



ब्रेथवैट एण्ड कम्पनी लिमिटेड  
(भारत सरकार का एक उपक्रम)

**BRAITHWAITE & CO LIMITED**

(A Government of India Undertaking)

Ministry of Railways

HEAD OFF. & REGD. OFF. : 5, HIDE ROAD, CALCUTTA – 700 043,

TEL 2439-7415, 2439-4114, 2439-6613, 2439-7413.

E-mail : [purchase@braithwaiteindia.com](mailto:purchase@braithwaiteindia.com) FAX : 91 (033)2439 7632 / 2439 5607

Tender No. BCL/PUR/PVS/2021-22 Dated 08.03.2022

Due on 15.03.2022

M/s .....

Sealed Tenders are invited in Single bid system (Techno-commercial & Price Bid) from Chartered Accountant / Cost Accountant firms of repute with necessary knowledge and experience to conduct the Stock Verification of the company (all units of the company) for the financial year ending 2021-22 and determination of slow moving, non-moving and obsolete stores and valuation of stock as on 31.03.2022.

BCL intends to appoint / engage Auditor(s) from a firm of Cost Accountants/Chartered Accountants repute with necessary knowledge and experience to conduct the Stock Verification of the company (all units of the company) for the financial year ending 2021-22 and determination of slow moving, non-moving and obsolete stores and valuation of stock as on 31.03.2022.

Locations of the three manufacturing units are given below:

- 1) Kolkata Works (KW) consisting of CW & VW Units
- 2) Angus Works (AW): P.O. Angus, Bhadreswar, Hooghly, West Bengal

The job is to be carried out as per the **Scope of Work** specified in this tender.

- (i) Closing of tender Box: up to 14.30 hrs. on **15.03.2022**
- (ii) Opening of Offer: at 15.00 hrs. on **15.03.2022**

Sealed Offer, addressed to **Sr. Executive (Purchase), Braithwaite & Co. Ltd., 5, Hide Road, Kolkata – 700 043** shall be dropped in our **Tender Box No. 2** (in case of hand delivery) or may be sent by Registered post but must reach us **positively** within **15.03.2022 (due date) up to 14.30 hrs.** No offer shall be accepted after closing of the Tender Box in whatsoever mode of receipt.

The Offers shall be opened on **15.03.2022 at 15.00 hrs.** Tenderer may depute their authorized representative to be present during opening of the tender.

For Braithwaite & Co. Ltd.

Contd...P/2

**Scope of Work:**

The Scope of Work for Physical Verification of Stock of the Company at 3(Three) units are as given below:

- Inventory: - For 100% physical verification and classification of high/ moderate/low values & determination slow moving, non-moving and obsolete stores.
- Jobs will be confined to all Stock related audit activity only including 100% physical verification of raw materials, components, stores & spares, loose tools, work-in-progress, etc. with valuation and reconciliation with book of accounts as on **31.03.2022**.
- The entire job will be confined to Stock related activities only including 100% Physical verification of Stores/Inventories of the company and submission of Reports ***by 10.04.2022 positively. However, the same will be dependent on production of necessary data from BCL end.***

**General Terms & Conditions:**

- 1) Bidders may visit any or all of the units of BCL's Kolkata Works (Clive Works & Victoria Works) or Angus Works) & meet **Dy. General Manager (F&A) or his authorized representative at the respective unit** for any query / clarification related to the tendered job & to understand the nature of exact jobs clearly to be executed.
- 2) Offer/quoted rate shall remain valid for a period of 90 days from the date of opening the tender.
- 3) Quoted rate should remain firm till the completion of the job and subsequent price variation shall not be entertained.
- 4) The entire job for 3(three) units, i.e. Kolkata Works (CW & VW Units) and AW, shall have to be performed within 25 days from the date of closure of the financial year 2021-2022.
- 5) Competent personnel shall have to be deployed by the successful bidder for carrying out the entrusted job.
- 6) In case of poor performance, BCL reserves the right to terminate the contract by giving 7 days' notice.
- 7) **Payment:** 100% payment with 30 days credit shall be made on submission of bill(s), accompanying all relevant documents duly certified by DGM (F&A) or his authorized representative, and acceptance of the Valuation Report by the Statutory Auditors of the Company. The successful bidder/Firm shall submit GST compliance bill(s)/ invoice.
- 8) **GST Compliance:** The following clauses regarding GST must be adhered to by the bidder/Firm and acceptance of the same must be given in the techno commercial bid.
  - The successful bidder/Firm shall give compliance regarding documentation/monthly returns to ensure availing Input Tax Credit (ITC) by BCL, failing which BCL will deduct the resultant amount.
  - During Submission of Bill, the successful bidder/firm shall mention the GSTIN No.
  - BCL reserves the right to keep the payment of GST amount on hold till the receipt of ITC by BCL is ensured.

- 9) **Liquidated Damages (LD):** In the event of failure to complete the job within the stipulated date, BCL reserves the right to recover a sum of 0.5% for every week or part thereof by way of LD, subject to a maximum of 10% of the ordered value.
- 10) **Risk Purchase:** In the event of failure or delayed execution within the reasonable period, and BCL reserves the right to get the job done by other Agency / Agencies on Risk Purchase basis and shall recover the extra cost thereof, if incurred, from the successful bidder.
- 11) **Arbitration:** All questions, disputes or difference whatsoever shall arise between the purchaser and the supplier upon or in relation to or in connection with the contract either may forthwith give to the notice in writing of the existence of such question, dispute or difference and the same shall be referred to the adjudication of sole Arbitrator. Chairman & Managing Director of BCL shall have the right and authority to appoint any Officer of the Company as Arbitrator who is not connected with either the party in any way. The parties to the dispute will share equally the cost of Arbitration as intimated by the Arbitrator.
- 12) Such a reference submitted to the Arbitrator shall be deemed to be the submission to the Arbitrator within the meaning of the Arbitration and Conciliation Act, 1996 statutory modification thereof. The proceedings of the Arbitration shall be held in Kolkata.
- 13) **Jurisdiction- Any legal dispute that may arise will be settled within the jurisdiction of Court at Kolkata.**
- 14) **An unconditional acceptance of all notes, terms & conditions of the tender must be given along with single bid type offer (Techno commercial & Price)**
- 15) **Rate should be quoted as per Price Bid format only and no discount of price shall be considered during price evaluation.**

**PRICE BID (PART – II)**

- (a) This part should be free from any condition.
- (b) No correction, alteration, over writing etc. will be allowed.
- (c) Price Bid without signature shall be considered as cancelled.
- (d) Rate(s) quoted must be written both in figures & words. In case of difference, the rate quoted in words shall be considered.
- (e) Quoted price should be lump sum basis including all as applicable for the job except taxes. However, GST shall be paid at actual as per rules applicable for the job. The bidder has to mention the GST rate in the Price bid.
- (f) **Lowest (L-1) bidder shall be evaluated on the basis of total price received from a bidder as per the price bid format.**
- (g) The bidder shall submit rates as per following format.

**PRICE BID FORMAT**

Sl. No	Description	Price	
		In Figures (Rs.)	In Words
01	<b>100% Physical Verification of Stock (Inventories/Stores) as on 31.03.2022 in BCL's Kolkata Works (CW &amp; VW Units) and AW Unit as per the scope of Work</b>		
02	GST		
	Total		