



HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
AMBALAMUGAL, Ernakulam District, PIN – 682 302.
Phone: (0484) 2720911, FAX No. (0484) 2720893

E- TENDER NOTICE

HOCL Invites e-Bids under the **single-bid system** for the following work:

Sl. No.	Description of Item and Tender No.
1	Revamping of Fire Alarm System Tender Ref No : HOC/ELE/PLANT/449

Tender documents may be downloaded from www.hoclkochi.com or www.eprocure.gov.in. Interested parties may please get registered with NIC e-procurement portal (URL: <https://eprocure.gov.in/eprocure/app>.) to participate in the tender. Tenders submitted other than through online procedure specified will not be accepted. Please visit the above sites regularly for any addendum/ corrigendum.

Please submit your e-bids under the **single-bid system** conforming to the specifications and the terms and conditions.

**For and on behalf of Hindustan Organic Chemicals Limited (GSTIN: 32AAACH2663P1ZG)
(CIN: L99999MH1960GOIO11895)**

P Selvendran

CGM (Electrical /Fire & Safety)



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HINDUSTAN ORGANIC CHEMICALS LIMITED
 (A Government of India Enterprise)
 Ambalamugal P.O, Ernakulam District, Kerala – 682 302.

Tender No: HOC/ELE/PLANT/449

Revamping of Fire Alarm system

***THIS DOCUMENT TO BE SIGNED AND SEALED BY BIDDER ON ALL PAGES AND
 SUBMITTED ALONG WITH THE E-TENDER***

SCOPE OF WORK

1. Supply, Installation, Testing and Commissioning of 48 Zone Fire Alarm Control Panel(1No.)

Vendor shall dismantle the existing Fire alarm panel, make Mather+Platt installed at Phenol plant control room of HOCL, Kochi unit and replace it with conventional type new Fire alarm panel having minimum 48 zones. Vendor shall carry out the design, supply, installation. testing and commissioning of the new Fire alarm panel. The make of panel shall be of reputed type. Preferred makes are Honeywell/ Edwards/ Tyco/ Ravel/ Equivalent. Other specification of new Fire Alarm panel is given below in detail;

- a) Touch key pad with 20 X 4 Character LCD Display
- b) In Built RS-485 Communication card which can connect max. 16 panels in a single network communication
- c) Peer to Peer network through RS-485communication.
- d) Panel shall be Microprocessor based control. Enclosure shall be made out of MS sheet powder coated suitable for Indoor Installation.
- e) Main, standby status with audio and digital visual indication, circuit open short functions, test/evacuation mode, silence and reset options, common and zone wise hooter supply outputs, fault and fire mode auxiliary contacts with 24 DC volt output zone circuits.
- f) Auxiliary supply 230VAC, 50 Hz with suitable back up power source (Sealed maintenance free battery).
- g) Complies with UL-864 and NEPA-72, touch keypad for user friendly operation, all zones accept smoke detectors and normal open contact devices, class B notification appliance circuits, Error free Fire/Fault status in unambiguous colored LED indication, 1000 event storage with RTC, Two form C relays for fire and fault, Zone isolation facility with loop voltage cut off.

2. Supply, Installation, Testing and Commissioning of 48 Zone microprocessor-based Fire Alarm Repeater panel, compatible to above said Fire Alarm Control Panel (1 No.)

The repeater panel shall communicate with Main FACP through RS-485 and shows the status of the FACP connected with it or FACP's in network. The repeater panel has minimum 20X4 Dot

Matrix LCD display with touch keypads, system ON, AC ON, Battery ON, Charge ON indications, lamp test facility. User can disable/Enable the zone of fire alarm control panel connected in the network. It shall operate on 230VAC, 50 Hz supply with suitable battery backup (Sealed maintenance free battery). The make of panel shall be of reputed type. Preferred makes are Honeywell/ Edwards/ Tyco/ Ravel/ Equivalent.

3. Testing and configuration of MCPs and SITC of suitable size Cable Chamber.

Supply and Installation of Cable chamber of suitable size made out of 2 mm CRCA sheet, duly powder coated with red color for accommodating the existing cables terminated on the main fire alarm panel. The cable chamber shall be fixed on the wall above the new FACP. The cable chamber shall be capable for accommodating approximately 100 numbers of 2C X 1.5 Sq.mm steel armored cables connected to Din rail terminal connectors. Contractor shall dismantle all the cabling from existing FACP and terminate it on the newly provided cable chamber. Cable glanding and terminations on the cable chamber shall be neatly carried out by the contractor. Suitable size multicore cable may be wired to the new FACP from the cable chamber for the FACP input connections. All the control cables shall be suitably identified with proper size ferruling. Contractor shall test and configure 43 Nos manual call points which are wired to Main fire alarm panel. All the 43 nos MCPs are installed inside factory at Ambalamugal, Kochi. During the commissioning, if MCPs needed repair same shall be carried out by the contractor. If any of the MCP found defective during the testing and is beyond repair, contractor may supply new MCPs whose payment shall be made extra at actual.

4. Supply, Installation, Testing and Commissioning of Flame proof Manual call point.

While carrying out the testing and configuration of MCPs, if any of the FLP MCP found defective and beyond repair, same shall be replaced with new FLP MCP supplied by the contractor. New MCP shall be installed by the contractor after removing the faulty MCP. The new FLP MCP supplied by Contractor shall be of reputed make and shall have type approval from PESO/CMFRI/Equivalent body. All the existing manual call points are installed on 1.5 meter from ground level at various locations inside factory. The new FLP MCP can be installed on the existing MCP structure. Supplied FLP MCPs shall be of break glass type, made out of aluminum alloy powder coated with red color suitable for installation on outdoor environment. Contact element rating shall be 1NC, 5A, 230VAC. Cable gland used in new FLP MCP shall be Exd, double compression type. Contractor shall carry out the cable glanding and termination of new supplied MCPs. The quantity of MCP identified in this tender is minimum number only (1 no.). Actual quantity may vary on either side depending on the site situation.

5. Supply, Installation, Testing and commissioning of Weatherproof Manual Call point.

While carrying out the testing and configuration of MCPs, if any of the weatherproof MCP found defective and beyond repair, same shall be replaced with new weatherproof MCP supplied by the contractor. New MCP shall be installed by the contractor after removing the faulty MCP. The new weatherproof MCP supplied by Contractor shall be of reputed make. All the existing manual call points are installed on 1.5 meter from ground level at various locations inside factory. The

new weatherproof MCP can be installed on the existing MCP structure. Supplied weatherproof MCPs shall be of break glass type, made out of aluminium alloy powder coated with red color suitable for installation on outdoor environment. Ingress protection of new weatherproof MCP shall be IP65 minimum and contact element rating shall be 1NC, 5A ,230VAC. Cable gland used in new weatherproof MCP shall be double compression type. Contractor shall carry out the cable glanding and termination of new supplied MCPs. The quantity of MCP identified in this tender is minimum number only(1 no.). Actual quantity may vary on either side depending on the site situation.

6. Comprehensive AMC of Fire Alarm System for 5 years.

Comprehensive AMC of Fire Alarm control panel and Repeater panel shall be offered by party for a duration of five years from date of commissioning the panels. Total AMC rate offered shall be inclusive of all transportation and lodging expenses of service personnel. Following are the scope of work for comprehensive AMC of Fire Alarm System;

1. Quarterly visits to be made by service personnel for preventive maintenance of FACP and Repeater Panels. Following checks are to be carried out during quarterly visits.

- a) Checking of panel operation including open and short circuit conditions.
- b) Checking of electrical power supply and healthiness of battery.
- c) Checking of audio, visual alarm on the panel
- d) Checking of hooters and manual call points
- e) Checking of general healthiness of the system
- f) Checking of repeater panel at Fire station.

2. Breakdown call shall be attended within 24 hours of reporting the complaint.

3. Contractor has to provide the service report mentioning the details of work carried out, observations made after carrying out each quarterly servicing.

4. Necessary minimum of spares of the panels shall be kept ready by the contractor. All the required spare components for repairing the fire alarm panel and repeater panel shall be supplied, installed and tested by the contractor without any additional cost.

5. Schedule of quarterly services to be given to the officer in charge in advance.

6. Comprehensive AMC is applicable to the newly supplied Fire alarm and repeater panel only. However, contractor shall carry out the checking and operation of all field devices such as MCPs, hooters etc as part of the quarterly maintenance visits.

7. Minor repairing of field devices such as MCPs, hooters etc shall be attended by contractor without any additional cost during the AMC period. If field devices such as MCP, Hooter etc are found defective during the AMC period and is beyond repair, HOCL shall supply new devices which shall be installed and tested by the contractor.

General instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be

moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.

- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions

contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Contact Person

Mr. Midhun Babu

Sr. Systems Analyst (HOCL)

Mob : 8921387812 , 0484-2727401



HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
Ambalamugal P.O,Ernakulam District, Kerala – 682 302.

Tender No : HOC/ELE/PLANT/449

Revamping of Fire Alarm System

GENERAL TERMS AND CONDITIONS

***THIS DOCUMENT TO BE SIGNED AND SEALED BY BIDDER ON ALL PAGES AND
SUBMITTED ALONG WITH THE E-TENDER***

EARNEST MONEY DEPOSIT

NIL

COST OF TENDER DOCUMENTS

NIL

RATES

Goods and Service Tax (GST) applicable shall be paid extra, to those who have GSTIN registration, unless otherwise specified elsewhere.

ESI, PF, LABOUR LAW, SHE (Safety, Health & Environment) etc, Requirements

Refer Annexure A, B C and D attached.

SECURITY DEPOSIT

Total security deposit shall be 3% of contract value/actual value of work.

Initial security deposit @ 1% of the contract value shall be remitted with HOCL, Kochi within 21 days from the date of receipt of Work Order.

Balance 2% will be recovered from the 1st and subsequent running bills/final bill against security deposit at a rate of 3% of the value of each running bill till the total security deposit is collected.

LIQUIDATED DAMAGES

If the work is not completed within the stipulated time, the contractor is liable to pay a LD of ½% of the total contract value per week of the delay or part there of subject to a maximum of 5% of the contract value.

PERIOD OF CONTRACT

The period of the contract shall be six months from the date of issue of work order / LOI

SCOPE OF SUPPLY

MATERIALS

a. Contractor's Scope

All the materials required for fire alarm revamping work shall be supplied by party without any additional cost.

b. HOCL's Scope

Nil

TOOLS AND TACKLES

a. Contractor's Scope

All the required tools for carrying out fire alarm revamping work are to be arranged by the contractor.

b. HOCL's Scope

Nil.

TIME OF COMPLETION

Time of completion shall be six months from date of issue of work order.

VALIDITY OF THE OFFER

The tender shall be kept valid for acceptance for a period of **THREE** months from the last date prescribed for receipt of the tender.

A Tenderer shall not be entitled during the said period of three months without the consent in writing of the company to revoke or cancel his tender or to vary the tendered rate or any terms thereof.

PAYMENT TERMS

100% Payment shall be made after successful completion of work.

DEFECT LIABILITY PERIOD

AS PER GCC

CONTRACT PREFERENCE

Contract / price preference or any other concessions applicable for MSME / SSI Units / PSUs will be as per latest Government of India Directives. For availing this benefit, the bidder shall make their claim in the Technical Bid itself and enclose necessary documentary evidence to prove their eligibility

Due Date and Time: 12.11.2021, 02:00 pm.

NOTE:

PRICED BID SUBMISSION- BOQ

Bidders are requested to note that they should necessarily **submit their financial bids in the format provided and no other format is acceptable**. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. **Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder)**. No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

OTHER TERMS AND CONDITIONS

The Following Documents are enclosed

1. SCOPE OF WORK
2. TECHNICAL BID FORMAT
3. DECLARATION BY BIDDER
4. SPECIAL CONDITIONS OF CONTRACT
5. TECHNICAL BID

The General Conditions of Contract (GCC) is available on www.hoclkochi.com.

Vendors who are unable to quote may kindly submit regret letter mentioning the reason for not submitting the bids.

Contact Persons (Hindustan Organic Chemicals Limited)

Sujith P M

DM(E)

Phone 0484-2727226

Mail- pm.sujith@hocl.gov.in



HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
Ambalamugal P.O,Ernakulam District, Kerala – 682 302.

Tender No: HOC/ELE/PLANT/449

Revamping of Fire Alarm System

DECLARATION BY BIDDER

(To be submitted along with the un priced bid)

***THIS DOCUMENT TO BE SIGNED AND SEALED BY BIDDER ON ALL PAGES AND
SUBMITTED ALONG WITH THE E-TENDER***

We.....
..... (Name and address of the bidder) hereby declare that,
we have gone through and understood the tender documents, specifications, scope of work
and all other details in these tender documents. We confirm that we have the capabilities and
experience in providing the required support.

DATE:

SIGNATURE OF AUTHORISED PERSON

PLACE:

COMPANY SEAL:



HINDUSTAN ORGANIC CHEMICALS LIMITED
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Tender No : HOC/ELE/PLANT/449
Revamping of Fire Alarm System

TECHNICAL BID (FORM – A)

***THIS DOCUMENT TO BE SIGNED AND SEALED BY BIDDER ON ALL PAGES AND
SUBMITTED ALONG WITH THE E-TENDER***

PRO-FORMA-TECHNICAL BID

NAME OF WORK: **Revamping of Fire Alarm System**

Reference: - Tender No : **HOC/ELE/PLANT/449**

1. **PAN No of the bidder:**
2. **GSTIN No of the bidder:**

Enclosed the tender documents signed & sealed in all pages (Tender Notice, Scope of Work, Conditions of Contract, etc.)

Signature of the Tenderer :

Name of the Tenderer :

Address :

PLACE :

DATE :

ANNEXURE – A

ESI, PF, LABOUR LAW ETC. – REQUIREMENTS

1. ESI As per the ESI Act 1948

The Contractor shall enroll all his men deployed for the work in the ESI scheme. Registration for all workmen under ESI scheme is also to be complied with.

2. Safety Regulations and General Conditions of Contract

The Contractor should strictly abide all the safety regulation of HOC specified in GCC. Contractor should obtain necessary safety work permit from authorised officer before starting the work every day, in every shift.

3. Workmen Compensation

It will be your responsibility to meet all claims for compensation under workmen's Compensation Act 1923. ESI or under any other law in respect of sickness, accidents injury or death suffered by workmen engaged by you for carrying out the work. It shall be the sole responsibility of the contractor to comply with Employee's State Insurance Act 1948. You will also be responsible and liable in respect of claims for damage to property or persons arising from or in the course of execution of the contract work undertaken by you. You hereby agree that you shall keep HOC fully indemnified in respect of claims under the Workmen Compensation Act and all other claims aforesaid and you shall not under any circumstances raise any dispute with regard to the same.

4. Personal Protective Equipments (PPE)

You are requested to use personal protective equipment such as

1. Safety Helmet
2. Safety belts
3. Welder's Personal Protective equipment like goggles, gloves, shoes and face shield

As a measure to contain the spread of COVID-19, the following PPEs are essentially required to be provide to your workers:

1. Face Mask
2. Face Shield
3. Gloves

Also all your workers are to be subjected to temperature screening at Security, hand wash at the entrance, maintain physical distancing as far as possible.

You shall strictly instruct your workers not to spit in the public places and area of work.

It is the basic responsibility of the Contractor to provide all the safety gadgets (PPEs) as mentioned above to all their Supervisors/Workers.

And without these PPEs Contractor will not be allowed to carry out any job, which may please be noted.

5. Labour Laws & Provident Fund

You are requested to possess:

1. A License from the Labour Dept. under Contract Labour (Regulation and Abolition) Act 1970.
2. A separate PF Code under the Employee PF Act – 1952 and also furnish details of CPF Contribution payment made with the Regional PF Commissioner.

6. Guidelines to Contractors/Suppliers for Environmental Protection

- Contractors/suppliers shall ensure that impact due to the environmental aspects of goods and services is minimum.
- Effluent generated during the activity is to be routed to effluent treatment plant as per the instructions given by the Engineer-in-Charge.
- Hazardous waste generated during the activity is to be disposed in accordance with Hazardous Waste (Management & Handling) Rules as per the instructions given by the Engineer-in-Charge.
- All other solid wastes are to be disposed as per the instructions given by the Engineer-in-Charge.
- Avoid leaks and spills to minimise the impact on environment. In the case of any leaks/spills immediately inform Engineer-in-Charge to take appropriate corrective action.
- If the item handled falls under hazardous category, please ensure that:
 - a. Product literature including MSDS/TREM Card etc. accompany the consignment.
 - b. Packing and labeling are in accordance with the requirement of Manufacture, Storage & Import of Hazardous Chemicals Rules.

7. *B. Confined Space Entry*

If entry into a confined space (like inside entry to columns, heat exchanger shells, vessels, filters, spheres, bullets, boilers etc.) is a part of the work, contractor should register the name and other details in the register kept for the purpose each time. All safety regulation has to be adhered and permit to be obtained before entering into a confined space. Also after coming out from the confined space, the worker/supervisor has to report to the Engineer-in-Charge each time without fail. Any deviation in this register will not be permitted in any case.

ANNEXURE - B

LABOUR LAWS – CHECK LIST

1. Contract Labour (Regulation & Abolition) Act – 1970

Contractor should possess Labor License if he engages more than 19 workers at a time for a particular job.

2. ESI Act 1948

A worker whose wages (excluding Overtime Wage) does not exceed `15,000/- per month will be covered under the Act. Please note that workers can be allowed to work inside the Factory Premises / Township only after completing the following procedures:

- a. Those labourers already registered under ESI should submit their ESI card along with a copy.
- b. For new cases, the following documents are to be produced for registering under the Act:
 1. Registration form duly filled in by the worker concerned.
 2. Proof of identity – Address and Age (SSLC / Birth Certificate / Driving License / Passport, etc.)
 3. Family photograph – 2 Nos.
- c. For those workers whose wages is claimed to be more than `15,000/- per month should produce the following documents:
 1. An undertaking from his employer that his wage is more than `15,000/- per month and he is not required to be covered under ESI Act is to be submitted.
 2. A copy of the Personal Accident Policy showing that the worker is covered under the policy.

3. The EPF & MP Act – 1952

- a. The concerned worker has to file nomination form.
- b. If already covered under the Act and Scheme, the related document to be submitted.

4. Interstate Migrant Workmen (Regulation of Employment and Conditions of Service) Act 1979

The contractor should possess License under this Act, if he engages 05 or more interstate migrant workmen on any day.

ANNEXURE - C

SAFETY, HEALTH & ENVIRONMENT (SHE) CONDITIONS

The following Safety, Health and Environment conditions shall apply to the Contractor those who are working at HOCL, Ambalamugal.

- Shall ensure the availability and suitability of qualified and experienced personnel at the site for effective and efficient SHE management.
- Shall ensure that the equipment, materials, consumables are in conformity with the requirements.
- Shall ensure that all equipments/scaffolding used are having adequate stability.
- Shall ensure that appropriate and adequate PPEs are provided and worn by the personnel involved.
- Shall ensure that safety signs are posted as appropriate to the activity/hazard as required.
- Shall ensure the removal of material from site, which do not conform to therequirements.
- Shall ensure no adverse impact on environment due to activities.
- Shall maintain proper close supervision over their employee's activities.
- Shall identify the hazards related to their nature of work being executed and develop methods to eliminate/control those hazards where required to prevent any unwanted incidents/accident.
- Shall educate/train the workers throughout the work and improve their SHE awareness.
- Shall ensure adequate hygiene, (i.e. cleanliness, environment free from dust and fume, proper lighting and drinking water to all worker employed by the contractor).
- Shall ensure regular controls are in place for the following by doing regular checks/inspections but not limited to the following:
 - Vehicles & equipments
 - Tools, equipments, lifting appliances
 - Safety equipments
 - Fire protection
- Shall at his own expenses from time to time and whenever required clear away and remove all rubbish/scrap/unwanted materials from its work area to designated area.
- Shall report all incidents/accidents occurring if any connected with the job. The Contractor shall prepare and submit an incident/accident report to OWNER's Safety Department.

ANNEXURE - D

PROFORMA OF DECLARATION OF BLACK LISTING/HOLIDAY LISTING

In the case of a Proprietary Concern:

I
hereby declare that neither I in my personal name or in the name of my Proprietary concern M/s. _____
w
hich is submitting neither the accompanying Bid/Tender nor any other concern in which I am proprietor nor any partnership firm in which I am involved as a Managing Partner have been placed on black list or holiday list declared by any Government Public Sector company (CPSU) or any of the administrative ministries, except as indicated below:

(Here give particulars of blacklisting or holiday listing, and in absence there of state "NIL")

In the case of a Partnership Firm:

We hereby declare that neither we, M/s. _____, submitting the accompanying Bid/Tender nor any partner involved in the management of the said firm either in his individual capacity or as proprietor or managing partner of any firm or concern have or has been placed on blacklist or holiday list declared by any Government Public Sector Company (CPSU) or any of the administrative ministries, except as indicated below:

(Here give particulars of blacklisting or holiday listing, and in absence there of state "NIL")

In the case of Company:

We hereby declare that we have not been placed on any holiday list or black list declared by any Government Pubic Sector Company (CPSU) or any of the administrative ministries, except as indicated below:

(Here give particulars of blacklisting or holiday listing, and in absence there of state "NIL")

It is understood that if this declaration is found to be false in any particular, Hindustan Organic Chemicals Limited or its Administrative Ministry, shall have the right to reject my/our bid, and if the bid has resulted in a contract, the contract is liable to be terminated.

PLACE:

DATE:

SIGNATURE OF THE BIDDER

ANNEXURE - E

ANNEXURE TO BID AGAINST TENDER No:

(KINDLY FILL THIS SHEET AND SUBMIT IN -COMMERCIAL/TECHNICAL BID)

Name of Bidder:		
Sr. No.	Commercial Clauses	Bidder Confirmation (Please put ✓ in front of your confirmation)
1	Whether bidder (a proprietary concern, Partnership Firm, Company) is currently on holiday list/black list/de-listed or has been put on holiday/blacklisted/de-listed at any PSU/govt. Organization. If so, give details.	<input type="checkbox"/> Yes, We are on holidayList/Black List/De-List <input type="checkbox"/> No
2	Whether the party is registered under Micro/Small/Medium Enterprises act2006 (Please furnish the proof)	<input type="checkbox"/> Micro <input type="checkbox"/> Medium <input type="checkbox"/> Small <input type="checkbox"/> No
ii	Status of MSE Bidder	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Services <input type="checkbox"/> Not Applicable
iii	Whether MSE bidder is offering product manufactured by him/her	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	All MSE bidders shall register / declare their UAM Number on CPP Portal and copy of this registration / declaration shall be attached with the offer; failing which such bidders will not be able to enjoy benefits as per PP Policy for MSME order, 2012. <u>SSI/MSME/NSIC/UAM /DIC registration certificate</u>	<input type="checkbox"/> Mention UAM Number _____ <input type="checkbox"/> Not Applicable
ii	Submitted valid document against clause no 3 (i)	<input type="checkbox"/> Submitted <input type="checkbox"/> Not Applicable
4	Whether the proprietor of "MSME" enterprise is from SC/ST category(Please attach caste certificate issued by competent authority)	<input type="checkbox"/> Yes <input type="checkbox"/> No
ii	Whether the proprietor of "MSME" enterprise is woman (i.e. Woman proprietorship, or holding minimum 51% shares in case ofPartnership/Private Limited Companies)	<input type="checkbox"/> Yes <input type="checkbox"/> No
iii	Submitted certificate against clause no 4 (ii)	<input type="checkbox"/> Submitted <input type="checkbox"/> Not Applicable
5	AGREED TO ALL TERMS AND CONDITIONS OF ENQUIRY: It is hereby stated that the quotation/offer submitted is in fullcompliance with the documents issued against the enquiry and also furtherconfirmed that there is no deviation from all the terms and conditions as perthe enquiry.Non-acceptanceor deviation to HOCL's standard terms and conditions mentioned in enquiry documents may lead to rejection of offer, no correspondence shall be done for clarifications	<input type="checkbox"/> Agreed <input type="checkbox"/> Not Agreed
DATE:		
SIGN AND STAMP OF BIDDER		

ANNEXURE – H

BID SECURITY DECLARATION

ANNEXURE TO BE SUBMITTED ALONG WITH THE BID AGAINST TENDER No. ___

I/Wehereby declare that:

1. I will not revoke the tender within the stipulated period/ validity period OR increase the quoted rates.
2. I will commence the work on intimating to start the work/ on receipt of Letter of Indent.
3. I will not withdraw or amend the tender or impair or derogate from the tender in any respect within the period of validity of the tender.
4. I will furnish the required performance security within the specified period.

NAME AND ADDRESS OF THE BIDDER

PLACE:

DATE:

SIGNATURE AND STAMP OF THE BIDDER

ANNEXURE – F

(For Purchase Order/ Work Order with estimated value **more than FIVE Lakhs**)

ANNEXURE TO BE SUBMITTED ALONG WITH THE BID AGAINST TENDER NO _____

(KINDLY FILL AND SUBMIT ALONG WITH COMMERCIAL/TECHNICAL BID)

NAME OF BIDDER:		
Sr. No.	COMMERCIAL CLAUSES	BIDDER CONFIRMATION (PLEASE PUT √)
1	Please mention whether you are a Class-I/Class II Local supplier. (Please see the definition given below)	Class I <input type="checkbox"/> Class II <input type="checkbox"/>
2	Specify the percentage (%) of local content.	_____ %
3	Details of location at which the local value addition is made.	
4	Mention whether the product offered is manufactured in India under a license from a foreign manufacturer who hold intellectual property rights and there is a technology collaboration agreement / Transfer of technology agreement	Yes / No

SELF DECLARATION OF LOCAL CONTENT

We hereby declare that the percentage(%) of local content specified against mentioned against Sr.No.2 is _____%.

We also understand that submitting False self-declarations and auditors will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a Bidder or its successors can be debarred for up to Two Years as per the Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under Law.

DATE:

SIGNATURE AND STAMP

Definitions

Local Content: - The amount of value added in India (Total value of item procured minus the value of imported content in the item (including all customs duties) as a proportion of total value, in percentage.

Class I Local Supplier: - Supplier or service provider whose goods, services or works offered for procurement has local content equal to or more than 50%.

Class II Local Supplier: - Supplier or service provider whose goods, services or works offered for procurement has local content more than 20% but less than 50%.

Purchase Preference: - Will be as per the applicable Government order.

DATE:

SIGNATURE AND STAMP