



ARATICOTTONMILLS

(A UNIT OF NATIONAL TEXTILE CORPORATION LTD.)

DASNAGAR, HOWRAH

WESTBENGAL-711105

E-Mail:araticot321@yahoo.co.in

TENDER DOCUMENT

Tender for Repairing of Broken shutter Gate At Arati Cotton Mills, Dasnagar, Howrah, West Bengal (A Unit Of National Textile Corporation Limited)

Tender No.-ACM/Tender/2026-27/04; DATED-01/09/2026

The date of issue of Tender Document	01.09.2026
The last date & time of receipt of Bids	16.09.2026 at 2.30 pm
The date & time of opening of Technical Bid	16.09.2026 at 3.00 pm
Place of submission of bid and opening of Technical bid	Arati Cotton Mill, Howrah
Pre-Bid Meeting with interested bidders	Arati Cotton Mill, Howrah

Date & time of opening financial bid will be intimated later to the qualified bidders after evaluation of technical bid.

SCOPE OF WORK

Name of work:	<u>Tender for Repairing of damaged Roller shutter Gate At Arati Cotton Mills, Dasnagar, Howrah, West Bengal (A Unit Of National Textile Corporation Limited)</u>
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National Textile Corporation Limited invites quotation from eligible and experienced contractors/agencies for the job work of repairing of damaged Roller shutter Gate at Arati Cotton Mills, Dasnagar, Howrah. The details of the work are as follows:

1. Blow room Dept. shutter Gate Size: 13½' x 11½'-bottom profile (2½") repair/replacement. - 1 no
2. Electrical panel room shutter gate size: 10½' X 6½'- bottom profile (2½") and top profile (2½") repair/replacement.- 1 no
3. Bale press shutter gate size: 10½' X 6½'- bottom profile (2½") repair/replacement.- 1 no

1) GENERAL INSTRUCTION TO VENDORS:

- a) Bids are invited through Official Website and tender document can be downloaded from www.ntcltd.org
- b) The Management reserves the right to reject any or all the tenders or to accept them in part or to reject lowest tender without assigning any reason whatsoever. The Management also reserves the right to call off tender process at any stage without assigning any reason.
- c) The Management reserves the right to reject agencies whose performance at completed/ ongoing project(s) is/was below par and unusually poor and has been issued letter of restrain/Temporary/Permanent debar by any Department. The Management reserves the right to verify the credentials submitted by the firm at any stage (before or after the award of work).If at any stage, any information/documents submitted by the applicant are found to be incorrect/false or have some discrepancy which disqualifies the firm, then Management shall take action as per Corporation guidelines.
- d) Vendors are advised to study the bid document carefully. Submission of the bid shall be deemed to have been done after careful study and examination of all instructions, eligibility, forms, terms and requirement specified in the tender document with full understanding of its implications. Bids not complying with all the given clauses in this tender document are liable to be rejected.

The prospective tenderers may satisfy themselves about the requirements by visiting the Mill (Arati Cotton Mills, Dasnagar, Howrah) on any working day (Monday to Friday) between 10.00a.m. And 4.00 p.m. before submitting their tenders.

2) MINIMUM ELIGIBILITY CRITERIA

Work Experience

The tenderer should have relevant experience in repairing work of gates & shutters or similar repairing and manufacturing activities. The tenderer must be financially sound and capable of undertaking the work.

Following 02 (Two) parts shall be submitted by the Vendors:

Technical Part: Bids of those Vendors will be opened who will attach below listed documents

- i Valid Establishment Reg./Incorporation Certificate under Co-operative Societies Act/Shops and Commercial Establishment Act-1961/Indian Companies Act etc.
- ii Bid Security Declaration as per **ANNEXURE II**
- iii Address proof of Head Office/Branch office located in West Bengal in the name of firm.
- iv Permanent Account Number (PAN).
- v Goods & Service Tax (GST) Registration.
- vi Tender Acceptance Letter as per **ANNEXURE III**.
- vii Bank Account Details of the Vendors as per **ANNEXURE IV**.

NOTE:

- i. If any information uploaded by the VENDORS during the bid submission, mismatch with the original document or not available in original document, the VENDORS shall be liable to be debarred from tendering/taking up of work in the Corporation.
- ii. If any information furnished by the VENDORS is found incorrect at a later stage also, he/she shall be liable to be debarred from tendering/taking up of work in the Corporation. The Corporation reserves the right to verify the particulars furnished by the applicant independently.

Financial Part of Bid

- i. Vendors are requested to submit the price part of Bid as per **ANNEXURE-I**.
- ii. All bids shall remain valid for 90 days from the date of publish. A bid valid for a shorter period shall be rejected by the Corporation as non-responsive. In Exceptional circumstances, Corporation may request the Vendors to extend the period of validity.
- iii. LI will be decided by the lowest service charges /total price quoted by the VENDORS. In case service charges/total price quoted by two or more agencies are equal, L1 will be decided by the Management which is final and binding.
- iv. If any information furnished by the applicant is found incorrect at a later stage also, he/she shall be liable to be debarred from tendering/taking up of work in the Corporation. The department reserves the right to verify the particulars furnished by the applicant independently.
- v. The financial part of bid shall be opened only for those Vendors/bidders who qualify the Technical part.

Rate Quotation: The rate should be quoted inclusive of all materials (bottom profile, shutter channel, all shutter fittings etc.), labour, transportation, taxes, and any other charges.

3) VALIDITY OF OFFER:

The Tenderer shall keep the offer open for a minimum period of 90 days from the date of opening of the tender within which period the tenderer cannot withdraw his offer, subject to the period being extended further if required by mutual agreement from time to time. Any contravention of the above condition will make the tenderer liable for penalty.

4) EARNEST MONEY DEPOSIT (EMD)

Earnest Money Deposit {EMD}: As per OM No. F.9/4/ 2020-PDD dated 12.11.2020 of Procurement Policy Division of Department of Expenditure under Ministry of Finance, in place of Bid Security; Bidders are required to sign a **Bid Security Declaration (Refer. ANNEXURE II)** accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of time specified in the request for bids document from being eligible to submit Bids for contracts with the entity that invited the Bids.

5) PAYMENT TERMS & BILLS:

- a) Bills will be prepared in triplicate by the contractor and submitted to the office. No interest will be paid by the Mill management for delay in submission of bills. On account payment will be made to the firm/contractor.
- b) All the statutory documents should be enclosed with the bills. The payment will be released to him after deduction of Income tax, GST, TDS or any other statutory dues.

6) **FORCE MAJURE**

The Unit In charge Of respective Mills shall not be liable for any failure or delay in execution of contract due to any cause beyond their control including fire, floods, strikes, go-slow, lock-out, closure, pestilence, dissilience, dispute with staff dislocation of normal working conditions, war riots, epidemics, political upheavals, Government actions commotion, breakdown of machinery, shortage of labour, demands or otherwise or any other cause or conditions beyond the control of aforesaid causes or not and the existence of such cause or consequence may operate at the sole discretion of The Unit In charge Of respective Mills . To extend the time of execution on the part of The Unit In charge of respective Mills by such period as may be necessary to enable the respective Unit In charge to effect execution after the cause of delays will have ceased to exist. The provisions aforesaid shall not be limited or abrogated by any other terms of the contract whether printed or written.

7) **ARBITRATION**

Any dispute or differences what so ever any of the parties hereto, which may at any time hereafter arise during the continuance or termination of his arrangements / contract touching and / or concerning this arrangement/contract, its construction or effect, the rights, duties or obligations of the parties hereto or any other matter in any way connected with or arising out of this arrangement shall be referred to the arbitration of arbitrator to be appointed by ACM. It will be no objection that the person so appointed is or was in the employment of the corporation had during the 17courseofhis duties expressed views on all or any of the matter in difference in dispute. The arbitration proceeding shall be held in accordance with and subject to provisions of Arbitrations and Conciliation Act, 1996 or any statutory modification / substitution or enactment thereof for the time being in force. The place of arbitration shall be at Kolkata. The English language shall be the language of arbitration and used throughout the arbitration proceedings. The Arbitrator shall have the summary power. The award passed by the Arbitrator shall be final and binding on both the parties.

Name Of The Person To Be Contacted For Any Queries	Contact No.
Sri .Anupam Ganguly (GM/IC)	+917595923285
Sri. Rajesh Kumar Ram (Joint.Manager,Tech)	+919421030023
Smt. Dhrubani Gangopadhyay (Assistant Manager-Tech/Store)	+918100939775

ANNEXURE-I

PART-A (Materials & Labour)				
S.L No.	Particulars	HSN/SAC	Quantity	Total Charges In (Rs.)
1.	Repairing Charges damaged Shutter Gates (Including All Accessories & Paint)		03 Nos.	
	TOTAL(Part A)			
PART-B (Transportation & Other Charges)				
S.L No.	Particulars	HSN/SAC	Charges In (Rs.)	
1.	Labour, Transportation etc. Charges			
2.	Installation Charges			
	TOTAL (Part B)			
	TOTAL(Part A + Part B)			
	Add:-GST@			
	GRANDTOTAL			

Note:

- Bidders are requested to quote considering the grand total of both the parts i.e. **(PART-A & PART-B)**.
- Rates should be inclusive of labour, transportation, tools, equipments etc. whichever is required to carry out the contract.

FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD
(On Bidders Letterhead)

I/We, the authorized signatory of M/s.....,
 Participating in the subject tender/bid No.....for the item/job of
,do hereby declare:

- i That I / we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.
- ii That in the event we withdraw / modify our bid during the period of validity Or I/we fail to execute formal contract agreement within the given timeline OR I/we commit any breach of Tender Conditions / Contract which attracts penal action, I/we will be suspended from being eligible for bidding / award of all future contract(s) of Arati Cotton Mills, Dasnagar, Howrah(**A UNIT OF NATIONAL TEXTILE CORPORATION LTD.**) for a period of one year from the date of committing such breach.

Signature and Seal of Authorized Signatory of bidder

Name of Authorized Signatory.....

Company Name.....

TENDER ACCEPTANCE LETTER (To be given on Company Letter Head)**Date:**

To,
The Unit In charge,
Arati Cotton Mills,
Dasnagar, Howrah-711105.

Sub: Acceptance of Terms & Conditions of Tender.

Bid Reference No:

Name of Tender/ Work: Tender for Repairing of Broken Sliding Iron Rail Gate At Arati Cotton Mills,
Dasnagar, Howrah, West Bengal (A Unit of National Textile Corporation Limited)

Dear Sir,

I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely www.ntcltd.org as per your advertisement, given in the above mentioned website(s).

I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page Nos. 01 to 10 (including all documents like annexure(s), schedule(s), etc., which form part of the contract agreement and I / we shall abide hereby the terms / conditions/ clauses contained therein. The corrigendum(s) issued from time to time by your department/organizations too have also been taken into consideration, while submitting this acceptance letter.

I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality /entirety.

I/ We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department/Public sector undertaking.

I/We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy.

Yours Faithfully,

(Signature of the Contractor with Office Seal)

Contractor's Bank Account Details and Address of the Firm

Ref No.:

Date:

**To,
The Unit In charge,
Arati Cotton Mills,
Dasnagar, Howrah-711105.**

Dear Sir,

The following is the confirmation/updation of our/my bank account details and we /I hereby affirm that our/my choice to opt for payment through electronic mode for amounts due to me/us under various work orders/contracts/other services provided. I understand that NTC Ltd. also reserve the right to send the payment due to us/me by Cheque/Demand Draft/Electronic mode or through banker.

A. CONTRACTOR'SDETAIL

1.	Contractor's Name	
2.	Address (Including Pin Code)	
3.	Telephone No/E-Mail	
4.	PAN No.	
5.	GST No.	

B. PARTICULARS OF BANK ACCOUNT

1	Name Of The Bank	
2	Branch Name/Branch Code	
3	Branch Address (Including Pin Code)	
4	9DigitMICRNo.of the Bank/Branch as appeared on the cheque	
5	IFSC	
6	Account No.	

We/I hereby confirm that the particulars given above are correct and complete and also undertake to promptly advise any changes to the above details to the Management. If the transaction is delayed or not effected for reasons of incomplete or incorrect information or banking delays, we/ I shall not hold NTCL responsible. The online banking charges will be borne by me/us.

NOTE:

Please enclose a cancelled Cheque.

(Signature of the Contractor with official seal)