



CHHATTISGARH STATE INDUSTRIAL DEVP. CORPN. LTD.

RAIPUR

TENDER DOCUMENT

CONSULTANCY AND CERTIFICATION AGENCY

FOR

NABL ACCREDITATION

OF

TESTING LABORATORY

BHILAI

Issued to M/s.

Tender Item = Consultancy to acquire NABL accreditation for Testing Laboratory at Bhilai

Amount of EMD= Rs. 15,000/-

Cost of Tender Form = Rs..... Vide MR No. & Date

Cost of Tender form received by = Cash/DD (No. Date.....)

Date of Opening Tender =

Name & Designation with Seal

Price-500/-

**CONSULTANCY FOR RECEIVING NABL ACCREDITATION
FOR
TESTING LABORATORY, BHILAI**

I N D E X

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Chhattisgarh State Industrial Development Corporation Ltd.

(A Government of Chhattisgarh Undertaking)

LIC Campus, Pandri, Raipur (C.G.) 492004

Phone: 0771-2583789-90 Fax: 0771-2583794

Website: www.csidc.in, Email address: csidc.cg@nic.in, csidc_raipur@yahoo.com

CONSULTANCY DESIRED FOR NABL ACCREDITATION

NIT No.01/TL/BHILAI/2010-11/

Raipur Date :25-08-2010

NOTICE INVITING TENDER

CSIDC requires services of competent agency, on turnkey basis, to acquire NABL accreditation for its Testing Laboratory at Bhilai, Distt.Durg Chhattisgarh. Sealed offers in prescribed Application Form are invited from competent agencies till 3.00 PM on 21-09-2010 along with EMD of Rs.15,000.00 in form of DD drawn in favor of CSIDC Ltd. payable at Raipur. Tender Document containing Application Form, Scope of work and other terms and conditions can be obtained from O/o the undersigned on all working days on payment of Rs.500/- in Cash (or Rs. 600/- for receiving by speed post) till 5.00 PM on 20-09-2010. The offers will be opened at 4.00 PM on 21-09-2010 in presence of interested bidders. CSIDC will not be responsible for postal delay in receipt/submission of tenders.

Executive Engineer (Tech.-1)

CLIENT ADDRESSES

(A) **HEAD OFFICE AT RAIPUR**

Chhattisgarh State Industrial Development Corpn. Ltd.
(A Govt. of C.G. Undertaking)
Technical Wing
C.S.I.D.C. Ltd.
Ground Floor, LIC Complex,
Pandri, Raipur (C.G.)

Contact persons

1. Shri P.K.Sharma
(Executive Engineer)
Mob.94241-33317

(B) **TESTING LABORATORY AT BHILAI**

Chhattisgarh State Industrial Development Corpn. Ltd.
(A Govt. of C.G. Undertaking)
Testing Laboratory
Industrial Estate, Chhawni Chowk
Bhilai (C.G.)
Ph.-0788-2283228

Contact persons

1. Shri S.Awasthy (Incharge)
Mob. 99269-99936
2. Shri G.S.Bhosle Technician (Mach.)
Mob. 94060-62181

About CSIDC Ltd.

CSIDC is a Govt. of Chhattisgarh Undertaking under Commerce & Industry Department registered under companies Act 1951.

CSIDC has its Corporate Office at Raipur & has developed various Industrial Growth Centres & Industrial Areas namely URLA, SILTARA, BHANPURI, AMASEONI, RAWABHATA, SARORA in Raipur Distt., BORAI in Durg Distt., SIRGITTI , TIFRA, RANI DURGAWATI I/A in Bilaspur Distt. CSIDC is also developing many thematic Industrial parks such as Metal park, Apparel park, Gems & Jewellery park at Raipur, Engineering park at Bhilai etc.

To meet increasing requirement of land for new industrial units, CSIDC is setting up four Mega Industrial Areas in Bilaspur, Raigarh & Raipur Districts spreading over 4740 hectares.

Integrated Infrastructure Development Centres have been established in Districts Kabirdham, Mahasamund & Surguja. Work on Infrastructure Development has been started in these IIDCs.

Work has started for development of cluster based Special Industrial Parks - Herbal & Medicinal Park, Food Processing Park & Gems & Jewellery SEZ. Also effective steps have been taken for establishment of Metal Park & Apparel Park.

CSIDC has effectively implemented Public Private Partnership in upgradation & maintenance of existing Industrial Areas in Urla & Siltara, District Raipur.

CSIDC has also marketing wing at Head Office Raipur, Raw Material Depot, Testing Lab, Furniture works and implement factory at Bhilai & Coal Depot at Bilaspur.

CSIDC is operating Quality Marking & Testing Laboratory in the State at Bhilai under its multiactivities services for Industrial promotion and development. The activity of testing facilities provided to SSI units is vital for upgradation of the quality of their products.

About Testing Laboratory, Bhilai

The Chhattisgarh State Industrial Development Corporation Ltd. is a Chhattisgarh Govt. Company, operating Quality Marking & Testing Laboratory in the State at Bhilai under its multiactivities services for Industrial promotion and development.

The Quality Marking & Testing Laboratory (QMTL) Bhilai was initially set up by the Commerce & Industries department Govt. of M.P. in the year 1970 and was transferred in August 1985 to MPLUN. The Testing Laboratory Bhilai is recently transferred to the Chhattisgarh State Industrial Development Corporation Ltd., Raipur on dated 01.02.2002 under Madhya Pradesh Reorganisation Act. 2000. The CSIDC has modernized these centers in many-folds with requisite facilities and technical personnel to tune – up the technical up date and demand of users of the region.

The main objective of Testing Laboratory is “To encourage the quality culture amongst the SSI units and great emphasis on the quality of the products of SSI Sector” . The activity of testing facilities, being provided to SSI units is vital to them for up gradation of the quality of their products.

This laboratory is situated at Industrial Area, Chhawni Chowk, Bhilai which is about 12 km from Durg city. The land area of the laboratory is measuring about 2 Acre and constructed Area is about 15000 Sq.ft. which is sufficient for existing facilities as well as for modernization/up-gradation of testing facilities of this centre.

This Lab is well equipped with wide range of testing facilities in the field of Mechanical, Chemical, Civil, Electrical. Under Civil Engineering, this Lab is conducting testing of Coarse Aggregate, Sand, Bricks, Mosaic Tiles, all types of Steels and several other materials.

The laboratory is full filling vital testing need of various industries, contractors, Government & Semi Government Departments. The reputed industries. The Testing facilities available is being regularly utilized by many prestigious organization like, Indian Railway, Central Public Work Department (CPWD), Bharat Sanchar Nigam Limited (BSNL), Electricity Boards, Maharashtra Electricity Board, Rajasthan Electricity Board, Bihar Electricity Board, Gujrat Electricity Board, Steel Authority of India Limited (SAIL), Power Grid, Rail India Technical and Engineering Services (RITES),

MECON, Director General of Supplies & Disposal (DGS&D) All India Radio & many others.

Ever since its establishment, laboratory has always strived to meet the expectations of its customers. With the hard work and dedication of its work force, we have come a long way. Our customers have reposed their faith by giving even greater opportunities to serve them by repeating orders for even higher quantities. As a result of this we are being approached by new customers regularly.

The over all activities of testing laboratory is governed by Manager (Technical) with well qualified and experienced technical and ministerial Staff.

FINANCIAL PERFORMANCE OF TESTING LABORATORY, BHILAI

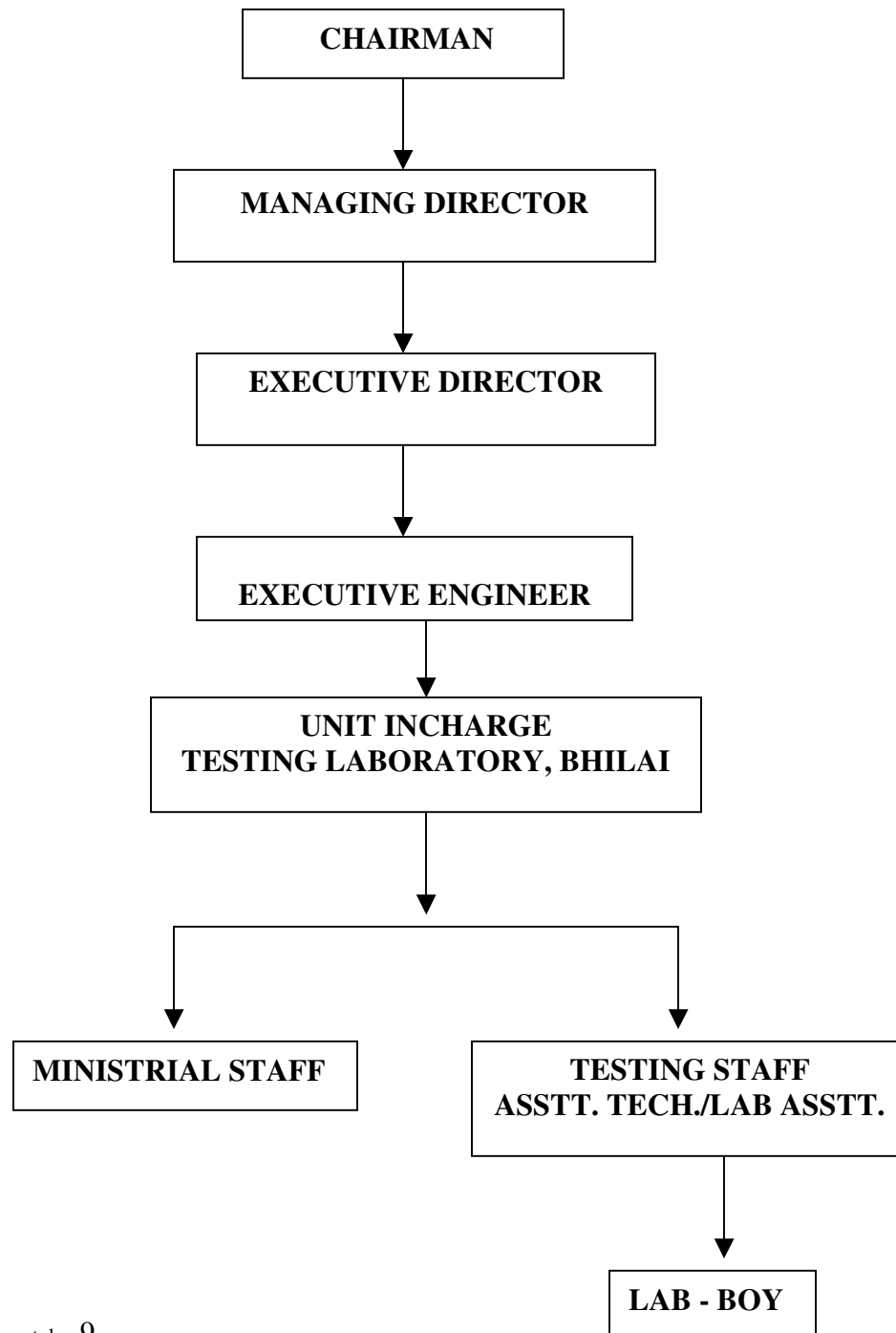
Sr. No.	Financial year	Income	Expenditure	Working Result
1.	2007-2008	22,36,536.00	10,60,086.00	11,76,450.00
2.	2008-2009	35,04,463.00	14,64,160.00	20,40,303.00
3.	2009-2010	27,29,990.00	15,97,978.00	11,32,012.00

PHYSICAL PERFORMANCE OF TESTING LABORATORY, BHILAI

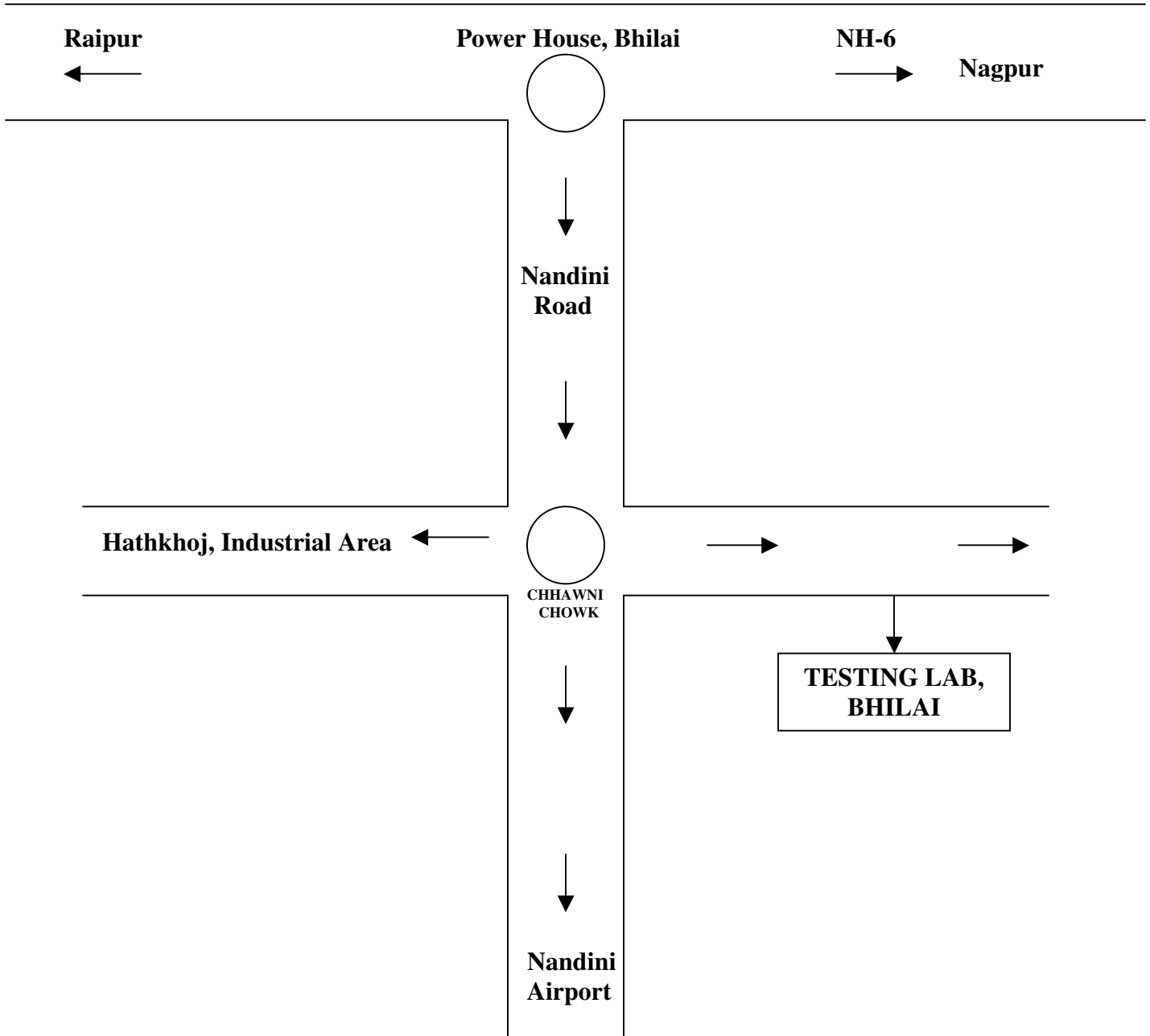
Sr. No.	Financial year	Number of samples tested
1.	2007-2008	4715
2.	2008-2009	6797
3.	2009-2010	5414

TESTING LABORATORY, BHILAI

ORGANISATION STRUCTURE



LOCATION PLAN



**Scope of work for Consultant for obtaining NABL
Accreditation for *Mechanical & Chemical section* of CSIDC Testing Lab, Bhilai
as per ISO/IEC-17025:2005**

Scope of work:

- Complete documentation (four level documents)
- Awareness training/Internal training for ISO/IEC-17025 requirement.
- Implementation of Document & System.
- Internal audit to ensure effective implementation.
- Application in pre-adequacy audit, pre-assessment and final assessment of NABL for immediate compliances to obtain NABL Accreditation.

TERMS & CONDITIONS

1. (i) Financial offer should be quoted for consultancy on turnkey basis for NABL Accreditation of Nigam's Testing Laboratory at Bhilai, inclusive of consultancy charges, charges for preparation of documents on the basis of input provided by the laboratory, expenses incurred on Awareness meeting, training of lab personnel expenses incurred on traveling, Boarding Lodging of consultants deputed along with other out of pocket expenses, if any-
 - (ii) The financial offer should be inclusion of all taxes (excluding Service Tax as applicable)
 - (iii) Rate of Service Tax as applicable should be quoted separately.
 - (iv) No Additional payment shall be made over quoted Rate.
 - (v) No Advance payment shall be made on any account.
2. The Agency will have to fulfill all necessary requirements as per NABL and ISO/IEC-17025 norms.
3. The Agency must have arranged NABL Accreditation at least three Laboratories, through there consultancy.
4. Attach copy of service Tax Registration Number.
5. Offer submitted without EMD is liable to be rejected.
6. EMD of unsuccessful bidders shall be refunded within 30 days of finalizing the Tender.
7. EMD of successful bidder who is appointed as consultant, shall be refunded only after completion of work i.e. after award of NABL accreditation Certification to the Testing Laboratory, Bhilai.
8. CSIDC shall have the right to terminate the consultancy service. If the bidder stops, abandons the work midway or unreasonably delays the work at any stage during the time frame of the consultancy service.
9. No interest shall be payable on deposited EMD, by CSIDC
10. Penalty Clause : The bidder is liable for compensation to CSIDC@ 0.5% per week of total financial offer in case of delay caused by the bidder beyond the time frame quoted by him.
11. In case of identical financial offers received from two agencies preference may be given to the consultant who quotes the minimum time frame.
12. MD, CSIDC Ltd., reserves the right to accept or reject any or all offers received without assigning any reason what so ever.

APPLICATION FORM

Reference :

Dated :

To,

The Executive Engineer (Tech.-1)
C.S.I.D.C., Ltd.
LIC Complex, Pandri,
Raipur (C.G.)

Sub: NABL Accreditation for CSIDC Testing Laboratory at Bhilai

Ref. No. Advertisement Published in

Dear Sir,

With reference to your above advertisement, we are hereby submitting our turnkey proposal of consultancy for your testing laboratory at Bhilai for the purpose of acquiring **NABL** Accreditation within in the time frame provided by us, in our this proposal.

The format F-1 i.e. "Information to be submitted by the bidder" duly filled up is enclosed, for evaluation of our firm. Our Consultancy fees on turn key basis in the format F-2, is also enclosed, for your consideration.

We hope that you be find our proposal most competitive.

Sincerely Yours,

Encl.- As above

Name and Seal of the Agency
(Consultants, Firms & Companies)

[F-1] Format of Information to be submitted by the Bidder

1. Name, Address and telephone Number of the tendering agency (Consultants, Firms & Companies)

2. Number of Experts Available with the tendering Agency (Consultant/Firm/Company)

A Full Time -----

B Part Time -----

C Total -----

Sl. No.	Name of Expert	Qualification	Experience
-----	-----	-----	-----
-----	-----	-----	-----
-----	-----	-----	-----

3. Total experience of providing consultancy for NABL Accreditation, in years.

A Name of Clients (Laboratories) who have received NABL Accreditation through the firm during the last 3 years.

Sl.No.	Name & Address of the Client (Laboratory)	Certificate No.	Date of Award of Certificate	Scope
1.				
2.				
3.				
4.				

B. Name of the Client (Laboratories) to whom the firm is in process of providing consultancy for acquiring NABL Accreditation. i.e. assignment in hand.

Sl.No.	Name & Address of the Client (Laboratory)	Date of Appointment as Consultant	Scope	Time frame as per Terms of reference
1.				
2.				
3.				

4. Credentials and Firm Profile
 - A. Year Of Establishment
 - B. Organisation Structure (Enclosed a separate sheet)
 - C. Introduction of the Consultancy firm in brief with areas of activity and area of core expertise.
 - D. Firm's important achievements
 - E. Firm's Financial Standing
(Turn over of last two year)
 - F. Whether the firm is a QCI approved consultancy firm?
 - G. Profile of Key Personnel (Consultants) of the firm [Provide details on parameters given below]
Name, Qualification, Designation, Field of core expertise, Total experience, Period of association with the firm, languages proficiency and significant achievement.
5. Details of Demand Draft of Rs.15000.00 (Rs. Fifteen Thousand Only) submitted as EMD
6. Proposed deliverables with time frame, for full filling the requirements of NABL Certification from **Documentation-Training-Internal Audit-to the award of NABL Certification**, are mentioned in prescribed format.
7. Deliverables with Time Frame
(Since CSIDC wishes NABL Accreditation at the earliest possible, the bidder should specify the minimum time required for seeking NABL Accreditation)

Sr.No.	Deliverables	Time Frame (In Weeks)
1.	Awareness program	
2.	Training Lab Personnel	
3.	Preparation of quality manual & Procedure manual & Other documents/formats	
4.	Review of document	
5.	Internal audit	
6.	Application for NABL Accreditation	
7.	External auditing by NABL	
8.	Removal of non-compliances	
9.	Award of NABL Accreditation certificate	
10.	Any other activity, if required	
11.		
12.		

8. Payment schedule

Sr.No.	Mile Stones	Payment in Percentage of Total Quoted Consultancy Charges
1.	Awareness program	10%
2.	Training Lab Personnel	10%
3.	Preparation of quality manual & Procedure manual & Other documents/formats	10%
4.	Review of document	5%
5.	Internal audit	10%
6.	Application for NABL Accreditation	10%
7.	External auditing by NABL	10%
8.	Removal of non-compliances	5%
9.	Award of NABL Accreditation certificate	30%

[F-2] Rate Proforma

ITEM NAME: **“Providing consultancy for NABL Accreditation for mechanical & chemical Section of Nigam’s Testing Laboratory at Bhilai.”**

Quoted rates are for consultancy on turnkey basis for NABL Accreditation for Mechanical & Chemical section of Nigam’s Testing Laboratory at Bhilai inclusive of Consultancy charges, charges of preparation of documents on the basis of input provided by the laboratory, expenses incurred on Awareness meeting, training of Lab personnel, expenses incurred on Traveling, Lodging Boarding of consultants deputed along with other out of pocket expenses. If any, but exclusive of service tax as payable.

Please give break-up of rates in proforma below:

FINANCIAL OFFER

Sl. No.	Brief Description of the work	Consultancy charges	Service tax	Total Charges
1.	Providing consultancy on turnkey basis for NABL Accreditation for <i>Mechanical & Chemical section</i> of Nigam’s Testing Laboratory at Bhilai			

[please quote the rates both in figures & words]

Date :

Name and Seal of the tendering Agency