

MASTER PDF EDITOR - DEMO VERSION
FOR EVALUATION ONLY

(This tender aims for already enlisted contractors for this work with HOCL Kochi Unit. Any new contractor who wish to participate in this work shall submit their credentials so that they will be evaluated and Pre qualified and shall be considered for future similar works.)

REQUEST FOR QUOTATION

**HOCL
AMBALAMUGAL
, Kerala
India-682302
Vendor Code: 1003142**

**Service RFQ NO. : 70000154
Tender Type : Limited Tender Service
Due Date/Time : 10-Aug-22/13:00:00 hrs
Opening date/Time: 10-Aug-22/14:00:00 hrs
Contact Person :
Date : 16-7-2022**

SERVICES REQUIRED AT:

M/s.HINDUSTAN ORGANIC CHEMICALS LTD

AMBALAMUGAL PO, ERNAKULAM DIST, KERALA, INDIA

Dear Sirs,

Subject: High Mast Trailing Cable replacement.

Sealed quotations in duplicate are invited by Hindustan Organic Chemicals Ltd.,Ambalamugal for the works as detailed below.A set of tender documents is enclosed for submitting your quotation.

Name of Work:High Mast Trailing Cable replacement.. A brief description of the scope of work is given separately which is attached herewith.

Last date of receipt of quotations:Tenders will be received at the office of General Manager(P&A), Hindustan Organic Chemicals Ltd.,Ambalamugal on or before 10-Aug-22/13:00:00 hrs. Bids received after the due date will not be considered.

Schedule of Rates,Scope of Work,Terms & Conditions and Other Documents are enclosed

Continued...

Bidders shall go through all documents attached to the quotation and fill in the blank spaces provided for and submit the same duly signed and dated. Quotation should be completed in all respects and in accordance with the various terms and conditions specified in the enquiry documents. Incomplete quotations are liable to be rejected.

Goods and Service Tax (GST) :

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

Rates :

The Tenderer should quote the rates in English both in figures as well as in words. Offers received without the rates in figures and in words are liable for rejection. In case of discrepancy exists between the rates quoted in figures and words, the rates quoted in words will prevail.

ESI, PF, Labour Law, SHE (Safety, Health & Environment) etc. # Requirements :

Refer Annexure A, B and C attached.

Validity of Offer :

The offer shall be valid for a period of 90 days from the last date of submission of tenders. The successful tenders shall sign the 'Form of Rate List' or execute an agreement in non-judicial stamp paper of appropriate value (to be borne by the contractor) within 21 days from the date of issue of letter of acceptance

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.

Other Terms & Conditions :

The tenderers have to download the GCC (General Conditions of Contract) from our website www.hockkochi.com and the same has to be returned along with the technical bid duly signed and stamped in all pages. However those who wish to have a hard copy of the same, can collect from us on request. The request for extension of due date will not be entertained in any case.

In addition to Clause No. 3.7 of our GCC, the tenderers who do not meet the basic requirements (technical / commercial) as per the tender enquiry document and any other important condition having significant bearing on the cost / utility / performance of the required goods, services, etc. will be treated as unresponsive and the tender will be liable to rejection.

In case you are unable to quote, kindly send the quotation with a regret for our records. Non-receipt of a regret will adversely affect your vendor rating.

Your quotation must be strictly in enclosed envelope indicating Collective RFQ Number, RFQ Number, Due Date and Name of Work.

For all future correspondences, please mention the Service RFQ Number , Contractor Name and Vendor Code.

The tender notice may be read in conjunction with the standard General Conditions of Contract (available in www.hockkochi.com), Special Conditions of Contract, Technical Specification, Drawings and other documents forming part of this enquiry.

Schedule of Rates

Name of vendor:

GSTIN Regn. of vendor:

| Item No. | Service No. Description | Unit | RFQ Qty | Unit Rate (INR) Figure / Words | Amount (INR) |
|----------|--|---------------|---------|--------------------------------|--------------|
| 1 | S3000999 One number Trailing cable replacement of 30-meter-High mast Light Pole including dismantling the existing cable, Supply and installation of new cable having size 5Cx4 sq.mm EPR copper along with Male /Female connectors. | ACTIVITY UNIT | 4.000 | | |

| |
|--|
| Service Account Code(SAC) for S3000999 :..... |
| Rate of Tax %: |

All fields including Service Account Code and tax rate for all the items to be filled by the vendor /contractor failing which your offer is liable to be rejected.

Total Amount Rs:

In Words Rupees:.....

Date :

Signature and Seal of the Contractor

NOTES

1.SCOPE OF WORK:-

In HOCL, Ambalamugal, there are 4 nos, 30-meter height High mast, Bajaj make installed at locations ETP, Boiler, Hot Oil road and Security gate. These high masts are provided with 2 nos of trailing cables. In the said 4 nos high mast, vendor shall dismantle one no. of damaged trailing cable from each high mast and replace it with new trailing cable and male/female connectors. The cable shall be suitable for trailing application preferably EPR insulated and heat resistant type. The size of the cable shall be 5Cx4 sq.mm. Vendor shall supply the trailing cables. The conductor of the trailing cable shall be tinned copper and insulation shall be EPR compound sheathed with specially formulated UV resistant and heat resistant PCP. Ref standard of the cable shall be IS 9968-1. Vendor shall also supply and install suitable size socket and adaptors along with the trailing cable. The socket and adaptor shall be of weather and chemical resistant. Vendor shall submit the detailed catalogs of trailing cable, socket and adaptor sets etc. along with the tender documents. Test certificate of trailing cable shall be submitted along with the delivery. The current rating of socket and adaptors shall be suitable for the existing high mast. Vendor is requested to make a site visit before quoting. After replacing the trailing cables, socket and adaptors vendor shall test the high mast operation and any setting or adjustment required in the winch and rope assembly shall be carried out. In case any repairing is required in the winch and rope assembly for normalize the system, vendor shall carry out the same without any additional cost. Six months workmanship warranty shall be provided by the vendor. During the warranty period, if any defects observed, vendor shall rectify the defects free of cost.

2.SCOPE OF SUPPLY:-

Materials

- a) Contract's Scope: High mast trailing cable, Male female socket sets, Cable lugs etc. required for replacing the existing high mast trailing cables shall be supplied by contractor.
- b) HOCL's Scope: Nil

Tools and Tackles

- a) Contractor's Scope: All the tools and tackles required for replacing the High mast trailing cable shall be arranged by contractor.
- b) HOCL's Scope: Nil

3.ENGINEER/OFFICER IN CHARGE:-

Sujith.P.M,M(E)

4.TIME OF COMPLETION:-

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

5.PERIOD OF CONTRACT:-

Nine Months from date of issue of work order.

6.LIQUIDATED DAMAGES:-

If the work is not completed within the stipulated time, the contractor is liable to lay LD of 1/2 % of the total contract value per week for the delay or part there of subject to maximum of 5% of the contract value.

7.DEFECT LIABILITY PERIOD:-

Six months from date of completion of work.

8.PAYMENT TERMS:-

100% payment shall be made on successful completion of work.

9.SECURITY DEPOSIT:-

Nil.

Thanking You,

Yours Faithfully,

FOR HINDUSTAN ORGANIC CHEMICALS LTD

**PRAKASH B SINGADI
GM(ELECTRICAL)**

Continued...

FOR EVALUATION ONLY

Attachments: -

1. Annexure 'A & B' - ESI, PF, Labour Law Requirements.
2. Annexure 'C' - Safety, Health and Environment (SHE) Conditions.
3. Annexure 'D' - Proforma of declaration of black listing / Holiday listing
4. General Conditions of Contract. (can be downloaded from HOCL website)
5. Special Conditions of Contract

-----Tear off portion to be pasted on the Envelope containing Offer-----

Offer for High Mast Trailing Cable replacement.

From : HOCL
1003142

RFQ No. : 70000154

Due Date :10-Aug-22
Due Time : 13:00:00 hrs

To,
General Manager(P & A)
Hindustan Organic Chemicals Limited
P.O Ambalamugal, Ernakulam - 682302
Kerala , India

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