



भाग – VIII
SECTION-VIII

[SOR-SCHEDULE OF RATE]

PRICED SOR

NAME OF WORK:

**“HIRING OF SERVICE CONTRACT FOR MATERIAL HANDLING JOB OF C&P STORES
AT BCPL, LEPETKATA AND DULIAJAN FOR A PERIOD OF ONE YEAR”.**

e-TENDER No.:

BCPL/C&P/LE17W182SD/00586



ब्रह्मपुत्र क्रेकर और पालीमेर लिमिटेड
(भारत सरकार का उपक्रम)
Brahmaputra Cracker and Polymer Ltd.
(A Government of India Enterprise)

SL. NO.	DESCRIPTION OF ITEM	UOM	QTY	UNIT RATE (Rs.)	AMOUNT (Rs.)	
					IN FIGURE	IN WORDS
1	Assistance in Safe unloading/loading & stacking of materials with safety precaution within the warehouse in the plant/inside the truck, Loading of consignment in vehicle from transporter godown, packaging of outgoing material from BCPL, condition monitoring of material, scrap segregation, stacking of materials etc., as per direction of EIC from time to time. Details elaborated in the scope of work.	Month	12			
2	Assistance in collection of LR from BCPL and clearing of consignment from transporter godown at Dibrugarh/Tinsukia/Sivsagar/Jorhat etc, follow up with transporter, documents submission to transporter, arranging of prompt gate entry of consignments, unpacking of consignment, its counting as per Challan/Invoice & its proper stacking, inspection of materials, tagging, shifting and movement of materials to various locations within the warehouse or other warehouses, issuance of material to other deptt., etc. as per direction of EIC from time to time. Details elaborated in the scope of work.	Month	12			
3	Assistance in preparation and maintenance of documentation; physical verification of materials, scrap loading, preparation of various MIS and generation of various reports like inspection pending, material in transit, OSRD tracking etc, updating of records and registers, preparation of GRV & SIV, stores activities like material receipt, inspection, issue and safe & proper storage of materials, taking over of materials from EIL and any other jobs from time to time as per direction of EIC.Details elaborated in the scope of work.	Month	12			



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SL. NO.	DESCRIPTION OF ITEM	UOM	QTY	UNIT RATE (Rs.)	AMOUNT (Rs.)	
					IN FIGURE	IN WORDS
4	Preparation and maintenance of final documentation for compliance to standards like preparation of goods receive voucher, issue voucher, Over/Short/Reject/Damage report, delivery note etc; maintenance of data bank of warehouse; tally entry, generation of various reports like report on insurance declaration, insurance claim settlement, physical verification, OSRD settlement etc and any other data entry jobs from time to time, help desk and full time supervision at warehouse through supervisor to provide supervisory services for smooth execution of any of the job(s) covered under the purview of contract .Activities covered under element above have to be supported by supervisory services. Both data entry jobs and supervisory are to be carried out as per directions of EIC from time to time. Details elaborated in the scope of work.	Month	12			
5	Assistance in rack cleaning, Housekeeping, Scrap segregation, dusting of bins, record collection and its delivery etc. as per direction of EIC from time to time, Details elaborated in the scope of work.	Month	12			
6	Assistance in Safe unloading/loading & stacking of materials with safety precaution within the warehouse in the plant/inside the truck, Loading of consignment in vehicle covered under MHC /material handling contractor arranged vehicle from transporter godown, etc., as per direction of EIC from time to time. Details elaborated in the scope of work.	MAH	1248			
7	Assistance in collection of LR from BCPL and clearing of consignment from transporter godown at Dibrugarh/Tinsukia/Sivsagar/Jorhat etc, follow up with transporter, documents submission to transporter, arranging of prompt gate entry of consignments, unpacking of consignment, its counting as per Challan/Invoice & its proper stacking, inspection of materials, tagging, shifting and movement of materials to various locations within the warehouse or other warehouses, issuance of material to other depts., etc. as per direction of EIC from time to time. Details elaborated in the scope of work.	MAH	936			



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SL. NO.	DESCRIPTION OF ITEM	UOM	QTY	UNIT RATE (Rs.)	AMOUNT (Rs.)	
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8	Assistance in preparation and maintenance of documentation for compliance to standards; maintenance of data bank of warehouse; typing of report on physical varification, scrap loading, various MIS, updation of records and many other jobs through data entry, help desk and full time supervision at warehouse through supervisor to provide supervisory services for smooth execution of any of the job(s) covered under the purview of contract. Activities covered under element above have to be supported by supervisory services. Both data entry jobs and supervisory are to be carried out as per directions of EIC.	MAH	936			
9	Preparation and maintenance of final documentation for compliance to standards like preparation of goods receive voucher, issue voucher, Over/Short/Reject/Damage report, delivery note etc; maintenance of data bank of warehouse; tally entry, generation of various reports like report on insurance declaration, insurance claim settlement, physical verification, OSRD settlement etc and any other data entry jobs from time to time, help desk and full time supervision at warehouse through supervisor to provide supervisory services for smooth execution of any of the job(s) covered under the purview of contract .Activities covered under element above have to be supported by supervisory services. Both data entry jobs and supervisory are to be carried out as per directions of EIC from time to time. Details elaborated in the scope of work.	MAH	624			
10	MHE to be provided by the contractor for carrying out all the jobs enumerated above					
10.1	Hiring of one 12 MT Hydra Crane with Operator	Hour	400			
10.2	Hiring of one TATA 207DI (Rate to be quoted at 10.2.1,10.2.2,10.2.3, 10.2.4					
10.2.1	Monthly fixed charge with 2000 Km/month	LS/ Month	12			
10.2.2	Running charge/km beyond 2000 Km in a month	Km	2000			
10.2.3	Overtime for driver beyond duty hours	Hr	720			



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10.2.4	Nighthalt/Outstation	Ea	24			
11	Bonus payment to the contract workmen as per Payment of Bonus (Amendment) Act, 2015 and latest amendments (if any)	Ea	1			
GRAND TOTAL EXCLUDING GST (RS.):						
IN WORDS:						
GST :						
GRAND TOTAL INCLUDING GST (RS.):						
Note : - Quoted rates should be as per Scope of Work. While quoting the rate in SOR Sl. No. 1,2,3,4,5,6,7,8,9 & 10.2.3, the minimum wage must be exclusive of Bonus for which the bidder to quote separately in SOR Sl. No. 11. - Bidders are required to quote the rates strictly as per the above SOR and not to use any other format. - Rates should be quoted including all taxes & duties except GST. GST shall be paid extra at actual - Quantities shown in the SOR is tentative which may increase or decrease. - Bidders are advised not to mention rebate/discount separately, either in the SOR format or anywhere else in the offer. In case bidder(s) intend to offer any rebate / discount, they should include the same in the item rate(s) itself under the "SCHEDULE OF RATES (SOR)" and indicate the discounted unit rate(s) only. - In case, it is observed that any of the bidder(s) has/have mentioned discount/rebate separately, the same shall not be considered for evaluation. However, in the event of the bidder emerging as the lowest bidder, the discount/ rebate offered by the bidder shall be considered for award of work and the same will be conclusive and binding on the bidder.						
Name of authorized person submitting the tender on behalf of the Bidder:						
Designation of authorized person:						
Name of firm / Contractor:						
Address of firm / Contractor:						
Date:						