

MMTC LIMITED

MMTC Limited, 6, Essar House, Esplanade Road, Chennai-600108

**INVITES TENDER FOR HIRING GODOWN SPACE FROM
WAREHOUSE PROVIDERS IN TUTICORIN**

TENDER NO MMTC/CHEN/FERT/2015-16/004

Dt. 25/12/2015

1. BACKGROUND

MMTC Limited, A Govt. of India Enterprise under the administrative control of the Ministry of Commerce & Industry, New Delhi invites bids from warehouse providers for storage godowns in and around Tuticorin Port for covered storage of Fertilizers and Fertilizer raw material under customs bond.

The Agency shall comply with the work and provisions as listed in the tender document on behalf of MMTC and shall be responsible for the goods stored in its premises.

2. DATE SHEET

| | | |
|--|----------|-----------------------------|
| Pre Bid conference | : | 28/12/2015, 1500 HRS |
| Tender closing time/ date (Bids to be submitted latest by) | : | 06/01/2016, 1500 HRS |
| Tender Opening time/ Date (Techno-Commercial Bids) | : | 06/01/2016, 1600 HRS |
| Inspection of warehouse qualifying Technical Bid | : | 08/01/2016 |
| Tender Opening Time/Date (Price Bids of qualifying Bidders) | : | 11/01/2016, 1500 HRS |

3. TERMS AND CONDITIONS OF THE TENDER

I. GENERAL T & C

- i. MMTC is looking for premises to store in covered godowns, fertilizers and fertilizer raw material under customs bond.
- ii. The premise should be located within 20 KM radius of Port and easily accessible by road and situated near weigh bridge.
- iii. The warehouse should be readily available to store goods 50,000 MTS (\pm 10%) or 1,50,000 SQ FEET at any given time during the period of the contract.
- iv. The warehouse provider must have PAN allotted by Income Tax Department
- v. The period of lease shall be effective for a period of 12 month from the date of occupancy, with an option to renew and extend the said lease for 6 more months on a monthly basis as per these agreed terms and conditions. Any further extension will be done on mutually agreeable terms.
- vi. Since MMTC shall store the cargo under custom bonded license the warehouse provider shall give sufficient notice to liquidate the cargo and cancel the license. In case the material is liquidated, one month's time as notice period can be given from either side.
- vii. The Godown shall be hired by MMTC only if it is found storage worthy by the Survey committee and declared fit to be bonded. Only the price bids qualifying this criteria shall be opened.
- viii. Tenders should be submitted strictly in the prescribed tender form along with terms and conditions which can be brought from Branch Office : MMTC Limited, Essar House, No.6, Esplanade, Chennai 600 108. The tenders can also be downloaded from our website: www.mmtclimited.gov.in or www.eprocure.gov.in
- ix. Tenders should be submitted in sealed covers duly super scribing "**TENDER FOR HIRING GODOWN SPACE FROM WAREHOUSE PROVIDERS IN**"

TUTICORIN” addressed to The General Manager , MMTC Chennai Regional Office, Essar House, No. 6, Esplanade, Chennai 600 108 and the Tenders shall be opened on 06.01.2016 at 1600hrs before tenderers who wish to be present.

- x. The tender should be submitted in two bid system as under: Envelop – A – Technical Bid-I with terms and conditions duly signed by the tenderer. Envelop – B – Price Bid-II duly sealed and signed. Envelop – C – Duly super scribed “**TENDER FOR HIRING GODOWN SPACE FROM WAREHOUSE PROVIDERS IN TUTICORIN**” and contains Envelop A & B.
- xi. The tender should be accompanied by an Earnest Money Deposit (EMD) of Rs.50,000/- (Rupees Fifty Thousand only) in the form of a crossed Demand Draft/Pay Order drawn on any Scheduled Bank (other than co-operative bank) payable at Chennai in favour of "MMTC LIMITED". Any tender not accompanying EMD as per above requirement will be summarily rejected.
- xii. All columns in the tender form should be filled clearly and legibly. Tender Form found incomplete in any respect is liable to be rejected.

II. BONDED PREMISES / PREMISES SUITABLE FOR BONDING :

- i) The warehouse provider shall agree for bonding and put in place all the necessary arrangements for bonding of the warehouse as per Custom’s Act and rules and procedures framed thereunder, and shall assist and coordinate with MMTC and CHA (Custom House Agent) appointed by MMTC in obtaining all the necessary documents.

III. WAREHOUSE INFRASTRUCTURE:

- i) The Warehouse provider shall ensure that the warehouse is in good conditions with all necessary machinery/equipments to store the stock.
- ii) There shall be no restrictions blocking the entry/exit of trucks which are meant to carry the cargo and it should be accessible for stocking and removal of cargo.

- iii) The warehouse shall properly be secured and have sufficient lighting and surrounding compound wall with gate.
- iv) The warehouse shall facilitate the movement of trucks and payloaders.
- v) The warehouse shall have facilities such as office, restroom and all other facilities as may be required for the purpose of storage of bulk and bagged cargo. It is agreed and clarified that the warehouse provider shall not levy any charge for such facilities by way of rent or otherwise and no such charges whatsoever shall be payable by MMTC for providing such facilities.

IV. DUTIES AND RESPONSIBILITIES OF WAREHOUSE PROVIDER:

- i) The warehouse provider shall work in close co ordination with the officials of MMTC and custom house agent (CHA) to obtain bond / license and execute all necessary documents to facilitate bonding of warehouse and also to de-bond the facility on termination of the contract and shall keep MMTC fully indemnified during the entire process.
- ii) Normal wear and tear shall be borne by MMTC, however any major repair works shall be carried out by the warehouse provider and shall be to the account of the warehouse provider.
- iii) Electricity and water shall be provided by the warehouse provider at this cost.
- iv) During the pendency of the contract the warehouse provider shall not assign the godown to any other entity.
- v) The godown owner shall bear and pay regularly the land revenue, property tax, non-agricultural tax and /or any other taxes and outgoings payable with respect to the schedule property and shall ensure that no such taxes/outgoings shall remain in arrears at any point of time. Further, the godown owner hereby agrees and undertakes to keep the schedule property during the pendency of this agreement free from all encumbrances,

claims and demands of whatsoever nature. The receipts for the same shall be produced by the warehouse provider on _____ by MMTC.

- vi) MMTC policy provides that : All the bidders/service providers/vendors/consultants etc. Shall be required to clarify that they would adhere to the fraud prevention policy of MMTC and shall not indulge themselves or allow others (working in MMTC) to indulge in fraudulent activities and that they would immediately apprise the organization of the fraud/suspected fraud as soon as it comes to their notice. Concealment of facts regarding their involvement in fraudulent activities in connection with the business transaction(s) of MMTC is liable to be treated as crime and dealt with by the procedures of MMTC as applicable from time to time. The detailed Fraud Prevention Policy is available in MMTC's website , at mmtclimited.gov.in

V. RATES:

- i) The rates shall be quoted as per sq.foot / per day and MMTC shall be liable to pay only for the utilized area. Any service taxes/ levies applicable if any shall be paid at actuals.
- ii) Once rates are finalized no escalation in the rates will be accepted during the contracted period for any reason and no extra charges will be paid by MMTC.
- iii) The contract will be effective from the date of occupancy of the particular godown.
- iv) The warehouse provider shall have to raise the monthly bill on the rates finalized by MMTC and payments will be made after statutory deductions.

VI. INSURANCE

The godown owner / warehouse provider shall insure and keep the schedule property insured for natural calamities like earthquake, flood, etc in the name of MMTC during the period of this agreement at their own costs and expenses and shall give a copy of Insurance Policy and renewals thereof to the MMTC for its record.

VII. VALIDITY OF CONTRACT:

This contract shall be valid for a period of one year from the date of occupancy and the same can be extended for further period with the mutual consent of both parties on agreed said terms. The bidders agree to keep valid the said bids for a period of 6 months.

In case if the rates are finalized between tenderer and MMTC, the tenderer shall have to enter into an agreement on Rs.100/- non-judicial stamp paper with the Corporation.

MMTC reserves its right to accept or reject partly or fully any or all tenders.

VIII. ANNEXURES TO BE SUBMITTED:

1. The warehouse provider must have PAN allotted by Income Tax Department
2. Demand Draft for Rs.50,000/- PAYABLE at Chennai
3. Photographs of the warehouse, outside and inside view.
4. Declaration
5. Blueprint of the warehouse
6. NOC
7. Latest receipts towards payment of corporation / municipality/ local body taxes
8. Insurance Copy
9. Copy of PAN , TIN , NOC from fire dept
10. Signed and sealed copy of tender documents

DECLARATION

I/we hereby undertake to abide by all the terms and conditions of the tender supplied by the corporation and a copy annexed herewith duly signed.

We agree with the above Terms and conditions

Name & Signature of the Tender with seal

Place :

Date :

Witness : Name of the Witness & full address

TECHNICAL BID-I

TENDER FORM :

| | |
|--|------------------------------|
| Name of Company/Warehouse | |
| Address of the warehouse | |
| Name of contact person | |
| Address & Telephone No./Mobile No / EMAIL ID | |
| PAN No. of the company (Xerox copy to be enclosed) | |
| TIN NO. if any. (Xerox copy to be enclosed) | |
| Fire No Objection Certificate (NOC) From State Fire Disaster Response and Fire Service Department. (Xerox copy to be enclosed) | |
| Area of the godown (Total Carpet Area (Sq.ft) Approx. quantity bulk / break bulk / bags that can be stored) | Storage : Bulk : Bags: |
| No.of compartments | |
| Fire Fighting facility a.Availability of Water Source (Well, Tubewell, bore well, tank etc.) b.Availability of Hydrants (No.of water hydrants available with hose pipe with nozzle) c. No.of Fire Extinguishers No.of sand buckets No.of water drums Other facilities | |
| Distance from the Fire Station alongwith name of the Fire Station | |

Authorised Signature With stamp and seal

PRICE BID-II

We have gone through all the Terms and Conditions of the tender and we agreed to offer our covered space as under for the purpose of storage of FERTILIZER / FERTILIZER RAW MATERIAL on the below mentioned rates:-

A. Minimum rate for storage of per sq feet per day basis

| | |
|-----------------|-----------------------|
| Area Available: | Sq. feet rate in INR: |
|-----------------|-----------------------|

Note: The above quoted rates should not include Service Tax (Service tax if applicable shall be paid extra).

Authorized Signature with stamp and seal