



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

E mail: amit.sheopure@nalcoindia.co.in, udeswar.mehta@nalcoindia.co.in

**TENDER DOCUMENT COVERING LETTER**

**Ref.No: T&C/AR/03/eR-2954**

**Dated: 30-12-2025**

**Name of the Work: "RENOVATION OF TOILET BLOCKS AND REST ROOMS IN ALUMINA PLANT, 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)).

The **EMD** 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 will be liable for rejection. The Bidders shall also have to upload the scan / pdf copy of RTGS / NEFT / Crossed Demand Draft / Banker's Cheque / Bank Guarantee towards EMD along with the Online offer. In case you are claiming exemption from payment of EMD, the valid supporting documents for claiming the exemption (ref clause no: 6.0 of Annexure-AA) must be uploaded along with the Online offer, failing which the offer will be liable for rejection.

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

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 / pdf Copy), as per details, indicated at clause no:25.0 of Annexure-AA. For SINGLE PART BID TENDER, the tender notice is being published for information only and is not an open invitation to quote in the limited tender. Participation in the tender is by invitation only and is limited to NALCO's enlisted contractors. Unsolicited offers are liable to be ignored. However, contractors who desire to participate in such tenders in future may apply for enlistment with NALCO as per procedure.

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.
3. **EMD / EMD exemption certificate (scanned copy) is to be uploaded in CPP Portal along with offer.**

Thanking you.

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

General Manager (T&C)



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### **SALIENT CONTRACT SPECIFICATIONS**

1.	NAME OF THE WORK	RENOVATION OF TOILET BLOCKS AND REST ROOMS IN ALUMINA PLANT, NALCO, DAMANJODI
2.	LOCATION OF THE WORK	AT PLANT PREMISES
3.	TENDER REFERENCE	T&C/AR/03/eR-2954
4.	CONTRACT PERIOD	<b>18 Months</b>
5.	MODE OF TENDERING	<b>LTE, ONE PART WITH REVERSE AUCTION (RA will be conducted as per terms &amp; conditions of CPP Portal refer CPP Portal for details and schedule)</b>
6.	No. of Agency Required and percentage distribution of Work (Subject to availability of suitable vendors)	<b>01</b>
7.	E.M.D. (Ref clause no: 6.0 of Annexure-AA)	<b>Rs. 40,000/-</b>
8.	TENDER FEE	NOT APPLICABLE
9.	TENDER SUBMISSION DATE / TIME (Ref. clause 25.6 of Annexure-AA)	<b>On or before: 13-01-2026 10:00 AM</b>
10.	TENDER OPENING DATE / TIME (Ref. clause 25.6 of Annexure-AA)	<b>On Date: 14-01-2026 10:00 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)	NOT APPLICABLE
13.	INDEMNITY BOND VALUE (As per clause no. 12.2 of Annexure-AA)	Rs. 1,70,849/- (Ref Cl No. 3.1.1 of Annexure-IB)
14.	DEFECT LIABILITY PERIOD (Ref clause 7.0 of Annexure-AA).	<b>12 Months</b> (Ref Cl. No. 13 of Annexure-IB)
15.	The values of L <sub>0</sub> applicable	W.e.f. 01.10.2025, as per HRD circular (Refer Annexure-XIV).
16.	Applicability of Labour charge variation clause (ref cl no: 20.2 of Annexure-AA)	<b>NOT 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)	<b>APPLICABLE</b>
20.	APPLICABILITY OF GST RCM	NOT APPLICABLE
21.	Service Accounting Code ( <b>SAC</b> )	995429
22.	PRE-CONTRACT INTEGRITY PACT (ref. clause nos. 14.1 & 14.2 of Annexure- AA)	NOT APPLICABLE