



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण
INLAND WATERWAYS AUTHORITY OF INDIA
(पत्तन, पोत परिवहन और जलमार्ग मंत्रालय, भारत सरकार)
(Ministry of Ports, Shipping and Waterways, Govt. of India)



क्षेत्रीय कार्यालय:

गायघाट, पोस्ट - गुलजारबाग, पटना - 800007

फोन : 0612-2310026

फैक्स : 0612-2310029

Regional Office:

Gaighat, P. O. - Gulzarbagh,

Patna - 800007

Phone/Tele fax : 0612-2310026/29

E-mail: iwaiptn@rediffmail.com

No.IWAI/PTN/17(114)/FSSS/2024-25 | 498

Date: 24.06.2025

NOTICE INVITING QUOTATION

Sub:- NIQ for Empanelment of Vender/Agencies for Loading/Unloading Services on requirement basis at Gaighat terminal and other location on NW-1 under R.O. IWAI, Patna - reg.

We intend to empanel reputed Vender/Agencies who will be able to vender aforesaid services, as and when required by us for which sealed quotations are invited as per terms and conditions stipulated in Annexure-I enclosed to this letter.

The bidder will have to submit the particulars of agency as per enclosed format (Annex-II) along with supporting documents and quote their rates as per BOQ Annexure-X, latest by 3.00 P.M on 04.07.2025. The received quotation will be opened on 04.07.2025 at 3:30 P.M or next working day. The quotation should be in a sealed cover, superscribed "Quotation for empanelment on requirement basis" for loading/unloading services at Gaighat terminal & other location on NW-1 and addressed to the Director, Inland Waterways Authority of India, Gaighat, Gulzarbagh, Patna- 800 007.

IWAI reserves the right for accepting or rejecting any or all the quotations without assigning any reason.

Encl.- as above

Yours faithfully,

(Arvind Kumar)

Director

Email: dirpat@iwai.nic.in

Annex.- 'I'

Terms and Conditions

1. The bidder should be a reputed professional and registered organization/firm/Individual with a minimum of 02 years experience in similar services.
2. The agency becoming eligible for contract has to vander the services as per our requirement.
3. It is desirable that the agency intending to bid should have ownership of a sizable number of Mechanical cargo handling equipments/vehicles of required specification.
4. IWAI may consider to empanel more than one agency at a time. In such case the each of the agencies shortlisted for empanelment should agree to provide the service at the respective lowest rate quoted by any of them.
5. During the period of work, all statutory taxes and other payments to the state Govt./local authorities, if any, shall be borne by the agency. No extra charge will be paid on this regard.
6. The agency will have to pay against any services rendered by IWAI as per applicable tariff.
7. In case of any break down of equipments during the work, the agency must be replace/provide alternate equipment at the place.
8. No increase in the charges/ rates would be entertained during the contract period.
9. During the work or on completion of the work, the work place should be kept clean and required standard will be maintained as per the norms. No extra charges will be paid for these
10. Not with standing anything contained anywhere else IWAI reserves its right to terminate the empanelment without notice and without assigning any reason, if the services provided by the agency are not to the satisfaction of the competent authority of the IWAI.
11. All the wages and allied benefits as per norms are to be paid by the agency and the agency shall remain liable to the authorities concerned for compliance of the respective rules/laws and the agency will also remain liable for any contravention thereof. IWAI, in no way shall remain liable for compliance with any statutory requirement in this regard.
12. In case of any accident/damage, the agency will be fully responsible/liable. IWAI, in no way shall remain liable for compliance with any statutory requirement in this regard.
13. The agency is required to deposit security deposit (SD) @ 5% of award value work to IWAI which may be liable for forfeiture partially or fully at the sole discretion of the Competent Authority of IWAI in case of deficiency in service.
14. All payments towards SD etc will be made through RTGS/NEFT only payable in favour of "IWAI FUND" in the account no. 0352105000002, IFSC code:- CNRB0000352, Canara Bank, Main Branch, South Gandhi Maidan, Patna- 01.

15. The agency has to quote its rates only in the prescribed format. No other type of quotation may be considered.
16. In case of any dispute arising out of this contract/award of work between the IWAI and the agency, the decision of the IWAI will be final and binding on the agency.
17. All disputes are subject to Patna jurisdiction only.
18. The specific work order will be issued to execute the work as and when volume required. The work completion period will be specified in work order as per quantum of the work and requirement.
19. The work shall be completed within stipulated time as mention in the work order, failing which liquidity damage (L.D)@ 0.5% per week or part there-of on pre-rata basis, maximum up to 10% of bill amount, will be imposed.
20. **Duration of Contract-** The contract will be initially for a period of 01 year. However, the contract may be extended subsequently on mutual consent and on same terms and conditions for a period of 01 year on review of performance.
21. **Terms of Termination-** IWAI have right cancel the empanelment at any time without prior notice.
22. **Mode of Payment-** All payments will be made on monthly basis through NEFT/RTGS only. The bidding agency must have a bank account and PAN card, the documentary proof of which shall have to be submitted along with the quotation.
23. **Statutory Deductions-** Statutory TDS at the applicable rates shall be effected from all the payments by IWAI to the agency.
24. IWAI reserves the right to cancel any/all of the quotations without assigning any reason there for.
25. In case any dispute arising out of this contract/award of work between the IWAI and the agency, the decision of the Director, IWAI, Patna will be final and binding on the contractor.
26. **Opening of Quotations-**The quotations will be tentatively opened by the competent authority of IWAI 30 minutes after the latest time prescribed for submission of the NIQ and the bidding agencies are free to remain present at the time of opening of quotations at Director, Inland Waterways Authority of India, Gaighat, Gulzarbagh, Patna- 800 007.
27. The quotation has to be submitted strictly in the prescribed proforma as per Annexure-II and has to be signed on each page including the terms and conditions in Annexure-1.

Contd.

Annexure-II

To,

The Director
Inland Waterways Authority of India
Gaighat, P.O. - Gulzarbagh,
Patna-07

Dear Sir,

Empanelment of Vender/Agencies for Loading/Unloading Services on requirement basis at Gaighat terminal and other location on NW-1 under R.O. IWAI, Patna.

Please refer to your dated calling for quotation for executing the captioned work. Having examined the "Scope of Work and Other Terms & Conditions" mentioned in Annexure-1 of your letter under reference, having visited and examined the sites of the work, having acquired the requisite information relating thereto affecting the tender and having accepted the terms and conditions mentioned therein we hereby offer to execute the works specified in the said letter and quote our rate and furnish other required information in the prescribed proforma as per details below-

1	Name and address of the agency			
2	Telephone No.s			
3	Nature of Ownership- Proprietary, Partnership, Regd. Company etc. (document to be attached)			
4	Details of Proprietor, Partners, or CEO in case of a regd. Company. Enclose ID proof of the proprietor, copy of partnership deed or Regd. Certificate in case of company. (document to be attached)			
5	Income Tax PAN No (Attach self-attested photocopy) (document to be attached)			

6	GST Regd. No (Attach self-attested photocopy) (document to be attached)			
7	Details of Bank Account:			
(i)	Name of the Account holder			
(ii)	Name of the Bank, Branch & Place:			
(iii)	A/c type (Savings or Current) :			
(iv)	IFSC code			
(v)	Account No. (Attach self- attested photocopy of a cancelled cheque)			
8	Attach a list of equipment owned by the agency either in the name of the agency, or its proprietor or CEO.			
9	Annual turnover of bidder should be minimum of Rs.01.00 Lakh each during last three F.Y. (i.e. 2021-22, 2022-23 & 2023-24) supported by CA certified statement of accounts with UDIN. (document to be attached)			
10	The firm should submit self certified copy audited balance sheet (as applicable) & IT returns of last three F.Y. (i.e. 2021-22, 2022-23 & 2023-24) and firm registration certificate etc. (document to be attached)			
11	Rates Quoted as enclosed as Annex- 'X'			

Bill of Quantity

Name of work : Empanelment of Vender/Agencies for Loading/Unloading Services on requirement basis at Gaighat terminal and other location on NW-1 under R.O. IWAI, Patna.					
Sl. No.	Particulars of item	Unit	Quantity	Rate (Rs.) (Per MT)	Amount in (Word)
1	Work for Loading/Unloading of Cargo Vessel at IWT Terminal Gaighat, Patna or any other location in Kahalgaon-Majhua stretch on NW-1 including all labour, tools & plants and machinery as per the site condition including Supervision and handling charges, all complete as per direction of EIC. the services rendered by IWAI during Loading/Unloading operation will be levied/charged as per IWAI notified tariff.)	MT	(As Per actual)		
(A)	Gaighat Terminal, Patna/ IMT, Kalughat				
(B)	<u>Floating Terminal:-</u> Kahalgaon/Bhagalpur/Munger/Semaria/Barh/Doriganj/Majhua				
	Extra Charges for Night loading/unloading (6PM - 6 AM) (if any)				
2	GST (as applicable)				
	Total: Rs. (In figures) Inclusive GST				
	Total: Rs. (In words) Inclusive GST				

Signature of Authorized signatory

Date:

Enclosure:- 1) Self-attested copy of the PAN card

2) Self-attested photocopy of a cheque.

3) Self-attested copy of GST Registration & firm registration.

4) Annual turnover of bidder should be minimum of Rs. 01.00 Lakh each during last three F.Y (i.e 2021-22, 2022-23 & 2023-24)

5) The firm should submit self certified copy of 02 no. commercial vehicle registration copy, IT returns of last three F.Y (i.e 2021-22, 2022-23 & 2023-24) and firm registration certificate etc.

6) The firm should be registered with PF & ESIC.

7) Any other relevant documents

Name

(IN BLOCK LETTERS)

Designation.....

Name of firm.....

Address.....

Contact no.....

Seal of the firm.....