



NATIONAL ALUMINIUM COMPANY LIMITED  
(A Government of India Enterprise)  
(A NAVRATNA COMPANY)  
Alumina Refinery, Damanjodi-763008.  
(T & C DEPARTMENT)

E mail: [priyanka.kumari@nalcoindia.co.in](mailto:priyanka.kumari@nalcoindia.co.in), [jayanta.biswas@nalcoindia.co.in](mailto:jayanta.biswas@nalcoindia.co.in)

**TENDER DOCUMENT COVERING LETTER**

Ref.No: T&C/AR/03/eR-2507

Dated: 03.03.2023

Name of the Work: "Engagement of 5 nos. of female attendants at NALCO Hospital, NALCO, Damanjodi"

Dear Sirs,

With reference to above, you are requested to submit your best competitive offer for above referred work as specified in the enclosed documents, considering all the terms, conditions and specifications etc. in **online mode/e-mode** at e-procurement site of CPP Portal ([www.eprocure.gov.in](http://www.eprocure.gov.in)). Separate DD/BC/BG for EMD and DD/BC for Tender fee shall be uploaded in above site and these two shall not be clubbed in any case.

**The EMD & tender fee instruments in original shall have to be submitted /sent beforehand so as to reach the office of Tender Inviting Authority on or before the bid submission due date & time or extended bid due date & time of the tender, failing which the offer shall be liable for rejection.** The Bidders shall also have to upload the scan copy of Crossed Demand Draft / Banker's Cheque/Bank Guarantee towards EMD/Tender fee amount along with the **Online** offer. **In case you are claiming exemption from payment of tender fee/EMD, the valid attested/notarised supporting documents for claiming the exemption (ref clause no:5.0 & 6.0 of Annexure-AA) must be uploaded along with the Online offer , failing which the offer shall be liable for rejection.**

**The bidder must be a registered vendor under GST and must possess valid GSTIN.**

1. In case of **SINGLE PART BID TENDER**, the tender document, duly filled in & signed, on each page digitally, along with the required documents in support of terms and conditions as per the NIT/GCC etc are to be submitted in **online** mode along with the requisite EMD (Scan Copy), as per details, indicated at clause no:25.0 of Annexure-AA.
2. In case of **TWO PART BID TENDER**, the tender document, duly filled in & signed, on each page digitally along with the requisite EMD & Tender fee (Scan Copy), required documents in support of qualifying criteria & other conditions of NIT/ GCC ("Part-I: Techno-commercial bid"). and the Price Bid ("Part-II: Price bid") are to be submitted in **online** mode as per the details indicated at clause no: 25.0 of Annexure-AA.

**NALCO reserves the right to reject any or all offers without assigning any reason thereof.**

You are requested to refer to clause **25.0** of Instructions to bidders (Annexure-AA) for details regarding mode, submission, receipt and opening of tender.

**Important Note :**

1. Bidders are requested to quote online well ahead of the schedule tender submission date and time to avoid unforeseen problems like last hour congestion, internet failure etc.
2. Bidders are requested to visit [www.eprocure.gov.in](http://www.eprocure.gov.in) for online participation, downloading the tender documents and submit the offer only in e-tendering mode as per the tender schedule. Bids submitted in any other mode shall not be considered.

Thanking you.

Yours faithfully,  
For and on behalf of  
**NATIONAL ALUMINIUM COMPANY LIMITED**

**General Manager (T&C)**  
F/T&C/01/03 19/07/2017

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E mail: priyanka.kumari@nalcoindia.co.in, jayanta.biswas@nalcoindia.co.in

**CONTRACT DETAILS**

1.	NAME OF THE WORK	Engagement of 5 nos. of female attendants at NALCO Hospital, NALCO, Damanjodi
2.	LOCATION OF THE WORK	TOWNSHIP PREMISES
3.	TENDER REFERENCE	T&C/AR/03/eR-2507
4.	CONTRACT PERIOD	<b>24 MONTHS</b>
5.	MODE OF TENDERING	<b>LTE, ONE PART</b>
6.	No. of Agency Required and percentage distribution of Work (Subject to availability of suitable vendors)	01
7.	E.M.D. (Ref clause no: 6.0 of Annexure-AA)	<b>Rs 20,000/-</b>
8.	TENDER FEE (Ref clause no: 5.0 of Annexure-AA)	NOT APPLICABLE
9.	TENDER SUBMISSION DATE / TIME (Ref. clause 25.6 of Annexure-AA)	<b>On or before: 20/03/2023, 03:00 PM</b>
10.	TENDER OPENING DATE / TIME (Ref. clause 25.6 of Annexure-AA)	<b>On Date: 22/03/2023, 09:30 AM</b>
11.	VALIDITY OF OFFER(Ref Clause 25.8 of Annexure-AA)	90 days
12.	BANK GUARANTEE VALUE (As per clause no. 12.2 of Annexure-AA)	<b>NOT APPLICABLE</b>
13.	INDEMNITY BOND VALUE (As per clause no. 12.2 of Annexure-AA)	<b>NOT APPLICABLE</b>
14.	DEFECT LIABILITY PERIOD (Ref clause 7.0 of Annexure-AA).	<b>03 Months</b> (Ref Clause No. 11.1 of Annexure IB)
15.	The values of L <sub>0</sub> applicable to clause 20.2 of Annexure-AA	L <sub>0</sub> = <b>₹ 521/-</b>
16.	Applicability of Labour charge variation clause (ref cl no: 20.2 of Annexure-AA)	<b>APPLICABLE</b>
17.	Applicability of Income Tax Deduction at source (ref cl no: 10.7 of Annexure-AA)	APPLICABLE
18.	Applicability of GST (ref clause no: 10.2 to 10.6 of Annexure-AA)	APPLICABLE
19.	Applicability of ITC on GST(ref clause no: 10.2 to 10.6 of Annexure-AA)	APPLICABLE
20.	APPLICABILITY OF GST RCM	NOT APPLICABLE
21.	Service Accounting Code (SAC)	999319
22.	Minimum Workable rate (ref Cl no 2.7 of Annexure-AA)	Rs. 22,45,806/- (excl. GST)
23.	PRE-CONTRACT INTEGRITY PACT (ref. clause nos. 14.1 & 14.2 of Annexure- AA)	<b>NOT APPLICABLE</b>