



GREATER VISAKHAPATNAM MUNICIPAL CORPORATION
BOX TENDER NOTICE



Box Tender T.N.No. – 01 / 2016-17 / ADC (G) / A.O. (Admin.) / GVMC / Dt: 20.10.2016

Date of Supply of Tender Schedules on GVMC Net: 22.10.2016	Date of Tender Closing Dt. 09.11.2016 - 3.00 PM	Date of Tender opening on: Dt. 09.11.2016 - 3.30 PM
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1. **Sealed tenders will be received in the prescribed form by the under signed or any officer authorized up to 3.00pm on 09.11.2016 in the office of the Additional Commissioner (Gen.), Municipal Corporation, / GVMC Main Office Building, Visakhapatnam and the same will be opened on Dt. 09.11.2016 at 3.30 pm on the same day in the presence of the tenderers or their authorized agents.**
2. If the last date of receipt of applications for tender schedules/supply of tender schedules/tenders, happened to be holiday they will be received on the next working day shall be treated as having received in time.
3. The Commissioner is the authority to accept the tenders and reserved the right to accept or reject any one all the tenders partially or completely without assigning any reasons thereof.
4. **The cost of tender schedules should be remitted in any GVMC Soukaryam / E-Seva Counters and enclose the receipt along with the tender schedule application. If fails, tender schedules will not be issued.**
5. **The 1% EMD in the shape of Demand Draft drawn for each work in favour of Commissioner, Municipal Corporation, Visakhapatnam with after the date of tender notice publication and the same should be enclosed along with tender schedule application. If fails, tender schedules will not be issued.**
6. **The date of receipt of applications for tender schedules up to : 09.11.2016.**
7. **The date of supply of tender schedules on GVMC Net : 22.10.2016.**
8. The cost of tender schedules once paid will not be refunded at any circumstances, and conditional tenders are not acceptable.
9. The tender documents will not be sent/received by post, and the tender schedule should be filled in words and figures otherwise they will be rejected. The contractor should be noted the postal address with Telephone No. on the tender schedule regarding any correspondence by the department.
10. The tender schedules are not transferable and the cost of tender schedule and EMD amount are not transferable from item to item and notice to notice.
11. The tenderer who with draws his offer within validity period will forego his E.M.D. The tender validity period is 90 days from the date of receipt of tender.
12. **Once a contractor buys a tender schedule he shall not be permitted to return the schedule, if a contractor does not tender for the work, his EMD shall be forfeited.**
13. The successful tenderer should pay the Balance 1.5 % E.M.D. and additional security deposit of value equal to 75% of the estimate contract value (-) quoted value, if contractor quoted their tender more than 25% less than the estimate rates before entering in to agreement.
14. The contractor must quote their rates in both words and figures. In case of any discrepancy between the rates noted in words and figures, the rates noted in words shall prevail. If the contractor fails to quote for anyone or more items of work in the tender schedule, it shall be construed that such items are deemed to have been covered by the rates quoted for other items of work and he shall not be eligible for payment for such items of work for which rates are not quoted.
15. Tenders received through tender box are only be considered.
16. If the Executive authority requires the original documents the contractor shall furnish the same at any time. If fails the application/tender will summarily be rejected.
17. **If any details require for the tender notice please contact Additional Commissioner (General) before applying for tender schedules. This tender notice is also available in the web site www.gvmc.gov.in**
18. The contractors should be paid schedule cost and sales tax in any GVMC Soukaryam counter separately with following codes. And also requested to mention the (computer) contractor code Nos. on tender schedule application clearly.
 - a. Tender Schedule Code : 1501101
 - b. Sale Tax Code : 3502052

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- 19.** The EMD in the shape of Bank Guarantee will not be made applicable for the works costing up to Rs. 200.00 Lakhs (ECV) and below. For above works single cover system shall be followed and the EMD should be submitted by way Demand Draft only as per G.O. Ms.No.142/I&CAD (PW-Reforms) Department Dt 20.12.2004.
- 20.**
- a) The bidders may also participate in the tenders by down loading the tender schedules from Corporation web site www.gvmc.gov.in
 - b) The bidders who are participating in the tenders by down loading the tender documents from web site shall follow the following procedure.
 - i) Separate Demand Drafts (crossed) are to be obtained by the bidders in favour of 'Commissioner' Greater Visakhapatnam Municipal Corporation, Visakhapatnam payable at Visakhapatnam towards the cost of Tender Schedules, (including Sales Tax) and EMD etc. The D.D's shall be drawn after the date of tender notice.
 - ii) The above DD's together with other documents / certificates like Contractor/Society Registration Certificate/ Certificates in support of eligibility criteria etc., are to be kept in a separate cover (cover A) and sealed.
 - iii) The completed tender schedule and its schedule 'A' shall be kept in a separate cover (Cover 'B') and sealed.
 - iv) Both the above sealed covers (cover 'A' and cover 'B') shall be kept in a separate cover (cover 'C') and sealed this cover shall be dropped in the tender box. Name of the work, Tender Notice No, Item No, date and time of receipt of tender, name and address of the bidder shall be clearly noted on all three covers.
 - v) While opening the bids the cover 'C' of the bidders who participated in the tenders by down loading the schedules from web site will be opened first. Then the cover 'A' of these bidders will be opened and the DD's and certificates etc., submitted by the bidder are verified. If the DD's and certificates are not as per the requirements specified in the tender notice, the DD's (Except the DD submitted towards cost of tender schedule) and the cover 'B' will be returned to the bidder. If the DD's and certificates furnished are satisfying the requirements of the tender, the cover 'B' containing the offer of these bidders will be opened along with the other tenderers of the bidders who have submitted their tender by obtaining the same directly from the department by hand.
 - vi) The tenderers may drop their sealed covers containing the tenders in the box provided for the purpose as per the date and time prescribed in the tender notice at any one of the following places.
 - 1. At office the Additional Commissioner (General), Greater Visakhapatnam Municipal Corporation GVMC Main Office Building, Visakhapatnam.

GREATER VISAKHAPATNAM MUNICIPAL CORPORATION

BOX TENDER NOTICE

Box Tender T.N.No.-01/2016-17/ADC(G)/A.O.(Admin.)/GVMC/Dt: 20.10.2016

OFFICE NOTE SUBMITTED :

The estimate sanctioned by the Additional Commissioner (Gen.), GVMC on Dt. 21/10/2016 regarding calling Tender under GVMC Establishment Section.

- A.** Accordingly draft Tender Notice Office Copy is herewith put up for approval.
- B.** The P.R.O. is requested to indicate the News Papers to publish in the Two Telugu Newspapers & Publication agency for the above tender notice as per the Roster on Dt. 22/10/2016 (Saturday).

A & B may be approved.

Additional Commissioner (General)

GREATER VISAKHAPATNAM MUNICIPAL CORPORATION

From
The Commissioner,
Greater Visakhapatnam Municipal Corporation,
Visakhapatnam.

To

Box Tender T.N.No.-01/2016-17/ADC(G)/A.O.(Admin.)/GVMC/Dt: 20.10.2016

Sir,

Sub: GVMC - Advertisement – Publication of Tender Notice – Additional
Commissioner (General), GVMC – Regarding.

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As per the reference cited I am here with enclosing **Box Tender T.N.No.-01/2016-17/ADC(G)/A.O.(Admin.)/GVMC/Dt: 20.10.2016** and request you to publish the same in Telugu daily News Papers _____ in one insertion of **Local Edition** on **Dt: 22.10.2016** after taking prior approval of the Commissioner, GVMC regarding size and minimum Words / Space and submitting the number of copies of the paper advertisement cutting of the items of the works mentioned in the tender notice to keep the paper for each estimate file. Please use minimum space of letter of size not more then 9.50 points, in case of excess the bill is not entertained.

Yours faithfully,

Encl: One copy of Tender Notice.

Additional Commissioner (General)

GREATER VISAKHAPATNAM MUNICIPAL CORPORATION
BOX TENDER NOTICE

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| 1. | Short Tender Notice No. | : | <u>Box Tender T.N.No.-01/2016-17/ADC(G)/A.O.(Admin.)/GVMC/ Dt: 20.10.2016</u> |
| 2. | No. of Works | : | 01 Work |
| 3. | Value of the work | : | Rs.77,44,000/- |
| 4. | Date of Supply of Tender Schedules on | : | 22.10.2016 |
| 5. | Tender closing on | : | 09.11.2016 @ 3.00 PM |
| 6. | Tender opening time | : | 09.11.2016 @ 3.30 PM |

The interested parties can obtain the copy of the Tender notice in all working hours and days from the office of the Additional Commissioner (General) Greater Visakhapatnam Municipal Corporation at Main office complex. The terms & conditions are according to detailed Tender notice.

Additional Commissioner (General)

N.B: This is all available in web site www.gvmc.gov.in
Contact O/o. The Additional Commissioner (General), Cell: _____

GREATER VISAKHAPATNAM MUNICIPAL CORPORATION

O/o. Additional Commissioner (General),
GVMC, Visakhapatnam.

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Box Tender T.N.No.-01/2016-17/ADC(G)/A.O.(Admin.)/GVMC/Dt: 20.10.2016

Date of Supply of Tender Schedules on		:		22.10.2016			
Date of Tender closing on		:		09.11.2016 3.00 PM			
Date of Tender opening on		:		09.11.2016 3.30 PM			
Sl. No.	Name of the Work	ECV Amount	E.M.D.		Schedule Cost + St.	Eligibility for Operators	Time Given
			1%	1.5%			
01	Providing 128 No.'s Data Entry Operators on Outsourcing basis to the G.V.M.C.	77,44,000	77440/-	116160/-	1000 + 180/-	Enclosed	4 Months
TOTAL :		77,44,000					

Note: For any other details required in respect of above tender notice, please contact Additional Commissioner (General) before applying for tender schedules and visit us: @ www.gvmc.gov.in. The bidder also participates in the tender by down loading the tenders document from corporation website.

Additional Commissioner (General)

This Notice published in _____ and _____ **Dt.22.10.2016** Daily News Papers.

Copy submitted to EOA/AO/PRO/All Contractors/Notice Board,
Copy submitted to Commissioner's Table for favour of information,