



## Mazagon Dock Shipbuilders Limited

Formally Mazagon Dock Limited (A Government of India Undertaking)  
Dockyard Road, Mazagon, Mumbai 400 010.

**Division:** Shipbuilding, **Department:** Material Purchase, **Tel. No.:** 2376 3251,3249,3251, **Fax No.:** 2373 8151  
**E-Mail :** abkawade@mazdock.com, **Website:** www.mazdock.com

### **TENDER ENQUIRY FOR REQUIREMENT OF PLASTIC CORRUGATED FLUTE BOXES.**

<b>Tender No.:</b> GM(M)/ABK/2000006713	<b>Closing Date:</b> 20.07.2017
<b>Tender Date:</b> 29.06.2017	<b>Closing Time:</b> 1400 Hrs

Mazagon Dock Shipbuilders Limited invites competitive bids from reputed Bidders / Vendors in **Two-Bid System (Part-I Techno Commercial Bid and Part-II Price Bid)** for Supply of following items as per the description given in table below.

**Issue of Tender Enquiry Document:** The Tender Enquiry can be downloaded from our website: [www.mazdock.com](http://www.mazdock.com) (path: Tenders>>Shipbuilding--Material Purchase--Tender Document)

#### 1. Description of Work / Supplies:

Sr. No.	Material Description	UoM	Unit
1	Procurement of 100 Nos Plastic Corrugated Flute Board Boxes for 1 feet Ship Models of P-15 Bravo & P-17 A . The Technical Specification for the Plastic Corrugated Flute Board Box is as follows 1. Name of Item:- Flute Board Corrugated boxes. 2. Material:- Plastic Polypropene 3. Size(outside dimensions) 14 inch (L)X 5 inch(B) x 5.5 inch(H) 4. Capacity Capable of lifting 4 kg weight 5. Qty 100 Nos(As per user requirement) 6. Front side Open able with riveted metallic press buttons/pins 4 nos (02 each side). 7. Thickness:- 4 mm 8. Inside lining:- 6mm thk of styrofoam lining(from all sides). 9. Fabrication of Boxes by aluminium anodized rivets. 10. Locks:- Plastic Locks 1 X 1.5 inch(or suitable) 02 nos regulator/ swivel type. 11. Handle:- Plastic Handle 5 inch X 2 inch (or suitable) to withstand 4 Kg wt. 12. Colour:- Ocean Blue/Silver Grey( as per user requirement) 13. Finish :- Matt or Glossy ( as per user	NOS	100

Sr. No.	Material Description	UoM	Unit
	requirement) 14. Weather proof, washable, lightweight, nontoxic, puncture and abrasion resistant. Note:- The sample of Box is available in Corporate Planning Department The Contact Person is Mr. J.K.Yadav, Chief Manager (Corporate Planning) The Contact No:- 022 23764027.		

**Note:**

- i). If the bidders find discrepancies in tender conditions/ drawing, specification or other documents, or have any doubts as to the meaning or intent or any part thereof, they should inform MDL of the same prior to submission of offer.
- ii)
  - a) Techno-commercially qualified MSEs manufacturers (registered for tendered item i.e plastic corrugated flute boxes) shall be considered for the supply of 20% of requirement in case of emerged L1 bidder is other than MSEs manufacturer and MSEs manufacturers quoted prices are in the bracket of L1 + 15% and agree to match with L1 prices. 4% out of 20% will be awarded to MSEs (Manufacturers) owned by SC / STs under the above criteria for reservation of quantity for award to MSEs vendors.
  - b) Firm in process of obtaining MSE (Manufacturer) certificate / certification received after tender due date shall not be considered as MSE parties.
  - c) If the bidders find discrepancies in tender conditions/ drawing, specification or other documents, or have any doubts as to the meaning or intent or any part thereof, they should inform MDL of the same prior to submission of offer.
  - d) Only MSE manufacturers (registered for tendered item i.e plastic corrugated flute boxes) shall be considered for 20% MSE benefits as above.

**2. Delivery:**

Delivery of the material within 03 weeks from the date of placement of order.

**Note:**

- (i) If bidder quotes delivery period more than MDL's required date, bidder's offer will be loaded at the rate of **0.5% per week** while evaluating L1 position.
- (ii) If the bidders find discrepancies in, tender conditions / drawings, specifications or other documents, or have any doubts as to the meaning or intent or any part thereof, they should inform MDL of the same prior to submission of offer.

**3. Instructions to the Bidders (Pre-Qualification Criteria):**

Bidders should upload the following documents along with their (Part-I) bid and based on these documents their techno-commercial offer will be prequalified and evaluated for acceptance of Part-I offer:

- (a) Bidders Company Profile and valid Shop & Establishment Registration Certificate or Registration Certificate from local bodies for conducting business.
- (b) Copies of valid Registration or Approval certificates in case of Bidder's firms registered with NSIC / SSI / MSME / ISO Certificate.
- (c) Purchase Order copies in support of the bidders experience on similar supplies for **last 3 years**.
- (d) **MSE manufacturers having registration for the tendered item i.e plastic corrugated flute boxes should submit the valid MSE certificate.**

**Note:**

- (i) Bidders registered with Mazagon Dock Shipbuilders Limited should upload a copy of valid registration certificate.

(ii) MDL reserves the right to demand for a hardcopy of any of the above documents or other related documents, if required. MDL has the right to verify / cause verification of authenticity of the said documents whenever felt necessary. Bidders shall comply with the same, or else the bid is liable for rejection.

**4. Validity Period:**

Bids / Offers shall have the validity period of **60 Days** from the tender closing date. **A bid valid for a shorter period shall be liable for rejection.** Technically accepted bidder will be given opportunity to accept validity as per tender in case of shorter validity period quoted by any bidder. In case of Non-acceptance of validity as per tender term thereafter, the firm's offer will be rejected by MDL as non-responsive.

**5. Earnest Money Deposit (EMD) / Bid Bond:**

N.A

**6. Submission of offers in Two-Bid System:**

**I) Part-I Techno Commercial Bid** shall contain the technical details, commercial terms/conditions of supply (without mentioning price), Un-priced format stating "Quoted" or "Not Quoted" or "NOT Applicable" BUT WITHOUT MENTIONING PRICES against each item of price format/Rate sheet, Acceptance forms for Tender Enquiry Form(TEF), General Terms & Conditions(GT&C) and Standard Terms & Conditions(STACS), with details of deviations on technical/commercial terms if any, with respect to the requirements specified in Tender document with proper authorization. Firm should submit their technical offer detailing complete Technical Specification including make & model in Part-I bid against our Tender Technical Specifications.

Following should be submitted mandatorily in Part-I Bid:

- a. Technical Bid mentioning the technical specification being offered against tender.
- b. Acceptance on clauses of Tender Enquiry (TEF) GT&C,STAC in the Prescribed Formats stating 'Accepted OR Deviation' as applicable for each of the clause.
- c. Price schedule BLANKING the PRICES but clearly indicating 'QUOTED /UNQUOTED' as applicable against each of the listed item in the prescribed format duly Stamped & Signed.
- d. Deviation Sheet in the prescribed format in case of any deviations from Terms, Conditions & Technical requirements specified in the STACS, Tender Enquiry & GT&C.
- e. Bidders / Vendors should submit additional documents as applicable and described at Para 3 above.
- f. Copies of valid Registration or Approval certificates in case of Bidder's firms registered with MDL/NSIC/MSME/ISO9000 Certificate etc.
- g. Bank details for payment by RTGS / NEFT in the format.
- h. PAN card copy.

**II) Part-II Price Bid** shall contain only the prices duly authorized in the prescribed Price Format/Rate sheet provided in the tender. Bidders are requested to quote for all the Items in Tender document as given in the Rate Sheet.

**Submission of offers:** Sealed offer should be submitted under **Two bid system**, each offer securely closed (sealed) separately, in Two Envelopes marked as Part - I & Part - II , i.e, Technical and Price offer shall be sealed in separate envelope, clearly **super-scribing Tender No. & Due Date** on the envelope addressed to **GM (M)**, Mogul House, Mazagon Dock Limited, Dockyard Road, Mumbai - 400 010 and should be submitted or deposited at the following designated place: **Tender box for Material purchase department (Green Color) , Reception centre at main gate, Mazagon Dock Limited, Dockyard Road, Mumbai - 400 010. Alternatively** bidders may send their bids by post to the concerned commercial / purchase depts. well before the closing date & time of the tender. It will be sole responsibility of bidders to send the bid well in advance by post to the concerned commercial Dept.

**7. Security Deposit (SD): --N.A**

**8. Bid Rejection Criteria;**

- 8.1. Following bids shall be **categorically rejected**;
- (a) Bid received after tender closing date and time.
- 8.2. Following bid rejection criteria shall also render the bids **Liable for Rejection**.
- i. Bidder's failure to submit sufficient or complete details for evaluation of the bids within the given period.
  - ii. Incomplete / misleading / ambiguous bids in the considered opinion of TNC.
  - iii. Bids with technical requirements and or terms not acceptable to MDL / Customers / External agency nominated as applicable.
  - iv. Bids received without pre-qualification documents where required as per the tender.
  - v. Bids not meeting the pre-qualification parameters stipulated in the tender enquiry.
  - vi. Bidders not agreeing to give guarantee for 12 months as per para 12 below.
  - vii. Bidders quoting the rates with price variation clause.
  - viii. Unreasonably longer delivery period quoted by the firm.
  - ix. Validity period indicated by bidders is shorter than that specified in the tender enquiry.

**9. Pricing:**

Bidder shall quote the prices of all items listed in the price sheet format of the tender enquiry (Enclosure-1) for delivery of the items in MDL store inclusive of all costs towards Packing & Forwarding / Freight / Delivery / Transport & Transit Insurance etc. at Mazagon Dock, Mumbai-10. The prices quoted shall remain firm and fixed during the currency of the order / contract unless agreed otherwise by MDL.

The prices quoted shall remain firm and fixed till the execution of the total quantity on the order. No increase / decrease shall be permissible on any account after finalization of the order / till delivery of total quantity on the order.

**10. Terms of Payment:**

**MDL does not pay any Advance Payment for Indigenous FOR Bidders.** Payment for the value of supplies, as reduced by any deductibles and / or the amount leviable towards liquidated damages if any and after including Taxes, Duties, Octroi, Excise, Service Tax etc. shall be payable through RTGS / NEFT **within 25 - 30 days of receipt & acceptance of ordered material as per ordered terms in MDL** and against submission of the following Documents:

- (i) Guarantee Certificate on Supplier Letter Head
- (ii) Invoice (original) + 3 ink signed / carbon copy invoices
- (iii) Order copy and Amendment copies if applicable
- (iv) Packing List (If any)
- (v) Delivery Challan (With MDL CISF PASS IN stamp)

Bidders shall furnish all the necessary details like name of the Bank / Branch, Branch Code No., Bank Account No., **MICR No.** in their bid as per the RTGS / NEFT available in MDL Website.

The bills to be submitted at the Bill Receiving Section and addressed to DGM (F-Bills-ONP), 3rd Floor, Mazdock House, Mazagon Dock Shipbuilders Limited, Dockyard Road, Mumbai - 400 010.

**Important Note: Invoices should be submitted immediately along with delivery chalan with MDL CISF pass in stamp & GC within two or three MDL working days (preferably the invoices should accompany supply) to "Bill Receipt Section" adjacent to the ARS Punching Section, South Yard after execution of the orders / expiry of contract. Thereafter any discrepancies / pending claims regarding payment or any other matter related to this order / contract should be brought to MDL's notice in writing within 30 days or otherwise final payment by MDL, beyond which no claims whatsoever will be entertained.**

**11. Taxes & Duties: -**

8. The Item Wise Rates quoted in the Rate Sheet should exclude Taxes and Duties. Bidder should indicate Taxes and Duties as applicable separately under each of the head in the same Price sheet, which will be paid extra based on tax invoice to the extent applicable.

**Note:**

(i) The rate sheet of the tender will indicate the rates under each tax head wherever applicable. The following will have to be quoted as applicable separately in rate sheet under each head:

- (a) Central Sales Tax (CST)
- (b) Value Added Tax (VAT)
- (c) Octroi Duty
- (d) Excise Duty
- (e) Education Cess
- (f) Service Tax
- (g) Any other Taxes / Duties / Levies
- (h) GST which is under implementation.

(ii) The following certificates will be given by us for Purchase of these items against this tender.

- Issue of "C" Form w.r.t. Sales Tax.

(iii) Only those bidders who indicate the taxes and duties separately as above shall be entitled for consideration of change in the corresponding rates in case of variation in the statutory levies.

(iv) Wherever all inclusive prices are quoted by the bidders without bifurcation of tax elements, no escalation can be considered in respect of any variations in statutory levies arising subsequently because of the absence of the required base figures in the purchase order / contract.

(v) Successful bidder/s will not be entitled to any increase in rate of taxes occurring during the period of extended delivery schedule if there is delay in supply / completion attributed to him. However, if there is a decrease in taxes, the same must be passed on to MDL. However with the implementation of GST from 1<sup>st</sup> July 2017, bidders are advised to take cognizance of GST compliance and shall quote accordingly.

**(iv) GST Compliance:**

In accordance to Government of India (GOI) guidelines towards implementation of GST w.e.f 01.07.2017, bidders are informed that all deliveries post 30.06.2017 shall strictly comply to the provisions /requirement /timelines promulgated by the GOI towards GST Act. The provisional GST numbers issued by GOI is mandatorily required for all the participating bidders and same be indicated in their respective offer. Bidders also shall mention the Harmonized System of Nomenclature (HSN) / Services Accounting Code (SAC) numbers for the quoted items/services in their techno-commercial offer, invoice & tax documents.

MDL provisional GST ID is 27AAACM8029J1ZA and bidders shall mention the same while invoicing and avoid any data entry errors on GST portal. Bidders shall be responsible for the financial and non-financial consequences in case of non-compliance of GST provisions / requirements / timelines on their part. MDL shall pay the applicable GST taxes to the successful bidders at actual & suppliers shall pass on the reduction in prices to MDL on account of change in the tax structure.

**12. Guarantee :**

- (i) Goods supplied shall be guaranteed for a period of **12 months for any manufacturing defects** from date of receipt and acceptance of items in MDL. During guarantee period, the contractor will have to rectify any defects noticed in the work either by way of bad material or workmanship during guarantee Period at no extra cost to MDL.
- (ii) The supplier cannot absolve their responsibility for warranty of material even though it is inspected & approved by inspection authorities.

- (iii) If the defects are not remedied within a reasonable / stipulated time, MDL may proceed to rectify the defects at the supplier's risk & cost, but without prejudice to MDL rights under the contract.
- (iv) During guarantee period, the supplier should have to arrange dispatch of new material and on arrival of new material, defective material should be collected from MDL without any financial implication.

**13. Performance Bank Guarantee:** Not Applicable

- 14.** Bidder shall abide by all Standard Terms and Conditions of Supply (STACS), GT&C as per format at Stage Name: Part -I(Techno – Commercial Bid). Deviation if any shall be clearly indicated. All other (than those stated above) terms & conditions of General Terms & Conditions (GT & C), MDL Standard Terms & Conditions (STACS) shall be applicable to this tender. Bidder shall abide by all TEF, Standard Terms and Conditions of Supply (STACS), GT&C, and Acceptance formats as per Enclosures contained therein should be properly filled and submitted by the bidder along with part - I bid. In the event, we do not receive acceptance formats duly filled for TEF, STACS & GT & C, it shall be presumed that all our tender terms & conditions are acceptable to you. **Any deviation from MDL Tender Enquiry, GT&C & STACS should be specifically highlighted, failing which it will be construed that the same are acceptable to you in totality.**

**Deviations if any, to meet our required Sizes / Grades, Specifications and Tender conditions, which the bidders intend to seek, should be clearly spelt out in Bid, separately. If this sheet is not enclosed, it shall be presumed that your offer is as per our tender conditions and no deviations will be accepted at a later stage (after price bid opening or placement of order).**

**15. Criteria for normalizing the Price Bid for ranking:**

Techno-Commercial deviations will be negotiated with the firm/s before opening of price bids. Techno-Commercial deviations if acceptable to MDL, will be loaded as per loading criteria illustrated below for ranking purpose.

**Loading Criteria:** Deviations sought by the bidder shall be negotiated and deviation accepted by the bidders after the negotiation in respect of following terms shall be loaded on the bidder/s quoted prices during price evaluation by MDL. The loading criteria that will be adopted as detailed below for the negotiated and accepted deviation by MDL:

- i) Payment Terms -It is desirable that the bidder accepts the Payment Terms indicated. Varied payment terms quoted by bidders as compared to the terms stated in the Tender document shall be normalized by adopting the Prime Lending Rate of State Bank of India plus 2% thereon on the amount(s) at variation and/or for the period (in no. of days) at variation
- ii) Delivery of the goods at MDL premises should be responsibility of the supplier. However, for unavoidable reasons, if bids are exclusive of transport and / or insurance, the same will be loaded at the cost to be incurred by MDL. The freight and insurance amount to be loaded will be intimated to the participant bidders before price bid opening.
- iii) For the additional delivery period sought by the bidder over the stipulated date of delivery as per Tender, 0.50% per completed week will be loaded to the quoted price.
- iv) Deviations sought in respect of rate per week and / or maximum ceiling in respect of liquidated damages shall be loaded to the quoted price. For example, the maximum ceiling towards liquidated damages stipulated in the Tender is 5% and the bidder seeks to limit it to, say 3.50% then the price quoted will be loaded by 1.5%. If the rate of LD per week is 0.50% per week or part thereof as per tender and the bidder seeks it as, say, 0.40% per week or part thereof, the maximum ceiling on LD as per tender will first be equated to weeks (10 weeks in this case) and the rate proposed by the bidder i.e. 0.40% will be multiplied by the so equated maximum period (which works out to 4%) and the quoted price will be loaded accordingly by 1%. Delivery being the essence of the contract, it is desirable if the bidder(s) adhere to the stipulated clause.

- v) Statutory levies (VAT / CST, Excise Duty, Education Cess, Octroi Duty) or GST shall be included for ranking of bids to determine L-1 vendor. Whereas cost (Basic Price + Transport + Insurance) to MDL Stores, Mumbai shall be considered for bidders for evaluation purpose.
- vi) Deviations in respect of the period of Warranty / Guaranty shall be loaded to the quoted price @ 0.25% per month or part thereof.

**16. Ranking of Bids & Determination of L-1 Bidders:**

Ranking of price bids shall be done on the basis of **“Price inclusive of taxes, duties and levies” on lowest basis i.e. L-1 bidder shall be decided on the basis of total cost on cash out go basis.** If any variations in statutory levies, the break up in respect of taxes, duties and levies is clearly and separately furnished in the bid and the MDL is satisfied that the rates of taxes, duties & levies indicated therein are in line with the tax law, so that escalation due to variation in the taxes, duties & levies can be justifiably considered to the extent legitimately allowable on the base amount(s) indicated in the bid. Therefore **bidder is requested to show the break up regarding taxes, duties & levies as applicable in the bid.**

**Bidders are requested to quote unit rate for Item only. Techno-Commercially Qualified Lowest Bidder will be considered for processing of placement of order.**

**17. Consignee:**

The Successful bidder/s shall arrange dispatch of goods by appropriate Rail / Road mode as per the order to “GOOD RECEIVING SECTION” (MDL’s Store) at Mazagon Dock Shipbuilders Limited, Dockyard road, Mumbai-400010, on working days (Monday to Friday) between 8.00 hrs to 15.00 hrs (Lunch Time 11.30 to 12.00 hrs). In case truck / tempo reach our yard beyond above time the same may be retained over night at your risk & cost.

Being door delivery orders, the supplier shall categorically direct the transporter to deliver the ordered items without insisting for consignee copy of the Lorry Receipt.

The following documents are mandatory to be submitted along with the consignment:

- (i) Delivery Challan (3 Original Copies) (With MDL CISF PASS IN stamp)
- (ii) Invoice (1 ink signed copy / carbon copy)
- (iii) Order copy and Amendment copy if applicable (Photo Copy)
- (iv) Packing List (Original)

**18. Supply on MDL Holidays:** Request for permission for delivery on Saturday / Sunday / holidays if required, should be submitted 3 working days prior to the date of holiday, to Personnel department and Security through concerned Dept.

**19. Liquidated Damages:**

- (i) Time is an essence of the contract therefore the job, as ordered, should be completed on the dates mutually agreed upon in accordance with the delivery schedule. In cases of delay not attributable to Purchaser beyond the agreed schedule, the Successful bidder shall pay liquidated damages, a sum representing 0.5% (Half per cent) per week or part thereof the Order Value, subject to maximum of 5% of the final Order / Contract value. LD will be applicable on the value of the undelivered portion of goods on delivery date mentioned in the purchase order.
- (ii) Contractor will also be liable to pay Liquidated Damages as mentioned above for late delivery of Guarantee Certificate.

**20. Inspection:**

- (a) **Receipt Inspection:** MDL user dept. shall carry out necessary inspection of the items on receipt, on the basis of an appropriate quality assurance system and inspection system requirements, along with representative of the Supplier, any objection raised by MDL Inspection/User Dep’t against quality of materials or workmanship shall be satisfactorily corrected by the Supplier, at his expense, including replacement as may be required within shortest possible time within 30 days. Items damaged during transit

shall also be rectified / replaced by the Supplier within shortest possible time. All additional cost towards replacement against defective items shall be borne by the supplier.

- (b) **Rejection of the material:** Any portion of the equipment found defective / rejected, the supplier shall collect the same at his cost from the MDL Yard, all incidental charges being born by supplier, (inclusive of custom duty, if payable), within 30 days from the date of intimation to the supplier of such rejection. The MDL reserves the rights to dispose off the rejected item at the end of a total period of 90 days in any manner, to the best advantage to the MDL & recover storage charges & any consequential damages, from sale proceeds of such disposal.
21. **Modifications to the Bids:** Bidders desirous of submitting modified bids prior to the closing date & time may do so by submitting revised bid not later than the deadline for submission of bids.
22. **Public Grievance Cell:** A Public Grievance Cell headed by General Manager (F) has set up in the Company. Members of public having complaints or grievances are advised to contact him on Wednesday between 10.00 hours and 12.30 hours in his office or send their complaints / grievances to him in writing for redressal.
23. **Risk Purchase & Order Cancellation:** In case of delay beyond the contractual delivery period, MDL reserves the right to cancel the order and procure the ordered material from any available source at MDL's option and discretion and entirely at your risk and cost. Extra expenditure incurred by MDL in doing so will be recovered from you. MDL also reserves the right to cancel the order at your risk and cost if the progress of work is not considered satisfactory and it is felt that you are not likely to meet the contractual delivery date.
24. **Indemnity:** You shall hold harmless and keep MDL indemnified against all claims arising as a result of infringement of any patent rights on account of manufacture, sale or use of articles covered by the order.
26. MDL reserves the right to accept any or all offers in part / full without assigning any reasons whatsoever. In case of any dispute, our decision in this matter shall be final and legally binding on you. MDL reserves the right to consider placement of Order / Contract in part or in full against the tendered quantity or reject any or all tenders without assigning any reason. MDL not bound to order the tendered quantity.
27. Bidders will not be entitled to any increase in rate of taxes occurring during the period of extended delivery completion schedule if there is delay in supplies / completion attributed to him. However if there is a decrease in taxes, the same must be passed on to MDL.

In case bidders are unable to submit their offer against this tender, we would appreciate a regret letter citing reasons for not quoting.

In case of any clarifications, bidders are requested to contact the undersigned, before the closing date of the tender Tel. No. 2376 3249.

We look forward to your participation in two stage bidding by offering your most competitive and reasonable bid against this tender.

Yours faithfully,  
For MAZAGON DOCK SHIPBUILDERS LIMITED,

A B Kawade  
AM (C-MP)

**Enclosure – 1 – Rate Sheet format.**

**Enclosure – 2 – Illustration for loading criteria.**

**Enclosure – 3 – Standard Terms & Conditions (STACS).**

**Enclosure – 4 – General Terms & Conditions of the Tender Enquiry.**



Enclosure - 5 - PROFORMA BANK GUARANTEE FOR BID BOND / EMD  
 Enclosure - 6 - PROFORMA BANK GUARANTEE FOR SECURITY DEPOSIT

NOTE: Following Formats are available on MDL website - [www.mazdock.com](http://www.mazdock.com) Path (Tenders>> Ship Building--Material Purchase) and same is the part of tender enquiry.  
 RTGS / NEFT / ECS Format.  
 Statutory requirements, Official Secret Act 1923 & Safety clause.

**ENCLOSURE - 1****Tender No:****PRICE BID (FORMAT)**

**(This annexure should be strictly on supplier's letter head duly filled - in, signed and stamped is to be submitted)**

**(If the space provided is not sufficient, you may attach additional Sheet / Annexure).  
 (Signature & stamp of authorized signatory on each sheet is mandatory).**

<b>Sr. No.</b>	<b>Description</b>	<b>Rate (Applicable % to be quoted in terms of %. If not payable, "NOT PAYABLE" should be stated)</b>
1.	Basic Rate	
2.	Excise Duty (E.D) @ ..... %	
3.	Educational Cess Tax @ % (on E D)	
4.	C S T @ ..... % / VAT @ ..... %/GST....%	
5.	Octroi Charges	
6.	Inspection / Testing charges	
7.	Delivery Charges	
8.	Insurance charges	
9.	Other Charges (if any)	

**Note:**

- (i) The incidences against each head mentioned shall be clearly specified and not to be included in the basic rates. If however, there is no charge against any head, the vendor may state '**NIL**' against such row.
- (ii) Bidder shall quote applicable taxes, duties (E D, CST / VAT/GST) in the price sheet only.

Company Name &amp; Seal

Authorized Sign

**ENCLOSURE - 2****ILLUSTRATION OF LOADING CRITERIA****A.**

Sr. No.	Description	Foreign Vendor 100% import content	Indigenous vendor with part import content	Indigenous vendor without import content
1.	Basic Price Quoted	a) FOB b) CIF	a) Ex-works b) Delivered to MDL Stores	a) Ex-works b) Delivered to MDL Stores
2.	Add : Insurance Charges	In case of 1(a)	In case of 1(a)	In case of 1(a)
3.	Add Sea / Air Freight charges / Inland Road Transport	In case of 1(a)	In case of 1(a)	In case of 1(a)
4.	Customs Clearance / Port Handling / Transportation to Yard	In either case i.e. FOB or CIF	Nil	Nil
5.	Cost (ex-MDL) excluding taxes & duties without loading towards any deviation.	Sr. Nos. (1+2+3+4) if FOB price quoted OR CIF price + Sr. No. 4	Sr. Nos. (1+2+3)	Sr. Nos. (1+2+3)

**B. Financial Loadings:**

6.	Variation in payment terms			
7.	Income tax & Service tax on Technical Services / Service Engineers liability to MDL.			
8.	Production Norms such as Scrap %, output - input ratio			
9.	Base date for price variation clause			
10.	Cost (ex-MDL) excluding taxes & duties after loading for variation in financial term.	Sr. Nos. 5 + 6 + 7 + 8 + 9		

**C. Loading on Account of deviations in following commercial terms:**

11.	Security deposit / Contract performance guarantee			
12.	Equipment performance guarantee			
13.	Additional delivery period sought over stipulated period as per tender			
14.	Additional time sought for supplying binding data			
15.	Liquidated damages per week rate / maximum ceiling			
16.	Warranty / Guarantee			
17.	Cost (ex-MDL) excluding taxes & duties after loading for variation in	Sr. Nos. 10 + 11 + 12 + 13 + 14 + 15 + 16		

	financial and commercial term.	
--	--------------------------------	--

**D. Landed cost:**

18.	Taxes and Duties			
19.	Landed Cost	Sr. Nos. 17+18		

The evaluated cost for tender evaluation shall be as per sr. no. 19 above.

**ENCLOSURE - 3**

**STANDARD TERMS AND CONDITIONS (STACS)**  
**(For Purchase of Items)**

- 101.** The word '**Purchaser**' refers to MAZAGON DOCK SHIPBUILDERS LIMITED (MDL), a Company registered under the Indian Companies Act, 1913 and it includes its successors or assignees.
- 102.** The word '**Bidder / Supplier / Contractor**' means the person / firm / Company who undertakes to manufacture and/or supply and/or undertake work of any nature assigned by the Purchaser from time to time and includes its successors or assignees.
- 103.** The word '**Owner**' means the person or authority with whom Mazagon Dock Limited (Purchaser) has contracted to carry out work in relation to which orders are placed by the Purchaser on the **Bidder / Supplier / Contractor** under this contract for supply or manufacture of certain items and would include Department of Defence Production, Ministry of Defence, Government of India, the Indian Navy, the Coast Guard and any other specified authority.
- 120. GENERAL**
- 121.** UNLESS OTHERWISE INDICATED SPECIFICALLY BY THE BIDDER / CONTRACTOR IN HIS BID, IT SHALL BE CONSTRUED AS HIS ACCEPTANCE OF ALL THE CONDITIONS MENTIONED IN THIS STACS.
- 200. COMMUNICATION & LANGUAGE FOR DOCUMENTATION**
- 201.** Any letter, facsimile message, e-mail intimation or notice sent to the Bidder / Supplier / Contractor at the last known address mentioned in the offer / order shall be deemed to be valid communication for the purpose of the order/contract. Unless stated otherwise by the purchaser, Language for communication & all documentation shall be same, which the Purchaser has used, in the tender enquiry.
- 210. PURCHASER'S PROPERTY**
- 211.** All property (such as materials, drawings, documents etc) issued by the Purchaser or any other individual or firm on behalf of the Purchaser in connection with the contract shall remain confidential, being the property of the Purchaser and the Bidder/Supplier/Contractor shall undertake to return all such property so issued and will be responsible for any or all loss thereof and damage thereto resulting from whatever causes and shall reimburse the Purchaser the full amount of loss and damage.
- 212.** On completion of work in any compartment / location of the purchaser's premises, the Bidder/Supplier/Contractor must ensure that the place is left in a reasonably clean state and all scrap is transferred to nearby scrap-bins.
- 220. RISK PURCHASE**
- 221.** If the equipment / article / service or any portion thereof be not delivered / performed by the scheduled delivery date / period, any stoppage or discontinuation of ordered supply / awarded contract without written consent by Purchaser or not meeting the required quality standards the Purchaser shall be at liberty, without prejudice to the right of the Purchaser to recover Liquidated Damages / penalty as provided for in these conditions or to any other remedy for breach of contract, to terminate the contract either wholly or to the extent of such default.

Amounts advanced or part thereof corresponding to the undelivered supply shall be recoverable from the Contractor / Bidder at the prevailing bank rate of interest.

222. The Purchaser shall also be at liberty to purchase, manufacture or supply from stock as it deems fit, other articles of the same or similar description to make good such default and/or in the event of the contract being terminated, the balance of the articles of the remaining to be delivered there under. Any excess over the purchase price, cost of manufacture or value of any articles supplied from the stock, as the case may be, over the contract price shall be recoverable from the Bidder / Supplier / Contractor.

**230. RECOVERY-ADJUSTMENT PROVISIONS**

231. Payment made under one order shall not be assigned or adjusted to any other order except to the extent agreed upon in writing by the Purchaser. During the currency of the contract, if any sum of money is payable by the Bidder / Supplier / Contractor the same shall be deducted from any sum then due or thereafter may become due to the Bidder / Supplier / Contractor under the contract or any other contract with the Purchaser.

**240. ADDITIONAL BANK GUARANTEE**

241. In case after opening of price bid of technically cleared firms, it is noted that L-1 firm has quoted very low rates and indicates to withdraw from the tender then EMD shall be forfeited and firm may be given tender holiday including intimation to other PSUs. If the rates quoted are less than MDL estimates by 40% or so and if the difference in rate between L1 and L2 is 30% or more then the firm will have to give additional BG of 20% of the PO value as additional security. Bank charges for this additional BG shall be borne by MDL and reimbursed against proof of payment.

**250. INDEMNIFICATION**

251. The Bidder / Supplier / Contractor, his employees, licencees, agents or Sub-Supplier / Subcontractor, while on site of the Purchaser for the purpose of this contract, indemnifies the Purchaser against direct damage and/or injury to the property and/or the person of the Purchaser or that of Purchaser's employees, agents, Sub-Contractors / Suppliers occurring and to the extent caused by the negligence of the Bidder / Supplier / Contractor, his employees, licencees, agents or Sub-contractor by making good such damages to the property, or compensating personal injury and the total liability for such damages or injury shall be as mutually discussed and agreed to.

**260. TRANSFER OF SUPPLIERS / CONTRACTOR'S RIGHTS**

261. The Bidder / Supplier / Contractor shall not either wholly or partly sell, transfer, assign or otherwise dispose of the rights, liabilities and obligations under the contract between him and the Purchaser without prior consent of the Purchaser in writing.

**270. SUBCONTRACT & RIGHT OF PURCHASER**

271. The Bidder / Supplier / Contractor under no circumstances undertake or subcontract any work / contract from or to any other Sub-contractor without prior written approval of the Competent Authority of Purchaser. In the event it is found that such practice has been indulged in, the contract is liable to be terminated without notice and the Bidder / Supplier / Contractor is debarred all from future tender enquiries / work orders. However in no circumstances a contractor is permitted to subcontract any part of the contract to the bidders who had quoted for the concerned tender.

**280. PATENT RIGHTS**

281. The Bidder / Supplier / Contractor shall hold harmless and keep the Purchaser indemnified against all claims arising as a result of infringement of any patent / copy rights on account of manufacture, sale or use of articles covered by the order.

**290. AGENTS/AGENCY COMMISSION**

291. The seller confirms and declares to the buyer that the seller is the original manufacturer or authorized distributor/stockiest of original manufacturer of the stores referred to in this contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to

intercede, facilitate or in any way to recommended to the Buyer or any of its functionaries, whether officially or unofficially , to the award of the Contract / Purchase order to the Seller; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation.

The Seller agrees that if it is established at any time to the satisfaction of the Buyer that the present declaration is in any way incorrect or if at a later stage it is discovered by the Buyer that the Seller has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward , fees, commission or consideration to such person, party, firm or institution , whether before or after the signing of this Contract / Purchase order, the Seller will be liable to refund that amount to the Buyer.

The seller will also be debarred from participation in any RFQ/Tender for new projects/program with Buyer for a minimum period of five years.

The buyer will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the Seller who shall in such event be liable to refund all payments made by the buyer in terms of the Contract along with interest at the rate of 2% per annum above LIBOR (London Inter Bank Offer Rate) (for foreign vendors) and base rate of SBI plus 2% (for Indian Vendors).

The Buyer will also have the right to recover any such amount from any contracts concluded earlier with Buyer.

**300. USE OF UNDUE INFLUENCE / CORRUPT PRACTICES:**

301. The Bidder / Supplier / Contractor undertakes that he has not given, offered or promised to give, directly or indirectly any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Purchaser or otherwise in procuring the contract or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the Contract with the Purchaser for showing or forbearing to show favour or disfavour to any person in relation to the Contract or any other Contract with the Purchaser. Any breach of the aforesaid undertaking by the Bidder / Supplier / Contractor or any one employed by him or acting on his behalf (whether with or without the knowledge of the Bidder / Supplier / Contractor) or the commission of any offence by the Bidder / Supplier / Contractor or any one employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1980 or the Prevention of Corruption Act, 1947 or any other Act enacted for the prevention of corruption shall entitle the Purchaser to cancel the contract and all or any other contracts with the Bidder / Contractor / Supplier and recover from the Bidder / Supplier / Contractor the amount of any loss arising from such cancellation. Decision of the Purchaser or his nominee to the effect that a breach of the undertaking has been committed shall be final and binding on the Bidder / Supplier / Contractor.
302. The Bidder / Supplier / Contractor shall not offer or agree to give any person in the employment of Purchaser any gift or consideration of any kind as "Inducement" or "reward" for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the contract/s. Any breach of the aforesaid condition by the Bidder / Supplier / Contractor or any one employed by them or acting on their behalf (whether with or without the knowledge of the Bidder / Supplier / Contractor) or the commission of any offence by the Bidder / Supplier / Contractor or by any one employed by them or acting on their behalf which shall be punishable under the Indian Penal Code 1980 and/or the Prevention of Corruption by Public Servants, shall entitle Purchaser to cancel the contract/s and all or any other contracts and then to recover from the Bidder / Supplier / Contractor the amounts of any loss arising from such contracts' cancellation, including but not limited to imposition of penal damages, forfeiture of Security Deposit, encashment of the Bank Guarantee and refund of the amounts paid by the Purchaser.
303. In case, it is found to the satisfaction of the Purchaser that the Bidder / Supplier / Contractor has engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents / Agency Commission and use of undue Influence, the Bidder / Supplier / Contractor, on a specific request of the Purchaser shall provide necessary information / inspection of the relevant financial document / information.

**310. IMMUNITY OF GOVERNMENT OF INDIA CLAUSE**

**311.** It is expressly understood and agreed by and between M/s. (Bidder / Supplier / Contractor) and Mazagon Dock Limited, Dockyard Road, Mumbai - 400 010 (MDL) is entering into this Agreement solely on its own behalf and not on the behalf of any person or entity. In particular, it is expressly understood and agreed that the Government of India is not a party to this Agreement and has no liabilities, obligations or rights hereunder. It is expressly understood and agreed that MDL is an independent legal entity with power and authority to enter into contracts solely in its own behalf under the applicable of Laws of India and general principles of Contract Law. The (Bidder / Supplier / Contractor) expressly agrees, acknowledges and understands that MDL is not an agent, representative or delegate of the Government of India. It is further understood and agreed that the Government of India is not and shall not be liable for any acts, omissions and commissions, breaches or other wrongs arising out of the contract. Accordingly, (Bidder / Supplier / Contractor) hereby expressly waives, releases and foregoes any and all actions or claims, including cross claims, impleader claims or counter claims against the Government of India arising out of this contract and covenants not to sue Government of India in any manner, claim, cause of action or thing whatsoever arising of or under this Agreement.

**320. EXPORT LICENCE**

**321.** The export licenses that may be required for delivery of the various items/equipment to MDL shall be arranged by the Bidder / Supplier / Contractor from the concerned authorities in their country without any time & cost implications on the Purchaser.

**330. BANNED OR DE-LISTED CONTRACTORS / SUPPLIERS**

**331.** The Bidder / Supplier / Contractor declares that they being Proprietors / Directors / Partners have not been any time individually or collectively blacklisted or banned or delisted by any Government or quasi Government agencies or PSUs. If a bidder's entities as stated above have been blacklisted or banned or de-listed by any Government or quasi Government agencies or PSUs, this fact must be clearly stated and it may not necessarily be a cause for disqualifying him.

**340. DUTY OF PERSONNEL OF SUPPLIER/SUPPLIER**

**341.** MDL being a Defence Public Sector Undertaking, Bidder / Supplier / Contractor undertakes that their personnel deployed in connection with the entrusted work will not indulge in any activities other than the duties assigned to them.

**350. DISPUTE RESOLUTION MECHANISM AND ARBITRATION****351. DISPUTE RESOLUTION MECHANISM (DRM)**

- i) Any dispute/differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations.
- ii) In case of non-settlement by (i) above, if at any time, before, during or after the contract period any unsettled claim, dispute or difference arose between the parties, upon or in relation to or in connection with or in any way touching or concerning this tender/agreement/order/contract, the same shall be referred to the concerned Functional Director.  
The Functional Director shall then nominate an Executive of the rank of General Manager whom he thinks fit and competent or a Committee of Executives who/which shall then scrutinise the claims/disputes that have been referred to the concerned functional Director and make efforts for amicable settlements by mutual discussions/negotiations.
- iii) In case no amicable settlement is arrived by (ii) above within a period of three months, then the contractor shall approach Public Grievance Cell and address the disputes as per the provisions made under the relevant clause of the contract.
- iv) In case the issues/disputes do not get settled within a period of six months from the date of submission of the dispute to the Grievance Cell, then the contractor may invoke Arbitration Clause of the contract.

**352. ARBITRATION:** Unresolved disputes/differences, if any, shall then be settled by arbitration. The Arbitration proceedings shall be conducted at Mumbai, India, in English Language, under the Arbitration & Conciliation Act, 1996.

MDL prefers to have arbitration through Institutes such as Indian Council of Arbitration (ICA)/ICA-DR, with the mutual consent of the parties.

**353.** In case of unresolved difference/dispute between the Purchaser and Supplier, being Central Public Sector Enterprises/Central Govt. departments, the disputes shall be resolved firstly through mutual discussion or through the empowered agencies of the Govt. or through arbitration by reference by either party to the department of Public Enterprises, as per extant guidelines. If disputes/differences remain unresolved/unexecuted, the same shall be referred first to the Cabinet Secretariat and then, if necessary to the PMO.

**354.** Any changes to arbitration clause must be vetted by HOD (Legal) before incorporation in contract/PO.

**360. JURISDICTION OF COURTS**

**361.** All contracts shall be deemed to have been wholly made in Mumbai and all claims there under are payable in Mumbai City and it is the distinct condition of the order that no suit or action for the purpose of enforcing any claim in respect of the order shall be instituted in any Court other than that situated in Mumbai City, Maharashtra State, India i.e. courts in Mumbai shall alone have jurisdiction to decide upon any dispute arising out of or in respect of the contract.

**370. INDIGENIZATION (ONLY FOR P15B & P17A PROJECTS)**

**371.** Bidders while participating shall provide details on list of items being imported, proposed Indigenization content, Model & Plan towards indigenization in their techno-commercial offer. The proposed indigenization plan shall be formulated in such a manner that there is a progressive increase towards indigenization as well as items indigenised across the shipsets as follow:

Ship Set	1st	2nd	3rd	4th	5th	6th	7th
Indigenization %							
Proposed item being indigenized (List here)							

**372. REJECTION OF OFFER:**  
Bidders not agreeing to accept Indigenization clause, Purchase preference and/or Price preference clause and submission of INDBG shall be categorically rejected. Bidders with more than 50% FE content (Indian firm) & less than 30% INR content (Foreign firms) are liable for rejection.

**373. PREFERENTIAL TREATMENT:**

**PURCHASE PREFERENCE:**

i. Tenders where all bids are from Indian supplier:

Purchase Preference shall be extended to bidders where the difference in FE content of L1 & L2 is more than 10% of FE content of L1 firm and the difference in overall quote of L1 & L2 is less than 10% of the L1 firm.

ii. Tenders where all bids are from Foreign supplier:

Purchase Preference shall be extended to bidders where the difference in INR content of L1 & L2 is more than 10% of INR content of L1 firm and the difference in overall quote of L1 & L2 is less than 10% of the L1 firm.

iii. Tenders where all bids are from both Indian & Foreign supplier:

Purchase Preference shall be extended to Indian bidders where the difference in overall quote of L1 & L2 is less than 10% of the L1 firm. L1 firm being a foreign firm.

**PRICE PREFERENCE:**

MDL reserves the right to go for even "Price Preference" in case, level of Indigenization is considerably high by a firm which is otherwise not L1.

**374. INDIGENIZATION BANK GUARANTEE (INDBG):**

Supplier who enjoys the advantage of Indigenization clause with Purchase / Price preference shall submit Bank Guarantee as per GT&C Clause No. A 210.

**ENCLOSURE - 4**

**GENERAL TERMS & CONDITIONS (GT&C) FOR ITEMS & SERVICES**  
**(EXCLUDING CIVIL WORKS)**

**A10. Blank**

**A20. SECURITY DEPOSIT**

**A21.** The successful bidder shall submit a Security Deposit @ 5% of the value of the Order in the form of Demand Draft / Bank Guarantee in the prescribed format in favour of Purchaser within 15 days from date of LOI / Order / Contract. The Security Deposit will be returned only after the successful execution of the order / contract. Refund of Security Deposit whenever considered admissible by the Purchaser, shall be without interest only.

**A30. FORFEITURE OF EMD / BID BOND**

**A31.** In cases of withdrawal of bid during validity period or during any extension granted thereof, non-acceptance of agreed conditions of Technical and or Commercial and or Price Negotiations, non-submission of the security deposit and / or non-acceptance of the order the EMD or bid security will be forfeited or encashed as the case may be.

**A40. FORFEITURE OF SECURITY DEPOSIT**

**A41.** Non-performance of agreed terms and or default / breach by Bidder / Vendor / Contractor will result in forfeiture of security deposit with application of risk purchase provisions as felt appropriate by the Purchaser.

**A50. FORFEITURE OF PERFORMANCE GUARANTEE**

**A51.** In the event of Bidder / Vendor / Contractor failure to attend the Guarantee defects within a reasonable period of time, the Performance Bank Guarantee will be encashed by the Purchaser. The Purchaser's decision shall be final and binding on Bidder / Vendor / Contractor in this regard.

**A60. SUPPLIES**

**A61.** The equipment / products / items / Services to be supplied shall be strictly in accordance with the Drawings / Specifications / Requirements indicated in the Tender Enquiry / Order with deviations, if any, as mutually accepted.

**A70. PROGRESS REPORTING & MONITORING**

**A71.** Where so stipulated in the order, the Bidder / Vendor / Contractor shall render such reports from time to time as regards the progress of the contract and in such a form as may be called for by the Purchaser.

**A80. CANCELLATION OF ORDER**

**A81.** The Purchaser reserves the right to cancel an order forthwith without any financial implications on either side, if on completion of 50% of the scheduled delivery / Completion period the progress of manufacture / Supply is not to the satisfaction of Purchaser and failure on the part of the Bidder / Vendor / Contractor to comply with the delivery schedule is inevitable. In such an event the Bidder / Vendor / Contractor shall repay all the advances together with interest at prevailing bank rates from the date of receipt of such advances till date of repayment. The title



of any property delivered to Purchaser will be reverted to the **Bidder / Vendor / Contractor** at his cost.

A82. In case of breach / non-compliance of any of the agreed terms & conditions of order / contract. MDL reserves the right to recover consequential damages from the vendor / contractor on account of such premature termination of contract.

A83. In case of delay beyond agreed period for liquidated damages or 10weeks from contractual delivery period whichever is earlier, MDL reserves the right to cancel the order and procure the order items / services from any available source at MDL's option & discretion and entirely at your risk and cost. Extra expenditure incurred by MDL in doing will be recoverable from you.

**A90. PRESERVATION AND MAINTENANCE**

A91. Should any material require any preservation till its final installation / fitment, the detailed procedure (Long term & short term) for the same as also the time of interval after which the state of preservation needs to be reviewed is to be stated by the Bidder / Vendor / Contractor.

A92. Further the de-preservation prior to the material / equipment being commissioned and the maintenance procedure together with its periodicity is also to be indicated by the Bidder / Vendor / Contractor.

A93. The Bidder / Vendor / Contractor in their offer must confirm that indigenous oil, lubricants and preservatives, etc. can be used in the equipment. The bidder must also give assurance that the equipment performance will not be downgraded by use of indigenous equivalents.

**A100. FREIGHT & INSURANCE:**

A101. **For Indigenous Bidders:** In cases where the offers are for 'Door Delivery to Purchaser', transit freight & Insurance charges shall be borne by the Bidder / Vendor / Contractor. In other agreed cases of Ex-works / Ex-Transporter's warehouse or Railway godown offers, the Bidder / Vendor / Contractor on dispatch, shall give details of materials with dispatch particulars and their value in time to Purchaser's Insurance Company on the contact details as provided in the order. In such agreed cases, the freight & insurance charges will be paid by the purchaser directly to the parties concerned.

A102. **For Foreign Bidders:** For overseas supplies on CIF basis. Freight & Insurance up to port of destination (Sea/Air) shall be arranged by the Supplier/Contractor. The Bidder / Supplier / Contractor shall immediately on despatch of the items, inform all relevant details of despatch such as Order Number, Bill of Lading/AWB Number marked as Freight Paid, Insurance policy/document, number of packages, value of consignment, invoice number directly to Purchaser's insurance Company & Purchaser in time. In case of delivery term other than CIF/CIP, the freight & insurance charges will be paid by the purchaser directly to the parties concerned.

**A110. TAXES & DUTIES / STATUTORY LEVIES**

**A111.** Taxes and duties applicable, if any, shall be regularized by MDL by issuing necessary exemption certificates in respect of procurement for Defence Projects. Bidder shall indicate separately the taxes and duties applicable in their offer. When the items qualify for exemption partly/fully but the supplier did not avail of the same, the amount of taxes and duties on such supplies shall be to supplier's account. In cases where exemption certificates are not issued for any reason, taxes shall be paid as indicated in the Purchase Order/Contract. Tax deduction at source will be effected wherever applicable (e.g. TDS under Income tax Act, TDS on Works Contract under MVAT Act etc.) from the bills of the Supplier as per statutes. Octroi duty exemption certificate issued by Customer's representative will be provided on Supplier's written intimation with relevant details regarding readiness of items for dispatch. Where payment of Octroi duty is agreed to and stipulated in the Purchase Order / Contract, the same will be reimbursed by Purchaser at actual after receipt of Supplier's bills along with 'Original Octroi paid money receipt' and copy of Form 'B'. Octroi receipts are to be drawn/issued in the name of 'Mazagon Dock Limited' only. Similarly where payment of Custom duty is agreed to and stipulated in the Purchase Order / Contract, the same will be paid by the Purchaser on receipt of supplier's bills along with Custom Certified Duty Paid Challan-Money Receipt in original or carbon copy as

relevant. These Challans/ Receipts, Bill of Entry are to be drawn/ issued in the name of 'Mazagon Dock Limited' only. Where payment of VAT is agreed to and stipulated in the Purchase Order / Contract, the same will be paid by the Purchaser. on the basis of Suppliers' TAX INVOICE wherein the VAT TIN Number and declaration in accordance with the provisions of Maharashtra Value Added Tax Act, 2002, is indicated in the Invoice and where payment of Central Sales Tax (CST) is agreed to, the Supplier will be paid CST on the basis of the Invoice indicating particulars of his CST Registration Number and such Invoice should also indicate the VAT TIN Number and CST Number of the Purchaser. Where Central Excise Duty is agreed to be paid by the Purchaser in the Purchase Order/Contract, the Suppliers will be paid Excise Duty claimed in the Invoice on the basis of Central Excise Invoice issued as per Rule 11 indicating the ECC/Excise Registration number to be enclosed along with Commercial Invoice/Tax Invoice. In the case of payment of Service Tax agreed to as per purchase order/contract, the same will be paid on the basis of Tax Invoice indicating the Service Tax Registration number and the category of service for which the contractor/Vendor is registered with the Service Tax Department. A copy of the Service Tax Registration certification will be submitted by the contractor/Vendor as a onetime requirement in support of the Registration number indicated in the Invoices. Based on requirement, the Vendor/contractor may be called upon to produce evidence of validity of the Service Tax Registration at any point of time during the currency of the contract.

- A112.** Stamp Duty (Applicable only for the Work Contracts): It shall be incumbent on the successful tenderer to pay Stamp duty on the contract. As per the provision made in article 63, Schedule-I, read with section 30, of the Maharashtra Stamp Act (Bombay Act LX of 1958), Stamp duty is payable by the successful tenderer for "works contract" that is to say, a contract for works and labour or services involving transfer of property in goods (whether as goods or in some other form) in its executions and includes a sub-contract, as under:

Contract Value	Stamp Duty
Where the amount or value said forth in work contract does not exceed Rs. 10 Lakhs.	Rs. 500.00
Where it exceeds rupees 10 Lakhs	Rs. 500.00 +1% of the amount above ten lakhs subject to

**A120. DEMURRAGE**

- A121.** Storage and Demurrage charges will be payable by the Bidder / Vendor / Contractor for all shipments that reach purchaser without proper despatch documentations, Lorry Receipts not accompanied by packing lists, invoices etc. The Supplier shall be responsible for fines due to errors or omissions in description, weight or measurements and for increased handling charges due to improper packing.

**A130. INSPECTION, TESTING**

- A131.** The ordered items will be inspected either by Classification Society / Nominated Agency and or by Inspection Officer nominated by Purchaser at stages defined in the tender / Purchase Order or as agreed to be defined subsequently in terms of the Purchase Order.
- A132.** The decision of the Inspecting Authority or their representatives, as the case may be, on any question of the intent, meaning and the scope of Specifications / Standards shall be final, conclusive and binding on the Bidder/ Vendor / Contractor.
- A133.** The Bidder / Vendor / Contractor shall accord all facilities to Purchaser's Inspectors / Nominated Agency to carry out Inspection / Testing during course of manufacture / final testing.

**A140. RECEIPT INSPECTION BY MDL**

- A141.** MDL shall carry out necessary inspection of the items on receipt, on the basis of an appropriate quality assurance system and inspection system requirements along with representative of the Owner. Any objection raised by MDL Quality Control Team against quality of materials or workmanship shall be satisfactorily corrected by the Contractor at his expense including replacement as may be required within shortest possible time within 30 days. Items damaged

during transit shall also be rectified / replaced by the Contractor within shortest possible time, payment for which shall be made at mutually agreed rates.

**A150. REJECTION OF MATERIALS**

**A151.** Should the articles, or any portion thereof of the equipment be found defective / rejected, the Bidder / Vendor / Contractor shall collect the same from the Purchaser's Stores, all incidental charges being borne by him (inclusive of Custom duty, if payable), within 30 days from the date of intimation to the Bidder / Vendor / Contractor of such rejection. The Purchaser reserves the right to dispose off the rejected items at the end of a total period of 90 days in any manner to the best advantage to the Purchaser and recover storage charges and any consequential damages, from sale proceeds of such disposal.

**A160. TECHNOLOGICAL DEVELOPMENTS / MODIFICATIONS**

**A161.** The Bidder / Vendor / Contractor shall unconditionally and free of cost to the Purchaser transfer information on technological developments / innovations / modifications which the Bidder / Vendor / Contractor would evolve in future (within 3 years) in relation to the supplied equipment. To enable this, the Purchaser's address shall be added to the Bidder / Vendor / Contractor's mailing list or database or any other document maintained for dissemination of product information and the Purchaser shall be informed of the action taken in this regard. If such improvements / modifications are brought in by the Bidder / Vendor / Contractor's Design Department in the course of manufacture of equipment ordered by the Purchaser, the Bidder / Vendor / Contractor shall incorporate such improved versions in the equipment without any extra cost to the Purchaser under Purchaser's prior consent.

**A162.** If the Purchaser be desirous of getting incorporated all post supply modifications / improvements arising out of technological developments to the original equipment supplied by the Bidder / Vendor / Contractor, the Bidder / Vendor / Contractor, shall quote for and carry out all such modifications to the equipment.

**A163.** Where the whole or a portion of the equipment has been specifically developed by the Bidder / Vendor / Contractor for the Owner and the latter would through the Purchaser be bearing the entire or part of the development cost incurred by the Bidder / Vendor / Contractor, the design rights for the whole or portion thereof, of the equipment as appropriate, shall vest in the Owners.

**A164.** Prior approval of the Owner should be obtained before similar articles are sold / supplied to any other party other than the Owner. If such approval is given and sale is effected, the Bidder / Vendor / Contractor shall pay to the Owner royalty at the rate mutually agreed to.

**A165.** The Sub-contractor / Supplier / Vendor shall continue to support the equipment for a minimum period of 20 years from the date of supply by making available spare parts and assemblies of the equipment supplied. Should the Sub-contractor / Supplier / Vendor decides to discontinue the product, for any reason whatsoever, adequate notice shall be given to the Purchaser / Owner to enable procurement of the requisite lifetime spares.

**A170. PURCHASER'S RIGHT TO ACCEPT ANY BID, PART OF BID AND TO REJECT ANY OR ALL BIDS**

**A171.** The Purchaser reserves the right to accept and or reject any or all tenders and or to withdraw the tender in toto and or award the contract / order in full or part to more than one vendor / contractor without assigning any reason whatsoever and without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for MDL action.

**A180. BANK GUARANTEE FOR FREE ISSUE MATERIAL**

**A181.** The Bidder / Vendor / Contractor shall furnish Bank Guarantee equivalent to the value of materials supplied by MDL free of cost valid up to the execution of the contract / delivery of material, inspected / accepted and receipt at MDL together with the material reconciliation statement whichever is later.

**A190. BIDDER'S RESPONSE IN CASE OF NO PARTICIPATION**

**A191.** The Sub-contractor / Supplier / Vendor shall inform the Purchaser in advance in case he is unable to participate in the tender for whatsoever reason. Failure to comply with this will be viewed seriously and consecutive three failures on the part of Sub-contractor / Supplier / Vendor to do so is liable for disqualification / debarring of the Sub-contractor / Supplier / Vendor from all future tender enquiries and or delisting from the list of 'Approved Registered Vendors.

**A200. FACILITY PROVISION (Applicable only for Services)**

**A201.** The Purchaser would consider providing facilities like - compressed air at one point, crange facility for handling heavy loads for lowering onto the ship and water intended for use by the Contractor / Bidder for execution of contract for working within the Purchaser's premises at no extra cost to the Contractor / Bidder. Industrial gases, electrical power, office space / RU store facility may be provided at one point only if possible and available and on chargeable basis if so desired by the Contractor / Bidder. The contractor / Bidder shall make his own arrangements for fixing necessary fittings, wires, welding machines, transformer, etc for power, connecting lines, storage etc for water and necessary fittings, pipes, breaker, hoses etc for compressed air.

**A210. INDIGENIZATION BANK GUARANTEE (INDBG) (ONLY FOR P15B & P17A PROJECTS)**

**A211.** The successful bidder shall submit a INDBG @ 1% of the value of the Order (excluding taxes & duties) in the form of Demand Draft / SWIFT/ Bank Guarantee in the prescribed format in favour of Purchaser within 25 days from date of Order / Contract. Delay in submission of INDBG will entail interest rate & will be deducted as per the prevailing rate declared by HOD(F)'s Circular (for foreign supplier it will be EUROBOR/LIBOR plus 2% & for Indian suppliers, it will be SLR plus 2%). The INDBG shall be valid upto Guarantee Period plus 4 weeks. The INDBG will be returned only after the successful completion of Indigenization & guarantee period of equipment. Refund of INDBG whenever considered admissible by the Purchaser, shall be without interest only.

**A212.** In case Price Preference is considered, the INDBG shall be for the value equivalent to the difference between quoted value of L1 & negotiated value of L2 (excluding taxes & duties).

**A220. FORFEITURE OF INDIGENIZATION BANK GUARANTEE (INDBG) (ONLY FOR P15B & P17A PROJECTS)**

**A221.** Non-performance of agreed terms and or default/breach by Bidder/Supplier/Contractor will result in forfeiture of INDBG with application of risk purchase provisions as felt appropriate by the Purchaser.

**A230. PREFERENCETIAL PURCHASE FROM MSE VENDORS**

MDL has right to place order on MSE firm meeting following criteria:

In tenders, if participating MSEs quoted prices are within price band of L1+15%, such MSEs shall also be allowed to supply a portion up to 20% of requirement by bringing down their prices to L1 price where L1 is non MSEs. If more than 1 MSEs fall under such criteria then this 20% shall be distributed proportionally. This preference shall not be applicable where MSE firm is L1 firm. % out of 20 percent target of annual procurement from Micro and Small Enterprises, a sub-target of 20 percent (i.e 4 percent out of 20 percent) shall be earmarked for procurement from Micro and Small Enterprises owned by the Scheduled Caste or the Scheduled Tribe Entrepreneurs. In respect of items reserved for MSE, extant guidelines shall be followed. Presently Circular No. S.O. 581(E) dated 23.03.2012 is applicable.

**ENCLOSURE - 5****PROFORMA BANK GUARANTEE FOR BID BOND / EMD**

(On Non-Judicial stamp paper of value Rs. 100/-. However, the value of stamp paper to be confirmed from Legal Department, MDL.)

IN CONSIDERATION OF MAZAGON DOCK SHIPBUILDERS LIMITED, a company incorporated under the Companies Act 1956 and having its registered office at Dockyard Road, Mumbai 400010 (hereinafter referred to as the "the Company" which expression shall, unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) having agreed to accept the Earnest Money Deposit (EMD) of Rs------(Rupees-----only) in the form of Bank Guarantee from Messers ..... a partnership firm/sole proprietor business/a company registered under the Companies Act, 1956 having its office at .....(hereinafter called " the tenderer" which expression shall, unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) for participating in the Tender no.....dated..... (hereinafter called "the tender" which expression shall include any amendments/alterations to "the tender" issued by "the Company") for the supply, delivery at site, installation and commissioning of certain equipment, item/services/civil works etc., We, ..... Bank having office at ..... (hereinafter referred to as "the Bank" which expression shall include its successors and assigns) hereby agree to pay to the Company without any demur on first demand an amount not exceeding Rs.....(Rupees.....only) against any loss or damage, costs, charges and expenses caused to or suffered by the Company by reason of non performance and non fulfillment or for any breach on the part of the tenderer of any of the terms and conditions of the said tender.

2. We, ..... Bank further agree that the Company shall be sole judge whether the said tenderer has failed to perform or fulfil the said tender in terms thereof or committed breach of any terms and conditions of the tender the extent of loss, damage, cost, charges and expenses suffered or incurred or would be suffered or incurred by the Company on account thereof and we waive in the favour of the Company all the rights and defences to which we as guarantors may be entitled to.

3. We, ..... Bank further agree that the amount demanded by the Company as such shall be final and binding on the Bank as to the Bank 's liability to pay and the amount demanded and the Bank undertake to pay the Company the amount so demanded on first demand and without any demur notwithstanding any dispute raised by the tenderer or any suit or other legal proceedings including arbitration pending before any court, tribunal or arbitrator relating thereto, our liability under this guarantee being absolute and unconditional.

4. We, ..... Bank further agree with the Company that the Company shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said tender/or to extend time of performance by the tenderer from time to time or to postpone for any time to time any of the powers exercisable by the Company against the tenderer and to forbear to enforce any of the terms and conditions relating to the tender and we shall not be relieved from our liability by reason of any such variation or extension being granted to the tenderer or for any forbearance, act or omission on the part of the Company or any indulgence by the Company to the tenderer or by any such matter or things whatsoever which under the law relating to sureties would have the effect of relieving us.

5. We, ..... Bank further undertake not to revoke this guarantee during its currency except with the previous consent of the Company in writing.

6. We, ..... Bank also agree that the Bank's liability under this guarantee shall not be affected by any change in the constitution of the tenderer or dissolution or winding up of the business of the tenderer.

7. Notwithstanding anything contained herein above:

- i) Our liability under this guarantee shall not exceed Rs.....
- ii) This Bank Guarantee shall be valid upto and including .....; and
- iii) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before .....(validity + ---weeks from the date of expiry of this guarantee).

8. This Guarantee shall be governed by Indian laws and the Courts at Mumbai, India shall have the exclusive jurisdiction.

IN WITNESS WHEREOF the Bank has executed this document on this..... day of  
.....

For ..... Bank  
(by its constituted attorney  
or the person authorised to sign)

(Signature of a person authorised  
to sign on behalf of "the Bank")

**NOTE :-**

- 1. Indigenous supplier or Foreign Supplier through Indian Bank to submit BG.
- 2. If foreign supplier submits BG through Foreign Bank the same should be submitted by SWIFT. MDL Bank SWIFT A/c. No. is SBININBB101.
- 3. In case any changes to format are desired by the supplier the same shall be approved as under –
  - i) Dealing Executive to initiate and put up.
  - ii) HOD(C)/PE(C) to recommend
  - iii) CS/GM (L&E) to vet.
  - iv) Functional Director to approve.
- 4. If BG is not received directly from Bank then MDL shall get the Bank Guarantee verified and only on confirmation of verification the Bank Guarantee shall be considered as submitted. Expenses for BG verification shall be borne by MDL.
- 5. If the supplier requests to permit them to submit Bank Guarantee in URDG758 format then the Bank Guarantee shall be got vetted from CS/GM(L&E) and approved from Functional Director.

**ENCLOSURE - 6****PROFORMA BANK GUARANTEE FOR SECURITY DEPOSIT**

(ILLUSTRATIVE FORMAT)

(On Non-Judicial stamp paper of value Rs. 100/-. However, the value of stamp paper to be confirmed from Legal Department, MDL.)

IN CONSIDERATION OF MAZAGON DOCK SHIPBUILDERS LIMITED, a company incorporated under the Companies Act 1956 and having its registered office at Dockyard Road, Mumbai 400010 (hereinafter referred to as the "the Purchaser" which expression shall, unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) having placed an order on Messers

..... a partnership firm/sole proprietor business/a company registered under the Companies Act, 1956 having its office at .....(hereinafter called " the Contractor/ Supplier" which expression shall, unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) vide order No..... dated..... (hereinafter called "the order" which expression shall include any amendments/alterations to "the order" issued by "the Purchaser") for the supply, delivery at site, installation and commissioning of certain equipment, item/services/civil works etc. as stated in the said Order and the Purchaser having agreed with the Contractor/Supplier to accept a Bank Guarantee in lieu of Security Deposit payable under the said order for the fulfillment and performance of the said order, We, ..... Bank having office at ..... (hereinafter referred to as "the Bank" which expression shall includes its successors and assigns) hereby agree to pay to the Purchaser without any demur on first demand an amount not exceeding Rs..... (Rupees.....only) being 5% of the order value against any loss or damage, costs, charges and expenses caused to or suffered by the Purchaser by reason of non performance and non-fulfillment or for any breach on the part of the Contractor / Supplier of any of the terms and conditions of the said order.

2. We, ..... Bank further agree that the Purchaser shall be sole judge whether the said Contractor/Supplier has failed to perform or fulfil the said order in terms thereof or committed breach of any terms and conditions of the order and the extent of loss, damage, cost, charges and expenses suffered or incurred or would be suffered or incurred by the Purchaser on account thereof and we waive in the favour of the Purchaser all the rights and defences to which we as guarantors may be entitled to.

3. We, ..... Bank further agree that the amount demanded by the Purchaser as such shall be final and binding on the Bank as to the Bank 's liability to pay and the amount demanded and the Bank undertake to pay the Purchaser the amount so demanded on first demand and without any demur notwithstanding any dispute raised by the Contractor/Supplier or any suit or other legal proceedings including arbitration pending before any court, tribunal or arbitrator relating thereto, our liability under this guarantee being absolute and unconditional.

4. We, ..... Bank further agree with the Purchaser that the Purchaser shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said order/or to extend time of performance by the Supplier from time to time or to postpone for any time to time any of the powers exercisable by the Purchaser against the Contractor/ Supplier and to forbear to enforce any of the terms and conditions relating to the order and we shall not be relieved from our liability by reason of any such variation or extension being

granted to the Contractor/ Supplier or for any forbearance, act or omission on the part of the Purchaser or any indulgence by the Purchaser to the Contractor/Supplier or by any such matter or things whatsoever which under the law relating to sureties would have the effect of relieving us.

5. We, ..... Bank further undertake not to revoke this guarantee during its currency except with the previous consent of the Purchaser in writing.

6. We, ..... Bank also agree that the Bank's liability under this guarantee shall not be affected by any change in the constitution of the Contractor / Supplier or dissolution or winding up of the business of the contractor/ supplier.

7. Notwithstanding anything contained herein above:

- i) Our liability under this guarantee shall not exceed Rs.....
- ii) This Bank Guarantee shall be valid upto and including .....; and
- iii) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before .....(validity + ---weeks from the date of expiry of this guarantee).

8. This Guarantee shall be governed by Indian laws and the Courts at Mumbai, India shall have the exclusive jurisdiction.

IN WITNESS WHEREOF the Bank has executed this document on this..... day of  
.....

For ..... Bank  
(by its constituted attorney)

(Signature of a person authorised  
to sign on behalf of "the Bank")

**NOTE :-**

- 1. Indigenous supplier or Foreign Supplier through Indian Bank to submit BG.
- 2. If foreign supplier submits BG through Foreign Bank the same should be submitted by SWIFT. MDL Bank SWIFT A/c. No. is SBININBB101.
- 3. In case any changes to format are desired by the supplier the same shall be approved as under –
  - i) Dealing Executive to initiate and put up.
  - ii) HOD(C)/PE(C) to recommend
  - iii) CS/GM(L&E) to vet.
  - iv) Functional Director to approve.
- 4. If BG is not received directly from Bank then MDL shall get the Bank Guarantee verified and only on confirmation of verification the Bank Guarantee shall be considered as submitted. Expenses for BG verification shall be borne by MDL.
- 5. If the supplier requests to permit them to submit Bank Guarantee in URDG758 format then the Bank Guarantee shall be got vetted from CS/GM (L&E) and approved from Functional Director.