



हिन्दुस्तान पेपर कॉर्पोरेशन लिमिटेड
Hindustan Paper Corporation Ltd.
(A Government of India Enterprise)
75-C, Park Street, Kolkata – 700 016

Phone Nos : 91-033-2229 6901-02, 2249 6931/32/34/35
Fax No. 91-033-2249 7335 / 4996, Website: www.hindustanpaper.in

To
M/s-----

Date: 01.04.2011

Sir:

Please find enclosed bid documents for sale of debarked pulpwood on ex-site basis / supply of debarked pulp wood from any part of India on mill delivery basis for Nagaon Paper Mill, Jagiroad, Assam.

Notice Inviting Bid No. & Date	ENQ/NP-11/000/ 11-12/01 DATED 01.04.2011
Brief Job Description	Sale/ Supply of pulpwood from any where in India for Nagaon Paper Mill, Jagiroad, Assam on ex-site basis/ mill delivery basis.
Approximate Quantity	50,000 MTG
Minimum Qty to be quoted	3,000 MTG
Bid Fee	Rs 2,000/-
EMD Amount	Rs 20/MTG
Last Date of Sale of Bid documents	15.04.2011
Pre-bid Conference	11.04.2011 at 11.00 am
Bid Closing Date & Time	16.04.2011 at 14:30 Hrs.
Due date for opening of Techno-Comm. Bid	17.04.2011 at 15:00 Hrs.

In case tenderer has downloaded tender document from websites a DD for ₹ 2,000/- is to be enclosed towards tender fee along with Techno-Commercial Bid.

Documents enclosed:

NOTICE INVITING BID	1 Page
PRE-QUALIFYING CRITERIA	1 Page (Annexure:I)
BIDDER'S PROFILE	1 Page (Annexure:II)
QUALIFYING REQUIREMENT DATA	1 Page (Annexure:III)
SCOPE OF WORK	1 Page (Annexure:IV)
FORMAT OF PRICE BID	1 Page (Annexure:V)

हलुदुस्तलन डेडर कलरडुरेशन ललडलटेड

HINDUSTAN PAPER CORPORATION LTD
(A Government of India Enterprise)
75-C Park Street, Kolkata-700 016



Website: www.hindpaper.in

NOTICE INVITING BID NO . ENQ/NP-11/000/11-12/01 DATED 01.04.2011

Sealed bids under two part system (Part I: Techno-Commercial Bid and Part II: Price Bid) are invited from reputable and experienced Contractors and Forest Development Corporations (FDC's) for ex-site sale / supply of debarked pulp wood mill delivery basis to Nagaon Paper Mill, Jagiroad, Assam from any part of India.

For details please visit our website or www.tendertimes.com, or <http://tenders.gov.in> Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only.

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Hindustan Paper Corporation Ltd.

(A Government of India Enterprise)

75-C, Park Street, Kolkata – 700 016

Phone Nos : 91-033-2229 6901-02, 2249 6931/32/34/35

Fax No. 91-033-2249 7335 / 4996, Website: www.hindpaper.in

(An ISO-9001 – 2000 & 14001 Certified Company)

Notice Inviting Bid No. : ENQ/NP-11/000/11-12/01 DATED 01.04.2011

Bid Closing Date & Time: 16.04.2011 at 14:30 Hrs. (IST)

Work Description : Experienced Contractors and Forest Development Corporations (FDC's) for ex-site sale / supply of debarked pulp wood mill delivery basis to Nagaon Paper Mill, Jagiroad, Assam from any part of India.

Sealed bids in two part system are invited from reputed and experienced Contractor/Forest Development Corporation for the above work. Detailed Scope of Services is enclosed at Annexure : IV hereof.

- 1.0 All the Commercial Terms and Conditions (except the price), Pre-Qualifying conditions, Bid Fee, EMD, Credentials etc to be submitted alongwith the Part-I (Techno-Commercial/Pre-qualification Bid) and Part-II (Price Bid) should contain the price/rates only.
- 2.0 The Techno-Commercial Bid (Part-I) and Price Bid (Part-II) should be submitted in separate Sealed covers duly superscribed with Notice Inviting Bid No., Name of the Job and Opening Date. Both the Bids (Part I & Part II) should be enclosed in a sealed cover superscribing name of the Work, Bid Closing Date & Time.

3.0 EARNEST MONEY DEPOSIT (EMD) :

Bid should be accompanied by an Earnest Money Deposit of Rs20/- per MTG (Rupees Twenty/MTG only) in the form of Bank Draft/Pay Order from any Scheduled Commercial bank in favour of Hindustan Paper Corporation Ltd.. payable at Kolkata

EMD of the successful bidder(s) shall be converted towards Security Deposit and will not earn any interest. EMD amount of other bidders shall be refunded only after the expiry of the period for which the bid is kept open without any interest. Bid without EMD will be rejected. **Cheque/s** will not be accepted towards EMD. EMD is to be submitted along with Techno-Commercial Bid.

- 3.1 The successful bidder shall submit Security Deposit @ 2.5% of the order value by a demand draft payable in favour of Hindustan Paper Corporation Ltd., Kolkata or Bank Guarantee as per format **enclosed in Appendix-1.**

HPC Ltd reserves the right to forfeit the Security Deposit if the successful bidder(s) fails to execute the work as per terms of the contract. On due performance and completion of the contract in all respect, the Security deposit will be refunded to the contractor

4.0 PRE-QUALIFICATION CRITERIA (PQC) & BIDDER'S PROFILE :

PQ criteria and Bidder's Profile is enclosed at Annexure: 1 & Annexure: 2 respectively. Bidder should provide necessary documents as spelt out therein. Bidder should fill up all the columns of PQC & Bidder's Profile with signature and seal and must submit along with Techno-Commercial Bid. Bidders who fulfill the PQ criteria would only be considered for evaluation.

5.0 SCOPE OF SERVICES:

As per details given at Annexure IV hereof.

- 5.1 The entire job has to be completed within 120 days starting from the date of issue of work order.

6.0 PAYMENT TERMS:

For delivery to mill site, 100% payment shall be released within 15 days from our Kolkata Office on pro-rata job completion basis against submission of bills and other relevant documents and payment shall be regulated on the basis of weighment at our weighbridge in the mill on delivered basis. For sale on ex-site basis, payment will be released from Kolkata Office within 15 days of effecting sale at the site.

7.0 RATE :

Bidder must submit rate as per break-up given in price bid. For ex-site sale, cost of pulpwood and sale point to be mentioned.

8.0 TENURE OF CONTRACT :

The contract shall be valid for 120 (One Hundred Twenty) days from the date of issue Work Order/Contract. The Work Order/Contract may be extended for a further period by HPC at the same rates, terms and conditions subject to satisfactory performance and mutual consent. It may be noted that on issuance of the acceptance letter, the contract shall be deemed to be concluded.

9.0 VALIDITY PERIOD OF THE BID :

The bid should remain valid for 90 days from bid opening date and EMD will be forfeited in case of withdrawal or upward revision of offer during such period.

10.0 PRICE VALIDITY:

The rate finalized against the tender shall be valid for a period of 120 days from the date of issue of work order.

11.0 VOLUME OF WORK :

Minimum supply quantity is 3,000 MTG pulpwood and maximum quantity is 50,000 MTG.

HPC reserves the right to split the work and award the work to different bidder(s) or to accept the lowest or any other bid or reject any or all the bids without assigning any reason what so ever.

12.0 The Bidders shall submit the Annexed Sheets duly signed as a token of their acceptance of the terms and conditions detailed therein and return all the bid documents. The signature on the bids alone shall be deemed as an unconditional and absolute acceptance of all the terms and conditions.

13.0 The Bidders are specifically informed not to deviate from the terms and conditions as stipulated in the bid documents or impose new conditions. Bids are liable for rejection in case Bidders stipulate any Terms and Conditions other than those in the Bid Documents.

14.0 Unwarranted correspondence, voluntary reduction in prices or canvassing in any form after opening of price bids may lead to rejection of offer.

15.0 HPC reserves the right to reject all or any of the bids without assigning any reason thereof. Please note that the price bids shall be opened only for the bidders who have been found techno-commercially acceptable.

16.0 The bid will be automatically rejected if submitted incomplete/unsigned. Late/delayed bid will not be considered.

17.0 The species of pulpwood has to be clearly and legibly mentioned in the price bid in the space provided for the same if required

- 18.0 Pre-Bid Conference shall be at 11.00 AM on 11.04.2011 at our Kolkata Office.
- 19.0 Government organizations are not required to submit Bid Fee, EMD, Security Deposit and other documents as mentioned in the pre-qualifying criteria for participating in the tender.

Actg. General Manager(Comml)

PRE-QUALIFYING CRITERIA

- A) The bidder should have experience of supply/ sale of at least 3,000 MTG of bamboo/ pulpwood to any paper mill in India during the previous 5 years. Documentary proof to be submitted.
- B) Bidder should have Annual Turnover for at least Rs 50 (Fifty) lakhs in preceeding 3 years.
- C) Bidder should submit last 2 years Annual Audited Account, Profit & Loss Account and Balance Sheet.
- D) Bidder should submit Solvency Certificate from their banker for handling business to the tune of Rs100 lakhs.

BIDDER'S PROFILE
(To be submitted in Bidder's own letter head)

01. Name & Address of the Firm with Phone No./Fax No./E-mail.....
02. Status of the Firm -----
(Proprietorship/Partnership/Company)
03. Documentary Evidence of Status-----
(Details of Documents enclosed)
04. Full Name(s) & Address(es) of Proprietor/Partners/Directors-----
05. Name(s) of person(s) authorized to sign documents on behalf
of the bidder with specimen signature(s)-----
06. PAN No.
07. Service Tax Registration No.
08. Valid trade license from the competent authority (copy to be
furnished)
09. Attested copies of audited balance sheet of last 2 years.
- 10.0 No clarification will be entertained after submission of bid.
- 11.0 Whether Bid documents/Forwarding letter etc. have been
Submitted duly signed and sealed by the authorized signatory
Of the Bidder.

I/We confirm that the information furnished above is correct to the best of my/our knowledge and I/we agree to comply with all conditions stipulated in the bid documents.

Place
Date

Signature
Name
Designation & Seal of Co.

(ON THE BIDDER'S LETTER HEAD)

QUALIFYING RERQUIREMENT DATA

CERTIFIED THAT DURING FINANCIAL YEAR

**WE M/S.....HAVE
SUPPLIED/SOLD Pulpwood/Bamboo ofMTG
TO.....DURING**

PLACE

SIGNATURE

NAME OF SIGNATORY

DATE

DESIGNATION

SEAL OF THE CO.

SCOPE OF SERVICE

1. Supply/ sale of pulpwood (Length: 100 cm to 175 cm – width/thickness diameter: minimum 5 cm and maximum 15 cm) from anywhere in India to Nagaon Paper Mill. Scope of work will include ex-site sale of material / delivery of the material to Nagaon Paper Mill. The material shall be free from crooked, twisted, bend and “Y” & “V” shaped billets. Decayed/ dead wood billets shall not be sold/supplied. Saw cut material only required. The Contractor delivering to mill site shall obtain the necessary permission of stacking of Pulp Wood in the respective railway siding.

Wood billets of less than 5cm shall not be allowed and 5% of the total landed cost shall be deducted for such supplies. In case the load contains substantial quantity of under sized material, the entire load stands to be rejected. Crooked, twisted and “Y” & “V” shaped and decayed/ dead billets if received shall be rejected totally and no payment shall be made for such quantity. In case of oversized material, cost of splitting/ quartering shall be recovered from the contractor/ seller.

Quality is the essence of the tender and supplies not conforming to order specifications will be summarily rejected and no payment will be made for rejected loads/ material. The material received at the mill site and then has been rejected will not be returned to the contractor as it is not possible for HPC to return the same and the contractor will have no right on such rejected loads. In this regard, the decision of HPC will be final and binding on the contractor.

2. The Contractor willing to supply shall place indent to the railway authority for placement of rake(s). After placement of rake(s), the Contractor shall load the Pulp Wood in accordance with existing rules and regulation of the Railways.

The Actg.General Manager(Commercial)
Hindustan Paper Corporation Ltd.
75C, Park Street, Kolkata 700016.

Sub: Price Bid of NIB No. ENQ/NP-11/000/11-12/01 DATED 01.04.2011

Dear Sir,

I/ We hereby quote our Price with complete break up against the subject Enquiry:

A) For Mill Delivery Basis

Sl. No.	Job Description	Rate to be quoted on per MTG basis (RS)			
		Eucalyptus	Acacia	Sal	Other (pl specify)
1	Basic Cost of pulpwood				
2.	Loading on to trucks				
3	Transportation to Rail Head				
4	Unloading and stacking at Railyard				
5	Loading in Wagons				
6	Railway freight (inclusive of all taxes, levies as applicable)				
7	Service Tax, if any				
8	Other taxes, if any				
	Total				

Species	Quantity(MT)	Total Price (in Figure)	Total Price (in Words)

B) For Sale on Ex-site Basis:

Sl. No.	Job Description	Rate to be quoted as per MTG basis (RS)			
		Eucalyptus	Acacia	Sal	Other (pl specify)
1	Location / Sale Point				
2	Basic Cost of pulpwood				

Species	Quantity(MT)	Total Price(in Figure)	Total Price (in Words)

Thanking you,

Date:

Signature of bidder:
Company's seal

PROFORMA OF BANK GUARANTEE AGAINST SECURITY DEPOSIT

Name of the Bank

Address -

Guarantee No.

Date of Expiry

Reference Contract No. _____ Date

For (Name of Work)

To

M/s. Hindustan Paper Corporation Limited

75C, Park Street

Kolkata - 700 016.

Sub: Security Deposit.

Dear Sirs,

In consideration of Hindustan Paper Corporation Limited (hereinafter called as 'Company') having agreed to exempt M/s. _____

_____ (hereinafter called as 'Contractor/Vendor') from the demand of Security Deposit for the due fulfillment by the said Contractor/Vendor of the terms & conditions contained in the aforesaid contract on production of Bank Guarantee for Rs. _____ (Rupees

_____ we, _____ Bank (hereinafter referred to as 'Bank') do hereby undertake to pay to the Company an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the Company by reason of any breach by the said Contractor/Vendor of any of the terms and conditions agreed between the Company and the Contractor/Vendor in the above mentioned contract.

2. We_____ Bank do hereby undertake to pay the amount due and payable under this guarantee without any demur merely on a demand from the _____ Company stating that the amount claimed is due by way of loss or damage caused to or suffered or would be caused to or suffered by the Company by reason of any breach by the said Contractor/Vendor or by reason of the Contractor's/Vendors failure to perform any of the said terms and conditions of the Contract. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, Bank's liability under this guarantee shall be restricted to an amount not exceeding Rs._____.
3. The Company shall have the fullest liberty without reference to the Bank to postpone for any time or from time to time to exercise any of the powers and rights conferred on the Company under the contract with the said Contractor/Vendor and to enforce or forbear to enforce any power or right without affecting this guarantee.
4. The Company's right to recover the said sum of Rs._____(Rupees_____) from the Bank in the manner aforesaid will not be affected or suspended by reason of the fact that any dispute or disputes have been raised by the said Contractor/Vendor and/or that any dispute or disputes are pending before any Officer, Tribunal or Court.
5. The guarantee herein contained shall not be determined or affected by the liquidation or winding up, dissolution, insolvency or change of constitution of the said Contractor/Vendor, the Bank and Company but shall in all respect and for all purposes be binding and operative until payment of all money due to the Company in respect of such liabilities are paid.
6. The Bank's liability under this guarantee is restricted to Rs._____(Rupees_____). The guarantee shall remain in force up to _____. Unless a demand or claim under this guarantee is made on us within_____ i.e., the date of expiry, all the rights of the Company under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities thereunder.
7. We have power to issue this guarantee under Memorandum and Articles of Association of the Bank and the undersigned has full power to sign this guarantee under Power of Attorney dated_____ granted to him by the Bank OR the resolution dated_____ passed by the Board of Directors in accordance with the Bank's Constitution.

Yours faithfully

Signature

Seal of the Bank