



# Container Corporation of India Ltd.,

(A Government of India Undertaking, Ministry of Railways)  
502, 5<sup>th</sup> floor, P - 5, Ocean Plaza, Sector -18, NOIDA - 201301(U.P.)  
Ph. 0120 - 4052926, Fax: 0120 – 2516310

## Tender Notice: CON/NCR/OCM/II/28/07 dated 12.02.2010

CONCOR invites tenders on Two Bid System for contract for providing professional services for Terminal transportation of ISO/DSO empty & loaded Containers at ICD/Dadri.

<b>CONTRACT PERIOD</b>	<b>04 Years + 01 Years</b>
<b>EARNEST MONEY</b>	<b>Rs. 3,96,000/-</b>
<b>COST OF THE TENDER DOCUMENT</b>	<b>Rs.2500 + 13.5% VAT</b>
<b>SALE OF TENDER</b>	<b>12.02.10 to 11.03.10</b>
<b>DATE OF SUBMISSION OF TENDER</b>	<b>12.03.10 up to 15: 00 Hrs</b>
<b>DATE &amp; TIME OF OPENING</b>	<b>12.03.10 at 15:30 Hrs</b>

Tender Document can be purchased from the above address (Except) on Saturday, Sunday, and holiday) & can also be downloaded from our website [www.concorindia.com](http://www.concorindia.com).

The tender, complete in all respects, should be submitted in the office of ED/NCR as per specified dates & address above.

**EXECUTIVE DIRECTOR/NCR**



**CONCOR**

**CONTAINER CORPORATION OF INDIA LTD.  
(A Govt. of India Undertaking)**

**Contract**

**for**

**Providing Professional Services for  
Terminal Transportation  
of  
ISO/DSO empty and loaded containers**

**at**

**Inland Container Depot  
Dadri  
Greater Noida**

**Cost of document: Rs. 2500+13.50% VAT**

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## TENDER FORM

REF : TENDER FORM PRICE : Rs.2500+13.50% VAT

TENDER FORM FOR CONTRACT FOR PROVIDING PROFESSIONAL SERVICES FOR TERMINAL TRANSPORTATION OF ISO/DSO EMPTY AND LOADED CONTAINERS AT INLAND CONTAINER DEPOT AT DADRI FOR A PERIOD OF 60 MONTHS (48+12 Month) FROM THE DATE OF COMMENCEMENT OF CONTRACT.

1. Serial number assigned to the Tender Form : -----
2. Date of Sale / Issue : -----
3. Name of the Applicant to whom the Tender Form was sold / issued : -----
4. Full Address of the Applicant : -----
5. Sealed Tender Forms shall be received upto 15:00 hrs.on 12.03.2010.
6. Tenders containing Pre-qualification bids will be opened at the office of, Executive Director, Container Corporation of India Ltd., 502, 5<sup>th</sup> Floor, P-5, Ocean Plaza, Sec.- 18, Noida, Uttar Pradesh at 15:30 hrs. on 12.03.2010.

Office Seal

Full Signature of the Official  
Issuing Tender Form

Name in Block Letters-----  
Designation -----

### Notes / Instructions :

- (i) The Tender Form is not transferable under any circumstances.
- (ii) The Tender documents are required to be submitted intact in a sealed cover without tampering with any of the folios thereof i.e., none of the folios of the Tender Document including all the Annexures should be detached and retained by the intending Tenderer. All folios shall be submitted in the manner required duly fulfilling all the conditions mentioned therein.
- (iii) Each folio of Tender Document shall be signed by the intending Tenderer or such person on his behalf as is legally authorised to sign for and on his behalf and embossed with official seal at the time of submission.
- (iv) Each and every supporting document attached with the tender should be signed by the intending tenderer and embossed with official seal at the time of submission.
- (v) Failure to comply with conditions will render the tender liable to be rejected.
- (vi) Sealed tender forms complete in all respects shall be submitted in a sealed box kept for this purpose at the office of the Executive Director, Container Corporation of India Ltd., 502, 5<sup>th</sup> Floor, P-5, Ocean Plaza, Sec.- 18, Noida, Uttar Pradesh upto 15:00 hrs. on 12/03 /10.

**Container Corporation of India Ltd.**  
**(A Govt. of India Undertaking)**  
Visit us at [www.concorindia.com](http://www.concorindia.com)

Signature of Tenderer



**Letter for submission of tender**

From

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To,  
The Executive Director,  
Container Corporation of India Ltd.  
North Central Region  
502, 5<sup>th</sup> Floor  
P-5, Ocean Plaza  
Sec.-18, Noida

Dear Sir,

**Sub: Tender for Container Transportation at ICD/Dadri**  
**Ref: Open Tender Notice No.CON/DER/Ops/10/.....**

In response to your Tender Notice no.....dated..... inviting offers for transportation contract from ICD/Dadri I/We ..... a Company/Partnership Firm/an Association /Sole Proprietor (in the case of a firm, an association or a syndicate, please set out here full names of all the partners or members) carrying out business at.....hereby submit our offer in the prescribed proforma at the rates quoted in the schedules attached thereto.

**I/we agree that this offer shall be valid for a period of one hundred and twenty (120) days from the date of opening of the tender.**

I/we hereby declare that we have read and understood and agree to abide by and fulfill the Terms and Conditions including General conditions of Contract, which shall be deemed to form an integral part of this offer and I/we return herewith one copy thereof duly signed on each page as token of my/our acceptance thereof.

I/we hereby further agree to notify you at any time whether before or after acceptance of my/our tender of any change in the constitution of my/our firm, association/syndicate, either by death, exclusion or retirement of any partner or member or by the admission of a new



partner or member (this clause shall apply where the tenderer is a firm/association or syndicate).

I/we have enclosed an Account Payee Demand Draft, on .....  
[Name of Bank] for Rs.3,96,000/- (Rupees Three Lacs Ninety Six Thousands only) in favour of Container Corporation of India Ltd., payable at New Delhi/Noida as Earnest Money Deposit for this tender, in the sealed envelope superscribed as **“Prequalification Bid for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”**.

I/We hereby declare that this tender on acceptance communicated by you shall constitute a valid and binding contract between us.

Date:

Yours faithfully,

(Signature and seal of the Tenderer)

Encl: .....  
.....  
.....

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## CHAPTER I

### INSTRUCTIONS TO THE TENDERERS

The Container Corporation of India Ltd. (CONCOR) manages and operates container terminals including Inland Container Depots (ICDs), Container Freight Stations (CFSS) and Domestic Container Terminals (DCTs) at several places in the country. It invites tender from eligible parties for the work of terminal transportation of Container at ICD/Dadri. Tenderers must read these instructions before filling the tender.

1. Bids are required to be submitted in two separate sealed envelopes. The first sealed envelope should contain all the documents listed below in para 7. This envelope should be clearly superscribed as: **“Pre-qualification Bid for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”**.
2. The second sealed envelope should contain only duly filled & signed **“Schedule of Rates”** in format given in Annexure-I. Each page of the **“Schedule of Rates”** should be signed by authorized person of the company/firm. This envelope should be clearly superscribed as **“Financial Bid for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”**.
3. Both the sealed envelopes should thereafter be sealed in one envelope and superscribed as **“Tender bids for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”**. The said envelope, duly sealed, should be deposited in the sealed box kept for this purpose in the office of the Executive Director, Container Corporation of India Ltd., 502, 5<sup>th</sup> Floor, P-5, Ocean Plaza, Sec.- 18, Noida, Uttar Pradesh upto 15:00 hrs. on 12/03/10., or sent by mail/post to reach on or before the said date and time of the aforesaid office.

**Note:** (CONCOR reserves the right to accept or reject the tender submitted after the scheduled time for deposit of tender but before opening of the same).

4. A pre-bid meeting would be held on 04.03.2010 at 15.00 hrs to clarify doubts, etc before the bidder submits his bid. The intending bidders are requested to submit their doubts, queries, etc in writing on their letterhead latest by 02.03.2010, to enable CONCOR to examine the same well in advance. If the intending bidders are not able to submit the same in advance, as mentioned, they must bring them in writing when they come for the pre-bid meeting. All issues would be clarified, and also put on the website for the benefit of all the bidders.



5. The bids will be taken out from the box at 15:30 hours on the same day/date and venue, in the presence of such tenderers as are present. Bidders may either be present in person or send their duly authorized representative to participate in the tender opening process. If the date of opening of bids is declared a holiday, the bids would be opened on the next working day at the same place and time.
6. Only the envelope containing the **“Pre-Qualification Bids”**, will be opened at 15:30 hours] on 12.03.2010. The Pre-Qualification Bids so received will be evaluated as per eligibility criteria laid down in the tender to determine the suitability of all tenderers. The envelopes containing the **“Financial Bids”** of only those tenderers, who qualify after consideration of the **“Pre-Qualification Bids”**, will be opened on a subsequent date and time, to be notified to the qualified tenderers only.
7. **“Pre-bid Qualification”** bid will contain all the following documents except **“Schedule of Rates” (Annexure I)**:
  - a) Crossed Demand Draft of Rs.396000/- (Rupees Three Lacs Ninety Six Thousands only) in favour of ‘Container Corporation of India Limited’, payable at New Delhi/Noida, towards Earnest Money Deposit.
  - b) Experience Certificate for transportation of 500 TEUs, in original or notarized copy as stipulated in Chapter II, Para 1.1 in the format specified in Chapter II, Para 1.1(ii)  
Note: (Existing contractors of CONCOR can submit photocopies of Experience Certificate issued by CONCOR).
  - c) Documents indicating ongoing contracts in hand, if any.
  - d) Documents regarding financial standing of the firm/company signed by Chartered Accountant as per requirement of Chapter II, Para 1.2.
  - e) Documents regarding constitution of the firm/company.
  - f) Power of Attorney, if required.
  - g) Photocopy of the latest Income Tax Return in the name of the bidder or the lead partner in case of a JV.
  - h) Deployment Plan for Equipment owned/hired as per requirement of Chapter III, Para 3 as per format specified in Annexure V along with consent letter, where required, as per format specified in Annexure IV.
8. The tender document, comprising all the chapters along with rate quotation as per format given in Annexure-I, should be duly signed and embossed with official seal by the tenderer or any such person as is legally authorized to sign on behalf of the tenderer, must be submitted on or before [12.03.2010 upto 15:00hours] at the office of Executive Director, Container Corporation of India Ltd., 502, 5<sup>th</sup> Floor, P-5, Ocean Plaza, Sec.- 18, Noida.



9. This document will be an integral part of the contract. Therefore prospective bidders are advised to go through the same before filling the tender.
10. The tender document may be downloaded from CONCOR's website [www.concorindia.com](http://www.concorindia.com) and same may be submitted, along with the cost of tender document by way of Demand Draft in favour of 'CONTAINER CORPORATION OF INDIA LIMITED' payable at New Delhi/Noida, and an undertaking on the Company's letter head that "no amendments have been made in the tender document downloaded from the internet, at the time of submission of tender document." In case of non-submission of cost of tender document, the tender shall be liable for rejection.

The tenderer has to indemnify CONCOR for any losses accrued due to alteration / modification made in the terms and conditions including General Conditions of the tender.

If at any stage, change / modification is noticed in the tender document, tenderer will abide by the original terms and conditions including General Conditions of the tender, failing which, CONCOR reserves the right to reject the tender and / or terminate the contract.

Executive Director,/North Central Region  
Container Corporation of India Ltd.



## CHAPTER II TENDER CONDITIONS

### 1. ELIGIBILITY CRITERIA:

#### 1.1 EXPERIENCE:

##### (i) TRANSPORTATION

The tenderer should have transportation experience of minimum number of 500 **TEUs/annum** during any one of the previous four financial years [2005-06, 2006 - 07, 2007 – 08, 2008-09] - in the same name / firm composition in which he is applying for this tender. The experience in the current year would not be considered on extrapolated basis.

##### (ii) EXPERIENCE CERTIFICATE

All the prospective bidders are expected to submit their experience in the following format:

**(On the letter head of the Company issuing the certificate)**

“This is to certify that M/s.\_\_\_\_\_ have worked as our transportation contractor for the work of transporting ISO/DSO containers.

The details of containers transported by them during the previous \_\_\_\_\_ years have been as under:

S.No.	Year	No. of containers Transported ( in TEUs)	Place of work
1			
2			
3			
4			
5			

Date:

Signature

Name

Designation of signing authority

Seal of the Company”

## 1.2 FINANCIAL CREDIBILITY:

- (i) **Turnover:** The tenderer should have achieved a minimum gross turnover of Rs.29,70,000/- (Rupees Twenty Nine Lacs Seventy Thousands only) per annum in his/her business (in the same name in which he/she is submitting his/their offer) during any one of the previous four financial years [2005-06, 2006 -07, 2007 – 08, 2008-09] in the same name / firm composition in which he is applying for this tender.

Audited copies of the Balance Sheets and Profit & Loss Accounts for years [2005-06, 2006-07, 2007-08 and 2008-09] should be duly attached. However, unaudited reports / Chartered Accountant's Certificate for current year shall be accepted.

- (ii) **Net worth:** The tenderer must have a positive net worth based on the latest completed financial year's Profit & Loss Account /balance sheet.

## 1.3 EQUIPMENT OWNERSHIP

- 1.3.1 The minimum number of vehicles required to be owned / hired and deployed for carrying out the work tendered for , are described in para 3 of Chapter III on Scope of Work. A part of the vehicles, as specified in the same para, must be owned by the tenderer, in the name of the owner / firm (in case of proprietary firms), in the name of the partner/firm (in case of partnership firms) or in the name of any one or more directors of the company (in case of a company) . Rest of the vehicles could be on hired basis, for which, the tenderer should submit a consent letter from the owners for the use of such equipment by the tenderer(s) during the entire duration of the contract (contract period of four years, extended period of one year and obligatory period of four months).

- 1.3.2 The tenderer must submit detailed deployment plan in the requisite format (Annexure V) for the equipment / vehicles asked for in the tender along with consent letter from owners of hired equipment.

## 2. EARNEST MONEY DEPOSIT:

- 2.1 Each tenderer shall be required to deposit a sum of Rupees 3,96,000/- (Rupees Three Lacs Ninety Six Thousands only) as Earnest Money along with the Pre-Qualification Bid in the form of a crossed Demand Draft made out in favour of "Container Corporation of India Ltd." payable at New Delhi/Noida, and valid for a minimum period of six months from the date of issue. No interest shall be allowed on the Earnest Money deposited. The document submitted without EMD will be summarily rejected.

- 2.2 Cheques, war bonds, guarantee bonds and Government securities (Stock certificates, bearer bonds, promissory notes, cash certificates) will not be accepted towards the earnest money referred to above.

- 2.3 The document submitted without EMD will be summarily rejected.



- 2.4 The Earnest Money of the unsuccessful bidders will be returned as soon as possible, after the tender has been finalized.
- 2.5 The earnest money deposited by the successful tenderer will be adjusted towards the security deposit. In case of the bidder choosing any other option, it will be refunded after receipt of the Security Deposit in full.

### **3. CONSTITUTION OF THE FIRM**

- 3.1 The tenderers, who are the constituents of a Firm, Company, Association/or Society, must enclose notarized/ attested copies of the constitution of their Firm/Company/Association or Society, power of attorney and/or partnership-deed. Co-operative societies must submit an attested copy of the certificate of registration along with the documents mentioned earlier.
- 3.2 The cancellation/modification of any documents such as Power of Attorney, Partnership-deed etc. shall forthwith be communicated to CONCOR in writing, failing which CONCOR shall have no responsibility or liability for any action taken on the strength of the said documents submitted earlier or on the basis of the amended documents.
- 3.3 CONCOR may recognise changes in Power of Attorney and related documents after obtaining proper legal advice, cost of which will be chargeable to the tenderer/contractor.
- 3.4 If the tender is submitted by a proprietary firm, it shall be signed by the proprietor above his full name and the name of his firm with its current address. If the tender application is submitted by a firm of partnership, it shall be signed by all partners of the firm, above their full names and current addresses or by a partner holding the Power of Attorney for the firm for signing the application, in which case a certified copy of the Power of Attorney shall accompany the tender application / document. A certified copy of the partnership deed, current address of the firm and the full names and addresses of all partners of the firm shall also accompany the tender application / document.
- 3.5 If the tender application is submitted by a Limited Company or a Limited Corporation, it shall be signed by its Managing Director or by a duly authorised person holding the Power of Attorney for signing the application, in which case a certified copy of the Power of Attorney shall accompany the tender document. Such Limited Company or Corporation will be required to furnish satisfactory evidence such as Memorandum and Articles of Association of its existence with the tender document.



#### **4 JOINT VENTURE:**

- 4.1 If the tender application is submitted by a Joint Venture of two or more firms:
- a. It shall be signed by each member party to the joint venture so as to be legally binding on all parties.
  - b. One of the partners shall be nominated as the lead partner and this authorisation shall be evidenced by submitting a power of attorney signed by legally authorised signatories of all the partners.
  - c. The experience of container handling and/or transported as mentioned in clause 1.1 of chapter II in case of joint venture shall be determined by adding together the experience of all partners of a joint venture. However, as a qualifying criterion, the lead partner must have at least 60% of minimum experience mentioned in the above clause.
  - d. The equipment as mentioned in clause 3 of chapter III can be provided by any or all partners of the joint venture.
  - e. It shall be accompanied by a legal document signed by all the parties to the Joint Venture/Consortium confirming therein a clear and definite manner of the prepared administrative arrangements for the management and execution of contract, the delineation of duties, responsibilities and scope of work to be undertaken by each such party and the authorised representative of the Joint Venture.
  - f. the tender application shall include a copy of the joint venture agreement which shall inter-alia that all partners shall be liable jointly and severally for the execution of the contract and the lead partner shall be authorised to incur liabilities and receive instructions for and on behalf of any or all partners, and the entire execution of the contract including payments shall be done exclusively with the lead partner.
  - g. The agreement for the Joint Venture between the partners shall be notarised/registered as per Laws of the Union of India.
- 4.2 A joint venture company of CONCOR in the logistics field will be considered qualified automatically in terms of experience and financial soundness criteria.

#### **5. VALIDITY OF OFFER**

The tenderer is permitted to tender on the clear understanding that, after submission of the tender he will not rescind from his offer or modify the Terms and Conditions thereof in a manner not acceptable to CONCOR within 120 days of the date of opening of the tender, unless extended further with mutual consent. Should the tenderer fail to observe or comply with the said stipulation by way of failure to execute an agreement or modify/ withdraw the offer or refuse to accept work order or



fail to furnish the requisite Security Deposit, the aforesaid amount of Earnest Money shall be liable to be forfeited to CONCOR, and CONCOR can take recourse to other legal remedies in terms of the contract.

## 6. QUOTING OF RATES

The tenderer must quote rates in the Schedule of rates (Annexure I) carefully, both in words and figures. In case of any mistake or error, the rate must be cut and written again. Overwriting in rates should be avoided. All cuttings, corrections, etc. should be counter signed by the bidder in full. In case of any difference in rates quoted in words and figures, the rate quoted in words will be taken into account.

## 7. ACCEPTANCE OF TENDER

- 7.1 The authority for acceptance/rejection of the tender documents and tendered rates will rest with the Competent Authority ED / NCR of Container Corporation of India Ltd., New Delhi, who does not bind himself to accept the lowest or any other tender.
- 7.2 Acceptance of tendered rates will be communicated by FAX/E-mail/ Express Letter or Formal letter of acceptance of tender. In case where acceptance is indicated by FAX/E-mail, Express Letter or Formal letter of acceptance of tender will be forwarded to the successful bidder as soon as possible, but the acceptance of lowest bid by the Competent Authority will be deemed to conclude the contract and non-compliance of any terms of agreement, including signing of the agreement, will amount to breach of contract with all attendant legal consequences.
- 7.3 The tender documents submitted by a tenderer shall become the property of CONCOR and CONCOR shall have no obligation to return the same to the tenderers.
- 7.4 On acceptance of the tender, the name of accredited representative(s) of the tenderer who would be responsible for taking instructions from CONCOR shall be communicated to CONCOR within three working days.
- 7.5 CONCOR shall not give any intimation to the unsuccessful bidders about the fact of the rejection of their tender both in the case of pre-qualification bids and financial bids. CONCOR is also not bound to give the reasons for such disqualification.
- 7.6 CONCOR also reserves the right to:
  - a) Award the work partially, if deemed fit by the Competent Authority, in the financial / business interest of CONCOR.
  - b) Overlook any bidder who is in the same line of business and competing with CONCOR.
  - c) Bypass any bidder blacklisted by any Government / Semi Government body or PSU



- d) Seek clarifications from the bidders regarding any information and documents submitted, along with Pre-Qualification bid. Failure to submit the same may render the bid liable for rejection. However the clarifications sought should not change the basic bid submitted by the bidder.
- e) Accept or reject any or all of the pre-qualification / financial bids in part or full.

## 8. EXECUTION OF CONTRACT DOCUMENT

The successful tenderer whose tender is accepted shall be required to appear at the office of ED / NCR, Container Corporation of India Ltd., in person or, if the tenderer is a Firm, Company or a Corporation, a duly authorised representative shall so appear to sign the agreement and execute the contract documents within (15) fifteen days of the date of issue of communication (LOI) from CONCOR's office and start the work within (30) thirty days of issue of LOI or by the date communicated by the ED / NCR, whichever is later. Failure to do so shall constitute a breach of contract concluded by the acceptance of the tender, leading to forfeiture of Earnest Money Deposit, besides any other action, including risk and cost working, that CONCOR might take as per the Terms and Conditions including General Conditions stipulated in this document. ED/ NCR may extend the time for execution of Agreement or starting the work by 15 days each, on the request of the Contactor, or in the interest of CONCOR, if there are sufficient reasons for doing so.

## 9. SECURITY DEPOSIT

- 9.1 The successful tenderer will be required to furnish a security deposit of Rupees 16,50,000/- (Rupees Sixteen Lacs Fifty Thousands only) towards successful performance under this contract within [15 days] from the date of communication of award of contract in his favour by CONCOR.
- 9.2 The security deposit may be submitted in any of the following forms with validity of four years six months from the date of its issue:
  - i. Bank Guarantee of State Bank of India or any Nationalised/ Scheduled Bank in the proforma approved by CONCOR.
  - ii. 12 years National Saving Certificates, treasury saving deposit receipts and National Plan Certificates pledged in favour of CONCOR.
  - iii. 12 years National Defence Certificate at the surrender value, or 10 years Defence Deposit at the surrender value, or State Loan Bonds.
  - iv. Demand Draft / Pay Orders

### Note :

- (a) Govt. Securities (stock Certificates, bearer bonds promissory notes, cash certificates, etc.) will not be accepted.



- (b) The National Saving / Defence Certificates as referred in para (iii) above should be accompanied by the prescribed form duly filled in favour of M/s. CONCOR. National Certificates etc. not accompanied by this form will not be accepted as valid security money.
  - (c) No interest shall be allowed or paid on the security deposit.
  - (d) ED/ NCR may extend the time for submission of Security Deposit by 10 days, on the request of the Contractor, or in the interest of CONCOR, if there are sufficient reasons for doing so.
- 9.3 Should a bidder, whose tender has been accepted, decline or fail to remit the security deposit and/or execute an agreement to take up the contract within fifteen days of the acceptance of the tender or within the extended time permitted by ED/ NCR, whichever is later, the Earnest Money Deposit mentioned above can be forfeited by CONCOR in full, without prejudice to any other rights or remedies in this regard for breach of contract.
- 9.4 In case the contract is extended for further period of one year, as provided in Para 11 of Chapter II, the validity of the Security Deposit instrument will be accordingly extended by the Contractor by an equivalent duration of time.
- 9.5 CONCOR shall be entitled to appropriate the whole or any part of the security deposit in the circumstances hereinafter provided without prejudice to any other remedy or right. CONCOR shall be entitled to recover any loss or damage that CONCOR may suffer or sustain by reason of the failure of the contractor to observe the terms and conditions of this contract or to pay any amount that may become due to CONCOR under or by reason of the terms and conditions, of this contract from the amount of security deposit, and in the event of any balance remaining due to CONCOR, the contractor shall forthwith pay the same. In the event of any such deduction being made from the security deposit, the contractor shall at once make good the deficiency in the amount of the security deposit within fifteen days of the date of demand to this effect, failing which CONCOR shall deduct the same from the monthly bills or any amount due to the contractor.
- 9.6 The security deposit referred to above may be forfeited to CONCOR in the event of any breach, on the part of the contractor, of any of the terms and conditions of this contract, leading to pre-mature termination of the contract, without prejudice to CONCOR's other rights and remedies available under law.

## **10 REFUND OF SECURITY DEPOSIT**

- 10.1 The security deposit shall, subject to any deductions that may be made therefrom, be returned to the contractor within four calendar months after termination or discharge of the contract and on issuance of "No Dues Certificate" by the Chief Manager/Dadri.



- 10.2 In the event of any dispute arising between CONCOR and Handling and / or Transport contractor or between CONCOR and any third party or in respect of any money due to CONCOR in reference to this contract or other contracts entered into by the Handling and/or Transportation contractor singly or jointly with others and CONCOR, who shall detain the security deposit or such balance thereof and/or other amounts payable to the contractor as CONCOR may in its sole discretion deem fit until the dispute is settled and determined. The Handling and /or Transportation contractor shall have no claim for compensation or otherwise for any such detention made by CONCOR.

**11. PERIOD OF CONTRACT:**

- 11.1 The contract shall be awarded for a period of 4 (Four) years from the date of commencement of contract. CONCOR shall, however, have the right to exercise its discretion of extending the contract by 1 (one) year in case it considers it necessary. The extension shall be granted on the basis of mutually agreed rates, terms and conditions.
- 11.2 No request for any change in rates will be entertained during the pendency of the contract except as provided in Rate Revision clause in Chapter IV, Para 2.
- 11.3 The date of start of physical work by the contractor, shall be treated as the date of commencement of contract.

**12. SERVICE DURING POST CONTRACT PERIOD**

It will be obligatory on the part of contractor to continue to work on the same rates, terms and conditions prevailing on the last date of the contract even beyond contract period (*inclusive of extended period, if any*) for (4) four months or till alternate arrangements are made, whichever is earlier.

### CHAPTER III

#### SCOPE OF WORK

- 1.1. The scope of work indicated in the paras below is only a guide. The actual requirements are subject to variations/adjustments depending on the pattern and volume of traffic.
- 1.2 The scope of work described in this chapter shall not be a basis for any dispute with regard to rates or for alteration of terms and conditions including General Conditions. Doubts, if any, about the interpretation of any of the clauses in this chapter shall be referred to the Tender Accepting Authority of Container Corporation of India Ltd., whose decision in the matter shall be final and acceptable to the tenderer /contractor.

#### 2. BRIEF DESCRIPTION OF THE WORK

Brief description for work of Terminal Transportation of ISO/DSO empty and loaded containers of all types/size/weight and Power Packs at ICD/DER, is provided hereunder:

- 2.1 Transportation of loaded/empty containers from rail flats/wagons at the railside to the nominated empty/loaded stacks/warehouse within the terminal as per the guide lines of CONCOR staff irrespective of the interval of time that may elapse between different parts of operation.
- 2.2 Transportation of loaded containers from stack to the Warehouse area.
- 2.3 Transportation of empty container from the warehouse / destuffing area to empty stack / empty yard/area / warehouse.
- 2.4 Transportation of loaded outward containers from stuffing area/warehouse to railside/nominated stacks.
- 2.5 Transportation of loaded outward containers from nominated stack to railside.
- 2.6 Transportation of empty containers from the empty stack / yard to the stuffing area/warehouse for stuffing of outward cargo.
- 2.7 Transportation of booked empty containers from empty/loaded stacks/ warehouse to railside for loading them on the wagons.
- 2.8 Transportation of damaged containers for repair or for its cleaning/washing and vice versa.
- 2.9 Transportation of containers to the empty yards



- 2.10 Any other transportation moves not hitherto covered within the terminal such as transporting containers for weighing, joint verification, stack management, inventory management, etc.
- 2.11 Transportation of loaded/empty containers between ICD and the existing/future JV CFSs and vice-versa. And/or satellite locations/empty parks of ICD/Dadri, and other terminals within the same city.
- 2.12 **INCIDENTAL WORK:**

General duties may also have to be performed by the contractor for which no separate payment will be made:

- Carrying documents with containers and handing/taking over such documents under acknowledgement from concerned officials.
- Spillage of oils, dusts, spares, mud, stones, etc. from the contractor's trailers should be removed by the contractor.

**3. VEHICLE REQUIREMENT:**

S. N.	Vehicles	Nos	Year of Manufacture	Owned/ leased
1	Trailers with cab (to carry 2*20'/22' and/or 1*40'/45' container)	15	Year 2005 or later	3 owned and rest 12 may be owned or on lease/hire basis.

**Note:**

- (a) The contractor will be required to deploy 15 (Fifteen) 40 feet trailers for the work out of which at least 03 (Three) must be owned by him. In the case of owned trailers, the ownership should be in the name of the owner / firm (in case of proprietary firms), in the name of the partner / firm (in case of partnership firms) or in the name of any one or more Directors / Company (in case of a Company).
- (b) For vehicles on hire / lease, a consent letter bearing signature and seal, on the letterhead of the owner must be provided, showing willingness to lease out vehicles during the entire period of the contract (contract period of 4 years, extended period of 1 year and obligatory period of 4 months.)
- (c) The contractor will have to replace the vehicles, if rules /laws are changed by Government, in respect of vintage or axle payload of the vehicle.



- (d) Suitable vehicles would be deployed, capable of carrying containers of different weights, in accordance with the laws of the Central / State Government in force, from time to time.
- (e) The tenderer must submit detailed deployment plan in the requisite format (Annexure V) for the equipment / vehicles asked for in the tender along with consent letter from owners of hired equipment.
- (f) Vintage of vehicles should not be more than five years at the time of bidding and during the currency of the contract it should not be more than 10 years old.

#### **4. DEPLOYMENT OF VEHICLE/ EQUIPMENT BY THE SUCCESSFUL BIDDER:**

- 4.1 The successful bidder will be obliged to position the trailers at the terminal at least two days prior to the scheduled start of work.
- 4.2 The successful bidder to be appointed as contractor shall, before the commencement of the operations, get all the vehicles inspected by the CONCOR official. All the deployed vehicles must conform to the age , make/model, year of manufacture, carrying capacity, GVW, mechanical condition , ownership criteria, etc. wherever applicable / prescribed in terms of para 3 above. The contractor will be required to produce original supporting documents like Registration papers, invoices, valid Insurance, Fitness certificates, etc at the time of inspection at the terminal. A vehicle once deployed, should not ordinarily be changed. However, it may be changed on the written request of the contractor only with the approval of the Chief Manager/Dadri in exceptional cases.
- 4.3 In case of failure to deploy owned/hired vehicles by the contractor on or before stipulated date , or in case of short / non deployment of required number of trailers at any time during the pendency of the contract, damages of Rs.2500/- per vehicle per day or part thereof may be levied till the vehicles are provided by the contractor. Similar damages may be levied for vehicle, if they are found not in conformity with the required age and any other condition.
- 4.4 The contractor may be asked to deploy a maximum number of 05 (Five) additional Trailers on permanent basis on (07) seven days written notice. In case the additional requisitioned trailers are not provided within this stipulated time, CONCOR will have the right to hire the trailers from the market at the sole risk and cost of the contractor. Any loss suffered in hiring the trailers will be recovered from the contractor The exact number of trailers required to be increased as per aforesaid provision will be determined by the ED/NCR, based on the traffic volume.

However, if there is need for more equipment, than stipulated above, the same can be taken from the contractor provided he is willing to do so, otherwise some alternative arrangement can be made by CONCOR.

- 4.5 Notwithstanding above, in case of reduction in business, ED/NCR can also reduce the number of trailers subject to suitable rate negotiations on mutual discussion basis. The reduction /withdrawal of the vehicles shall be allowed on undertaking that the same will be restored within the notice period prescribed in para 4.3 above. In case the contractor fails to restore the number of vehicles, or provides vehicles which do not comply with the criteria of the ownership / year of manufacture / etc, damages as prescribed in para 4.2 above would be applicable. In case of restoration of the vehicles to its original level, the rates would also be restored to the original level.
- 4.6 The decision of the ED/NCR, CONCOR, will be final and binding in the matter of deciding the type and capacity of vehicles required.

**5. CONTRACTOR'S OBLIGATIONS with regard to:**

**5.1 ROAD TRANSPORT SERVICES:**

The contractor engaged to transport containers through road vehicles will observe and abide by all the statutory laws and rules, including safety norms, made by Central / State Governments in regard to transportation of container by road.

**5.2 MAINTENANCE & DOWNTIME OF EQUIPMENT**

- (a) Two hours cooling, spread over, for every 24 hours of working shall be allowed, which will include the time taken for change of shift / fuelling/meals break etc.
- (b) In addition, preventive maintenance time shall be a period of 8 hours every two weeks in maximum two spells. Further, the contractor will not be entitled for weekly scheduled maintenance in case the trailer is under breakdown throughout the week, which shall always be construed from Monday to Sunday.
- (c) A total of 15 hours per month shall be allowed towards exigency break-down.

**5.3** All arrangements for operations and maintenance inclusive of fuel and lubricants, operators, other requisite personnel, maintenance and repairs etc. shall be made by Contractor at his own cost.

**6. LIQUIDATED DAMAGES**

Liquidated damages for break down up to 12 hours, beyond the permitted down time, as above in para 5.2, shall be equal to 1.25 times of hourly hiring rate payable. In case the actual down time is more than 12 hours over permitted time, liquidated damages equal to 1.5 times the hourly rate payable shall be charged.

However no hiring charges for the duration, the vehicle is non-functional, shall be deducted, except for the liquidated damages, as above.



Note: For the purpose of liquidated damages, the hourly hiring rate shall be calculated by dividing the monthly hire charges by 720.

## **7. SCHEDULE FOR COMPLETING ASSIGNED WORK**

The terminal working hours for the purpose of loading/unloading shall be round the clock all 365 days.

## **8. CONSEQUENCES OF UNSATISFACTORY-PERFORMANCE:**

- 8.1 Damages may be recovered from the contractor for repeated unsatisfactory performance in addition to the damages prescribed in the respective paras above at the sole discretion of Chief Manager, ICD/Dadri.
- 8.2 However, additional damages for unsatisfactory working will be imposed only after serving a Show Cause Notice, whereas damages under other clauses can be imposed by giving intimation to the Contractor.
- 8.3 All the damages will be imposed by the Chief Manager/Incharge and the same will be deducted from the monthly bill of the contractor. CONCOR may also deduct the damages from the Security Deposit, incase monthly bills are short of damages amount. In such a case, the contractor shall have to make good the Security Deposit within a period of three days of the intimation to him.

## **9. SPECIFIC RESPONSIBILITIES FOR ROAD TRANSPORTATION OF CONTAINERS**

- 9.1 The contractor shall ensure proper closure of doors of the containers at the time of loading / shifting. Failure to do so may be treated as unsatisfactory performance. The container shall be secured to the road vehicle by all four bottom corner fittings.
- 9.2 In case of an accident in transit, or for any other reason, if a container needs to be transshipped on to another vehicle/chassis en route, the transshipment shall be carried-out by the contractor at his cost and risk. The contractor shall also be liable to pay the compensation/claims arising out of any damage to container and cargo, including the claims in respect of short deliveries, if any, occurring due to such mishaps. The contractor shall also be liable for any third party claims and damages including the Customs duties / damages for short deliveries, if any, occurring due to such mishaps. CONCOR reserves the right to deduct such amounts from any amount payable to the contractor. The contractor is advised to take appropriate insurance coverage in consultation with CONCOR against these unforeseen events.
- 9.3 The contractor shall not carry out any direct business dealing with any customer of CONCOR without prior approval of CONCOR. The contractor shall not receive, transport any container / cargo within the terminal for any customer of CONCOR directly, without prior approval of CONCOR in writing.



- 9.4 The contractor shall not receive and transport any container whose original seals have been tampered with or whose contents appear to have been damaged and / or pilfered and will always act only on the instructions of the Chief Manager. The contractor shall also be responsible for bringing the containers duly stuffed or loaded outside ICD/DER with seals intact and hand them over at the appropriate place in the same condition.
- 9.5 If asked by CONCOR the contractor shall be required to bring acknowledgement, in the format specified by CONCOR from the destination point, for safe delivery of container with seal intact condition.
- 9.6 CONCOR transports 'exim' containers in bonded state. It is responsible to the Customs for the safety of 'exim' cargo during transit and has to furnish a "Continuity Bond" of an appropriate amount to the Customs. The contractor will be required to sign this bond as a guarantor. The contractor will be liable for the element of Customs duty also for any loss or damage to the cargo while the container is in his custody.
- 9.7 The contractor shall make his own arrangements for repair / maintenance of all vehicles deployed by him. A rent-free limited specified area within or near the ICD/DER premises may be provided by CONCOR upon specific request by the contractor for such specified repairs / maintenance. No other area in the ICD/DER premises shall be used for repair / maintenance of equipment / vehicles. Water and electric charges would be borne by the Contractor.
- 9.8 In case the contractor fails to promptly substitute vehicles in good working and presentable condition and in case alternative arrangements are made by CONCOR for Road Transportation of containers, it will be on the contractor's sole risk and cost, till suitable replacement is provided by the contractor or the cycle of activity as initiated under alternative arrangements gets completed, whichever comes later.
- 9.9 The decision of CONCOR as to the extent of expenditure incurred and/or loss sustained by CONCOR in this regard shall be final and binding on the contractor. CONCOR shall have the right to recover such expenditure and loss as sustained by it from the security deposit or pending bills of the contractor.

## **10. BRIEF SPECIFICATION OF VEHICLES**

- 10.1 Road trailers for Road Transportation of containers for short or long distance would be in the form of Tractor-Trailer units each comprising of a prime-mover and Semi-trailers (chassis) fitted with container securing arrangements. The trailers deployed for the work must be capable of carrying 20'/22' and /or 40'/45' containers. The vehicles will have to conform to the requirements, specifications and conditions prescribed in paragraphs below:



- 10.2 Container securing arrangements (bottom corner fittings) on the semi-trailer (chassis) shall be in accordance with the international ISO standards on "Freight Containers Handling and Securing". The chassis shall be fitted with twist-locks which may be either fixed or retractable and, in some cases, adjustable in height. Alternatively, securing cones with pinlock or securing guide with pinlock may be used.
- 10.3 All vehicles must be fit for meeting with the stipulation of weight categories as indicated in Motor Vehicles Act and all State and Central laws. Contractor will indemnify CONCOR for any fines / penalties imposed by any Authority for his act of violation of any of such laws.



## CHAPTER IV GENERAL CONDITIONS

### 1. DEFINITION

- 1.1 **Tenderer/Bidder:** A person, society, firm or company willingly participating in tender in given terms and conditions, is tenderer/ bidder.
- 1.2 **Tender:** Tender means the tender document (both technical and commercial) submitted by the tenderer for consideration by the CONCOR.
- 1.3 **Name of Tender:** means the work i.e. handling of containers and cargo, road transportation of containers, etc. for which tender is being floated.
- 1.4 **Pre Qualification Bid:** means documents regarding eligibility conditions as stipulated in the tender document for qualifying the bidder for consideration of his Financial Bid.
- 1.5 **Schedule of Rates:** means the rates quoted by the tenderer in the prescribed format for various activities to be performed by the contractor.
- 1.6 **Financial Bid:** means the document containing the Schedule of Rates to be considered for the purpose of evaluation and award of contract.
- 1.7 **Container:** Container shall mean various types of ISO/DSO containers i.e. Dry container, Reefer container, Flat rack, Open Top etc used for transportation of export/import and domestic cargo which could be 20'/22'/40'/45' or tank container.
- 1.8 **Unsatisfactory Performance:** The unsatisfactory working will include the following:
- Repeated failure to adhere to the work schedule.
  - Repeated occurrences of go-slow/strike or acts of indiscipline on the part of manpower deployed by Contractor.
  - Failure to provide manpower in consonance with work requirement for a continuous period of (5) five days.
  - Failure to provide requisite number of equipment, or ensuring its availability in consonance with contractual requirement for a continuous period of (3) three days.
  - Repeated instances of improper work.
  - Repeated instances of failure to comply with instructions of Chief Manager.
  - Breach of terms of the contract.
- 1.9 **Container Freight Station:** A place used for storage of cargo, stuffing and destuffing of containers.



- 1.10 **Contractor:** Contractor means the person, Society, Firm or Company whose tender has been accepted by the CONCOR, and shall include his employees, agents, etc.
- 1.11 **CONCOR:** CONCOR means 'Container Corporation of India Limited' a Company incorporated in India with its registered office at CONCOR Bhawan, C-3, Mathura Road, Opp. Apollo Hospital, New Delhi.
- 1.12 **Laws:** Laws means Contract Act, Indian Railway Act 1989, Carrier Act 1865 and all Labour laws mentioned in the tender document and rules/regulations, as amended or issued by Central and State Government from time to time.
- 1.13 **Taxes :** Service Tax, Cess Tax, Value Added Tax, Entry Tax and any other tax, levy, Fee, Cess imposed by Government, from time to time, on container/cargo handling and transportation, storage etc.
- 1.14 **Competitor:** A competitor would be any firm, company, corporation, or individual who is in the same line of business and shares or can potentially share the customers of CONCOR in a particular catchment area.

## 2. RATE REVISION CLAUSE

- 2.1 The contracted rates shall remain operative throughout the contract period except for variation in diesel (HSD) prices which CONCOR on contractor's request will increase or decrease at six monthly frequency @ 0.3% for every 1% increase or decrease in base HSD (diesel) price due to any government notification etc. duly supported by documentary evidence.
- 2.2 First rate revision would be done only after **(6) six** months of commencement of contract, w.e.f. 1<sup>st</sup> of the month following completion of **(6) six** months of commencement of contract. Subsequent rate revisions would be after six months interval thereafter. For instance, if a contract commences for a period of four (4) years on, say, 16<sup>th</sup> April 2009, there will be seven rate revisions due during (4) four years period. 1<sup>st</sup> rate revision would be due w.e.f. 1<sup>st</sup> Nov, 2009, 2<sup>nd</sup> w.e.f. 1<sup>st</sup> May 2010 and 3<sup>rd</sup> w.e.f. 1<sup>st</sup> Nov, 2010, and so on.

The rate revision would be regulated by the following formula:

For 1<sup>st</sup> rate revision

$$\% \text{ increase in contract rates} = (\mathbf{P_1} - \mathbf{P_B}) / \mathbf{P_B} \times 100 \times 30/100$$

where

$\mathbf{P_1}$  = HSD price on 1<sup>st</sup> of the month following completion of initial **five** months of contract (as applicable in city of contract); and

$\mathbf{P_B}$  = Base HSD price on the last date of submission of tender (in the city of contract).

For subsequent six monthly rate revisions

$$\% \text{ increase in contract rates} = (\mathbf{P_N} - \mathbf{P_{N-1}}) / \mathbf{P_{N-1}} \times 100 \times 30/100$$

where

$P_N$  = HSD price on 1<sup>st</sup> day of the previous month of the due date of n<sup>th</sup> escalation (as applicable in city of contract); and

$P_{N-1}$  = HSD price on 1<sup>st</sup> day of the previous month of (n-1)<sup>th</sup> escalation (as applicable in the city of contract).

- 2.3 The revision on the basis of above principle will remain valid for the original period of contract, as per provisions of tender. In case CONCOR management decides to extend the original contract period, CONCOR may negotiate the prices with the contractor depending upon the market situation at the time of extension and the extension will be given at mutually accepted rates. Contractor will have the right to exit from the extended period if no agreement on mutually acceptable rates is arrived at for the extendable period. In such an event, the contractor will, however, have to work at the same rates for another 4 (four) months, beyond the initial contract period, to enable CONCOR to finalise alternative arrangements.
- 2.4 In case extension is agreed to, the same rate revision will be applicable for extended period with base shifted to the date on which extension becomes effective. In case of above example, the base date for extended period will be 16 April 2013 and the reference base price of HSD ( $P_B$ ) for further extended period shall be 16.4.2013 and relevant contract rates shall be negotiated rates arrived at for extended period.

**Illustration:**

Suppose the HSD price on the date of submission of the tender mentioned above was Rs.42.20 per litre and it is Rs.45.20 per litre on 1<sup>st</sup> October, 2009. According to the formula, %age increase in contract rates will be as under:

For 1<sup>st</sup> rate revision (w.e.f. 1.11.2009)

$$= (P_1 - P_B) / P_B \times 100 \times 30/100$$

$$(45.20 - 42.20) / 42.20 * 100 * 30 / 100$$

= 2.13% i.e. an increase of 2.13% in the originally accepted contract rates on which rate revision is specifically provided for in the contract.

For second six monthly rate revisions w.e.f. 1<sup>st</sup> May, 2010, let the HSD price as on 01.4.2010 be Rs.42.12 per litre. Then, in this case:

$$= (P_N - P_{N-1}) / P_{N-1} \times 100 \times 30/100$$

$$= (P_2 - P_1) / P_1 \times 100 \times 30/100$$

$$= (42.12 - 45.20) / 45.20 \times 100 \times 30/100$$

= -2.04% i.e. a decrease of 2.04% over the rate accepted during the previous revision.

*(Note: To give adequate notice to the trade about the change in rates, for the purpose of change, the rates of diesel as prevalent as on 1<sup>st</sup> of the previous month would be considered, e.g. if the escalation is due on 1<sup>st</sup> November, 2009 the diesel rates prevalent as on 1<sup>st</sup> October 2009 would be considered, and so on.)*



3. **CHANGE IN BUSINESS PATTERN:** In case of drop in volumes or insufficient work contractor will not be entitled for any compensation from CONCOR on this account.

4. **TERMINATION OF THE CONTRACT**

4.1 In the event of *repeated instances of* unsatisfactory service or any failure at any time on the part of the contractor to comply with the terms and provisions of this contract to the satisfaction of CONCOR (who shall be the sole judge and whose decision shall be final), it shall also be open to CONCOR to terminate this contract by giving not less than (7) seven days notice in writing to that effect and if the contractor, does not make good his default within the notice period, CONCOR shall be entitled to terminate the contract as a whole or in part.

4.2 In the event of such termination of the contract, CONCOR shall be entitled to:

- (i) forfeit the security deposit as it may consider fit;
- (ii) get the balance/remaining work done by making alternative arrangements as deemed necessary and until such time CONCOR is able to appoint a new regular Contractor; and recover from the contractor (appointed under this tender) any extra expenditure incurred by CONCOR in getting the work done and damages which CONCOR may sustain as a consequence of such action.

4.3 If the extra expenditure incurred by CONCOR *on account of unsatisfactory performance of the contractor as mentioned in paragraphs above* is more than the Security Deposit *proposed to be forfeited*, the expenditure over and in excess of the Security Deposit may be recovered by deducting the said amount from pending bills of the contractor under this tender or from money due to the contractor by CONCOR under this or any other contract or otherwise. The contractor shall have no claim whatsoever against CONCOR, in consequence on such recoveries or termination of the contract, as stated above.

4.4 The certificate of CONCOR Official, Incharge of the ICD, as to the sum payable to the new agency, if the work in question had been carried out by him under the terms of contract, shall be final and binding on the contractor.

4.5 If at any time the contractor becomes insolvent or files an application for insolvency or any creditor of his moves the court for adjudicating him as an insolvent or, if he is convicted by any court of law, CONCOR will have the absolute option of terminating the contract forthwith and he shall have no right for damages or compensations on this account.

5. **PROHIBITION AGAINST TAKING WORK FROM CONCOR/  
GOVERNMENT SERVANTS**



No person, who has retired within two years as a Gazetted Officer in Executive or Administrative duties in any Government Service or CONCOR shall be a contractor of CONCOR. The contractor shall under no circumstances employ any such person in the employment of CONCOR for the purpose of carrying out this contract without express permission in writing from CONCOR. The contract is liable for cancellation if the contractor himself or any of his employees is found to be a person to whom this applies and who had not obtained necessary permission of CONCOR. Ex-servicemen may, however, be deployed.

## **6. CUSTOMER'S RIGHT**

The tenderers are informed that subject to the approval of CONCOR, all customers of CONCOR will have the option of transporting their containers by any transporter of their own choice in case it suits their requirements.

## **7. CONTRACTOR'S RESPONSIBILITIES & DUTIES**

- 7.1 The tenderers are advised to acquaint themselves with the exact location, road approaches, conditions, the facilities at the ICD, (where they want to work), the Customs procedures and with the industrial areas in and around ICD. They are also advised to familiarize themselves with the procedures and method of working of the ICD and ports. The tenderer can visit the said ICD on any working day prior to submitting the tender and acquaint himself of these aspects.
- 7.2 The contractor shall not independently operate in the business of container handling and transportation in the said ICD. Damages to the extent of Rs.10,000/- per case may be imposed on the contractor, if any such case comes to the notice of CONCOR management and if CONCOR management is reasonably convinced about the same. The decision of the concerned Chief General Manager / CONCOR, of the respective Region, in all such cases shall be final and binding on the contractor. This restriction shall be applicable not only for the entities undertaking this contract but also for all such entities in which the contractor has his stake so far as his business interests are concerned.
- 7.3 All the workers and/or person employed by the contractor shall be engaged by him as his own employees/workmen in all respect implied or expressed. The contractor shall be responsible against any liabilities of accident, partial or full disability, death etc. of his worker or third party. The Contractor shall keep CONCOR indemnified against liabilities arising out of the contract on this account.
- 7.4 The contractor shall be solely responsible for compliance of all applicable laws and the statutory provisions enshrined therein; and the contractor shall specifically ensure compliance of all such various Laws, Acts, etc, including but not limited to the following :-



- (i) Contract Labour (Regulation & Abolition) Act 1970 and Rules made there under.
  - (ii) The Employees (Provident Fund & Miscellaneous Provisions) Act 1952.
  - (iii) The Employees State Insurance Act 1948 wherever applicable ( in case ESI Act is not applicable the Workmen Compensation Act 1923 and Maternity Benefit Act 1961 will be applicable.)
  - (iv) The Minimum Wages Act 1948.
  - (v) The Payment of Bonus Act 1965.
  - (vi) The Payment of Gratuity Act 1972.
  - (vii) The Payment of Wages Act 1936.
  - (viii) The Motor Vehicle Act.
- 7.5 The contractor shall maintain all the Registers and records, file the returns, display notices as required under the provisions and rules of various applicable labour and transport laws.
- 7.6 Apart from the indemnity provided to the principal employer under the various labour laws, the contractor shall fully indemnify CONCOR against all the payments, claims and liabilities whatsoever incidentally arising out of or for the compliance with or endorsement of the provisions of any labour or other laws to the extent of their applicability to the establishment/work in CONCOR.
- 7.7 The contractor shall give his employees/workmen unique identification either through providing uniform or any other means and ensure that all his employees/workmen are holding photo identity card in a conspicuous manner issued to him by the contractor. It shall be the responsibility of the contractor to get all employees/workmen deployed at CONCOR premises duly screened and verified, preferably through police verification. CONCOR shall have the right to object and require the contractor to remove forthwith from the premises any personnel employed by him, if in the opinion of CONCOR such person's conduct is not commensurate with the requirements, discipline, decorum and decency of CONCOR and/or the person is not desirable with proper performance of the work.
- 7.8 The contractor shall pay not less than minimum wages rate as notified by the appropriate Government to the employees/workers engaged by him. The disbursement of the wages shall be in the manner as prescribed under law.
- 7.9 The contractor shall provide adequate number of trained supervisors, vehicle drivers and other workers at all the desired operational points at ICD, to ensure proper and timely movement of containers, including performance of incidental and general services, expeditiously and to the satisfaction of CONCOR officials. Terminal Incharge of the ICD shall have the final say in the matter.
- 7.10 The contractor shall provide, at his own cost, all workers and other employees with necessary tools, safety helmets, shoes, jackets, etc. for effective and efficient



discharge of the work contemplated in the contract. Necessary inventory for consumables and certain critical components of Road Transportation vehicles should also be provided by him at the ICD so that the work is not hampered at the terminal.

- 7.11 The contractor will be required to keep its premises and/or workshop in the ICD premises neat and clean in all respects. The contractor should also be equipped with suitable fire fighting arrangement in the area nominated for the positioning of his trailers in the terminal premises.
- 7.12 In every case in which, by virtue of the provisions of the aforesaid Acts or the Rules, CONCOR is obliged to pay any amount of wages to a workman employed by the contractor in execution of the work or to incur any expenditure in providing welfare and health amenities required to be provided under the aforesaid Act and the Rules or to incur any expenditure on account of the contingent liability of CONCOR due to the contractor's failure to fulfill his statutory obligations under the aforesaid Acts and the Rules, CONCOR shall be at liberty to withhold from the bills of the contractor the amount of wage as paid or the amount of expenditure so incurred, and without prejudice to the rights of CONCOR under relevant sections of the concerned Acts. CONCOR shall be at liberty to recover such amount or part thereof by deducting it from Security Deposit and / or by invocation of bank guarantee from any sum due by CONCOR to the contractor whether under the particular contract or otherwise, CONCOR shall not be bound to contest any claim made against it under any sections of any of the Acts, except on the written request of the contractor and upon his giving to CONCOR security for all costs for which CONCOR might become liable in contesting such claim. The decision of CONCOR regarding the amount actually recoverable from the contractor as stated above shall be final and binding on him.
- 7.13 If CONCOR, at any time, considers the mode adopted by the contractor of paying his workmen objectionable, it shall have the power of requiring a change of system within one week from the date of notice in writing to the effect, and in case of non-compliance with such notice, all payment to the contractor may be withheld during such non-compliance.

## **8. EMPLOYEES PROVIDENT FUND & ESI**

- 8.1 It will be the responsibility of the respective contractors to obtain separate code (identification number) for deposit of PF and ESI dues, with the concerned authorities directly, prior to commencement of work.
- 8.2 The onus of deposit of PF/ESI dues shall be on the contractor. Payment against contractor's bills will be released only when notarized copies of relevant challans, PF Registration / Code Number along with photocopies of attendance and payment registers are provided for the previous month (i.e. one month prior to the period for which the bill pertains).



- 8.3 It shall be mandatory for the contractor to obtain ESI and PF registration, and to obtain (or at least apply for) labour licence before the commencement of the work. (To enable the Contractor to apply for labour licence, necessary certificate of award of work shall be given by CONCOR)

**9. LICENCE/PERMISSION/REGISTRATION**

Wherever any Licence/Permission from or Registration with Local or State or Central Authorities is required under the above Acts/Law or any other Laws Governing the work contracted for, the contractor shall at his own cost arrange for such Licence/Permission/Registration. Contractor shall also be liable for producing for inspection such certificates and licences as may be required by the Local/State/Central Authorities or CONCOR as and when required. The contractor shall pay all levies, fees, taxes and charges etc. to appropriate authorities and other bodies as required by them under their rules for, vehicles / trailers, employees or workers engaged by him. These charges shall be borne by the contractor. However, if any new tax is levied, subsequent to the signing of the contract, reimbursement of the same may be considered by the Competent Authority on the basis of written proof regarding imposition of new tax. The vehicle/trailer shall not carry load in excess of the GVW as mentioned in the RC Book of the vehicle/trailer concerned. No claim or compensation for reimbursements, made against CONCOR by Contractor shall be entertained by CONCOR for any breach of the provisions/Acts or laws by the contractor.

**10. INSURANCE:**

It is advisable for contractor to take a suitable insurance policy for transportation and terminal handling of cargo/containers, and also for allied activities/risks, if any. This is in the interest of the contractor to cover himself from risks involved in Handling and Transportation of cargo/containers. Since this is a policy which protects the contractor, it is advisable that he takes such a policy for a value as he deems fit. It may be noted that this is not a mandatory requirement of CONCOR for fulfillment of this contract. CONCOR, however, will be recovering the value of any damage that has arisen while the cargo/containers were in the custody of the contractor from contractor's bills/Security Deposit/BG etc., irrespective of whether insurance policy has been taken by contractor or not.

**11. JOINT SURVEY:**

Situations may arise during the course of handling / transportation of containers and cargo when a container or cargo meets with an accident. The contractor may avail the services of a Surveyor on his own, at his own cost, if he so desires, to carry out a Joint Survey along with the Surveyor of CONCOR / Consignor / Consignee / Insurance Company, etc. for assessment of loss/damage to cargo and / or container. In case the contractor does not provide his own surveyor for the joint survey, the contractor shall not raise, subsequently, any dispute regarding the assessed value of loss/damage to cargo and/or container. Moreover, the contractor shall be under obligation to issue "Damage Certificate" to the Consignor/Consignee, within a reasonable time, enabling



the Consignor/Consignee to claim compensation from the Insurance Company, in the format as desired by CONCOR. Settlement of claims of Consignor/Consignee with Insurance Company should not lead to the conclusion on the part of the contractor that his liability is over. The contractor shall be required to settle all claims/liabilities, whatsoever, against CONCOR, which come to CONCOR under all such situations. The contractor may undertake to repair the damaged container, which has met with an accident under his custody, at his own initiative. This he shall do to the complete satisfaction of the concerned shipping line / CONCOR to which the container belongs to at the time of accident.

## **12. SAFETY**

- 12.1 It shall be the duty of the contractor to acquaint himself with all safety regulations regarding handling equipment and Road Transportation of all types of containers. The contractor shall follow the safety requirements mentioned here and as applicable by laws, rules and regulations all the time during the period of contract.
- 12.2 The contractor shall indemnify Container Corporation of India Ltd. against any violation of safety laws, rules and regulations while carrying-out operations as required by the contract.
- 12.3 No unauthorized person should be allowed to work on the Trailers. The drivers should have valid license and should be proficient in their work. No person without a valid driving license should be allowed to drive the vehicle.

## **13. LIABILITY**

- 13.1 The contractor shall be liable to compensate CONCOR for all damages, losses and claims in respect of damages / injuries to containers or cargo or to Customs or to any other person or damages to property belonging to CONCOR and / or to rolling stock or other property belonging to the Railways (while operating in the premises of CONCOR), whether in his possession or not, through negligence, misconduct, default or any other act of commission or omission or that of his agents, servants or employees. Such compensation shall be determined by CONCOR and shall be recovered from pending bills or Security Deposit or Bank Guarantee / FDR under this or any other contract of the contractor with CONCOR for any other place / location.
- 13.2 CONCOR will not be liable to pay any compensation to the staff / labour of the contractor for the injuries / death while performing duty. In case CONCOR is to incur any liability, the same will be recovered from the contractor.

## **14. PAYMENTS**

- 14.1 The contractor shall prepare and submit monthly bills in prescribed forms based on the quantum of work handled / transported during the previous month to the Terminal In-charge of ICD/Dadri. *(The format in which the bills should be prepared by the contractor shall be in tune with the format in which CONCOR's reports are prepared.*

- This will help to check the bills faster.*) Payment of the amount claimed will be arranged after necessary checks of the correctness of the claim, deducting all charges/ penalties / damages / fines / recoveries due, **including TDS and/or any other levies at the prescribed rates.** The aforesaid payment of the bill will ordinarily be made within (10) ten days of submission. An occasional or inadvertent delay, however, shall neither entitle the contractor to claim interest nor provide a basis for termination of contract. The work shall in no case be hampered on account of non-payment of bills.
- 14.2 CONCOR will have the right to recover any over payment which might have been made to the contractor by CONCOR through inadvertence, error, etc., or any cause, whatsoever from handling / transportation bills and from the security deposit or any other amounts due to him. In the event of any such recoveries / adjustments being made from the security deposit, the contractor shall at once make good deficiency in the amount of the security deposit within fifteen days of payment to this effect, failing which CONCOR will be at liberty to deduct the said amount from the future bills.
- 14.3 Service Tax as and wherever applicable will be paid to the contractor on submission of detailed workings. The contractor after payment of the Service Tax to the concerned authorities shall submit the Challan to the Terminal on a month to month basis.

## **15. TIME LIMIT FOR SUBMISSION OF BILLS**

- 15.1 The contractor shall make a claim for the services rendered under this contract to CONCOR within (4) four months of such service. If he does not prefer claim within the said period, he shall be deemed to have waived his right in the respect thereof and shall not be entitled to any payment on account thereof. Nevertheless, the accepting authority on written request can waive off this limitation and allow late submission of bills if the reasons for delay are found convincing and reasonable.
- 15.2 No claim in respect of under payment to the contractor shall be considered valid or entertained unless a claim in writing is made thereof within (4) four months from the date on which payment of the original claim thereto was made. Any claim for such under payment, not received within the stipulated four months period, shall be liable to be summarily rejected by CONCOR. Nevertheless, the accepting authority on written request can waive off this limitation and allow late submission of bills if the reasons for delay are found convincing and reasonable.
- 15.3 However, in case of any specific issue over which the contractor had not billed for any particular activity the same can be allowed for payment, subject to with the prior approval of the ED/NCR, notwithstanding what has been laid down in the Clause on Payment. The decision of the ED/NCR shall be final and binding on the contractor.

## **16. PAYMENT AGAINST ADDITIONAL OR EXTRA OR SUBSTITUTED SERVICES**

- 16.1 The Contractor shall have to perform all the services provided for in this contract and shall be paid at the rates quoted by him and accepted by CONCOR, subject to the



terms and conditions of this contract. The contractor shall also provide any additional services not specifically provided for in this contract for which the remuneration shall be payable at the rates as may be settled by mutual negotiations.

16.2 The rates for any new items of work or substitution of existing items by a modified item would be derived in the manner given below:

- (i) As far as possible, the rates of a new item of work or part of work would be derived from the existing rate schedule and would be acceptable to the contractor.
- (ii) If on any account it is not possible to derive the rates from the existing rate schedule, then the rate prevailing at a similar facility (Container Terminal) nearby would be applicable.
- (iii) If no such rates are available even in the nearby facility, then market rates would be ascertained and paid for by CONCOR and accepted by the contractor.
- (iv) The decision of the Competent Authority, CONCOR with respect to the rates for extra/ substituted items of work will be final and binding.

## **17. DEDUCTIONS TOWARDS INCOME TAX, OR OTHER STATUTORY LEVIES AT SOURCE**

Deduction of income tax, or any other statutory levy at source will be made from the amount payable to the contractor's bills for the work done in accordance with the provisions of the individual Acts, as amended from time to time or any other statutory provisions and a Certificate of such deductions will be issued to the Contractor.

## **18. EXIT CLAUSE**

CONCOR will have the liberty to terminate the contract by giving an advance notice of (60) sixty days in case there are strong business reasons for it to do so as determined by its management.

## **19. JOINT PROCEDURE ORDER**

Chief Manager of ICD and contractor will draw a joint procedure order for implementation of this contract in which the system of documentation for the imposition of damages, recording of the breakdown time etc. will be decided upon. Before commencement of work on any working day the contractor shall notify CONCOR about the condition of vehicles in the format specified by CONCOR.

## **20. FORCE MAJEURE**

Notwithstanding anything in this agreement to the contrary neither the CONCOR nor the contractor shall be liable or deemed to be in default for any failure or any delay in performance hereunder, if caused by "force majeure" which term shall mean but not be limited to fire, explosion, natural causes like flood, earthquake, civil commotion, strikes epidemic and other acts of God, action of enemies, act of any government or other similar causes beyond the control of the party affected, who shall notify the



other party within a reasonable time from the beginning of the operation of said cause and shall thereafter exert all diligence to overcome such cause of delay and resume performance.

## **21. ARBITRATION**

21.1 Except where otherwise provided for in the contract, all questions and disputes relating to the meaning of the words, terms, specifications, operations, and instructions, mentioned in this contract and as to the quality of workmanship or performance of handling and/or transportation, any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, specifications, operating instructions, orders or these conditions; or otherwise concerning the transport and handling operations, the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof, shall be referred to a sole arbitrator to be appointed by the *Tender Accepting Authority* of CONCOR. There will be no objection if the arbitrator so appointed is an employee of CONCOR.

21.2 If the Arbitrator, to whom the matter is originally referred, is transferred or vacates his office or is unable to act for any reason, the Tender Accepting Authority of CONCOR, as aforesaid at the time of such transfer, or vacation of the office or inability to act, shall appoint another person to act as Arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the stage, at which it was left by his predecessor.

Subject as aforesaid, the provisions of the Arbitration and Conciliation Act 1996, or any statutory modification or re-enactment thereof, and the rules made there under, and for the time being in force shall apply to the arbitration proceeding under this clause.

21.3 It is a term of the contract that the party invoking arbitration shall specify the disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each dispute. The Arbitrator may, with consent of the parties, fix and/or enlarge the time for making and publishing the award as situation warrants.

21.4 The work under the contract shall, if reasonably possible, continue during the arbitration proceedings and no payment due or payable to the contractor shall be withheld on account of such proceedings.

21.5 The Arbitrator shall be deemed to have entered on the reference on the date on which he issues notices to both the parties fixing the date of the first hearing.

21.6 The Arbitrator shall have power to call for such evidence by way of affidavits or otherwise as the Arbitrator shall think proper and it shall be the duty of the parties hereto to do or cause to be done all such things as may be necessary to enable the Arbitrator to make the award without any delay.

21.7 The Arbitrator shall give a separate award in respect of each dispute or difference referred to him.



- 21.8 The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion.
- 21.9 The award of the Arbitrator shall be final, conclusive and binding on all parties to the contract.
- 21.10 In case of any disputes or differences between the parties hereto, the court at (Delhi or District of Regional Office) shall alone have jurisdiction to entertain the suit/arbitration award.

## **22. NOTICE ETC.**

Save as otherwise provided, all notices issued and action to be taken for and on behalf of the Managing Director, CONCOR, shall be issued or taken on his behalf by the official, in charge of the ICD, or officer so nominated by the Competent Authority. The contractor shall furnish to CM/DADRI, CONCOR, the name(s), designation(s) and address(s) of his authorized representative and all complaints, notices communication and references shall be deemed to have been duly served to the Contractor if delivered to him or his authorized representative or left at or posted at the address so given.

## **23. WAIVER OF DAMAGES**

- 23.1 In case of Accidents, fire, fog, congestion, etc., the CM/DADRI may condone the delay in execution of work and no damages would be imposed in such an eventuality, provided the incident warranting such an action by the CM/DADRI is brought out clearly on record.
- 23.2 Notwithstanding anything contained hereinabove, the ED/NCR shall be the Authority to consider waiver of any damages imposed under this contract, by the CM/DADRI, in part or full, at his sole discretion.
- 23.3 It may be noted that the term ED/NCR refers to the Regional Head of CONCOR.

## **24. INTERPRETATION OF THE CLAUSE**

Doubts, if any, about the interpretation of any of the clauses in this tender, meaning of words, terms, specifications, operations or instructions, or as to the quality of workmanship or performance shall be referred to the Tender Accepting Authority of CONCOR, whose decision in the matter shall be final. Similarly any difficulty in implementing the contract can be resolved by referring the matter to the Accepting Authority, who can amend the CONCOR's condition/clause of contract if required.



**ANNEXURE-I**

**SPECIMEN OF SCHEDULE OF RATES**

Rate schedule for monthly hiring of Truck Trailers for terminal transportation of ISO/DSO empty and loaded containers at Inland Container Depot, Dadri, Greater Noida, Uttar Pradesh.

**(Rate per trailer per Month)**

<b>S.No</b>	<b>ITEM OF WORK</b>	<b>IN FIGURES</b>	<b>IN WORDS</b>
1.	Hiring of truck trailers for terminal Transportation at ICD DER capable of transporting ISO/DSO, loaded/empty, 20'/22'/40'/45' containers.		

**Note:**

In case of any mistake or error, the rate must be cut and written again. Overwriting in rates should be avoided. All cuttings, corrections, etc. should be counter signed by the bidder in full. In case of any difference in rates quoted in words and figures, the rate quoted in words will be taken into account.



## ANNEXURE II

### SPECIMEN OF AGREEMENT

(TO BE EXECUTED ON BOND PAPER OF RUPEES ONE HUNDRED)

#### **CONTAINER CORPORATION OF INDIA LIMITED (A GOVT. OF INDIA UNDERTAKING)**

**AGREEMENT FOR ACTING AS TERMINAL TRANSPORTER FOR TRANSPORT OF ISO/DSO 20'/22'/40'/45' EMPTY AND LOADED CONTAINERS AT INLAND CONTAINER DEPOT, DADRI USING 40 FEET TRUCK TRAILERS.**

Contract Agreement No. \_\_\_\_\_ Dated \_\_\_\_\_

An agreement made this .....day of .....,Two thousand and Ten between Container Corporation of India limited, with Registered office at CONCOR BHAVAN, C-3, Mathura Road, New Delhi - 110 076 (A govt. of India Undertaking) represented herein by the Executive Director, North Central Region, 502, 5<sup>th</sup> Floor, P-5, Ocean Plaza, Sec.-18, Noida, Uttar Pradesh (hereinafter called CONCOR) of the one part and the..... represented herein by the .....(hereinafter called the "Contractor" which expression shall be deemed to include his/their respective heirs, executors, administration, legal representatives, successors and assignees) of the OTHER PART for the purpose of performing the work of transportation of loaded/empty ISO 20'/22'/40'/ 2x20'/45' feet containers with or without cargo by internal shifting of the said containers within Inland Container Depot, DADRI and ancillary depots, at the rates and under the conditions specified in the tender document and its annexures



Whereas the contractor has agreed with CONCOR to perform all the operations set forth in the tender document and its annexures, which shall be treated as an integral part of this agreement, upon the terms and conditions governing contract annexed.

In consideration of the payment to be made by CONCOR, the contractor shall duly perform the said operations in the said tender documents and its annexures set forth and shall execute the same with great promptness, care and diligence in a workman like manner to the satisfaction of CONCOR and will carryout the work in accordance with the terms and conditions of contract with effect from ..... day of ....., 2010 up to ..... day of ....., 2014 and will observe, fulfill and honour all the conditions herein mentioned (which shall be deemed and taken to be part of this contract as if the same had been fully set forth therein) and CONCOR hereby agrees that if the contractor observes and honours the said terms and conditions of the contract, CONCOR will pay or cause to be paid to the contractor for the operations, on the completion thereof, the amount due in respect thereof at the rates specified in the schedule hereto annexed.

The cost of stamp paper on this account shall be borne by CONCOR.

In witness whereof the said parties have hereunto set their hands the day and year first above written.

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
EXECUTIVE DIRECTOR/ NCR  
FOR AND ON BEHALF OF  
CONTAINER CORPORATION OF INDIA LTD.,

WITNESS

WITNESS

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SCHEDULE DETAILING THE TERMS OF WORK WITH RATES THEREOF AND THE CONDITIONS OF CONTRACT ARE ANNEXED.

\*\*\*\*\*



**SPECIMEN OF BANK GUARANTEE**

1. In consideration of Container Corporation of India Ltd., acting through the Managing Director, having its registered office at 'CONCOR Bhawan', C-3, Mathura Road, Opp. Apollo Hospital, New Delhi 110 076, having agreed to permit [M/s \_\_\_\_\_] (hereinafter called the said Contractor) to transport containers on truck trailers at ICD DER for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri" on its behalf on the terms and conditions of the agreement dated [.....]. made between [..... and .....] on production of a Bank Guarantee for [.....], We [Name of Bank] Bank promise to pay to Container Corporation of India Ltd., an amount not exceeding [Rs..... only] against any loss or damages caused to or suffered by the containers or cargo therein or the Container Corporation of India Ltd., by reason of any failure of the contractor to handle or carry containers/cargo safely in contravention of the terms and conditions in the said agreement.
2. We [Name of Bank] Bank, do hereby agree to be the primary obligator and undertake and promise to pay the amount due or payable under this guarantee without any demur, merely on a demand from the Executive Director, North Central Region, Container Corporation of India Ltd., stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by the Container Corporation of India Ltd., by reason of any failure of the said contractor to perform the said operations safely without damaging the cargo/containers. Any such demand made on the Bank shall be conclusive as regards the amount due and payable under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding [Rs.....] .
3. We [ Name of Bank] Bank, further agree that the guarantee herein contained shall be taken for the performance of the said agreement and that it shall continue to be enforceable till all dues of the Container Corporation of India Ltd., under or by virtue of the said agreement have been fully paid and its claim satisfied or discharged or guaranteed, unless a demand or claim under this agreement is made on us in writing on or before four months after the date of completion of the contract, we shall be discharged from all liability under this guarantee thereafter.
4. Notwithstanding anything to the contrary contained herein the liability of the Bank under this guarantee will remain in-force and effect until such time as this guarantee is discharged in writing by the Container Corporation of India Ltd., or until the end of three years and six months from the date of issue (whichever is later) and no claim shall be valid under this guarantee unless notice in writing



thereof, is given by the Container Corporation of India Ltd., within four months from the date of aforesaid agreement.

5. Provided that we [Name of Bank] Bank unconditionally undertake to renew this guarantee or to extend the period of guarantee from year to year within 3 (three) months before the expiry of the period or the extended period of the guarantee as the case may be on being called upon to do so by CONCOR. If the guarantee is not renewed or the period extended on demand, we [Name of Bank] Bank shall pay the Container Corporation of India Ltd. the full amount of the guarantee on demand and without demur.
6. We [Name of Bank] Bank, further agree with the Container Corporation of India Ltd., that the Container Corporation of India Ltd., shall have the fullest liberty without our consent and without affecting in any manner out of obligations hereunder to vary any of the terms and conditions of the said [Name of tender] contract from time to time or to postpone for any time or from time to time any of the powers exercisable by the Container Corporation of India Ltd., against the said contractor and to forebear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor or for any bearance, act or commission on the part of the Container Corporation of India Ltd., or any indulgence by the matter or thing whatsoever which under the law relating to sureties but for the said reservation would relieve us from the liability.
7. This guarantee will not be revoked by any change in the constitution of the Bank or of the surety.
8. We [Name of Bank] Bank lastly undertake not to revoke this guarantee during this currency except with the previous consent of the Container Corporation of India Ltd., in writing.
9. Unless a suit or action to enforce a claim under the guarantee is filed within the period specified in this behalf in the guarantee, the right to enforce a claim under the guarantee shall be forfeited and the Bank would be relieved and discharged from all liability under the guarantee.
10. Notwithstanding anything herein contained, our liability under this guarantee shall:
  - a. be limited to a sum of [Rs.....].
  - b. be completely discharged and all your rights under the guarantee shall stand extinguished if no claim or demand is made upon us in writing and received by us on or before .....

OFFICER'S SIGNATURE WITH BANK SEAL

DATE



ANNEXURE –IV

**CONSENT LETTER ( FROM OWNERS OF HIRED VEHICLE)**

“I / We , ----- being the proprietor / partner/ director of ----- (proprietorship / partnership firm/company) being the owner of the vehicle as per details given below desires to hire out the following vehicles to M/s.----- - who is bidding for the tender for **Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri**” floated by CONCOR.

S.N.	Vehicle	Nos.

The vehicles mentioned above shall be hired out by us to M/s. ----- (tenderer) for the entire duration of the contract, (contract period of Four years, extended period of one year and obligatory period of Four months) starting from the date of commencement of the contract, (if awarded by CONCOR to the party) .

- b. We have no objection to the vehicles being utilized for transportation activities in CONCOR’s terminal at ICD/Dadri as per instructions of CONCOR.
- a. I / We hereby agree and undertake that the vehicles as offered above will not be withdrawn for the duration as indicated in para (b) above.

Sd/-

Name of authorized signatory

Signature

Seal of the firm



**DEPLOYMENT PLAN FOR VEHICLES AT ICD /DADRI**

In response to your Tender Notice No.-----dated -----inviting offers for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”.I/We -----(name of the firm/company) propose to deploy the vehicles asked for in the tender as under:

**I . Owned vehicles proposed to be deployed on date of commencement of contract:**

S.N	Equipment/ Vehicle	Nos.	Name of the owner

**II. Hired vehicles proposed to be deployed for the entire duration of the contract (including extended and obligatory period).**

S.N	Equipment/ Vehicle	Nos.	Name of the owner	Whether consent letter is attached

- i) The vehicles mentioned above meet all the specifications of capacity, make, type, year of manufacture,etc as specified in the tender.
- ii) We hereby agree to submit our vehicles for inspection by CONCOR officials prior to commencement of the contract / within the stipulated period to verify that the vehicles meet the specified criteria and that the documents are valid and in order. It is also agreed and understood that in case of delay in positioning of equipment meeting the requisite criteria within the stipulated period , penalties would be leviable on us by CONCOR as stipulated in para 4.2 of Chapter III of the tender document.
- iii) We hereby agree and undertake that the vehicles as offered above will not be withdrawn for the duration of the contract as agreed to above.

Sd/-

Name of authorized signatory

Signature

Seal of the firm



**ANNEXURE-VI**

**UNDERTAKING TO BE GIVEN BY THE BIDDERS DOWN LOADING TENDER DOCUMENT FROM CONCOR'S WEBSITE ON THE LETTER HEAD OF THE BIDDER.**

**To,  
Executive Director  
P-5, 5<sup>th</sup>.Floor, Ocean Plaza,  
Sector – 18, Atta Market,  
Noida – 201301 (U.P).**

I/We..... the authorized signatory of the  
..... (Name of  
Company/Firm/Association) certify that no addition/modification/alteration has been  
made in the original document down loaded from CONCOR website. If at any stage,  
alteration/modification is noticed in the Original Document, I/We will abide by the terms  
and conditions contained in the original tender document, failing which CONCOR  
reserves the right to reject the tender and / or cancel the contract.

Signature of the authorized signatory

With seal

***This shall form part of the tender documents and it should be submitted along with tender papers and duly signed by the authorized signatory.***

**CHECK LIST FOR BIDDERS**

**A. “Pre-bid Qualification” ‘Envelope ‘A’ superscribed as “Pre-qualification Bid for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”.**

1. Contains the following documents:

- a) Crossed Demand Draft of [Rs.....] in favour of ‘Container Corporation of India Limited’, payable at New Delhi/Noida, towards Earnest Money Deposit.
- b) Experience Certificate for transportation of 500 TEUs, in original or notarized copy as stipulated in Chapter II, Para 1.1 in the format specified in Chapter II, Para 1.1.
- c) Documents indicating ongoing contracts in hand, if any.
- d) Notarised Documents regarding financial standing of the firm/company signed by Chartered Accountant (Audited copies of the Balance Sheets and Profit & Loss Accounts for years ..... ) as per requirement of Chapter II, Para 1.2.
- e) Notarised Documents regarding constitution of the firm/company.
- f) Power of Attorney, if required.
- g) Notarised Photocopy of the latest Income Tax Return in the name of the bidder or the company or the lead partner in case of a JV.
- h) Deployment Plan for Equipment owned/hired as per requirement of Chapter III, Para 3 as per format specified in Annexure V along with consent letter, where required, as per format specified in Annexure IV.
- i) Crossed Demand Draft of [Rs.....] in favour of ‘Container Corporation of India Limited’, payable at New Delhi/Noida, towards Cost of tender document
- j) All the documents above should be signed and stamped

2. Bid validity of 120 days

3. Tender document signed on all pages by Proprietor/ Authorised Representative

**B. “Financial Bid” ‘Envelope B’ superscribed as “Financial Bid for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”.**

It should contain “Schedule of Rates” (Annexure I) duly filled and signed.

**C. Both envelopes ‘A’ and ‘B’ put in one envelope and superscribed as “Tender bids for Contract for providing professional services of terminal transportation of ISO/DSO empty and loaded containers at ICD, Dadri”.**