

e-Tender Notice

GUJARAT MINERAL DEVELOPMENT CORPORATION LTD.

Khanij Bhavan, 132 feet Ring Road, Near University Ground,

Vastrapur, Ahmedabad –380052

E-TENDER NO.

GMDC/ISO/2010-11-08

To provide consultancy and preparing the organization for complying to the requirements and certification to ISO 9001 : 2008 , ISO 14001 : 2004 and OSHAS 18001 :2007

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GUJARAT MINERAL DEVELOPMENT CORPORATION LTD.

(Khanij Bhavan, 132 feet Ring Road, Near University Ground, Vastrapur, Ahmedabad – 380 052)

- **Introduction**

TENDER NO. GMDC/ISO/2010-11/08

GMDC Limited-Ahmedabad (A Govt. of Gujarat Undertaking)

E- Tender for engagement of consultant for providing consultancy & preparing GMDC for complying to the requirement and certification to ISO 9001:2008, ISO 14001:2004 & OHSAS 18000:2007

About GMDC

GMDC is the flagship company of the Government of Gujarat, registered under the Companies Act; 1956. GMDC is in the business of extracting and selling various minerals like Lignite , Bauxite, Fluorspar and Manganese. GMDC has also established 2 x 125 MW lignite based power plant at Nanicheir, Kutch.

GMDC is currently considering for obtaining certification to ISO 9001:2008, ISO 14001:2004 & OHSAS 18000:2007

GMDC has decided to engage consultants for providing consultancy & preparing GMDC for complying to the requirement and certification to ISO 9001:2008, ISO 14001:2004 & OHSAS 18000:2007

Therefore on line E tenders are invited from reputed ,consulting firms,institutions and companies having expertise in above stated consultancy - to submit a proposal for consultancy including training and support for preparing documentation.

- **Objective**

The objective of this assignment is to prepare a framework of Management, Environment, Occupational Health and Safety Systems for GMDC.

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TENDER NO. GMDC/ISO/2010-11-21

Name of Work: Consultancy service pertaining to implementing a framework of systems as per requirements of standards of ISO 9001-2008, ISO 14001-2004 & OHSAS 18000-2007 for GMDC

Sr. No.	Description	Details
1	Scope of the work	<ul style="list-style-type: none">• Conduct Diagnostic Study• Conduct Awareness Program for Top Management – Management Systems being a vital element of business and need for establishment of systems as required in ISO 9001:2008, ISO 14001:2004 & OHSAS 18000:2007• Extend Awareness Program for middle management and to operation staff / workmen• Development of documentation, training on documentation and implementation - Development of manual, systems procedures and instructions and their implication• Training to develop internal auditors• Support to Conduct one cycle of Internal audit and corrective action• Instituting corrective action and updating Management system documentation• Support for Pre Certification
2	Location	
3	Tender Fee	Rs.500/- (Rupees Five Hundred only) Tender fee must be paid either in Cash or DD/ Pay Order at GMDC Ahmedabad Office.

4	Earnest Money	Rs.21, 000/ (Rs. Twenty One Thousand Only) in the form of Demand Draft of Nationalized Bank or AXIS, IDBI,HDFC, and ICIC Bank in favour of GMDC Limited Payable at Ahmedabad and to be paid in person/ RPAD or Speed Post. (Failing which tender will not be considers as valid)
5	Security Deposit	10% of the contract value in form of DD of nationalized bank or of AXIS, IDBI, HDFC, and ICICI Bank will have to be paid on acceptance of the tender within fifteen (15) days of the issue of order.
6	Time of Completion	48 Weeks
7	Date and time for down load of TENDER DOCUMENTS	Up to 22/09/2010
8	Last date & time for On line submission of TENDER	22/09/2010
9	Last date for submission of Tender fee, EMD and for other documents in person	23/09/2010
10	Verification of submitted documents (EMD, tender fee etc)	24/09/2010 at 1300hrs
11	Opening of technical bids	24/09/2010 at 1500 hrs

13	Date and time of Price Bid opening of on line tender	Will be informed to bidders through letters/ Phone/ E-Mail
14	Place for Price Bid opening of on line tender	GMDC Ahmedabad Office
15	Penalty	½% (Half percentage) of contract value per week to the maximum amount of 10% of contract value.
16	Refund of Security Deposit	After one year of successful achievement of claim

The Tender Documents fee is Rs.500/-only. The tender fee is non-refundable.

The Corporation reserves the right to reject any or all the Bids without assigning any reasons thereof.

DOWNLOAD OF TENDER DOCUMENTS:

The tender document for this works is available only in electronic format which bidder can download as explained above.

Interested bidders can view these tender documents online but bidders who are interested in bidding in this, tenderers can download tender documents from <https://gmdc.nprocure.com>. Tender Documents are only available in Electronic Form. The bidder should submit all the forms electronically only.

Bidders who wish to participate in this tender will have to register on <https://gmdc.nprocure.com>.

DETAILS TO BE FURNISHED ALONG WITH APPLICATION.

- Complete particulars of the constitution, ownership and main business activities of the prospective consultant (Bidder)
- Audited financial accounts for the last three years.
- A comprehensive list of assignments handled by the firm, related providing the required / related consultancy for Government, Quasi Government and private sector separately.

Further bidders who wish to participate in online tenders will have to procure Digital Certificate as per information technology Act 2000 using which they can sign their electronic bids.

Bidder can procure the same from (n) code solutions—a division of GNFC Ltd, who are licensed Certifying Authority by Govt. of India and they will assist them in procuring the same at below mentioned address.

Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

In case, bidder needs any clarification or if training required for participating in on line tender, they can contact following office:

(n)code Solutions-A Division of GNFC Ltd, (n)procure cell 301, 3rd floor, GNFC Infotower,
Sarhhej – Gandhinager Highway, Bodakdev, Ahmedabad – 380054.

Toll Free: 1-800-233-1-1-Ext: 501,512,516,517,

Phone: (079) 26857316/17/18 Fax : (079) 26857321,

E mail :nprocure@gnfc.net

SUBMISSION OF TENDER:

Tenderer shall submit their offer in electronic format on above mentioned website up to after Digitally Signing the same. No offer in physical form will be accepted and any such offer if received by GMDC will be out rightly rejected.

The tenderers is required to submit the Tender Fee and EMD amount in sealed cover at Ahmedabad GMDC office on **23/09/2010** before 18.00 Hrs. If EMD amount & Tender Fee are not submitted, tender will not be considered for scrutiny and will be summarily rejected.

OPENING OF TENDER:

The technical bid will be opened on **24/09/2010 at 15.00 Hrs** on website <https://gmdc.nprocure.com> as mentioned above.

GENERAL MANAGER (POWER)

Gujarat Mineral Development Corporation Ltd.(A Govt. of Gujarat Enterprise)

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