

Assam Petro-Chemicals Ltd.

CIN-U24116AS1971SGC001339

(A Govt. of Assam Undertaking)

Head Office & Factory Site: Namrup, P.O. Parbatpur-786623, (Assam)

"An ISO 9001:2008 Certified Company"

Ph: (0374) - 2500331, 2500246, 2500518, 2500212 Fax: (0374) - 2500231

Email: nrpapl@sancharnet.in, admin_apl@assampetrochemicals.co.in

TENDER NO. APL/ADMIN/Gen-104/1140

Ref. APL/ Admin./Gen-104/1140

Date 02/02/2018

NOTICE INVITING TENDER

Assam Petro-chemicals Limited monthly fixed rate tenders under sealed cover in single stage two bid system i.e Technical Bid (Annexure-A) and Financial Bid (Annexure-B) from reliable contractor having experience and financial capabilities for the under mentioned work for Assam Petro-chemicals Limited Namrup.

This notice will form a part of the Bidding Document.

NIT N O.	NAME OF WORK	Cost of Tender Paper	Date of issue of Tender paper & Time	Bid Closing Date and Time	Bid opening Date and Time	EMD
APL/Adm in/ Gen- 104/	APL's Canteen Services Contract.	Rs. 200/- (Rupees two hundred) only per set	From 03/02/2018 to 23/02/2018 Time 9AM to 3.00 PM	26/02/2018 Time 2.30 P.M.	26/02/2018 Time 3.00 P.M.	Rs. 10,000/- (Rupees ten thousand)only

Detail Tender documents with specification and other details can be obtained on submission of an application stating previous experience, from the office of the Administrative Section during office hours from 9.00 A.M. to 3.00 P.M. from 03/02/2018 to 23/02/2018 and other non refundable Tender Fee of Rs. 200/- (Rupees Two hundred) only in the form of Cash payment to be deposited in the Company's Cash Counter from 9 A.M. to 11.00 A.M. & 1.30 P.M. to 3.00 P.M. The name and contact number of the applicant must be clearly written in the application.

Requisite Conditions:

- Experience: Bidders must have** previous 5 years experience of running official Canteen in an organization of repute. Documentary proof must be furnished in support of the experience by way of purchase order / work order / contract document (along with successful & satisfactory completion certificates) from the organization to whom such services have been rendered.
- The service provider must obtain a "Food Licence" from the appropriate authority and submit a Photostat copy of the same to the Company.
- The Income Tax Return of the last 3 (three) financial years ending on 2016-17 must be submitted along with the Bid documents.
- The Bidder must have all statutory licence / registration etc. under the Contract Labour Regulation and Abolition Act, PF, ESI etc. where ever applicable for this kind of business.
- The Bidder must have average annual financial turnover of Rs. 5 lakhs (Five lakhs) only of the last three financial years ending on 31-03-2017.

Page 1 of 2

REGD. OFFICE : 4th Floor, ORION Place, Bhangagarh, Mahapurush Srimanta Sankardev Path (formerly G.S. Road), Guwahati – 781005

Ph / Fax : (0361) - 2461470, 2461471, 2461594 E-mail : aplghy2@sancharnet.in

Kolkata Office : R.D.B. Chamber (2nd Floor), 106A, S.N. Banerjee Road, Kolkata - 700014

Ph/ Fax : (033) - 22272378, 22272445 E-mail : aplkol@assampetrochemicals.co.in

Web: www.assampetrochemicals.co.in

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OTHER CONDITIONS:

1. Bid receiving venue – Administrative Gate of APL situated near Administrative Building.
2. Period of Contract – 1(One) year.
3. In case, the Bid closing date happens to be a ‘bandh’ due to some unpredictable reasons or be a declared holiday, then the same process i.e. receiving and opening of Tender will be deferred to the same time of the immediate next full working day, except Saturday.
4. Complete Tender documents under sealed envelopes for “Technical Bid” and “Financial Bid” in a sealed cover super scribing on the envelop the subject matter i.e. Name of work and contractors name and address accompanied with the requisite Earnest Money in the form of Demand Draft / Pay Order pledged in favour of **M/s Assam Petro-chemicals Limited, Namrup** will be received upto 2.30 P.M. on 26/02/2018 and will be opened on the same day at 3.00 P.M. on 26/02/2018 at the Conference Hall of APL in presence of intending Tenderers or their accredited representatives who may wish to be present.
5. Bidder shall not be an employee in Government/Quasi Government/Public Sector Undertaking and/or dependant of an employee of Assam Petro-chemicals Limited in service.
6. Only one accredited representative on behalf of the Tenderer will be allowed to be present at the time of opening of Tender.

The Company reserve the right to refuse / accept / or issue of Tender documents to specific or all Tenderers and not to accept the lowest offer, or right to change / modify / cancel the selection process without assigning any reason whatsoever at any moment during the process of the contract.

Assam Petro-chemicals Ltd.

General Manager (HR)