



हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड HINDUSTAN ORGANIC CHEMICALS LTD

(भारत सरकार का उद्यम Government of India Enterprise)

अंबलमुगल, कोची AMBALAMUGAL, COCHIN – 682 302

दूरभाष Phone: (0484) 2720911, फ़ैक्स FAX No. (0484) 2720893

### ई निविदा सूचना OPEN E- TENDER NOTICE

एचओसीएल निम्नलिखित मदों की आपूर्ति के लिए दोबोली के अधीन ओपनई-बोली आमंत्रित करती है। HOCL invites Open E Bids under two bid system for the supply of following item.

**Item description: PROCUREMENT OF MULTISTAGE JOCKEY PUMP FOR FIREWATER SYSTEM AS PER THE SPECIFICATION SHEET ATTACHED**

**एचओसीएल निविदा संदर्भ सं: HOCL Tender Ref No: MAT/PUR/32828-B/22**

निविदा दस्तावेज़ [www.hoclindia.com](http://www.hoclindia.com) या [www.eprocure.gov.in](http://www.eprocure.gov.in) से डाउनलोड कर सकता है।

Tender documents may be downloaded from [www.hoclindia.com](http://www.hoclindia.com) or [www.eprocure.gov.in](http://www.eprocure.gov.in)

अनुमोदित विक्रेता निविदा में भाग लेने के लिए एनआईसी ई प्रोक्योरमेंट पोर्टल (यूआरएल :<https://eprocure.gov.in/eprocure/app>) में पंजीकृत करें। निर्धारित ऑनलाइन प्रक्रिया से भिन्न अन्य माध्यम से प्रस्तुत निविदाएँ स्वीकार नहीं किया जाएगा। कृपया अपना प्रस्ताव प्रस्तुत करने से पहले किसी जोड़/शुद्धिपत्र/विस्तार के लिए उपरोक्त वेबसाइट नियमित रूप से देखें।

Approved vendors 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/extension before submitting the offers.

धन्यवाद Thanking you,

भवदीय Yours Faithfully,

कृते हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड

For Hindustan Organic Chemicals Limited

(GSTIN: 32AAACH2663P1ZG)

Soumya N.K सौम्याएन.के

Manager(Materials) प्रबंधक (सामग्री)



हिंदुस्तानऑर्गेनिककेमिकल्सलिमिटेडHINDUSTAN ORGANIC CHEMICALS LTD

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MAT/PUR/32828-B/22

15.06.2022

सर्वश्रीM/s.

प्रियमहोदयDear Sir,

Hindustan Organic Chemicals Ltd. is a Govt. of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. HOCL invites e tenders for **PROCUREMENT OF MULTISTAGE JOCKEY PUMP FOR FIREWATER SYSTEM**. Detailed specification is given in the attached Specification Sheet.

Tender documents are uploaded in HOCL website [www.hoclindia.com](http://www.hoclindia.com) and [www.eprocure.gov.in](http://www.eprocure.gov.in)

The details of the tender are as shown in **INDEX** enclosed

You may submit your offer on two bid system online before the due date and time specified.

**Closing Date of Tender : 06.07.2022 at 2.00 pm**

**Opening Date of Tender : 07.07.2022 at 2.00 pm**

Thanking you,

Yours faithfully,

For Hindustan Organic Chemicals Ltd.

Soumya N.K सौम्याएन.के

Manager(Materials) प्रबंधक (सामग्री)

**अनुक्रमणिका - रोलसकेलिएपुर्जोकेलिएनिविदासूचना****INDEX - TENDER NOTICE FOR PROCUREMENT OF OF MULTISTAGE JOCKEY PUMP FOR  
FIREWATER SYSTEM**

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

#### **पंजीकरणREGISTRATION**

1. बोलीदाताओंकोसीपीपीपोर्टलपर"ऑनलाइनबोलीनामांकन"लिंकपरक्लिककरकेकेंद्रीयसार्वजनिकखरीदपोर्टलकेई-प्रोक्योरमेंटमॉड्यूल(URL: <https://eprocure.gov.in/eprocure/app>)परनामांकनकरनाआवश्यकहैजोनि: शुल्कहै। Bidders are required to enroll 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 Enrollment" on the CPP Portal which is free of charge.
2. नामांकनप्रक्रियाकेभागकेरूपमें, बोलीदाताओंकोएकविशिष्टउपयोगकर्तानामचुननाहोगाऔरउनकेखातोंकेलिएएकपासवर्डनिर्दिष्टकरनाहोगा। As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. बोलीदाताओंकोसलाहदीजातीहैकिवेपंजीकरणप्रक्रियाकेरूपमेंअपनावैधईमेलपताऔरमोबाइलनंबरपंजीकृतकरें।इनकाउपयोगसीपीपीपोर्टलकेकिसीभीसंचारकेलिएकियाजाएगा। 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. नामांकनकेबाद, बोलीदाताओंकोअपनेप्रोफाइलकेसाथसीसीएंडडिया(जैसेSify / nCode / eMudhraआदि) द्वारामान्यताप्राप्तकिसीभीप्रमाणनप्राधिकरणद्वाराजारीकिएगएवैधडिजिटलहस्ताक्षरप्रमाणपत्र(डीएससी) (मुख्यउपयोगपरहस्ताक्षरकरनेकेसाथकक्षा।।।। प्रमाणपत्र) कोपंजीकृतकरनेकीआवश्यकताहोगी। 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. बोलीदाताद्वाराकेवलएकवैधडीएससीकोपंजीकृतकरनाचाहिए।कृपयाध्यानदेंकिबोलीदातायहसुनिश्चितकरनेकेलिएजिम्मेदारहैंकिवेअपनेडीएससीकोदूसरोंकोउधारनदें, जिससेइसकादुरुपयोगहोसकताहै। 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. बोलीदाता अपनी यूजर आईडी / पासवर्ड और डीएससी / ई-टोकन के पासवर्ड को दर्ज करके सुरक्षित लॉग-इन के माध्यम से साइट पर जा सकता है।  
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.

### निविदा दस्तावेजों के लिए खोज SEARCHING FOR TENDER DOCUMENTS

- सीपीपी पोर्टल में विभिन्न खोज विकल्प बनाए गए हैं, जिससे बोलीदाताओं को कई मापदंडों द्वारा सक्रिय निविदाएं खोजने में सुविधा हो। इन मापदंडों में टेंडर आईडी, संगठन का नाम, स्थान, दिनांक, मूल्य आदि शामिल हो सकते हैं। निविदाओं के लिए उन्नत खोज का एक विकल्प भी है, जिसमें बोलीदाता सीपीपी पोर्टल पर प्रकाशित निविदा के लिए खोज करने के लिए कई खोज मापदंडों जैसे कि संगठन का नाम, अनुबंध का प्रारूप, स्थान, दिनांक, अन्य कीवर्ड आदि जोड़ सकते हैं।  
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.
- एक बार बोलीदाताओं ने उन निविदाओं का चयन कर लिया है जिनमें वे रुचिर खते हैं, वे आवश्यक दस्तावेज / निविदा कार्यक्रम डाउनलोड कर सकते हैं। इन निविदाओं को संबंधित "मड्टेंडर" फोल्डर में ले जाया जा सकता है। यह सीपीपी पोर्टल को एसएमएस / ई-मेल के माध्यम से बोली लगाने वालों को यदि निविदा दस्तावेज में कोई भी शुद्धि पत्र जारी किया गया, सूचित करने में सक्षम करेगा।  
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.
- बोलीदाता को प्रत्येक निविदा को सौंपी गई अद्वितीय निविदा आईडी को नोट करना चाहिए, यदि वे हेल्पडेस्क से कोई स्पष्टीकरण / सहायता प्राप्त करना चाहते हैं।  
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.

### बोली की तैयारी PREPARATION OF BIDS

- बोलीदाता को अपनी बोलियां जमा करने से पहले निविदा दस्तावेज पर प्रकाशित किसी भी शुद्धि पत्र पर विचार करना चाहिए।  
Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2. बोलीकेसाथप्रस्तुतकिएजानेवालेआवश्यकदस्तावेजोंकोसमझनेकेलिएकृपयानिविदाविज्ञापन औरनिविदादस्तावेजकोध्यानसेपढ़ें।कृपयाउनकवरोंकीसंख्यापरध्यानदेंजिनमेंबोलीदस्तावेज जमाकरनेहैं, दस्तावेजोंकीसंख्या -  
प्रत्येकदस्तावेजकेनामऔरसामग्रीसहितजिन्हेंप्रस्तुतकरनेकीआवश्यकताहै।इनमेंसेकिसीभी विचलनसेबोलीकीअस्वीकृतिहोसकतीहै।

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. बोलीदाताको, पहलेहीनिविदादस्तावेज /  
अनुसूचीमेंदर्शाएअनुसारप्रस्तुतकिएजानेवालेबोलीदस्तावेजतैयारकरनाचाहिएऔरआमतौरपर, वेपीडीएफ/एक्सएलएस/आरएआर/डीडब्ल्यूएफ/  
जेपीजीप्रारूपोंमेंहोसकतेहैं।बोलीदस्तावेजोंकोकालेऔरसफेदविकल्पकेसाथ100डीपीआईकेसाथ स्कैनकियाजासकताहैजोस्कैनकिएगएदस्तावेजकेआकारकोकमकरनेमेंमददकरताहै।

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. मानकदस्तावेजोंजिनकोप्रत्येकबोलीकेसाथप्रस्तुतकरनेकीआवश्यकताहोतीहै,केएकजैसेसेटको अपलोडकरनेमेंलगनेवालेसमयऔरप्रयाससेबचनेकेलिए, ऐसेमानकदस्तावेजों  
(जैसेपैनकार्डप्रति, वार्षिकरिपोर्ट,  
लेखापरीक्षाप्रमाणपत्रआदि)कोअपलोडकरनेकाप्रावधानबोलीदाताओंकोप्रदानकियागयाहै।बोली दाताइसतरहकेदस्तावेजअपलोडकरनेकेलिएउनकोउपलब्ध"मेरास्थान"  
या'अन्यमहत्वपूर्णदस्तावेज' स्थानकाउपयोगकरसकतेहैं।येदस्तावेजसीधेबोलीलगातेसमय "मेरास्थान" सेप्रस्तुतकियाजासकताहै, औरबार-  
बारअपलोडकरनेकीआवश्यकतानहींहै।इससेबोलीप्रस्तुतकरनेकीप्रक्रियाकेलिएआवश्यकसमय मेंकमीआएगी।

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.

**नोट:** मईडोक्यूमेंडस्थानकेवलअपलोडकरनेकीप्रक्रियाकोआसानबनानेकेलिएबोलीदाताओंकोदियागयाएकसंग्रहस्थानहै।यदिबोलीदातानेमईडोक्यूमेंडस्थानमेंअपनेदस्तावेजअपलोडकिएहैं, तोयहइनदस्तावेजोंकोतकनीकीबोलीकेहिस्सेकेरूपमेंस्वयंमुनिश्चितनहींकरसकताहै।

**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.

### बोलीकीप्रस्तुतिSUBMISSION OF BIDS

- 1 बोलीदाताकोबोलीजमाकरनेकेलिएपहलेसेसाइटपरलॉगइनकरनाचाहिएताकिवेबोलीसमयपरअपलोडकरसकेंयानिबोलीप्रस्तुतिसमयपरयाउससेपहलेकरसकतेहैं।बोलीदाताअन्यविषयोंकेकारणकिसीभीदेरीकेलिएजिम्मेदारहोगा।

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 बोलीदाताकोडिजिटलीहस्ताक्षरकरनाहोगाऔरआवश्यकबोलीदस्तावेजोंकोएक-एककरकेअपलोडकरनाहोगाजैसाकिनिविदादस्तावेजमेंदर्शायागयाहै।

The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

- 3 बोलीदाताकोयथालागूनिविदाशुल्क / ईएमडीकेभुगतानकेलिए "ऑफ़लाइन" भुगतानविकल्पकाचयनकरनाहैऔरलिखतकेविवरणदर्जकरनाहै।

Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.

- 4 बोलीदाताकोनिविदादस्तावेजमेंनिर्दिष्टनिर्देशोंकेअनुसारईएमडीतैयारकरनाचाहिए।मूलप्रतिकोबोलीजमाकरनेकीअंतिमतिथितकयानिनिविदादस्तावेजोंमेंनिर्दिष्टअनुसार, डाक/ कूरियरद्वारा /

संबंधितअधिकारीकोव्यक्तिगतरूपसेदियाजानाचाहिए।भौतिकरूपसेभेजेगएडीडी/किसीभीअन्यस्वीकृतलिखतकाविवरण,

स्कैनकीगयीकॉपीमेंउपलब्धविवरणऔरबोलीजमाकरनेकेसमयदर्जकिएगएडेटाकेसाथमेलखानाचाहिए।अन्यथाअपलोडकीगईबोलीअस्वीकारकरदीजाएगी।

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 बोलीदाताओंसेयहनोटकरनेकाअनुरोधहैकिउनकोप्रदानकीगईप्रारूपमेंअपनीवित्तीयबोलियांअवश्यरूपसेप्रस्तुतकरनाचाहिएऔरकोईअन्यप्रारूपस्वीकार्यनहै।यदिनिविदाबोलीकेसाथमूल्यबोलीकोएकमानकबीओक्यू (BoQ)प्रारूपकेरूपमेंदियागयाहै,

तोवहीडाउनलोडकियाजानाहैऔरसभीबोलीदाताओंद्वाराभराजानाहै।बोलीदाताओंकोबीओक्यू (BoQ)फाइलडाउनलोडकरना, उसेखोनाऔरअपनेसंबंधितवित्तीयभावऔरअन्यविवरणों (जैसेबोलीदाताकानाम) केसाथसफेदरंग (असुरक्षित)

स्थानोंकोपूराकरनेकीआवश्यकताहोतीहै।किसीभीअन्यस्थानोंमेंबदलावहींकरनाचाहिए।एकबारविवरणपूराहोजानेकेबाद,

बोलीदाताकोफाइलसेवकरकेनामबदलेबिनाइसेऑनलाइनप्रस्तुतकरनाचाहिए।यदिबीओक्यू (BoQ)फाइलकोबोलीदाताद्वारासंशोधितपायाजाताहै, तोबोलीअस्वीकारकरदीजाएगी।

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 सर्वरसमय (जिसेबोलीदाताओंकेडैशबोर्डपरप्रदर्शितकियाजाताहै) कोबोलीदाताओंद्वाराबोलियांप्रस्तुतकरनेकेलिएसमयसीमाकोसंदर्भितकरने,बोलियांखोलनेआदिकेलिएमानकसमयमानाजाएगा।बोलीप्रस्तुतिकेदौरानबोलीदाताओंकोइससमयकापालनकरनाचाहिए।

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 डेटाकीगोपनीयतासुनिश्चितकरनेकेलिएबोलीदाताओंद्वाराप्रस्तुतकिएजारहेसभीदस्तावेजोंको पीकेआईकूटलेखन (एन्क्रिप्शन)तकनीकोंकाउपयोगकरकेकूट (एन्क्रिप्ट)कियाजाएगा।दर्जकियागयाडेटाअनधिकृतव्यक्तियोंद्वाराबोलीखोलनेकेसमयतकनहींदेखाजासकताहै।बोलियोंकीगोपनीयतासुरक्षितसॉकेटलेयर128बिटएन्क्रिप्शनप्रौद्योगिकीकाउपयोगकरकेबनाएरखीजातीहै।संवेदनशीलक्षेत्रोंकाडेटासंग्रहएन्क्रिप्शनकियाजाताहै।सर्वरपरअपलोडकिएगएकोईभीबोलीदस्तावेजसिस्टमद्वाराजनितसममितकुंजीकाउपयोगकरकेसममितएन्क्रिप्शनकेअधीनहै।इसकेअलावा,इसकुंजीकोक्रेताओं / बोलीखोलनेवालोंकीसार्वजनिककुंजीकाउपयोगकरकेअसममितएन्क्रिप्शनकेअधीनकियाजाता है।कुलमिलाकर, अपलोडकिएगएनिविदादस्तावेजप्राधिकृतबोलीखोलनेवालोंद्वारानिविदाखोलनेकेबादहीपठनीयहोजातेहैं।

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 अपलोडकिएगएटेंडरदस्तावेजअधिकृतबोलीसलामीबल्लेबाजोंद्वारानिविदाखोलनेकेबादहीपठनीयहोजातेहैं।

The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 9 बोलियोंकेसफलऔरसमयपरप्रस्तुतीकरण (यानीपोर्टलमें "फ्रीजबिडसबमिशन" परक्लिककरनेकेबाद),

पोर्टलएकसफलबोलीप्रस्तुतकरनेकासंदेशदेगाऔरबोलीसंख्यातथाअन्यसभीप्रासंगिकविवरणों केसाथबोलीप्रस्तुतकरनेकीतिथिऔरसमयकेसाथएकबोलीसारांशप्रदर्शितकियाजाएगा।

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 बोलीसारांशकाप्रिंटकियाजानाहैऔरबोलीप्रस्तुतकरनेकीपावतीकेरूपमेंरखाजानाहै।इसपावतीका उपयोगकिसीभीबोलीखुलावबैठकोंकेलिएप्रवेशपासकेरूपमेंकियाजासकताहै।

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.

### बोलीदाताओंकोसहायता/ASSISTANCE TO BIDDERS

1. निविदादस्तावेजऔरउसमेंनिहितनियमोंऔरशर्तोंसेसंबंधितकिसीभीप्रश्नकोनिविदाकेलिएनिविदाआमंत्रणप्राधिकरणकोयानिविदामेंउल्लेखितसंबंधितसंपर्कव्यक्तिकोसंबोधितकियाजाना चाहिए।

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. ऑनलाइनबोलीप्रस्तुतकरनेकीप्रक्रियासेसंबंधितकोईभीप्रश्नयासामान्यरूपसेसीपीपीपोर्टलसेसंबंधितप्रश्न 24x7 सीपीपीपोर्टलहेल्पडेस्ककोनिर्देशितकिएजासकतेहैं।

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.

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**Eligibility criteria for participating in the bid.****Offers of bidders who satisfy the following Eligibility Criteria only will be considered .**

- a) Vendor should have adequate technical and commercial capability to supply the materials as per HOCL requirements
- b) Vendors must have executed orders of minimum value of Rs.4.00 Lakhs for similar items in the last 3 financial years.
- c) Vendor should have executed at least one order of minimum value of Rs 1 Lakhs for similar items in the last 3 financial years.
- d) Vendor should have upload work order copies of Minimum 3 Nos of Reputed Customers preferably PSUs/Govt.Organisations for similar items
- e) Repeat works order copies or satisfactory performance certificates issued by reputed organizations preferably PSUs for similar items
- f) Reputed Client list
- g) Vendor should submit Balance sheet of 3 Years.

Vendor should provide documentary evidences for all the above along with the Technical Bid.

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**ईबोलीप्रस्तुतिकेलिएसामान्यनियमऔरशर्तें****GENERAL TERMS AND CONDITIONS FOR E BID SUBMISSION**

Please submit your e-bids conforming to the specifications and the terms and conditions attached as per instructions given below:-

1. HOCL has entered into an Agreement with NIC for e procurement through their portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Quotations shall be submitted online on or before the due date and time of closing the tender.
2. Bids shall be opened electronically on specified date and time given in NIT.
3. 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.
4. QUANTITY: Quantity given in the tender is based an estimate on maintenance work and actual quantity on order may vary slightly on either side.
5.
  - a. **DETAILED TECHNICAL SPECIFICATION/CATALOGUE OF THE OFFERED PUMP ASSEMBLY SHOULD BE SUBMITTED ALONG WITH TECHNICAL BID**
  - b. **COMPLIANCE REPORT AS PER TENDER DOCUMENT TO BE SUBMITTED ALONGWITH TECHNICAL BID.IF ANY DEVIATION PLEASE INDICATE SEPARATELY**
  - c. **AUTHORISED DEALER SHOULD SUBMIT AUTHORISATION CERTIFICATE FROM MANUFACTURER**
  - d. **HYDRAULIC TEST RUN CERTIFICATES, PERFORMANCE CURVES,MATERIAL TEST CERTIFICATE, GUARANTEE CERTIFICATES, SPARE PARTS LIST, OPERATION MANUAL, MOTOR LOAD TEST DATA,AS BUILT DRAWING AND FOUNDATION DRAWINGS ETC SHOULD BE PROVIDED ALONG WITH SUPPLY**
  - e. **DOCUMENTS /DRAWINGS SHOULD BE SUBMITTED FOR APPROVAL PRIOR TO MANUFACTURE**
6. The bid shall contain as integral part of the same the following compliance statement: "We have read, understood and accepted the terms and conditions of purchase and related documents forming part of this enquiry and agree to supply the goods in compliance with the same."
7. PBG- Successful tenderer shall submit PBG for an amount equal to 3% of order value for a period of 6 months from the date of erection of equipment at site
8. Bidders should carefully study the documents of this enquiry. All terms and conditions set out there in the enquiry shall be binding on the bidders unless conflicting with any terms and conditions expressly stated by HOCL while accepting any bid, in the event of such acceptance.
9. HOCL reserves the right, without assigning any reason whatsoever, to accept or reject any or all bids in part or in full or cancel this enquiry.
10. HOCL reserves the right to extend without giving any reason(s) the closing date/time of the enquiry.

11. Bids shall be valid for a minimum of 60 days from the due date for receipt and opening of the bids.
12. Specification of the Product: Specifications offered product shall be uploaded along with Bid.
13. Payment terms shall be: a) **Within 30 days from the date of receipt and acceptance of material at our site HOCL, Ambalamugal** or b) 90% against dispatch documents through bank and balance within 30 days of receipt and acceptance of materials at HOCL site. In the latter case or any other terms offered, suitable bank charges shall be loaded for price comparison.
14. Delivery period must be clearly mentioned in your offer in the absence of which offer will be treated as on "Ex-stock basis". In case of delayed delivery a penalty of ½% of the price of the goods on arrears per week subject to a maximum of 5% will be levied.
15. Bids shall be submitted online. Tenders submitted other than through online procedure specified will not be accepted. Tenders should be free from overwriting or erasing. Corrections and additions, if any must be attested.
16. As far as possible the rate should be quoted on FOR Destination basis.  
In case a tenderer does not specify the basis of price or quotes on Ex-works or FOR dispatching station basis, price will be loaded on the following manner.
  - I. In case of Ex-works offer and if the firm does not specify the packing & Forwarding Charge, 2% of Ex-Works price will be loaded to arrive at FOR dispatching station price.
  - II. In case of FOR Dispatching station offer, following percentage will be added to arrive FOR destination price as element of estimated freight up to destination.

<u>Approximate distance of dispatching station from site</u>	<u>% for dispatching station price</u>
Above 2001 Km	5%
1501-2000 Km	4%
1001-1500 Km	3%
501-1000 Km	2%
500 Km & below	1%

In case the firm quotes the exact amount of freight & P&F Charges, the same will be added in place of above percentage amount

17. The rate should always be indicated for the unit mentioned in the tender.
18. Prices shall be considered to be firm once the order is placed. If supply is not effected in time, risk purchase shall be carried out at the cost of the tenderer. Tenderer is also liable to be blacklisted in case of default.
19. Tenderer should agree for inspection of material at their site, if desired by HOCL. The inspection may be carried out by the representative of HOCL or by a third party or jointly.
20. The Tenderer must specify their GSTIN No& HSN code of material offered in the BID.
21. Successful tenderer shall, if so desired by HOCL, deposit an amount equivalent to 3% of the value of order as security deposit/PBG within 21 days of the order towards satisfactory execution of the order. No interest will be paid on this amount by HOCL. PBG shall be valid for a period of 1 year from supply.
22. Supplier must extend the benefits to HOCL if there is any subsequent fall in price or if the same materials are offered to any other customer at lower price.

- 23. HOCL reserves the right to split the order between two or more suppliers and or reject any or all tenders without assigning any reason.
- 24. Transit Insurance will be arranged by HOCL.
- 25. Delivery will be as per delivery schedule given by HOCL.
- 26. Manufacturers test certificate in original or attested, guarantee certificates in original, drawings in original etc. as applicable shall be provided along with the supply.
- 27. Tenderer may attach necessary catalogues/drawings/detailed specifications of the items wherever required. Also clearly specify the make/model of the item offered.
- 28. Purchase preferences, EMD/SD Exemption etc for PSUs/SSI units etc will be applicable as per GOI directives from time to time. For this, the tenderer should claim their eligibility along with the supporting documents in their offer itself.
- 29. Quotations meeting our delivery terms, if any specified, will only be considered.
- 30. the tenderer is deviating from any of the above terms mentioned, your offer is liable to be rejected.
- 31. Opening date of tender is **07.07.2022 at 2.00 pm**
- 32. Material is required urgently. hence vendors may please quote their minimum delivery period.
- 33. DISPUTES: In the event of a contract being executed, all cases of disputes between seller and buyer shall be settled through arbitration as per Indian arbitration and Conciliation act 1996 or any amendments from time to time. The decision of the arbitration shall be final and binding on both the parties.
- 34. Restriction on procurement from Bidder who shares the land border with India
  - a) Any bidder from a country which shares a land border with India will be eligible to bid, only if the bidder is registered with the Department for promotion of Industry and Internal Trade (DPIIT). (Pl. refer office Memorandum no. 6/18/2019-PPD dated 23rd July 2020 ) Such bidders should submit the valid copy of registration certificate along with tender. However the said requirement of registration will not be applicable to bidders from those country to which Govt. of India has extended lines of credit or in which Govt. of India is engaged in development of projects. Bidders may appraise themselves of the updated lists of such countries available in the website of Ministry of External Affairs.
  - b) All Bidders shall furnish compliance certificate with respect to above clause as per the format in Annexure VI along with the bid



**COMMERCIAL TERM FORMAT**

*(To be printed on your letter head& uploaded)*

(Please fill up the details mentioned below in your letter head and upload along with your bid)

Name and Address of Organization:

Phone No:

GSTIN :

E-mail id for correspondence:

Contact Person Name and Mobile No:

Whether registered with MSME/NSIC:

(If so pl. enclose documentary proof)

Payment Term offered.

Terms of delivery offered:

Terms of delivery offered: We require the material on FOR HOCL basis. In case any other terms of delivery is offered, please specify the P&F and Freight charges in the BOQ itself (If not specified in the BOQ, approximate charges as per General Terms clause no. 16 will be added for comparison purpose)

Validity of offer:

Delivery period:

Taxes Applicable:

Certificates provided along with supply.

Deviation in specification if any

Signature and Stamp

(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 holiday List/Black List/De-List <input type="checkbox"/> No
2i	Whether the party is registered under Micro/Small/Medium Enterprises act 2006 (Please furnish the proof)	<input type="checkbox"/> Micro <input type="checkbox"/> Medium <input type="checkbox"/> Small <input type="checkbox"/> No
2-ii	Status of MSE Bidder	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Services <input type="checkbox"/> Not Applicable
2-iii	Whether MSE bidder is offering product manufactured by him/her	<input type="checkbox"/> Yes <input type="checkbox"/> No
3i	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
3-ii	Submitted valid document against clause no 3i	<input type="checkbox"/> Submitted <input type="checkbox"/> Not Applicable
4i	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
4ii	Whether the proprietor of "MSME" enterprise is woman (i.e. Woman proprietorship, or holding minimum 51% shares in case of Partnership/Private Limited Companies)	<input type="checkbox"/> Yes <input type="checkbox"/> No
4iii	Submitted certificate against clause no 4ii	<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 full compliance with the documents issued against the enquiry and also further confirmed that there is no deviation from all the terms and conditions as per the enquiry. Non-acceptance or 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		

**BID SECURITY DECLARATION**

ANNEXURE TO BE SUBMITTED ALONG WITH THE BID AGAINST TENDER NO \_\_\_\_\_

I/We.....hereby 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 receipt of Purchase Order.
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**

REF : TENDER/RFQ No..... dt.....

**COMPLIANCE TO CLAUSE W.R.T MANADATORY REGISTRATION OF VENDORS FROM COUNTRIES SHARING LAND BORDER WITH INDIA, WITH DPIIT**

Date:

**TO WHOMSOEVER IT MAY CONCERNS**

"I/We have read The clause titled restrictions on procurement from a bidder of a country which shares a land border with India.

I/We certify that M/s.....(Name Bidder) is not from such a country

Or .

I/We hereby certify that M/s. ....(name of Bidder) is from a country which shares land boarder with India and fulfills all requirements in this regard and is eligible to be considered. Enclosed herewith Valid Registration Certificate.

Or

I/We here by certify that M/s. .... (Name of Bidder) is from such a country which shares land boarder with India, however the said requirement of registration will not be applicable to bidders as Govt. of India has extended lines of credit or in which Govt. of India is engaged in development of projects. Enclosed herewith documentary evidence in this regard.

I/We confirm that if it is established that we have provided any false information in pursuance to above clause, while competing for this contract then our Bid shall be rejected.

I/We further confirms that, if it is established that we have not complied with terms of aforesaid clause, during execution of contract, this would be a sufficient ground for immediate termination of the contract as per tender provision and shall be dealt accordingly

Place :  
Date :

Name of the Bidder

Stamp & Signature of the Bidder



**HINDUSTAN ORGANIC CHEMICALS LIMITED**  
**(A GOVERNMENT OF INDIA ENTERPRISE)**  
**AMBALAMUGAL, ERNAKULAM DISTRICT, PIN – 682 302**  
**PHONE: (0484) 2720911**

Item Number	Item Description	Quantity (NO)
1	MULTISTAGE JOCKEY PUMP ASSEMBLY FOR FIREWATER PUMP HOUSE AS PER THE ENCLOSED SPECIFICATION SHEET.PUMP ASSEMBLY SHOULD CONSISTS OF COMPLETE PUMP WITH MOTOR,BASE FRAME,COUPLING,COUPLING GUARDS,GLAND PACKING,FOUNDATION BOLT & NUT ETC	1

**NOTE:**

- a. DETAILED TECHNICAL SPECIFICATION/CATALOGUE OF THE OFFERED PUMP ASSEMBLY SHOULD BE SUBMITTED ALONG WITH TECHNICAL BID
- b. COMPLIANCE REPORT AS PER TENDER DOCUMENT TO BE SUBMITTED ALONGWITH TECHNICAL BID.IF ANY DEVIATION PLEASE INDICATE SEPARATELY
- c. AUTHORISED DEALER SHOULD SUBMIT AUTHORISATION CERTIFICATE FROM MANUFACTURER
- d. HYDRAULIC TEST RUN CERTIFICATES, PERFORMANCE CURVES,MATERIAL TEST CERTIFICATE, GUARANTEE CERTIFICATES, SPARE PARTS LIST, OPERATION MANUAL, MOTOR LOAD TEST DATA,AS BUILT DRAWING AND FOUNDATION DRAWINGS ETC SHOULD BE PROVIDED ALONG WITH SUPPLY
- e. DOCUMENTS /DRAWINGS SHOULD BE SUBMITTED FOR APPROVAL PRIOR TO MANUFACTURE

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**SPECIFICATION SHEET**  
**MULTISTAGE JOCKEY PUMP FOR FIRE WATER SYSTEM**

<b><u>Sl No.</u></b>	<b><u>Specifications</u></b>	<b><u>HOCL Requirement (Minimum)</u></b>
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**I. Guaranteed under design conditions :**

1	Capacity	20 M <sup>3</sup> /hr.
2	Total head	90 MWC
3	Discharge Pressure	9 Kg/cm <sup>2</sup>
4	Rated R.P.M.	2889
5	Suction temperature	Ambient
6	Overall efficiency	50%
7	BHP required at design capacity	15 KW (20 H.P.)
8	Shut off head	108 MWC

**II. Pump Casing**

1	Type of Construction	Side suction, Top delivery, Multistage
2	Hydrostatic test pressure	18 Kg/cm <sup>2</sup>

**III. Pump Rotating Body**

1	Direction of rotation viewed from Driven end	Clockwise
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**IV. Nozzle connection**

<b>Suction</b>		
1	Size	2½" x 300#
2	Facing & Drilling Standard	ANSI B 16.5
3	Position	Horizontal
<b>Discharge</b>		
1	Size	2" x 300#
2	Facing & Drilling Standard	ANSI B 16.5

3	Position	Vertical
	<b>Ball Bearing</b>	
1	No. of Bearings provided	2 (min)
2	Type	Anti-friction
3	Method of lubrication	Grease/OIL
4	Shaft sealing arrangement	Packed Gland
	<b>Couplings</b>	
1	Type	Flexible Pin
2	Coupling guard provided	Yes

#### V. Material Specification (Minimum)

1	Impeller	Bronze
2	Shaft	AISI 4140
3	Casing	C.I. BS: 1452 Grade 14
4	Shaft Sleeve	Bronze
5	Neck Ring	Bearing Bronze
6	Base Plate	Fabricated Steel Commercial
7	Gland Packing	Soft Graphited
8	Gland	Bronze

#### VI. Motor

1	Output	15 KW/20 H.P. (*Mandatory)
2	Frame size	160
3	Enclosure	TEFC
4	Winding Connection	Delta
5	Rotor	Squirrel cage
6	Class of Insulation	B'
7	Rating	Continuous
8	Supply voltage	415 V, Three Phase

9	Frequency	50 Hz
10	Ambient Temperature	40 °C
11	Full load Speed	2889 RPM
12	Full load Current	26 Amps.
13	Ingress Protection	IP54 minimum'
14	Motor Efficiency class	IE3 or Above
15	Existing cable size of motor	3Cx25 sq.mm AYFY (*mandatory)

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**MULTISTAGE JOCKEY PUMP FOR FIRE WATER SYSTEM  
COMPLIANCE REPORT**

<b>Sl No.</b>	<b>Specifications</b>	<b>HOCL Requirement (Minimum)</b>	<b>Compliance</b>
<b>I. Guaranteed under design conditions :</b>			
1	Capacity	20 M <sup>3</sup> /hr.	
2	Total head	90 MWC	
3	Discharge Pressure	9 Kg/cm <sup>2</sup>	
4	Rated R.P.M.	2889	
5	Suction temperature	Ambient	
6	Overall efficiency	50%	
7	BHP required at design capacity	15 KW (20 H.P.)	
8	Shut off head	108 MWC	
<b>II. Pump Casing</b>			
1	Type of Construction	Side suction, Top delivery, Multistage	
2	Hydrostatic test pressure	18 Kg/cm <sup>2</sup>	
<b>III. Pump Rotating Body</b>			
1	Direction of rotation viewed from Driven end	Clockwise	
<b>IV. Nozzle connection</b>			
<b>Suction</b>			
1	Size	2½" x 300#	
2	Facing & Drilling Standard	ANSI B 16.5	
3	Position	Horizontal	
<b>Discharge</b>			
1	Size	2" x 300#	
2	Facing & Drilling Standard	ANSI B 16.5	
3	Position	Vertical	
<b>Ball Bearing</b>			
1	No. of Bearings provided	2 (min)	
2	Type	Anti-friction	
3	Method of lubrication	Grease/OIL	
4	Shaft sealing arrangement	Packed Gland	
<b>Couplings</b>			
1	Type	Flexible Pin	
2	Coupling guard provided	Yes	
<b>V. Material Specification (Minimum)</b>			
1	Impeller	Bronze	
2	Shaft	AISI 4140	
3	Casing	C.I. BS: 1452 Grade 14	
4	Shaft Sleeve	Bronze	
5	Neck Ring	Bearing Bronze	
6	Base Plate	Fabricated Steel Commercial	
7	Gland Packing	Soft Graphited	
8	Gland	Bronze	
<b>VI. Motor</b>			
1	Output	15 KW/20 H.P. (*Mandatory)	
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3	Enclosure	TEFC	
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