

MEAT PRODUCTS OF INDIA LTD.

Edayar P.O., Koothattukulam,Ernakulam (Dist.),
Kerala, India. 686 662.

Mob: 8281110007

E-mail: mpiedayareng@gmail.com

**Modification and Maintenance of Chief Executive Officer and
Chairmans Room
AT MPI EDAYAR**

TENDER NO.MPI/ENGG/

DATED 22.11.2024

Tender document issued to M/s

Cost of tender document deposited vide

**ISSUE LETTER OF TENDER DOCUMENT NO.MPI/ENGG/
DATED 22.11.2024**

This tender document set containing number of pages as shown in the Index Sheet is issued to -

Name of Tenderer :

Address of Tenderer :

Cost of this set of Tender Document :

Date of Sale of Tender Document
Vide Demand Draft :

Issued by:

MEAT PRODUCTS OF INDIA LTD.

(A Government of Kerala Undertaking)

Edayar P.O, Ernakulaam,

Kerala, India. 686 662

Phone: 8281110007

E-mail: mpiedayareng@gmail.com

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BRIEF TENDER NOTIFICATION

Tender Number and Name	:	MPI/ENGG/ DATED 22.11.2024 Modification and Maintenance of Chief Executive officer and Chairman's Room
Earnest Money Deposit	:	Rs.5000/-
Cost of Tender Form – Original	:	Rs.1000/-plus GST
Downloading Tender Form	:	22.11.2024 to 29.11.2024
Last date and time of receipt of tender	:	02.00pm. on 29.11.2024
Office where the tender should be Submitted	:	Meat Products of India Ltd. Edayar, Koothattukulam Ernakulam, Kerala
Date and time of opening of tender	:	3.00 P.M. on 29.11.2024

Place : Edayar

Date : 22.11.2024

MANAGING DIRECTOR.

TENDER NOTIFICATION

Modification and Maintenance of Chief Executive Officer and Chairman's Room at MPI

Meat Products of India Ltd (MPI) invites Sealed competitive bids from eligible bidder/bidders having experience for **Modification and Maintenance of Chief Executive Officer and Chairman's Room** at **MEAT PRODUCTS OF INDIA LTD AT EDAYAR, KOOATHATKULAM .**

Interest bidder/bidders may obtain further information at MPI campus Edayar, Koothattukulam. The tender document may be downloaded from the official website www.meatproductsofindia.com.

Sealed Competitive Tenders are invited from REPUTED CONTRACTORS having sufficient experience and sound Technical and Financial Capability for executing the work for **Modification and Maintenance of Chief Executive Officer and Chairman's Room** at M/s. MEAT PRODUCTS OF INDIA LTD at Edayar, Koothattukulam Ernakulam(Dist.)Kerala, in accordance with enclosed scope of works and other terms and conditions specified here under. Tenderer should submit required document for the above.

1. Tenderer should furnish an Earnest Money Deposit as specified in Tender Document. Any tender which is not accompanied by the E.M.D. shall be summarily rejected. The EMD can be deposited as cash in cash Counter/DD drawn in favour of the Managing Director, Meat Products of India Ltd., payable at Koothattukulam.
2. The company reserves the right to abandon the tender either partly or wholly and in that event invites fresh tenders for the same.

3. Sealed tenders sent by post should also reach the office of Meat Products of India Ltd., Koothattukulam before the time specified. The tenders received both in person and by post after the time may be rejected. If the tender date happened to be declared as a holiday, the tender date will be the next working day
4. Tender forms can be downloaded from our website www.meatproductsofIndia.com. Those who are downloading from the website should also remit the cost of tender form, can also be deposited as cash in cash Counter/DD drawn in favour of the Managing Director, Meat Products of India Ltd., payable at Koothattukulam.
5. The Bidder/Bidders should have adequate financial capabilities to undertake such project.
6. Bidders should declare by way of an affidavit stating a) that there has never been default in paying statutory taxes and duties. b) that it has never been black listed /debarred by any Govt. /Undertaking/Private Organization. C) that there are no civil suits/litigation/arbitrations are pending nor same have ever aroused during execution of any contract from the date of inception.

Place : Edayar

Date : 22.11.2024

MANAGING DIRECTOR.

LETTER TENDERING THE WORK

From ,

To,
MEAT PRODUCTS OF INDIA LTD.
Edayar P.O. , Koothattukulam,Ernakulam (Dist.),
Kerala, India. 686 662.
Phone: 8281110007
E-mail: mpiedayareng@gmail.com

Sir,

Sub: **Modification and Maintenance of Chief Executive Officer and Chairman's Room.**

Ref: Your Tender Notification.

1. I/We do here by tender to execute the works enumerated in accordance with the terms and conditions in your Tender form.
2. Copy of the Specification duly signed is also enclosed.
3. I/We further agree to complete the whole work in 1 month from the date of agreement, and/or in the case of piece works, maintain the minimum rate of progress specified in the tender schedule.
4. I/We agree to keep the tender open for acceptance for 3 months from the date of submission thereof and not to make any modifications in the

terms and conditions which are not acceptable to M/s. MEAT PRODUCTS OF INDIA LTD

5. Rs.5000/- of EMD is herewith enclosed as Bank Draft on a scheduled bank in favor MEAT PRODUCTS OF INDIA LTD payable at Koothattukulam,Last Ernakulam(Dist.) as earnest money.

If after the tender is accepted, I/We fail to execute the agreement as provided in the tender conditions or to commence the execution of the work as provided in the conditions, I/We agree that M/s. MEAT PRODUCTS OF INDIA LTD shall, without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.

Signature of Tenderer

Full Name

Address

Date of Submission

PARTICULARS SHOWING THE STATUS OF TENDERER

1. Name of Tenderer

2. Office Address

3. Status of the Tenderer/Individual. - Like - Public Limited Co. Private Ltd. Co. or Registered Partnership Concern, or Proprietary concern.

4. Name of Authorized Signatory of Ltd or Pvt. Ltd companies
Managing Partner in case of partnership concern
or Proprietor in case of Proprietary concern

5. Whether the Tenderer is a registered contractor of Central Govt., State Govt. or of Local Bodies.

6. Description and value of important works done in recent years.

7. Name and address of two persons of responsible status to whom reference can be made regarding the firm's experience, technical competence and performance.

DEFINITIONS AND INTERPRETATIONS OF THE TERMS APPEARING IN THE TENDER FORM

MEAT PRODUCTS OF INDIA LTD, means The Managing Director, MEAT PRODUCTS OF INDIA LTD., Edayar P.O., Koothattukulam, Ernakulam (Dist.), Kerala, India. 686 662.

Phone: 0485-2252365, Tel Fax: 0485-2252695

E-mail: mpiedayareng@gmail.com

Work' means **Modification and Maintenance of Chief Executive Officer and Chairman's Room at MPI Edayar, Koothattukulam.**

1. Tenderer' means person or persons, firm or company or consortium of companies submitting a tender for the above work.
2. Supplier means person or persons, firm or company or consortium of companies who have entered into contract for the execution of the work.
3. 'Site' means lands and other places, on under, in or through which the works are to be executed or carried out or any other land or place provided by MEAT PRODUCTS OF INDIA LTD for the purpose of contract.
4. 'ISS' means Indian Standard Specification, by the Bureau of Indian Standards.
5. 'Approved/approval' means approval in writing.
6. 'Day' means a day from Midnight to midnight
7. 'Month' means from the beginning of a given date of Calendar month to the end of the preceding date of the Next calendar month.
8. 'Week' means seven consecutive days.
9. 'Specification' means the instructions, provisions, conditions and detailed requirements contained in the tender documents.

INSTRUCTIONS TO BIDDERS

If application is made by joint venture

- (i) The partner applying on behalf of the joint venture shall
 - (a) Submit complete information pertaining to each such partner and
 - (b) State in the covering letter attached to the application, name of the partner in charge duly evidenced by power of attorney signed by legally authorized signatories of all the partners.
- (ii) A copy of the agreement confirming the intention of all parties to form a joint venture should be attached to the application. It should also distinctly show.
 - (a) The financial participation of each member of the joint venture and responsibility of each member as regards the execution of the work.
 - (b) Name of the 'Partner in Charge' who will be authorized to incur liabilities and receive instructions for and on behalf of any/all partners of the joint venture and the entire execution of the contract including receiving of payment due.
 - (c) All partners of the joint venture shall be liable jointly and severally for the execution of the contract, in accordance with the terms and conditions of the contract,
- (iii) The tender and the agreement shall be signed by each partner so as to be legally Binding on all partners,
- (iv) One of the partners shall be nominated as being in charge and shall be known as 'Partner in Charge' and this authorization shall be evidenced by submitting power of attorney signed by legally authorized signatories of all the partners. He shall be responsible in all financial matters,
- (v) The partners in charge shall be authorized to incur liabilities and receive instruction for and on behalf of any/all partners of the joint venture and the responsibility of the entire execution of the contract including payment shall be borne exclusively by the partner in charge,
- (vi) The partners of the joint venture shall be liable jointly and severally for the contract terms and relevant statement to this effect shall be

included in the authorization mentioned under (iv) above as well as in the form of agreement in case of successful applicant, and

- (vii) A copy of the agreement entered into by the joint venture partners shall be submitted by the applicant. No firm, individual company or corporation can join more than one joint venture or otherwise apply more than once at a time.

Description of the work to be done.

General Information

The site for the proposed work is situated at Edayar, Approx 8 KM from Koothattukulam, Ernakulam Dist., Kerala.

Scope of Work

The scope of work will cover providing the manpower as specified and carrying out the maintenance & modification work in the Chief Executive Officers Room and Chairman's room ,including supply of all materials as per the norms prescribed by the company, ensuring the proper quality of the work by adhering procedure of the company.

Tender Conditions

1. Separate Rates to be quoted for Each Item of Work

The tenders shall quote cumulative price in Indian Rupees and separate rates for each item. The amount shall be typed out or legibly written in ink. The rates shall be given in figures as well as in words. The rates quoted shall be inclusive of all taxes or any other similar imposed levies by central or any state Government or local bodies which may be paid or becomes payable on the completed work within the scope of this tender. In other words the offer should be inclusive of all taxes and duties including all customs duties for imported equipments to avoid any ambiguity in further correspondence.

In case when the rates quoted for a particular item in figures and words disagree the lower of the values will be taken for the purpose of the

settlement of the contract. The contractor is bound to accept these rates, if the contract is awarded to him.

2. Examinations of the site conditions, drawing etc.

The tenderers shall examine carefully the proposal and specifications. They shall satisfy themselves as to the character, quality and guaranties of the equipment to be performed, the materials to be supplied and the requirements of the contract with reference to the site .It is advisable to visit the site prior to quoting for the job. The bidder should submit the technical drawings along with the bid.

3. Status of persons signing the tender on behalf of firms:

In the event of the tender being submitted by a firm, the person signing the tender on behalf of the firm shall also furnish papers (in original) authorizing him to act on behalf of the firm.

4. Tenders to be in Prescribed form:

Tenders not submitted in the prescribed form will be summarily rejected. Tenders on which any of the particulars and prescribed information are missing or incomplete are liable to the rejected.

5. Attestation of corrections and additions:

All corrections, additions or pasted slips shall be initialed by the tenderers and later attested by the officer opening the tender.

6. Firm period of tender:

Tenders shall be considered firm for acceptance for a period of 3 months. No tender can be withdrawn or altered before the firm period is over. Any tenderer who withdraws or alter the tender before expiry of the firm period shall do so at the risk of the earnest money being forfeited to MEAT PRODUCTS OF INDIA LTD.

7. Earnest Money Deposit:

Each Tender should be accompanied by an EMD of Rs.5000/- of the offered price in the form of a Draft on a Scheduled Bank payable to, MEAT PRODUCTS OF INDIA LTD.payable at KOOTHATTUKULAM, ERNAKULAM (Dist.)

8. Authority Accepting the Tender:

The final acceptance of the tender rests with MEAT PRODUCTS OF INDIA LTD who does not undertake to accept the lowest tender or assign any reason for rejecting any tender, without any obligation to tenderers. The MEAT PRODUCTS OF INDIA LTD reserve to itself the right of re advertising the contract for the work for carrying out the work in any manner that may be thought fit, subsequent to this invitation to tender. The tenders without EMD or any other parameters not duly completed will be rejected without assigning any reason and their prices will not be opened

The total amount of each tender will be readout at the time of opening of the tender.

The earnest money deposit of the successful tenders will also be refunded within a week from the date of executing the agreement with the successful tenderer.

IMPORTANT NOTE COMMON TO ALL

Failure to comply with the scope of work, or not undertaking the works as directed by the Engineer-in-charge, MPI shall have the right to get it done through other agencies, and the cost towards the same will be deducted from the monthly payment due to the contractor.

GENERAL RULES, DIRECTIONS & GUIDANCE TO BIDDER/BIDDERS

1. Tenders will be opened at 3.00 p.m. on 29.11.2024 in the presence of the Company or their representative and the tenderers or their representatives should they choose to be present.
2. In the event of tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it shall be signed on his behalf by a person holding a Power of Attorney authorizing him to do so.

3. Receipts for payments made on account of any supply, when executed by a firm, shall also be signed by all the partners, except where the suppliers are described in their tender as a firm, in which case the receipts shall be signed in the name of the firm by one of the partners, or by any other persons having authority to acknowledge receipts for the firm.
4. The successful bidder shall comply with all rules, regulations, laws, and by laws enforced by local and State Govt. with the standards and norms of Central and State pollution control board and guidelines issued by Supreme Court. The successful bidder shall also comply with all the latest amendments in the rules as on date and also the amendments made within next two years when the operation and maintenance of the whole installation will be with the successful Bidder.
5. The MPI shall have the right of rejecting all or any of the tenders, without assigning any reasons.
6. The rates tendered and accepted will be treated as firm and final without any escalation until the complete fulfillment of the contract.
7. All corrections and additions or pasted slips should be initialed by tenderer and later attested by the officer on opening the tender. Where the corrections have not been initialed by the tenderer, they should be got attested by him or his representative, if present, by the Officer.
8. The tender as submitted shall contain of the following:
 - i. Complete set of tender documents as issued, duly filled and signed by the tenderer as prescribed in the different places of the tender documents.
 - ii. Detailed technical drawings
 - iii. Earnest Money Deposit in the manner specified.
 - iv. Power of Attorney in the case an authorized representative has signed the tender.

- v. The full name and address of the tenderer and the authorized agent delivering the tender, shall be written on the bottom left hand corner of the sealed cover containing the tender.

9. Earnest Money accompanying the tender will be accepted only in the form of Crossed Demand Draft drawn on any Nationalized Bank in favour of Managing Director Meat Products of India Ltd., payable at Koothattukulam/Ernakulam OR cash receipt of MPI

- a. Any tender which is not accompanied by Earnest Money Deposit may be summarily rejected.
- b. The Earnest Money Deposited by the successful tenderer will be retained towards the Security Deposit for the fulfillment of the contract, but shall be forfeited if the tenderer fails to execute the agreement within a period of 12 days after issue of Work Order.
- c. No interest shall be paid on the Earnest Money Deposited by the tenderer. The earnest money of the unsuccessful tenderer will be refunded on finalization of the tender or within six months from the date of submission of the tender whichever is earlier.

10. The schedule of quantities should be filled as follows:

- a. The Total column to be legibly filled in ink in **both figures and words.**
- b. Detail specification of the equipments, makes, sizes, capacity, number of equipments etc should be mentioned in the schedule.
- c. All corrections to be initialed.
- d. Supplier's signature to be put on each page of the Tender Documents.

- e. The tender form must be filled in English.
 - f. If any of the documents is missing or is unsigned, the tender may be considered invalid.
11. The tender shall contain the name, address and place of business of person or persons making the tender and shall be signed by the tenderer with his usual signature. Partnership firms shall furnish full names of all partners in the tender. It may, however, be signed in the partnership name by one of the partners or by a duly authorized representative, followed by the name and designation of the persons signing. Tenders by corporations shall be signed in the name of the corporation by a person duly authorized to do so. In case, it is signed by an authorized representative, a power of attorney in that behalf shall accompany the tender. A copy of the constitution of the firm with names of partner shall be furnished.
12. Labour : the successful bidder/company shall, unless otherwise provided in the contract, make his own arrangements for the engagement of all staff and labour, local or other, and he shall be responsible for their payment, housing, feeding and transport.
- The bidder/company shall, if required by the Site Engineer (officer –in – charge of MPI), deliver to the Engineer a written statement in detail, in such form and at such intervals as the Engineer prescribe, showing the staff and the numbers of the several classes of labour from time to time employed by the company at the site and such other information as the Engineer may require.
13. Witness and sureties shall be persons of status and property and the names, occupations and addresses shall be stated below the signature.
14. All signatures in the tender documents shall be dated and all pages of all sections of the tender documents shall be signed at the lower right hand corner or signed wherever required in the tender paper by the tenderer or his authorized representative.

15. The acceptance of the tender will rest with the company who does not bind itself to accept the lowest or any tender and reserves the right to reject any or all the tenders without assigning any reason whatsoever.
 - a. Tenders in which any of the particulars and prescribed information is missing or are incomplete in any respect are liable to rejection.
 - b. Canvassing of any kind is strictly prohibited and the tender submitted by the tenderer who resort to canvassing, is liable to rejection.
 - c. Tenders containing uncalled for remarks or any conditions are liable to rejection.
 - d. No page of the tender documents shall be removed or altered and the whole set must be submitted after being duly filled in and signed. Failure to comply with these instructions may result in the rejection of the tender. If necessary, you may take xerox copy of the Tender Document for your future reference.
16. Tenderer have relative or relatives or in the case of a firm or company of supplier one or more of its shareholders or a relative or relatives of the shareholder's employed in any capacity in the company the tenderer should furnish complete information to that effect at the time of submission of the tender.
17. The successful tenderer shall be required to execute an agreement with the company. In the event of failure of the tenderer to sign the agreement within twelve days, the amount of Earnest Money may be forfeited to the company and acceptance of his tender shall be considered as withdrawn.
18. The tenders submitted by tenderers shall remain valid for acceptance for a period of three months. The company may extend the said period. The tenderer shall not be entitled during the said period of three months

without the consent in writing of the company to revoke or cancel his tender or to vary the tender given or any terms thereof.

19. The General Tender Notice shall be deemed to form part of the agreement.
20. No alterations or additions are to be made by the Tenderer to the text of the schedule of these tender papers. No advice of any change in rate or conditions after opening of the tender will be entertained. Violation of this instruction shall result in reject of the tender at the discretion of the company.
21. The supplier is required to check the numbers of the pages and should any be found to be missing or in duplicate or the figures or writing indistinct he must inform the company at once and have the same rectified. Should the supplier be in doubt about the precise meaning of any item or figure, for any reason whatsoever he must inform the company in order that the correct meaning may be decided upon before the date for the submission of the tender. No liability, whatsoever, will be admitted nor claim allowed in respect of errors in the supplier's tender due to mistakes in the schedule of quantities which should have been rectified in the manner described above.
22. In the event of arithmetical error/errors being discovered in the supplier's tender, the rates mentioned in words in the tender copy will be taken as bonafide. Rate in words will be taken in precedence over the figure.
23. Addresses for communication. All communications addressed to the company shall be in writing and in English language and shall be sent by registered/acknowledgement due post to their registered offices, as given below:

**M/S. MEAT PRODUCTS OF INDIA LTD.,
EDAYAR, KOOTHATTUKULAM – 686 662,
ERNAKULAM DISTRICT,
KERALA.**

24. Site and Local conditions:

The site is located at Meat Products of India Ltd., Edayar, Koothattukulam.

25. Power and Water Supply

Arrangements will be made for the power and water required for the erection of machinery to be supplied at or near the site of works on specified terms and conditions and at such charges as shall be determined by the company and payable by the supplier, provided that the supplier shall arrange at his own expense, for conveyance of power and water from the above point of supply to proper locations of work and that the supplier shall not be entitled to any compensation for interruption or failure of power and water supply, if, however, there is any delays due to reasons beyond the control of the company in arranging the required power/water connection at or near the work site, the supplier shall make necessary interim arrangement entirely at his cost and risk to meet the urgent requirement of power and water so as to maintain uninterrupted progress of work.

26. Guarantee: The construction are to be guaranteed by the supplier for 12 months from the date of commissioning .The supplier shall provide guarantee certificate and the details of the same has to be mentioned in the tender. The security deposit will be refunded only after the guarantee period.

27. Liquidated damages: Liquidated damages @ 0.05% per day subject to the maximum of 10% of the contract value will be levied, if the supplier fails to supply the equipment within the delivery period stipulated in the Work Order.

28. Statutory clearance: All Statutory clearance if required is in the scope of the supplier.

29. The offer shall be valid for 3 months from the date of opening the tender and shall be delivered on cost basis giving in detail, the basic price, P&F

charges, Transportation charges, unloading charges and all statutory levies.

30. Security Deposit: The successful tenderer should submit a Security Deposits equivalent to 5% of the total value (excluding taxes and duties) of the order in the form of Demand Draft drawn in favour of Meat Products of India Ltd. on any Nationalised/Scheduled Bank payable at Koothattukulam/Ernakulam within 10 days on receipt of the order. The Security Deposit shall be for the due and faithful performance of the contract in all respects. The Security deposit shall be returned/ refunded only after one year from the date of satisfactory commissioning of the machinery in all respects.
31. Managing Director reserves the right to reject any tender including the lowest without assigning any reasons. The company also reserves the right to accept any tender or cancel the tender without assigning any reason.
32. Any suit or legal proceedings arising out of this tender shall be settled in the court having jurisdiction at Ernakulam.

MANAGING DIRECTOR

We hereby accept the above terms and conditions in its entirety.

Signature :

Designation:

Name :

Address :

Seal :

Date :

SCHEDULE: Modification and Maintenance of Chief Executive Officer and Chairman's Room

SI No.	Item	Qty	Unit	Rate	Amount (Rs)
1	Supply and fixing 2 mm thick wonder flooring towards the MD's and Chairman's room	44.79	M ²		
2	Supply and fixing WPC wall paneling (20 mm thick) including all fittings and labour etc complete	20.44	M ²		
3	Supply and fixing UPVC wall paneling including all fittings and labour etc complete	17.2	M ²		
4	Supply and fixing Zebra blinds with all accessories etc complete towards the MD' room, Chairman's room and Visitors space.	27.44	M ²		
5	Supply and fixing corner wardrobe with shelf and doors using 18mm multiwood and mica finish including all labour cost and accessories etc complete	1.98	M ²		
6	Supply and fixing new powder coated aluminium door with laminated sheet, 5 mm plain glass, lock, tower bolt, pivot EPDM beeding etc complete	1.89	M ²		
7	Supply and fixing powder coated aluminium partition with 9mm laminated sheet including 5mm glass , aluminium powder coated grill etc complete with all accessories towards the Account section	7	M ²		
8	Supplying ,providing & applying of two coats plastic emulsion paint of approved quality including primer, putty work and labour charges	87	M ²		
9	Supplying, providing & applying of two coats enamel paint of approved quality including cleaning, primer, and labour charges towards the wooden window.	27	M ²		
10	Supply and polishing of the wooden table in the MD's cabin	Lsm			

11	Supply and fixing of door closer with all accessories etc complete	2	Nos		
12	Supply and fixing MPI Logo with Led light display	3	Nos		
13	Repairing and fixing of the wooden windows	Lsm			
14	Do the Etching works in the glass partitions of the MD's room, Chairman's room and Board room etc complete	31.95	M ²		
15	Supply and fixing of MPI Logo towards the staircase glass partitions etc complete	Lsm			
16	Supply and fixing cement board partition for the staircase including the repair of wooden windows and painting.	11.84	M ²		
17	Supply and fixing door using aluminium frame and laminated sheet including all labour charges etc complete	Lsm			
18	Cleaning and removing debris from the working space.	Lsm			
	TOTAL AMOUNT				
	GST				
	GRAND TOTAL				