



KAMARAJAR PORT LIMITED

(erstwhile Ennore Port Limited)
[A Government of India Undertaking]
Vallur Post,
Chennai – 600 120.
Ph: 044-27950030

Quotation No.KPL/CSR/OP/B/QTN/95.03/2017-18

QUOTATION FOR

EVALUATION/ IMPACT ASSESSMENT OF ALL CSR PROJECTS

/ ACTIVITIES COMPLETED DURING THE FINANCIAL

YEAR 2016-17

Due Date of Submission: 15 00 hrs on 24.05.2017

Date & Time of opening: 15 30 hrs on 24.05.2017

KAMARAJAR PORT LIMITED

**EVALUATION/IMPACT ASSESSMENT OF CSR PROJECTS/ ACTIVITIES
COMPLETED DURING THE FINANCIAL YEAR 2016-17**

Open quotations are invited in single cover system for the work of “Evaluation/Impact Assessment of all CSR Projects/ Activities completed during the Financial Year 2016-17”.

1. Information to the bidders:-

<u>Sl.No</u>	<u>Details</u>	<u>Description</u>
1	Name of work	Evaluation/Impact Assessment of all CSR Projects/ Activities of Kamarajar Port Limited undertaken during the financial year 2016-17 in conformity with CSR Rules of the Companies Act 2013, DPE guidelines on CSR and Sustainability and CSR Policy of the KPL.
2	Scope of work	The report should cover the objectives of the study such as relevance, efficiency, effectiveness & uniqueness, impact, sustainability, outcome and intangible benefits derived from the completed projects. The report should also contain the result of interactions with the implementing/ executing authorities of the projects and feedback from the beneficiaries in detail along with relevant photographs, charts etc., In addition, the on- going/carry- forwarded projects of the previous years and completed during the current year shall also be evaluated. A power point presentation shall be made before the Board Level Committee on CSR and Sustainability.
2	Contract period	The contract period shall be 45 days from the 7 th day of receipt of allotment letter. Draft final report shall be submitted within 30 days. After incorporating suggestions, if any, final report is to be submitted within the stipulated time.
3	Estimated Cost	Rs. 1,73,000/- (Rupees One lakh seventy three thousand only)
4	EMD	2% of contract value i.e., Rs.3,460/-. The EMD shall be released along with the final payment.
5	Quotation shall be submitted to	Dy.General Manager (C) Kamarajar Port Limited, Vallur (post), Chennai-120.

2. The Quotations should be accompanied with EMD for a sum of Rs.3,460/- (Rupees Three thousand four hundred sixty only) in the form of Demand Draft drawn in favour of "**KAMARAJAR PORT LIMITED**" on any nationalized / scheduled bank payable at Chennai. Quotation without EMD will be summarily rejected. The EMD of the unsuccessful bidders will be refunded after issue of work order to the successful bidder on production of advanced stamped receipt.
3. The bidder shall be registered as Trust/Society/NGO/Voluntary Organization and empanelled with NCSR hub, Delhi with operational area in Tamil Nadu for working in the fields of Community Development/CSR & Sustainability activities. The bidder shall submit the copy of the valid certificates of the above. Bids without the copy of the above will be summarily rejected.

Dy.General Manager(C)
Kamarajar Port Limited.

KAMARAJAR PORT LIMITED**EVALUATION/IMPACT ASSESSMENT OF CSR PROJECTS/ ACTIVITIES
COMPLETED DURING THE FINANCIAL YEAR 2016-17****SCHEDULE- "A"****Schedule of Rates**

SI No	Probable Quantity	Description of Work	Rate (in Figures and in Words) Rs.	Unit (in Figures and in Words) Rs.	Amount (in Figures and in Words) Rs.
1	1	Evaluation/Impact Assessment of all CSR Projects/ Activities of Kamarajar Port Limited undertaken during the financial year 2016-17 in conformity with CSR Rules of the Companies Act 2013, DPE guidelines on CSR and Sustainability and CSR Policy of the KPL, including conveyance charges, typing, printing and other documentation charges, professional charges etc., complete.		1 L.S. (lump sum)	

Net Amount in words (Rupees

(.....
.....)

NOTE: -

1. The bidder shall quote his rate for the Schedule of Quantities (Bill of Quantities) both in figures and in words and also fill up the amount column without any omission and duly sign each page of the quotation.
2. The quotation shall be submitted in a sealed cover addressed to the Dy.General Manager (C), Kamarajar Port Limited, Vallur Post, Chennai-120
3. The validity of the rate quoted is 30 days from the date of opening.

4. KPL reserves all the right to cancel or withdraw the Quotation at any stage without assigning reason.
5. The contract period shall be 45 days from the 7th day of receipt of allotment letter. Draft final report shall be submitted within 30 days. . A power point presentation shall be made before the Board Level Committee on CSR and Sustainability. After incorporating suggestions, if any, final report is to be submitted within the stipulated time.
6. Entry into port is based on prior permission with valid passes.
7. Payment Terms: 100% of the contract value shall be paid on submission of the satisfactory final report within the stipulated time.
8. The rates are inclusive of all taxes, levies, duties, etc. Other taxes such as IT as applicable will be deducted from the contractor's bill. However, service tax shall be reimbursed on furnishing of documentary evidence for having remittance of Service tax.
9. The bidder shall engage skilled professionals, necessary tools, accessories to complete the works within the prescribed time period.
10. The NGO/Organizations who have executed the CSR projects/activities in KPL during the FY 2016-17 are not eligible to participate in the bid.
11. The bidder shall submit 3 sets of final report with a soft copy in the form of CD.
12. For further details Dy.General Manager(C)/ Manager(C) may be contacted during office hours or over phone No. 044 -27950030

Signature of the tenderer.
(With seal)

Dy.General Manager (C)
Kamarajar Port Limited.

KAMARAJAR PORT LIMITED

**EVALUATION/IMPACT ASSESSMENT OF CSR PROJECTS/ ACTIVITIES
COMPLETED DURING THE FINANCIAL YEAR 2016-17**

SCHEDULE – “B”

Special Conditions

1. The contract period shall be 45 days from the 7th day of receipt of allotment letter. Draft final report shall be submitted within 30 days along with a power point presentation before the Board Level Committee on CSR and Sustainability. After incorporating suggestions, if any, final report is to be submitted within the stipulated time.
2. The work shall be carried out as directed by the Nodal Officer/CSR Cell of KPL.
3. Supply of Drinking water at the site of work.

The contractor shall make his own arrangements.
4. Security Deposit.

Nil.

Dy.General Manager (C)
Kamarajar Port Limited.

KAMARAJAR PORT LIMITED**SCHEDULE – “C”****GENERAL CONDITIONS**

1. The Dy.General Manager(C) may cancel the contract at his opinion at any time without notice for any reason including poor progress of work. The decision of the Dy.General Manager(C) is final and will be binding on the contractor.
2. Liquidated damages will be applicable @ 0.5% of the contract order value per week or part thereof, for delay in contract completion date subject to a maximum ceiling of 10% of contract order value.
3. In case the contractor leaves work incomplete the Dy.General Manager (C) shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the KPL in so doing from any money due or to become due to the contractor.
4. The contractor shall conform to and comply with the regulations and by laws of the Kamarajar Port Limited of all other local authorities such as the Corporation of Chennai.
5. All payments made by KPL to the contractor for the work shall be rounded of the nearest rupee.

Dy.General Manager(C)
Kamarajar Port Limited.