



Cement Corporation of India Limited

(A Govt. of India Enterprise)
An ISO 9001:2015 Certified Company

Rajban Cement Factory

Dist: Sirmour, H.P- 173029
E-mail ID: ccimmrjo@rediffmail.com



Tender No. RCF/MM/TENDER/LABOUR/23-24

Date: 26.12.2023
Due on: 17.01.2024

Subject : Material Handling Contract (Store) at Rajban Cement Factory, CCI.

S. No.	Description of Work
01	Loading / Unloading of material from Vehicle arrived to Stores
02.	Shifting of material within distance : 50 Mtrs.
03.	Shifting of material (With Distance Range) : From 50 to 100 Mtrs.
04.	Shifting of material (With Distance Range) : Above 100 Mtrs.
05.	Material Unloading , Sorting / Stacking of Materials viz. Grinding Media, Fire Bricks , Body Liners , Structural Steel , etc. .
06.	Properly and Safely Unloading & Stacking of heavy items by Hydra / Crane to desired site as instructed by CCI Executive (viz. Kill Shell, Steel Wire Rope / Belt Conveyors Rolls, Gearbox, Kiln Tyre, Support Roller, Mill Head , E&I Critical / Vital equipment's viz. Transformer / Motors, other heavy weight spares, etc.) which are unable to handles by manpower i.e. Tentative above 15 MT(Quote Rate per hour Hydra hired)
07.	Unloading/Shifting/Stacking of explosive from vehicle arrived to Magazine store (road to store) by hilly height through climbing the stairs (with distance range) : From 500-600 meters. 01 lot quantity 06 MT (per lot). Annual quantity 40 MT. Note: deploy the manpower for explosive unloading within 01 days (only day light) per lot.

HOD (MM)

Important Instructions to Bidders for E-procurement

This is an e-procurement event of CEMENT CORPORATION OF INDIA LIMITED. The e-procurement service provider is www.eprocure.gov.in.

You are requested to read the tender General Terms & Conditions (GTC) (**Annexure: I, II, III, IV, V, VI, VII, VIII, & IX**) of this tender before submitting your online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid.

1.	<p>Process of E-tender :</p> <p>Registration: The process involves vendor's registration with www.eprocure.gov.in portal. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. www.eprocure.gov.in is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).</p> <p>SPECIAL NOTE: THE PRICE BID AND THE TECHNO-COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT www.eprocure.gov.in</p> <p>Vendors are required to register themselves online with www.eprocure.gov.in →Register Me' link. Filling up details and creating own user id and password→ Submit. Vendors will receive a system generated mail confirming their registration in their e-mail which has been provided during filling the registration form. In case of any clarification, please contact www.eprocure.gov.in, (before the scheduled time of the e- tender).</p> <p>Contact person (Cement Corporation of India):</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">1. HOD (MM)</td> <td style="width: 50%;">Yogesh Kumar (JE, Mech)</td> </tr> <tr> <td>Landline: 01704-266227</td> <td>Mo. 07827989644</td> </tr> <tr> <td>Mobile: 07827989577</td> <td></td> </tr> <tr> <td>Email: ccimmrjo@rediffmail.com, mm_rjo@ccilttd.in</td> <td></td> </tr> </table> <p>B) System Requirement: Windows 8,10 professional Operating System, internet browser-9,10 &11 Signing type III digital signature Java JRE 6 and above</p>	1. HOD (MM)	Yogesh Kumar (JE, Mech)	Landline: 01704-266227	Mo. 07827989644	Mobile: 07827989577		Email: ccimmrjo@rediffmail.com , mm_rjo@ccilttd.in	
1. HOD (MM)	Yogesh Kumar (JE, Mech)								
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2.	<p>(A)Part-A Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.</p> <p>(B) Part-B Price bid will be opened electronically of only those bidder(s) who's Part-A Techno-Commercial Bid is found to be Techno-Commercially acceptable by CCI. Such bidder(s) will be intimated date of opening of Part-B Price bid, through valid email confirmed by them.</p> <p>Note: The tenderers are advised to offer their highest possible rates taking into account the prevailing market conditions. There would generally be no negotiations hence please submit your most competitive prices while submitting the price bid. However, if the rate is still considered low, action as per prevailing instruction/guideline shall be taken.</p>								
3.	<p>All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.</p>								

4.	<p>In case of failure to access the payment towards non-refundable fees for any reason, the vender, in term, will not have the access to on line e-tender and no correspondence in this respect will be entertained and CCI will not be responsible for any such lapses on this account. Bidder(s) are advised to make remittance of non-refundable fees through separate DD well in advance and verify completion of transaction in respect of non-refundable fees. Vendors are instructed to use Upload Documents link in My menu to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.</p> <p>Once documents are uploaded in the library, vendors can attach documents through Attach Document link against the particular tender. For further assistance please follow instructions of vendor guide.</p>
5.	<p>All notices/corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by CCI. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with tender wizard (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).</p>
6.	<p>The responsibility of downloading the related corrigenda, if any, will be that of the downloading parties.</p>
7.	<p>E-tender cannot be accessed after the due date and time mentioned in NIT.</p>
8.	<p>Bidding in e-tender:</p> <p>a.) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.</p> <p>b.) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.</p> <p>c.) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.</p> <p>d.) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.</p>
9.	<p>Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.</p>
10.	<p>No deviation to the technical and commercial terms & conditions are allowed.</p>
11.	<p>After submitting online bid, the bidder cannot access the tender, once it has been submitted with digital signature</p>
12.	<p>CCI has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.</p>
13.	<p>The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website www.eprocure.gov.in.</p>
14.	<p>The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.</p>
15.	<p>The bid will be evaluated based on the filled-in technical & commercial formats.</p>
16.	<p>The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, punitive action including suspension and banning of business can also be taken against defaulting bidders.</p>



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Part - III

(Terms and Conditions for Stores Materials Handling & Housekeeping Contract)

01. Scope Of Works: -

- Unloading of materials at Stores yard / designated location in plant.
- Shifting and Stacking of materials as and which required by CCI.
- Loading of Empty Cylinder in Truck.
- The Contractor should engage supervisor to supervise the work to be executed by him.
- Shifting of packing materials to dedicated location as per instruction of CCI official after unloading of materials.
- Two labour supply (semi skilled) day to day basis (must know reading & writing) for various jobs in MM Department at Rajban Cement Factory.

02. Tools And Tackles: -

The Contractor should use his own tools and tackles and equipment's as and when required for carrying out the job within the scope of works.

03. Maintenance of Log Book

The contractor should maintain Log Book for the work done during the day and get it duty signed by the Section in Charges. The Contractor has to carry-out the works round the clock as per requirement.

04. GST: -

In case GST is payable on materials handling Jobs, the party shall submit the relevant documents to CCI on time for availing credit benefit whenever applicable. In case all the required documents for claiming credit are not submitted in time equivalent amount of credit will be deducted from supplier.

05. Rules & Regulations: -

The contractor should follow strictly the Rules and Regulation of the Corporation as well as the regulatory / statutory, Local Authority in connection with the Contract. The Contractor will be held responsible for any violation of the rules and regulations of Corporation and regulatory / statutory authority.

- It shall be responsibility of contractor to ensure that the personnel deployed by them are not below 18 years of age and not more than 58 years of age.
- The contractor shall ensure medical fitness of workman before deploying in to work.
- The Contractor undertakes that it has complied with and agrees to comply with all the necessary statutory requirements and amendments as applicable, to its business for providing the said services.

- d) Any liability on account of non-compliance or violations thereof by it shall be solely to the account of the Contractor and the Company shall not be responsible for any breach or violation by the Contractor. The Contractor hereby agrees to indemnify and keep indemnified the Company against any claim, loss, damage, cost, charge or expense incurred or suffered by the Company on account of any breach or violation of the necessary statutory requirements by the Contractor.
- e) The contractor should deploy sufficient manpower to attend all the jobs in time according to the scope of work.
- f) The contractual workers, deployed by the contractor, shall be registered as per ESIC Rules /group insurance and Contractor shall ensure that the contractual workers should have valid ESI Card./group insurance.
- g) The relationship between the Rajban Unit of CCI and the contractor/bidder would be that of the Customer and a Service provider and none of the workers of the contractor/bidder shall ever be treated or deemed to have been the employee of CCI. The contractor/bidder shall explain (ensure) this nature of relationship to all his contractual workers or agents before deploying them for services to be rendered to Rajban Unit of CCI.
- h) The contractors/bidders shall be responsible for any injury, damage or mishap which may happen to any of the employees or agents of the contractors/bidders, during or beyond the duty hours in the premises of CCI or in course of discharge of their duties.
- i) The contractors/bidders shall ensure that any damage caused to any equipment/article or item available at the premise of CCI due to negligence of the contractual workers/agent of the contractors/bidders shall be on his account and he will be liable to make good the loss to the CCI. The amount involved, if any, may at the discretion of the CCI, be recovered/deducted from the payment due to the contractors/bidders.
- j) CCI as a principal employer shall not be responsible for any reminder benefit such as workman compensation, bonus or gratuity. It shall be the responsibilities of contractor and it cannot be linked with the duration of the association of the contractual workers with CCI.
- k) The Contractor shall ensure all statutory records and registers as required under the Contract Labour (R&A) Act and all other labour laws as applicable & amended time to time. Contractor shall ensure to maintain all records up to date in respect of all workmen engaged by him. The Contractor shall specifically maintain the following Registers A,B,C,D .
- l) Labour licence will be obtained for employing twenty or more than twenty workers on any day of the month, to be submitted within 15 days from the issue of work order.

06. Payment of Wages:-

- i. **The Contractor must disburse the wages timely** through ECS/online banking. The acknowledgment copy of the paid statement along with bill shall be submitted to Time office/HR department.
- ii. The Contractor shall pay the wages per the prevailing Minimum Wages as prescribed by the Government of Himachal Pradesh from time to time.
- I **Employees Provident Fund & ESI:-**
The Contractor shall ensure the ESI and EPF compliance as per the provisions of Employees' Provident Funds & Miscellaneous Provisions Act, 1952 & Employees' State Insurance Act, 1948.

07. Discipline: -

The Contractor should see that all his workmen including supervisor and himself should be have properly in carrying out the work in orderly manner so that all kinds of indiscipline be avoided, in case of any indiscipline noticed among the workman or any damage caused to the materials, the Corporation is bound to take any action as deemed fit by the Corporation including termination of contract along with the right to recover the damaged from the dues payable to the Contractor.

08. Safety: -

The safety of the manpower deployed for job shall be responsibility of the Contractor. Adequate measures to be taken by the Contractor to provide all necessary PPE's. Safety Shoe, Safety Helmet, Nose Mask , etc. to its manpower engaged for the job.

09. Accident: -

The contractor shall be liable for compensation to his labours payable under the workman's Compensation Act, 1923 or any other Act in case of accident. In case he fails to pay the compensation, the Corporation reserves the right to make the payment and recover the same from any of his bills or security deposit. LabourLicence and Insurance premium will be liability of the contractor. Photo copies of the above will be submitted to the HR Department before the start of the work.

10. Duration Of Contract: -

The Contract will be for a period of 12 (Twelve) months from the date the date of issue of letter of Intent / Work Order. However, the Corporation reserves its right to extend the contract further period of 12 (Twelve) months under the same terms and conditions satisfactory performance of the contract and mutual consent of both the parties.

11. Rates: -

The rate will remain fixed during the contract period and no escalation will be allowed during the contract period under any circumstances. GST etc.will be reimbursed and contractor has to submit original receipt of the appropriate authority to our Finance department. Payment will be released for total quantity of materials handed (in tonnages) to be certified by the contractor, individual section-in-charge & HOD of MM Deptt.

12. Payment: -

Contractor may produce the monthly bills by 10th day of the following month. The payment will be made within 30 days after submission of bill.

Compiling the Unloaded new materials, House Keeping of materials in open area. Restocking of materials by parson deployed for Unloading, Housekeeping of inside premises in Stores Section. (viz. Cleaning & proper Stacking, removing of bushes/ grass in routine, etc.) , tenderer has to provide **Two (2) persons**for engaging activities of stacking/compiling of files , Housekeeping of inside store or surrounding premises as and when required (**Type : Unskilled**).

13. Penalty: -

- a) In case of delay in Un-loading / detention of trucks you may have to pay detention charges to CCI if claim by Transporter.
- b) In case any materials are broken / damaged during loading and unloading for not taking proper care, the value of the item damaged or broken will be recovered from your bill.

14. You may be imposed penalty for Rs. 500/- per week in case the cleaning is not maintained regularly and accurate as per requirement.

15. EMD: EMD shall be Nil

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The Work Schedule

(Related to Clause No. 01 of the Terms and Condition)

The daily engaged manpower has to perform the following works at our stores:

- a) Cleaning of the Receipt Section and Stores In-side Go-down after proper stacking of materials.
- b) Unpacking, counting and proper packing of materials in wooden cases wherever and whenever required. We will provide the packing materials.
- c) Cleaning of surrounding area such as Diesel Tanks, job includes uprooting of grasses and proper up keep of floors.
- d) Cleaning of store yard through uprooting grasses, bushes and its proper maintenance regularly. No foreign materials will be allowed to grow.
- e) Proper fortnightly cleaning of all files related to Purchase sections/Ledger section.
- f) All petty loading / unloading / opening of coming consignment boxes and other works which can be done by two men in day -to-day basis is to be completed. However one unskilled labour will be supplied by the contractor on demand basis as and when requirement of the MM Department.
- g) Any other works related to Stores department as and when directed the daily engaged labors will have to attend and complete the work assigned by under signed only.
- h) The Bulk Loading / Un-loading and stacking for materials where it required more than Two (2) men days is to be handled as per rate /MT as indicated. For this purpose manpower is to be provided as per job arises from time to time.

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PRICE – BID

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Tender No. : RJO/MM/HC-021 Vol. XIII/23-24/

Subject: Material Handling Contract (Store) at Rajban Cement Factory , CCI.

S. No.	Description of Work	Rate / MT(₹)	GST %
01	Loading / Unloading of material from Vehicle arrived to Stores & Shifting place as per direction (approx weight 250 MT per year)	₹	
02.	Shifting of material within distance : 50 Mtrs. (approx weight 250 MT per year)	₹	
03.	Shifting of material (With Distance Range) : From 50 to 100 Mtrs. (approx weight 50 MT per year)	₹	
04.	Shifting of material (With Distance Range) : Above 100 Mtrs. (approx weight 250 MT per year)	₹	
05.	Material Unloading , Sorting / Stacking of Materials viz. Grinding Media, Fire Bricks , Body Liners , Structural Steel , etc. . (approx weight 250 MT per year)	₹	
06.	Properly and Safely Unloading & Stacking of heavy items by Hydra / Crane to desired site as instructed by CCI Executive (viz. Kill Shell, Steel Wire Rope / Belt Conveyors Rolls, Gearbox, Kiln Tyre, Support Roller, Mill Head , E&I Critical / Vital equipments viz. Transformer / Motors, other heavy weight spares/bricks, etc.) which are unable to handles by manpower i.e. Tentative above 250 MT(Quote Rate per hour Hydra hired) (approx weight 600 MT per year)	₹	
07.	Unloading/Shifting/Stacking of explosive from vehicle arrived to Magazine store (road to store) by hilly height through climbing the stairs (with distance range) : From 500-600 meters. 01 lot quantity 06 MT (per lot). Annual quantity 40 MT. Note: deploy the manpower for explosive unloading within 01 days (only day light) per lot. (approx weight 25 MT per year)	₹	

Note:-

1. Party should quote the competitive & optimized rates for better services efficiently.
2. Quote rates for hiring Hydra / Crane providing services securely and safely entering the CCI premises (**Specifically, Min. Capacity : 15 MT/20 MT ; 1 No. @per hour basis accordingly**). The cost analysis will be done on basis of lowest rate along-with capacity.

3. Finally, emerged L1 party will be evaluate on overall lowest landed cost basis from the rates quoted / MT in Sr. No. 1-7 . Contract will be awarded to **L1 (single party)**.

Signature of Tenderer:

Name of the Signatory:

Date: Designation:

Place: Name of the Party:

Seal of the Company: