) Samples etc., on C&F Tuticorin	% on C&F		
5)	c) Transport Charges from Tuticorin to BSCL, Salem for Item 1a & b above, including loading at Tuticorin. Unloading at Salem will be done by BSCL	Per MT bag		
	d) Transport Charges from Tuticorin to BSCL, Salem for Item 1a & b above, including loading at Tuticorin. Unloading at Salem will be done by BSCL	Per Contr.		

OTHER CONDITIONS:-

- 1) All the consignments are to be weighed at Port Trust Weigh Bridge and to be surveyed by the National Insurance Co.Ltd., authorized Surveyor. In case of any discrepancy in quantity/quality/suitable claim letters to be made on our behalf on Port Trust/Customs and on Shipper and the acknowledgement to be obtained and to be sent to us for further follow up. 2 samples taken from the lot in association with surveyor and to be sent to Salem by courier within 3 days of receipt of material at Harbour for checking at Salem.
- 2) Statutory charges viz., Harbour Dues, Cranage, Customs Duty only extra paid against proof. Tenderer to indicate current charges. Other than indicated in the offer no charges will be paid.
- 3) EMD and Security Deposit as per clause 6 of General Terms and conditions for Tenders.
- 4) PAYMENT TERMS:- Statutory Payments to the Port and Customs will be paid in full in advance and 50% of your handling/Transportation charges as advance on commencement of the discharge of the vessel. The balance of your contracted rate will be settled within 30 days.

Date:

Signature of the Tenderer with Address

BURN STANDARD COMPANY LTD., SALEM-636 005

Annexure –'A' to Tender No: S/T49/2008-09/16.06.08

TERMS AND CONDITIONS:-

- 1) The Tender should be submitted in our Tender Form in Duplicate
- 2) The Rates quoted should be Firm and Valid for supplies until completion of order as per the Tender. Quantity indicated is approximate-will vary depending on our production programmes
- 3) Rates quoted should be on FOR: SALEM; DOOR DELIVERY basis(Please give break up cost and percentage i.e., Base Price, P&F, ED, ST/CST and Freight etc., incase of purchase)

To enclose the following certificates:-

- 4) Sales Tax clearance Certificate
- 5) Income Tax clearance certificate
- 6) Performance Report in respect of supplies made to the Reputed/Private Sector
- 7) Service Tax Registration Certificate
- 8) Permanent Account No. and Name of the Bank
- 9) Whether your Firm is Sole Proprietorship Or Partnership Firm
- 10) Our Terms Of Payment: Direct: 60 days credit
- 11) Our Company reserves the right either to increase or decrease 30% of the ordered quantity subject to the production requirement

NOTE:- Please indicated our Tender No. & Date of the Opening in the cover without fail

I/We hereby agree to the above Terms and Conditions and General Terms and Conditions.

Signature of the Tenderer with Seal and Address

Date:

TERMS & CONDITIONS-I

1. **SUBMISSION OF TENDERS:-** Quotation must be enclosed in sealed cover which must have the Enquiry Number and Date mentioned above and also Tender Opening Date duly super scribed and sent to BURN STANDARD CO.Ltd., SALEM-636 005. Firms which are not able to quote must return the enquiry with our drawings if any by due date with the words the NOT QUOTED.
2. **OPENING:-** All tenders must reach this Office, deposited in the Tender Box before 3pm. The Tenders will be opened not in the presence of Tenderers on the due date at 3.30pm. LATE TENDERS ARE LIABLE TO REJECTION.
3. **PRICES a:)** Price should be quoted for delivery on FOR-Destination basis. Full Wagon load shall be consigned to Burn & Co., siding served by Salem Junction. The delivery by Road Transport will be made at our Stores in the Plant Ex-Godown Rates must include Packing and Forwarding Charges. If applicable extra, please indicate percentage clearly. Local Suppliers are required to supply at our Stores. b) The price should be quoted as per DGS&D Rate Contract if any held by the tenderers currently. A copy of the Rate Contract should be enclosed. If there is not Rate Contract lowest prices applicable to DGS & D and other Govt.Depts should be quoted and a certificate to this effect must be incorporated in the quotation. c) The prices quoted must be exclusive of Sales Tax. If no mention is made of these it will be presumed that prices quoted are inclusive of these charges and No charges will be entertained later on.
4. **DELIVERY:** a) The supply must be made within the delivery period mentioned if the tenderers cannot supply during the required delivery period, the alternative period may be offered in clear terms. Note that delivery is the Essence of Contract. Suppliers against orders accepted upto 3.00pm only on any working date. b) If the delivery is not completed within the prescribed time specified in the order we reserve the right to recover from you by way of liquidated damages equivalent to 2% of price of material per month including taxes,duty and freight. The purchaser shall have the discretion to purchase from elsewhere on the Risk and Cost of supplier without any notice in failure to execute.

5. EARNEST MONEY DEPOSIT		6. SECURITY DEPOSIT	
VALUE OF TENDER	EMD (Rs.)	VALUE OF ORDER/STORES/CONTRACT	Amt(Rs.)
Upto 5 Lakhs	5,000/-	Upto 2 Lakhs	10,000/-
Above 5 upto 10 Lakhs	10,000/-	Above 2 upto 5 Lakhs	15,000/-
Above 10 upto 25 Lakhs	25,000/-	Above 5 upto 10 Lakhs	25,000/-
Above 25 upto 50 Lakhs	45,000/-	Above 10 upto 25 Lakhs	50,000/-
Above 50 Lakhs upto 1 Crore	1,00,000/-	Above 25 Lakhs:2% of Value of Order/Stores/Contract	
Above 1 Crore upto 2 Crores	1,50,000/-		
Above 2 Crores	2,50,000/-		

EMD is required to be submitted by way of DD on our company's Name Payable at Salem for the Tender Value above Rs.50,000/- otherwise offer will not be considered. Unsuccessful Tenderers'EMD will be refunded immediately after finalisation. Successful Tenderers' EMD will be adjusted against the Security Deposit.

Govt. undertaking firms registered with DGS&D and NSIC will be exempted from payment of Security Deposit and EMD on production of the Registration Certificate. Earnest Money and Security Deposit will not carry any Interest and will be released after completion of the order.

7. **TERMS OF PAYMENT:** Bills should be sent directly to us for payment. Our standard terms are payments after receipt, Inspection and Acceptance at our Stores within 60 days of submission of bill.
8. **SPECIFICATION:** a) The goods offered must conform to the required specification or to the latest ISI/BSS specification. b) Manufacturer's Name, Trade Mark etc., be stated in the offer, complete illustrative technical literature, drawing/drawing should be attached with the offer failing which the same will be ignored. c) The prices must be quoted only in the units mentioned. d) Original Test Certificate from the manufacturers/Govt.Test Houses will have to be produced wherever required without any extra cost. This may please be clearly confirmed in the quotation without which the offer may not be considered. e) The stores equipment offered shall have to be guaranteed against all defect for a period of 12 months from the date of acceptance/commissioning; Any defects during the guarantee period shall have to be removed by the supplier at Free Of Cost and at their Risk.
9. **SAMPLES:-** whenever demanded necessary parties may submit samples before the Tender Opening. The Samples be properly tagged indicating the suppliers name, enquiry number and date against which the sample to Tender Opening be considered. Rejected samples must be removed within 15 days of our intimation failing which the same shall be returned to party. All expenses incurred in this connection will be payable by the party.
10. **PENALTY:-** Order placed against enquiry will be subject to a normal clauses for imposition of penalty/liquidated damage/Risk Purchase/Cancellation/Arbitration as per the terms of purchase order in case of delay in effecting supply or other defaults as per company's rules and regulations.
11. **QUANTITIES:-** All the quantity in the enquiry may not be ordered. Suppliers should be prepared to accept order for reduced quantities without any extra charges.
12. **VALIDITY:-** All quantities should be valid for acceptance in part or in full, for 60 days from the date of opening.

13. RIGHT OF ACCEPTANCE:- Burn Standard Co.Ltd.,Salem reserves the right to reject any or all tenders without assigning any reasons thereof. Quotation not in accordance with the above instruction and conditions will be disqualified.

14. All other terms and conditions are as per our General Terms and Conditions which can be obtained from us on demand.

NOTE: Please refer our Website www.burnstandard.com for General Condition of Contract for Supply
