



नेशनल टेक्सटाइल कारपोरेशन लिमिटेड  
NATIONAL TEXTILE CORPORATION LIMITED

(भारत सरकार का उपक्रम)  
( A Government of India Undertaking )



CIN NO.  
U74899DL1968GOI004866

पश्चिम क्षेत्र कार्यालय : एनटीसी हाउस , 15 एन एम मार्ग, बेलार्ड इस्टेट, मुंबई 400001.  
WESTERN REGION OFFICE : NTC House, 15 N. M. Marg, Ballard Estate, Mumbai 400 001.  
दूरध्वनी / Tel. 022-22686600, फॅक्स / Fax- 022-22686631, Email : ntcwr1@mtnl.net.in

NTC(WR)/MM/CANTEEN JOB WORK/2017/

01.08.2017

**By Courier**

M/s.

Dear Sir,

**Sub: TENDER FOR APPOINTMENT OF CONTRACTOR FOR CANTEEN JOB WORK  
CONTRACT IN MUMBAI BASED MILLS UNDER NTC LTD (WR) FOR ONE YEAR  
i.e Spt 2017 to Aug.2018.**

The National Textile Corporation Ltd.(Western Region)., Mumbai is inviting Sealed Quotation in two bid system from the repute, well established and experienced in the field of running Canteen, for the following Mills Unit of N.T.C. Ltd., (Western Region), Mumbai.

1. Tata Mills, Dr.Ambedkar Road, Dadar (E), Mumbai 400 014.
2. Podar Mills, N.M.Joshi Marg, Chinchpokli, Mumbai 400 011.
3. India United Mill No.5, A.G.Pawar lane, Byculla (E), Mumbai 400 027.

Interested bidder may obtain tender document form from NTC (WR), Mumbai Office on payment of Rs.1000/- by Demand Draft drawn on any Nationalised / scheduled Commercial Bank (Except Co-Operative Bank & scheduled Bank), in favour of "**National Textile Corporation Ltd.-Unit-Western Region**" payable at Mumbai from 01.08.2017 to 22.08.2017 (up to 2.00 pm).

The bidders, may down load the tender document from NTC website i.e. [www.ntcltd.org](http://www.ntcltd.org) UNDER TENDER and pay the prescribed tender fee of Rs.1000/- by way of Demand Draft drawn on any Nationalised / Commercial Scheduled Bank (Except Co-Operative Bank & scheduled Bank) in favour of "**National Textile Corporation Ltd.-Unit-Western Region**" payable at Mumbai at the time of submission of tender.

The seal Tender are to be deposited in the Tender Box kept in the office of NATIONAL TEXTILE CORPORATION LTD.,(WESTERN REGION), NTC HOUSE, 15, N.M. MARG, BALLARD ESTATE, MUMBAI – 400 001 on or before 22.08.2017 upto 5.00 PM

NTC (WR) reserves the right to accept or reject any offer partly or fully without assigning any reasons.

Thanking you,

Yours faithfully,  
**For NTC Ltd (WR)**

(B.K.Roy)  
Jt.Manager (Materials)



**NATIONAL TEXTILE CORPORATION LTD.  
(WESTERN REGION),**

**NTC House, 15, N.M. Marg, Ballard Estate,  
Mumbai – 400 001**

**Tel - 22686600 - Fax 22 – 22686631**

**WEB SITE - [www.ntcltd.org](http://www.ntcltd.org)**

**TENDER DOCUMENT FOR**

**APPOINTMENT OF CONTRACTOR FOR RUNNING THE WORKER  
CANTEEN OF FOLLOWING MILLS AT MUMBAI .**

- 1. Tata Mills, Dr.Ambedkar Road, Dadar (E), Mumbai 400 014.**
- 2. Podar Mills, N.M.Joshi Marg, Chinchpokli, Mumbai 400 011.**
- 3. India United Mill No.5, A.G.Pawar lane, Byculla (E), Mumbai 400 027.**

**Contact person**

**SHRI A.K.VYAS. - General Manager (HR/LEGAL)**

**Tel – 022-22686605 - Fax 022-2268631**

- 1. Last Date for purchase of tender. : 22.08.2017 upto 2.00 P.M.**
- 2. Last Date for submission of tender : 22.08.2017 up to 5.00 P.M.**
- 3. Date of Opening of Tender : 23.08.2017 at 2.30 P.M.**



नेशनल टेक्सटाइल कॉरपोरेशन लिमिटेड (पश्चिम क्षेत्र)

NATIONAL TEXTILE CORPORATION LIMITED ( WESTERN REGION )

(भारत सरकार का उपक्रम)

(A GOVERNMENT OF INDIA UNDERTAKING)

NTC(WR)/MM/CANTEEN JOB WORK/2017/

01.08.2017

## **TENDER NOTICE**

To,

### **Sub: TENDER FOR APPOINTMENT OF CONTRACTOR FOR CANTEEN JOB WORK CONTRACT IN MUMBAI BASED MILLS UNDER NTC LTD (WR) FOR ONE YEAR.**

The National Textile Corporation Ltd.(Western Region)., Mumbai is inviting Sealed Quotation in two bid system from the repute, well established and experienced in the field of running Canteen, for the following Mills Unit of N.T.C. Ltd., (Western Region), Mumbai on following terms & conditions.

| <b>Sr. No</b> | <b>Name of Mills &amp; Address</b>                                   | <b>E.M.D. Amount in Rs.</b> | <b>Contract Period</b> |
|---------------|--|-----------------------------|------------------------|
| 1.            | Tata Mills, Dr.Ambedkar Road, Dadar (E), Mumbai 400 014.             | 10,000/-                    | 1 year                 |
| 2.            | Podar Mills, N.M.Joshi Marg, Chinchpokli, Mumbai 400 011.            | 10,000/-                    | 1 year                 |
| 3.            | India United Mill No.5, A.G.Pawar lane, Byculla (E), Mumbai 400 027. | 10,000/-                    | 1 year                 |

### **Pre-Qualification Criteria :**

**The Bidders who meet the following pre-qualifications criteria may apply.**

|   |
|---|
| The contractor should have license from the office of Central Labour Commissioner for providing contractual labour. |
| The contractor should have PF / ESIC and G.S.T. Registration No.(Submit Registration Certificate)                   |
| Experience of three years of similar work.( Submit Work Order)  |

### **SCOPE OF WORK :**

|   |  |
|---|--|
| 1 | Items to be served at the work place except Rice Plate & Usal.                 |
| 2 | Rice Plate & Usal to be served at the canteen counter during the recess hours. |
| 3 | Quantity and quality of the items is to be maintained strictly as per above.   |
| 4 | Place of canteen is to be kept neat and clean.                                 |
| 5 | Canteen is required to be run in all three shifts.                             |

**Items & Approx. Quantity to be Prepared and served at canteen & work places per day - Mill-wise is as under.**

| Sr No.             | Items to be Prepared and Served at canteen. | Quantity                           | MILL WISE / ITEMS APPROX. QUANTITY REQUIRED PER DAY |              |                         |
|--------------------|---|------------------------------------|---|--------------|-------------------------|
|                    |   |                                    | Tata Mills,   | Podar Mills, | India United Mill No.5, |
| 1                  | Tea   | (4- OZ /cup)                       | 990 Cups  | 550 Cups     | 550 Cups                |
| 2                  | Rice Plate                                  | (2 PAV, 2 Mood -Rice, Dal & Bhaji) | 400 Plates  | 250 Plates   | 200 Plates              |
| 3                  | Usal  | ( 5-Oz /Vati)                      | 180 Vati  | 100 Vati     | 130 Vati                |
| <b>Snack Items</b> |   |                                    |   |              |                         |
| 1                  | Batata Vada                                 | (35 gms/piece)                     | 1100 Nos (4 days per week)                          | 300 Nos      | 500 Nos                 |
| 2                  | Pav   | (35 gms/piece)                     | 1350 Nos  | 300 Nos      | 805 Nos                 |
| 3                  | Shev  | (35 gms/packet)                    | -   | -            | 190 Nos                 |
| 4                  | Samosa                                      | (35 gms/piece)                     | 950 Nos (2 days per week)                           | -            | -                       |
| 5                  | Chiwda                                      | (35 gms/packet)                    | 450 Nos   | 160 Nos      | -                       |
| 6                  | Laadu                                       | (35 gms/piece)                     | -   | 90 Nos       | -                       |
| 7                  | Batata-Bhaji                                | (35 gms/packet)                    | -   | -            | 60 Nos                  |

**SALE OF TENDER DOCUMENT :**

Interested bidder may obtain tender document from NTC (WR) Office on payment of Rs.1000/- by Demand Draft drawn on any Nationalised / Commercial scheduled Bank Except Co-Operative Bank, in favour of "**National Textile Corporation Ltd.-Unit-Western Region**" payable at Mumbai from 01.08.2017 to 22.08.2017 (up to 2.00 pm).

The bidders may down load the tender document from NTC website i.e. [www.ntcltd.org](http://www.ntcltd.org) UNDER TENDER and pay the prescribed tender fee of Rs.1000/- by way of Demand Draft drawn on any Nationalised / Commercial Scheduled Bank Except (Except Co-Operative Bank & scheduled Bank) in favour of "**National Textile Corporation Ltd.-Unit-Western Region**" payable at Mumbai at the time of submission of tender.

**EARNEST MONEY DEPOSITE :**

Bidders are required to be submit Earnest Money Deposit (EMD) of **Rs.10,000/-** by way of Demand Draft **drawn from any Nationalised Bank / Scheduled commercial Bank (Except Co-Operative Bank & scheduled Bank) in favour of "National Textile Corporation Ltd.-Unit-Western Region"** payable at Mumbai for each mills as stated above.

EMD of unsuccessful bidders will be refund after awarded the contract and EMD of successful bidders will be converted in to security deposit towards performance and will be returned on successful completion of contract period.

**EMD/Security Deposit will not carry any interest.**

## **SUBMISSION OF TENDER:**

Tenders are to be submitted in prescribed format only. Conditional tender will be rejected out rightly.

Prospective bidder should submit their offer in three separate seal envelope marked as A, B & C and marks as

### **Envelop 'A' : Marked as "EMD"**

containing the Demand Draft of Rs.10,000/- for each mills as stated above and cost of tender document in the form of D.D. of Rs 1000/- (if downloaded tender from Website) separately.

### **Envelop 'B'- Marks as "Technical Bid" :**

Should contain the following documents required to meet qualification criteria -

|     |   |
|-----|---|
| I   | The contractor should have license from the office of Central Labour Commissioner for providing contractual labour. |
| II  | The contractor should have Pan No., IT No., G.S.T Registration No. and PF / ESIC Registration No. etc.              |
| III | Experience of three years of similar work.  |
| iv  | Sign & seal every page of Tender Document.  |

### **Envelop 'C' : Marked as "Financial Bid"**

Financial Bid of all the 3 mills.

The above specified three envelopes A, B, C, should be put in another envelope which also sealed. Name & address of the bidder on left corner of each envelop A, B, C and also on outer envelope. If the envelopes does not sealed and marked as stated above, NTC Ltd (W.R.O), Mumbai is not responsible for misplacement.

Bids submitted by Fax, Email shall not be entertained and shall be rejected.

The tender should be submitted on or before 22.8.2017 at below address.

**National Textile Corporation Ltd., Western Region,  
NTC House, 15, N.M.Marg, Ballard Estate, Mumbai-400 001**

## **LATE TENDERS**

Tenders received by the NTC Ltd. Western Regional office, Mumbai after the specified time and due date shall not be eligible for consideration and shall be rejected.

## **TENDER OPENING**

- Sealed envelope A (EMD) & B (Technical Bid) shall be opened at NTC Ltd., Western Regional office Mumbai at 02.30 PM on 23.08.2017 before the prospective bidders or their authorized representative who wish to be present and tender opening Committee of NTC Ltd. Western Regional Office Mumbai.
- The envelop C (Financial Bid)** shall be kept unopened on 23.08.2017.
- The financial bid of only those bidders shall be opened, who have been qualified in Technical Bid. The date and time of opening financial bid shall be intimated to qualified bidder before due date.

## **Concession/Exemption for MSEs Entrepreneurs**

**Party should submit the supporting documents regarding their registration with MSEs.**

The bidder to specify whether they are Micro or Small Enterprises and if so whether they are owned by SC/ST Entrepreneurs supported by copies of registration certificates issued by the Authorities Concerned, so as to consider for granting the MSEs necessary concession / exemptions as per Govt, directives.

### **PAYMENT TERMS:**

**The Contractor should submit the monthly bill on the base of actual Mills Working days.** Payment will be release on 10<sup>th</sup> day of subsequent month.

## **General Terms & Condition**

- 1. Canteen place, electricity, water, LPG and utensils will be provided at free of cost by the respective Mills. Bidders are requested to note this while they submit their offer.**
- 2. The items to be served against coupons from the respective workers, issued by the Mills.**
3. Canteen is required to be run in all three shifts:-

| 1 <sup>st</sup> Shift | 2 <sup>nd</sup> Shift | 3 <sup>rd</sup> Shift |
|-----------------------|-----------------------|-----------------------|
| 7.00 am to 3.30 pm    | 3.30pm to 12.00am     | 12.00am to 7.00am     |

4. The bidders are requested to depute their representative to understand the job from concerned department before quoting the rates.
5. The contractor is required to comply with the provision of minimum wages act.
6. All statutory rules such as ESIC/P.F/I.T are applicable and contractor will have to draw insurance policy under workmen compensation act to cover their workmen for accident, injury while carrying out work in Mill Premises. The contractor will be solely responsible as well liable for any accident/injury to their workers.
7. The contractor shall quote PAN, ESIC, P.F & G.S.T. registration number. In case of non-payment of ESI & PF contributions of the labour for work, will be deduct as per prevailing rules.
- 8. Demand Draft for EMD and Cost of tender document should be drawn from Nationalised / Commercial Scheduled Bank only. The tender will be rejected out rightly if Demand Draft of CO-Operative Bank.** The Bids without earnest money will not be accepted.
9. The contractor has to deploy competent Supervisor to monitor the work and engage skilled/capable labour according to the nature of the job.
10. Job to be carried out very carefully without damaging mills property. In case of any damage of Mills property then the necessary cost will be recovered from contractor.

11. The contractor will make entry the name of their employees in Mill Gate register regularly during the period of work.
12. The contractor have to carry out the job under concern department's satisfaction and submit the monthly bill in duplicate duly certified by concerned authorities along with attendance of their worker engaged for same job. Bill will not be passed unless & until submit above documents along with the Bills.
13. If the Job is not carried out to the satisfaction of the department then contract will be terminated with 15 days notice.
14. Management has right to appoint different contractor for different Mills.
15. The contractor shall abide by the Central/State Labour Legislation as may be applicable from time to time. It shall be the responsibilities of the contractor to pay / clear all statutory dues of their workers for example P.F., E.S.I.C. or any other dues as applicable time to time.
16. Income Tax and any other tax applicable during the execution period shall be deducted from contractor running bill as per rule applicable at the time of execution of work and certificate to this effect shall be issued by the individual mills.
17. **In the event of withdrawing the offer by the contractor at any stage from date of opening of tender the entire EMD deposit money along with pending payments of the contractor shall be forfeited.**
18. The bid shall remain valid for a period not less than 30 days (for award of contract) after the date for bid submission.
19. Conditional tenders will not be accepted in any case.
20. **NTC-WRO has the right to accept or reject the tender without assigning any reason.**
21. **NTC-WRO / Mill can terminate the contract at any point of time without assigning any reason thereof.**
22. Any dispute arising out of the contract shall be subject to the Jurisdiction of Mumbai

**DECLARATION BY THE TENDERER**

- 1) I/We have read and understood all the terms and conditions mentioned in this Tender Document and agree to abide by them.
- 2) I/We have not been black listed in any department in India due to any reasons.
- 3) I/We agree to disqualify me/us for any wrong declaration in respect of eligibility & qualification criteria and to summarily reject my/our tender including blacklisting.

**Yours faithfully,**

**Signature**

Address of the Bidder:

Full Name & Address of Authorized Representative

Phone No. ....

Phone No. ....

Fax No. ....

Fax No. ....

Email: .....

Email: .....





**NATIONAL TEXTILE CORPORATION LTD.  
(WESTERN REGION),  
NTC House, 15, N.M. Marg, Ballard Estate,  
Mumbai – 400 001**

**COMMERCIAL/FINANCIAL BID FOR  
APPOINTMENT OF CONTRACTOR FOR CANTEEN JOB WORK**

**AT**

1. Tata Mills, Dr.Ambedkar Road, Dadar (E), Mumbai 400 014.
2. Podar Mills, N.M.Joshi Marg, Chinchpokli, Mumbai 400 011.
3. India United Mill No.5, A.G.Pawar lane, Byculla (E), Mumbai 400 027.

# NATIONAL TEXTILE CORPORATION LTD. (W.R), MUMBAI

## FINANCIAL BID

**Items & Approx. Quantity to be Prepared and served at canteen & work places per day - Mill-wise is as under.**

| Sr No.   | Items to be Prepared and Served at canteen. | Quantity                           | MILL WISE / ITEMS APPROX. QUANTITY REQUIRED PER DAY |             |                        |
|--|---|------------------------------------|---|-------------|------------------------|
|  |   |                                    | Tata Mills  | Podar Mills | India United Mill No.5 |
| <b>Average Number of employees are working in all 3 shifts per day</b> |   |                                    | <b>850</b>  | <b>550</b>  | <b>480</b>             |
| 1  | Tea   | (4- OZ /cup)                       | 990 Cups  | 550 Cups    | 550 Cups               |
| 2  | Rice Plate                                  | (2 PAV, 2 Mood -Rice, Dal & Bhaji) | 400 Plates  | 250 Plates  | 200 Plates             |
| 3  | Usal  | ( 5-Oz /Vati)                      | 180 Vati  | 100 Vati    | 130 Vati               |
| <b>Snack Items</b>   |   |                                    |   |             |                        |
| 1  | Batata Vada                                 | (35 gms/piece)                     | 1100 Nos (4 days per week)                          | 300 Nos     | 500 Nos                |
| 2  | Pav   | (35 gms/piece)                     | 1350 Nos  | 300 Nos     | 805 Nos                |
| 3  | Shev  | (35 gms/packet)                    | -   | -           | 190 Nos                |
| 4  | Samosa                                      | (35 gms/piece)                     | 950 Nos (2 days per week)                           | -           | -                      |
| 5  | Chiwda                                      | (35 gms/packet)                    | 450 Nos   | 160 Nos     | -                      |
| 6  | Laadu                                       | (35 gms/piece)                     | -   | 90 Nos      | -                      |
| 7  | Batata-Bhaji                                | (35 gms/packet)                    | -   | -           | 60 Nos                 |

## BILL OF QUANTITY

| Name OF the Mills      | Rate / Month | Rate without material# | S.G.S.T / I.G.S.T. % as applicable | C.G.S.T % as applicable | Total Amount including Tax |
|------------------------|--------------|------------------------|------------------------------------|-------------------------|----------------------------|
| Tata Mills             | Lump Sum     |                        |                                    |                         |                            |
| Podar Mills            | Lump Sum     |                        |                                    |                         |                            |
| India United Mill No.5 | Lump Sum     |                        |                                    |                         |                            |

**# The required material will be supplied by the mills to prepare the items.**

### **Note :**

Apart from quoted rate no other charges will be paid, such as expenses incurred by the contractor on traveling expenses, dearness allowance, lodging boarding charges, local conveyance, medical expenses on their staff.

**The rate Comparison will be on the base of mill wise lowest quoted rate.**

**DECLARATION BY THE TENDERER**

I/We have read and understood all the terms and conditions mentioned in this Tender Document and agree to abide by them.

**Yours faithfully,**

**Signature**

Address of the Bidder:

Full Name & Address of Authorized Representative

Phone No. ....

Phone No. ....

Fax No. ....

Fax No. ....

Email: ....

Email: ....