



HINDUSTAN ORGANIC CHEMICALS LTD

(A Government of India Enterprise)

AMBALAMUGAL P O, KOCHI – 682 302 KERALA

Phone: (0484) 2727330, 2727201

E-mail: kochi@hoclindia.com, web: www.hoclkochi.com

(GSTIN: 32AAACH2663P1ZG)

LIMITED E-TENDER NOTICE

HOCL Invites e-Bids under Two-Bid System for the following Insurance policy.

क्रमांक Sl. No.	मद का विवरण और निविदा संख्या Description of Item and Tender No.
01	Group Medclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24 (Period 15-10-2023 to 14-10-2024) HOCL TENDER Ref: HR/2023/016 Dated 15.09.2023

Tender documents may be downloaded from www.hoclindia.com or www.eprocure.gov.in

IRDA approved insurance companies 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.

Please submit your e-bids under the two bid system conforming to the specifications and the terms and conditions on or before 29.**09.2023**

कृते हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड
For HINDUSTAN ORGANIC CHEMICALS LTD.,

(M.J. JAGADEESH)
CHIEF GENERAL MANAGER (ENGG/HR) & FM



HINDUSTAN ORGANIC CHEMICALS LTD

(A Government of India Enterprise)

AMBALAMUGAL P O, KOCHI – 682 302 KERALA

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

E-mail: kochi@hoclindia, web: www.hoclkochi.com

(GSTIN: 32AAACH2663P1ZG)

HR /2023/016

दिनांक Date: 15.09.2023

मेसर्स M/s.

प्रिय महोदय Dear Sir,

Hindustan Organic Chemicals Limited is a Government of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. HOCL invites e-tenders for **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24.**

HOCL has entered into an agreement with M/s. NIC for e-procurement through their portal <https://eprocure.gov.in/eprocure/app>. You may please get registered as a vendor with NIC for participating in this tender.

Tender documents are uploaded in HOCL website www.hoclkochi.com and www.eprocure.gov.in/eprocure/app.

Index of documents enclosed is attached herewith. You are requested to kindly go through the Annexures I to XIII (1 to 13) before preparing/submitting your tender.

आप अपना प्रस्ताव निर्धारित देय तिथि और समय के पहले द्विबोली प्रणाली में ऑनलाइन प्रस्तुत करें।

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

धन्यवाद Thanking you,

भवदीय Yours Faithfully,

कृते हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड
For HINDUSTAN ORGANIC CHEMICALS LTD.,

(M.J. JAGADEESH)
CHIEF GENERAL MANAGER (ENGG/HR) & FM



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**Group Medclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL
for the Year 2023-24**

(PERIOD - 15.10.2023 TO 14.10.2024)

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HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

Tender No: HR/2023/016

MEDICALIM INSURANCE POLICY FOR TEMPORARY/FTB EMPLOYEES FOR THE YEAR 2023-24

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

SCOPE OF WORK

1	Sum insured for per employee	Rs.1,00,000/- (Rupees One Lakh only)
2	Insurance period	15.10.2023 to 14.10.2024
3	No. of employees	185
4	Insurance Coverage	Employee self only
5	Service category	IPD with Cashless Treatment or reimbursement of hospital expenses where ever applicable.
6	Other facilities	Possibilities for issue of policy in the individual name and also the possibility of topping up the amount on payment of higher premium by individual members may be mentioned in the quote.
7	Special conditions	Any special conditions/deviations/exclusions/option for Riders may be mentioned in the quote.
TABLE OF BENEFITS		
1	Pre existing illness cover	Pre existing diseases to be covered
2	Pre & Post Coverage	Pre – 30days & Post- 60 days Coverage to be made (Without domiciliary treatment) coverage.
3	Cover for excluded diseases	Waiver of 1 st /2 nd /4 th year exclusions
4	Cover for first 30 days exclusion	Waiver of 30/60 day waiting period
5	Room rent & ICU charges	Room rent per day to 1% of the Sum Insured and ICU rent per day to 2% of the Sum Insured.
6	Day care procedure	Shall be Covered as per Standard list
7	Ambulance charges	To be included and rate to be mentioned – Rs.1500/- per case.
8	Notice of intimation	To be waived off
9	Waiting period	To be waived off. Coverage shall be an extension of existing medical insurance. All the illness of employees shall be covered.
10	Claim submission	Within 30 days of discharge from the hospital.
11	Claim settlement	Within 30 days upon receipt of all the documents. Query to be raised within 5 working days from the receipt of documents.
12	Cataract	Rs.40,000/- per eye
13	Sub limits	No Sub Limit Applicable for any disease

महत्वपूर्ण सूचनाएँ IMPORTANT DETAILS

1	Name of the work	Selection of Insurance Company for Group Medclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24 (Period 15.10.2023 to 14.10.2024)
2	Tender No.	HR/2023/016
3	Date of publishing Tender	15.09.2023
4	EMD	Nil
5	Pre Bid meeting	Nil
6	Email and contact No. for clarification	varghese.saiju@hoclindia.com or o.ramesh@hoclindia.com 0484-2727335/298/201, 9446718391
7	Last Date and Time for Bid submission	29.09.2023 - 1400 HRS
8	Date and Time of opening of Technical Bid	30.09.2023 - 1400 HRS
9	Policy period	15.10.2023 to 14.10.2024
10	Validity of Tender	90 days from the last date of submission
11	Concerned Authority	Chief General Manager(ENGG/HR) &FM HOCL, Ambalamugal, Kochi-682302 pad.kochi@hoclindia.com



CLAIM STATUS AND PREMIUM FOR THE LAST THREE YEARS

Period	No. of Families / Members	Sum Assured	Amount of Premium paid Including GST @ 18%	No. of Claims	Amount of Claim Settled	Name of Insurance Company
<p>This is the first time we are inviting quotation for arranging Group Medclaim Insurance Scheme for Temporary/Fixed Tenure Employees of HOCL</p>						



HINDUSTAN ORGANIC CHEMICALS LTD, AMBALAMUGAL

General instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement Portal (Govt. Of India), 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 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 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.

Contract Person(NIC e-Procurement & GeM related matters)

Mr.Midhun Babu
Co-ordinator
Mob: 8547196394, 0484 2727381

Contract Person (Tender related matters)

Mr.SAIJU VARGHESE,
DM (HR)
HOCL, Ambalamugal.
Ph: 0484 2727335 / 9446718391/8848375725

Mr.RAMESH.O,
M (OL/HR), HOCL, Ambalamugal.
Tel.0484 2727298



GENERAL INSTRUCTIONS TO BIDDERS FOR E-BID SUBMISSION

Please submit your e-bids on 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. Quotations shall be submitted online on or before the due date and time of closing the tender. The Price bid should be submitted in price bid format given.
2. 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.”
3. 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.
4. 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.
5. HOCL reserves the right to extend without giving any reason(s) the closing date/time of the enquiry.
6. Bids shall be valid for a minimum of 90 days from the due date for receipt and opening of the bids.



HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

Ambalamugal P.O.,Ernakulam District, Kerala – 682 302.

Tender No: HR/2023/016

**Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year
2023-24 (Period 15.10.2023 to 14.10.2024)**

सामान्य निबंधन और शर्तें GENERAL TERMS AND CONDITIONS

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

1. There are **185 members** in this policy at present.
2. Additions and deletions of new and existing members, if any, during the policy period will be done on pro-rata payment of premium basis.
3. **Network hospitals and maximum no. of hospitals having cashless facility may be given along with the quotation**
4. Facility for paying annual premium by 4/2 installments to be mentioned in the quotation.
5. **Option for selection of TPA will be vested with HOCL.**
6. The Insurance Company/TPA shall provide Information regarding each claim & settlement to us by email and MIS/claim dump under the policy to HOCL on a quarterly basis.
7. In case of any claim is found untenable, the insurer shall communicate reasons in writing to the HOCL with a copy to the beneficiary.
8. Address of Insured members along with email will be provided to Insurance company /TPA and soft copy/hard copy of medi-cards should be dispatched to each family by email/speed post/courier by the Insurer/TPA at their own cost.
9. Further corrigendum/addendum if any issued to the tender/Bid document shall only be made available at www.hoclindia.com
10. Any special conditions/deviations/exclusions/ option for Riders to be included in the offer by the Insurer to be given along with bid.



PRE-QUALIFICATION CRITERIA

Tenderers who meet the following conditions / qualifications need only quote against this enquiry:

1. Insurance companies who are registered under The Insurance Act,1938 and authorized to take Group Mediciam Insurance Policy and are governed under IRDA Act,1999 having minimum 10 years experience in this field can only quote for the above Mediciam Insurance Policy.
2. Earnest Money Deposit : Nil
3. Cost of Tender Documents: NIL
4. Rates quoted shall be exclusive of GST
5. Security Deposit: Nil
6. Period of policy: One year from 15.10.2023 to 14.10.2024
7. Undertaking: All the bidders have to give an undertaking in the format as given as Annexure H in the Technical Bid.

DUE DATE & TIME: Due date for submission of tender is (Closing date): 29.09.2023 at 02.00 pm.

OPENING OF BIDS:

The Technical Bids will be opened on 30.09.2023 at 02.00 PM electronically. Technically acceptable bidders will be informed about the date and time of opening of the Price Bids by emails.

VALIDITY OF OFFER:

Offer shall be valid for a minimum period of 90 days form the last date of submission stipulated for the tender.

SUBMISSION OF BIDS:

Refer Instructions to Bidder for Online Bid Submission.

PRICE 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 Blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder) and 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.

RIGHT TO REJECT A BID:

HOCL reserves the right to reject any bid due to reasons such as (a) Vendor not following above bidding procedures (b) Vendor not being technically acceptable to HOCL (c) Not enclosing EMD with the techno commercial bid or EMD paid being lesser than the stipulated amount (d) Vendor not agreeing with the general conditions of the tender. (e) Not enclosing any particular documents asked for (f) Any other valid reasons.

SINGNING & SEALING ON ALL PAGES OF BIDS:

The vendor shall sign and seal on all the pages of the bids uploaded, failing which bids are liable to be rejected.

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HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

Ambalamugal P.O., Ernakulam District, Kerala – 682 302

HOCL Tender No.HR/2023/016

Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24

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

कंपनी का विवरण COMPANY PROFILE

क्रमांक SI No	विवरण DETAILS	
1.	कंपनी का नाम Name of the Company	
2.	बोलीदाता का नाम Name of the Bidder	
3	पता दूरभाष संख्या, ईमेल और संपर्क व्यक्ति के नाम और मोबाइल संख्या के साथ Address with Telephone no, email and name of contact person and mobile no	
4	जीएसटी आईडी GST ID	
5	पैन विवरण PAN details	
6	बैंक विवरण Bank details बैंक का नाम Name of Bank शाखा Name of Branch आईएफएससी कोड IFSC code खाता संख्या Account Number बैंक का पता Address of Bank	

1. Annexure- VIII (Declaration of Blacklisting / Holiday Listing) duly filled, signed and sealed is attached
2. Annexure- IX (Commercial Bid Declaration) duly filled, signed and sealed is attached
3. Annexure-X (Undertaking) signed and sealed is attached.

Enclosed pleas find the tender documents signed & sealed in all pages along with all the Annexures. We hereby undertake that we have read and understood the terms and conditions of **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24** and shall abide by it.

Signature of the Tenderer :

Name of the Tenderer :

Place :

(Seal)

Date :

PROFORMA OF DECLARATION OF BLACK LISTING/HOLIDAY LISTING

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 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")

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 - IX

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 (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
2	Whether the company is approved by IRDA	<input type="checkbox"/> yes <input type="checkbox"/> No
3	Status of the Company	<input type="checkbox"/> Govt <input type="checkbox"/> Private <input type="checkbox"/> Joint Venture
4	Whether Company is offering service directly or through TPA? Whether Company is their own TPA or depend upon other TPAs	<input type="checkbox"/> Directly <input type="checkbox"/> TPA <input type="checkbox"/> Own <input type="checkbox"/> Others
5	Whether any option for selection of TPA is available to HOCL	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Rates of premium for addition of new members are enclosed	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Whether the company or its proposed TPA has office at Kochi and Navi Mumbai for liaison work/ submission of claims/complaints/documents	Kochi <input type="checkbox"/> Yes <input type="checkbox"/> No Navi Mumbai <input type="checkbox"/> Yes <input type="checkbox"/> No
8	Payment of Annual premium in Installments	<input type="checkbox"/> Yearly <input type="checkbox"/> half yearly <input type="checkbox"/> Quarterly
9	Agreed to despatch of Medclaim cards to Family directly through speed post/courier by Insurance company/TPA at their own cost	<input type="checkbox"/> Yes <input type="checkbox"/> No
10	Agreed to Claim Dump/MIS of the policy is shared by the Insurance company /TPA to insurer on quarterly basis	<input type="checkbox"/> Yes <input type="checkbox"/> No
11	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
<p>DATE: _____ SIGN AND STAMP OF BIDDER _____</p>		

***(Undertaking to be prepared on the Letter Head of the vendor, to be signed,
Sealed and to be attached in the Technical Bid)***

To

**The General Manager (HR)
Hindustan Organic Chemicals Ltd.
Ambalamugal P.O.,Ernakulam Dist
Kerala- 682 302.**

**Sub: Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the
Year 2023-24**

Ref: Tender ref. No. HR/2023/016

Sir,

We confirm that we have read and under stood all the terms and conditions of the Tender for **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24**. We further affirm that we have understood all the terms of **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24**. We are confident that all the above requirements can be met with the rates quoted by us and our rates are workable. In case the work is awarded to us at the rates quoted by us, we undertake to satisfactorily execute and complete the work for the entire period of contract.

Thanking you,
Yours faithfully,
For

Sd/-

(Name)

Place:

Date:

(Seal)

.....

BID SECURITY DECLARATION

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

I/We.....hereby declares 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 Intent.**
- 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-XII

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

ANNEXURE TO BE SUBMITTED ALONG WITH THE BID AGAINST TENDER NO. HR/2023/016 Dt.15.09.2023
(KINDLY FILL AND SUBMIT ALONG WITH COMMERCIAL/TECHNICAL BID)

Name of the Bidder:		
Sr No.	Commercial Clauses	Bidder Confirmation(Please put v)
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 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:

SGNATURE 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 AND 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 AND 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

Hindustan Organic Chemicals Limited**Tem. Emp. List**

	Emp_ID	Designation	DOB	Age	Gender
1	11505214	TEMPORARY CHEMICAL OPERATOR	10-11-1990	33	Male
2	11505224	TEMPORARY CHEMICAL OPERATOR	31-01-1989	34	Male
3	11505226	TEMPORARY CHEMICAL OPERATOR	04-05-1994	29	Male
4	11505228	TEMPORARY CHEMICAL OPERATOR	21-09-1985	38	Male
5	11505230	TEMPORARY DRIVER-CUM-FIRE & SAFETY OPERATOR	08-04-1990	33	Male
6	11505233	TEMPORARY CHEMICAL OPERATOR	23-07-1992	31	Male
7	11505236	TEMPORARY FIRE & SAFETY OPERATOR	10-04-1976	47	Male
8	11505239	TEMPORARY CHEMICAL OPERATOR	25-05-1966	57	Male
9	11505240	TEMPORARY CHEMICAL OPERATOR	26-05-1994	29	Male
10	11505242	TEMPORARY CHEMICAL OPERATOR	01-07-1993	30	Male
11	11505246	TEMPORARY CHEMICAL OPERATOR	03-04-1991	32	Male
12	11505250	TEMPORARY ASSISTANT TECHNICIAN (MECHANICAL)	06-11-1992	31	Male
13	11505251	TEMPORARY ASSISTANT TECHNICIAN (MECHANICAL)	31-12-1992	31	Male
14	11505252	TEMPORARY ASSISTANT TECHNICIAN (MECHANICAL)	05-10-1988	35	Male
15	11505253	TEMPORARY FIRE & SAFETY OPERATOR	08-02-1991	32	Male
16	11505255	TEMPORARY CHEMICAL OPERATOR	20-07-1993	30	Male
17	11505256	TEMPORARY FIRE & SAFETY OPERATOR	01-06-1990	33	Male
18	11505258	TEMPORARY TECHNICIAN (INSTRUMENTATION)	20-04-1992	31	Male
19	11505261	TEMPORARY CHEMICAL OPERATOR	17-04-1992	31	Male
20	11505262	TEMPORARY FIRE & SAFETY OPERATOR	02-02-1991	32	Male
21	11505265	TEMPORARY SENIOR ELECTRICAL ENGINEER	04-07-1991	32	Male

22	11505270	TEMPORARY SENIOR MECHANICAL ENGINEER	04-02-1991	32	Male
23	11505271	TEMPORARY SENIOR MECHANICAL ENGINEER	31-01-1995	28	Male
24	11505272	TEMPORARY JUNIOR CHEMIST	12-02-1996	27	Male
25	11505273	TEMPORARY JUNIOR CHEMIST	23-10-1995	28	Female
26	11505274	TEMPORARY JUNIOR CHEMIST	31-12-1990	33	Male
27	11505282	TEMPORARY GENERAL WORKMAN	24-03-1967	56	Male
28	11505284	TEMPORARY GENERAL WORKMAN	03-05-1969	54	Male
29	11505285	TEMPORARY GENERAL WORKMAN	02-04-1968	55	Male
30	11505286	TEMPORARY GENERAL WORKMAN	15-04-1970	53	Male
31	11505288	TEMPORARY GENERAL WORKMAN	24-05-1970	53	Male
32	11505289	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	22-05-1973	50	Male
33	11505290	TEMPORARY GENERAL WORKMAN	08-12-1966	57	Male
34	11505292	TEMPORARY GENERAL WORKMAN	21-07-1970	53	Male
35	11505293	TEMPORARY GENERAL WORKMAN	31-05-1966	57	Male
36	11505294	TEMPORARY GENERAL WORKMAN	23-05-1966	57	Male
37	11505295	TEMPORARY GENERAL WORKMAN	21-02-1968	55	Male
38	11505296	TEMPORARY GENERAL WORKMAN	25-05-1966	57	Male
39	11505298	TEMPORARY SENIOR CIVIL ENGINEER	07-10-1995	28	Male
40	11505299	TEMPORARY TECHNICIAN (ELECTRICAL)	07-06-1997	26	Male
41	11505301	TEMPORARY ASSISTANT TECHNICIAN (TURNER)	06-02-1993	30	Male
42	11505302	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	02-04-1969	54	Male
43	11505303	TEMPORARY GENERAL WORKMAN	14-03-1966	57	Male
44	11505304	TEMPORARY GENERAL WORKMAN	14-05-1983	40	Male
45	11505308	TEMPORARY TECHNICIAN (INSTRUMENTATION)	10-05-1997	26	Male
46	11505309	TEMPORARY SENIOR ELECTRICAL ENGINEER	06-04-1994	29	Male
47	11505310	TEMPORARY SENIOR MECHANICAL ENGINEER	10-05-1992	31	Male
48	11505311	TEMPORARY RECORD KEEPER	29-02-1996	27	Male

49	11505312	TEMPORARY HEAVY EQUIPMENT OPERATOR CUM DRIVER	30-06-1992	31	Male
50	11505313	TEMPORARY SENIOR ELECTRICAL ENGINEER	06-09-1987	36	Male
51	11505314	TEMPORARY SENIOR MECHANICAL ENGINEER	09-05-1994	29	Male
52	11505315	TEMPORARY ASSISTANT TECHNICIAN (ELECTRICAL)	05-05-1988	35	Male
53	11505316	TEMPORARY CHEMICAL OPERATOR	14-09-1995	28	Male
54	11505317	TEMPORARY CHEMICAL OPERATOR	23-06-1994	29	Male
55	11505321	TEMPORARY CHEMICAL OPERATOR	31-07-1995	28	Male
56	11505322	TEMPORARY CHEMICAL OPERATOR	07-12-1995	28	Male
57	11505323	TEMPORARY CHEMICAL OPERATOR	28-02-1995	28	Male
58	11505324	TEMPORARY CHEMICAL OPERATOR	27-07-1992	31	Male
59	11505328	TEMPORARY GODOWN/STOREKEEPER	31-08-1996	27	Male
60	11505330	TEMPORARY ASSISTANT TECHNICIAN (WELDER)	25-06-1997	26	Male
61	11505331	TEMPORARY HEAVY EQUIPMENT OPERATOR CUM DRIVER	25-09-1993	30	Male
62	11505332	TEMPORARY SENIOR PLANT ENGINEER	26-05-1993	30	Male
63	11505334	TEMPORARY SENIOR PLANT ENGINEER	30-06-1994	29	Male
64	11505335	TEMPORARY ASSISTANT TECHNICIAN (DIESEL ENGINE)	22-01-1996	27	Male
65	11505336	TEMPORARY FIRE & SAFETY OPERATOR	31-05-1990	33	Male
66	11505337	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	12-08-1993	30	Male
67	11505339	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	23-12-1990	33	Male
68	11505340	TEMPORARY MEDICAL ASSISTANT	04-10-1982	41	Male
69	11505342	TEMPORARY SENIOR ELECTRICAL ENGINEER	02-07-1995	28	Male
70	11505343	TEMPORARY SENIOR INSTRUMENT ENGINEER	01-07-1994	29	Male

71	11505344	TEMPORARY SENIOR SYSTEMS ANALYST	03-04-1994	29	Female
72	11505345	TEMPORARY SENIOR SYSTEMS ANALYST	17-12-1991	32	Male
73	11505347	TEMPORARY SENIOR MECHANICAL ENGINEER	20-05-1995	28	Male
74	11505348	TEMPORARY SENIOR MECHANICAL ENGINEER	03-10-1994	29	Male
75	11505349	TEMPORARY SENIOR MECHANICAL ENGINEER	08-11-1992	31	Male
76	11505350	TEMPORARY SENIOR PLANT ENGINEER	03-07-1991	32	Male
77	11505352	TEMPORARY SENIOR INSTRUMENT ENGINEER	18-02-1995	28	Male
78	11505353	TEMPORARY CHEMICAL OPERATOR	03-12-1991	32	Male
79	11505354	TEMPORARY SENIOR MATERIALS OFFICER	02-06-1995	28	Female
80	11505355	TEMPORARY SENIOR MATERIALS OFFICER	01-04-1993	30	Male
81	11505356	TEMPORARY ASSISTANT TECHNICIAN (FABRICATOR)	07-04-1995	28	Male
82	11505357	TEMPORARY RIGGER	04-04-1993	30	Male
83	11505363	TEMPORARY MEDICAL ASSISTANT	15-02-1991	32	Female
84	11505367	TEMPORARY CHEMICAL OPERATOR	24-10-1998	25	Male
85	11505371	TEMPORARY CHEMICAL OPERATOR	28-02-1997	26	Male
86	11505375	TEMPORARY CHEMICAL OPERATOR	26-06-1997	26	Male
87	11505378	TEMPORARY SENIOR INSTRUMENT ENGINEER	12-09-1994	29	Male
88	11505380	TEMPORARY TECHNICIAN (MECHANICAL)	08-03-1997	26	Male
89	11505381	TEMPORARY TECHNICIAN (MECHANICAL)	08-04-1997	26	Male
90	11505382	TEMPORARY TECHNICIAN (MECHANICAL)	27-09-1992	31	Male
91	11505383	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	14-04-1992	31	Male
92	11505384	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	16-07-1995	28	Male
93	11505385	TEMPORARY GENERAL WORKMAN	09-09-1997	26	Male
94	11505386	TEMPORARY GENERAL WORKMAN	13-12-1993	30	Male

95	11505387	TEMPORARY GENERAL WORKMAN	19-01-1990	33	Male
96	11505388	TEMPORARY GENERAL WORKMAN	19-02-1994	29	Male
97	11505389	TEMPORARY GENERAL WORKMAN	18-05-1996	27	Male
98	11505391	TEMPORARY TECHNICIAN (TELECOMMUNICATION)	25-05-1966	57	Male
99	11505392	TEMPORARY GENERAL WORKMAN	09-04-1994	29	Male
100	11505395	TEMPORARY CHEMICAL OPERATOR	19-07-1996	27	Male
101	11505396	TEMPORARY OFFICE ASSISTANT (HINDI)	31-05-1992	31	Male
102	11505402	TEMP. ASSISTANT OPERATOR (PRODUCTION)	08-08-1993	30	Male
103	11505404	TEMPORARY CHEMICAL OPERATOR	12-12-1993	30	Male
104	11505406	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	28-11-1995	28	Male
105	11505407	TEMPORARY SENIOR MATERIALS OFFICER	17-08-1995	28	Female
106	11505409	TEMPORARY CHEMICAL OPERATOR	11-03-1997	26	Male
107	11505410	TEMPORARY CHEMICAL OPERATOR	16-10-1996	27	Male
108	11505411	TEMPORARY CHEMICAL OPERATOR	10-05-1994	29	Male
109	11505412	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	30-01-1996	27	Male
110	11505413	TEMPORARY CHEMICAL OPERATOR	23-07-1996	27	Male
111	11505414	TEMPORARY SENIOR PLANT ENGINEER	04-11-1993	30	Male
112	11505416	TEMPORARY TECHNICIAN (CIVIL)	11-04-1997	26	Male
113	11505418	TEMPORARY TECHNICIAN (ELECTRICAL)	17-09-1995	28	Male
114	11505419	TEMPORARY CHEMICAL OPERATOR	16-04-1997	26	Male
115	11505420	TEMPORARY CHEMICAL OPERATOR	04-02-1995	28	Male
116	11505421	TEMPORARY CHEMICAL OPERATOR	23-09-1997	26	Male
117	11505422	TEMPORARY JUNIOR CHEMIST	18-05-1996	27	Male
118	11505424	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	05-01-1986	37	Male

119	11505425	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	15-05-1995	28	Male
120	11505426	TEMP. ASSISTANT OPERATOR (PRODUCTION)	07-09-1996	27	Male
121	11505427	TEMPORARY SENIOR MECHANICAL ENGINEER	20-05-1980	43	Male
122	11505428	TEMPORARY TECHNICIAN (ELECTRICAL)	15-11-1992	31	Male
123	11505429	TEMP. ASSISTANT OPERATOR (PRODUCTION)	19-01-1989	34	Male
124	11505430	TEMPORARY SENIOR PLANT ENGINEER	05-11-1994	29	Male
125	11505431	TEMPORARY RECORD KEEPER	30-05-1974	49	Female
126	11505432	TEMPORARY SENIOR PLANT ENGINEER	08-03-1995	28	Male
127	11505434	TEMPORARY SENIOR PLANT ENGINEER	20-02-1996	27	Male
128	11505435	TEMPORARY SENIOR PLANT ENGINEER	30-12-1993	30	Male
129	11505437	TEMPORARY CHEMICAL OPERATOR	05-02-1996	27	Male
130	11505438	TEMPORARY CHEMICAL OPERATOR	15-06-1993	30	Male
131	11505439	TEMPORARY FIRE & SAFETY OPERATOR	15-11-1995	28	Male
132	11800001	PLANT ENGINEER	14-10-1997	26	Male
133	11800002	JUNIOR TECHNICIAN (MECHANICAL)	01-07-1998	25	Male
134	11800003	JUNIOR TECHNICIAN (MECHANICAL)	21-03-1997	26	Male
135	11800004	JUNIOR TECHNICIAN (MECHANICAL)	26-09-1997	26	Male
136	11800005	JUNIOR TECHNICIAN (ELECTRICAL)	24-09-1999	24	Male
137	11800006	JUNIOR TECHNICIAN (ELECTRICAL)	26-08-1997	26	Male
138	11800007	JUNIOR TECHNICIAN (INSTRUMENTATION)	25-04-1997	26	Male
139	11800008	JUNIOR TECHNICIAN (INSTRUMENTATION)	03-08-1997	26	Male
140	11800009	JUNIOR LABORATORY ASSISTANT	07-08-1997	26	Male
141	11800018	INSTRUMENT ENGINEER	16-01-1998	25	Male
142	11800019	JUNIOR LABORATORY ASSISTANT	12-12-1997	26	Male
143	11800020	JUNIOR LABORATORY ASSISTANT	06-12-1996	27	Female

144	11800021	MARKETING OFFICER	01-10-1994	29	Male
145	11800022	JUNIOR MEDICAL ASSISTANT	17-04-1985	38	Male
146	11800024	JUNIOR ASSISTANT TECHNICIAN (UTILITIES)	12-06-1998	25	Male
147	11800025	CIVIL ENGINEER - FTB	10-03-1995	28	Male
148	11800026	JUNIOR FIRE & SAFETY OPERATOR	06-10-1993	30	Male
149	11800029	PLANT ENGINEER	30-05-1995	28	Male
150	11800030	JUNIOR TECHNICIAN (INSTRUMENTATION)	17-09-1998	25	Male
151	11800031	JUNIOR TECHNICIAN (MECHANICAL)	12-12-1997	26	Male
152	11800033	JUNIOR FIRE & SAFETY OPERATOR	13-03-1994	29	Male
153	11800035	JUNIOR OPERATOR (PROCESS)	15-07-1998	25	Male
154	11800036	JUNIOR TECHNICIAN (ELECTRICAL)	25-05-1993	30	Male
155	11800037	JUNIOR OPERATOR (PROCESS)	02-02-1999	24	Male
156	11800038	JUNIOR OPERATOR (PROCESS)	02-04-1999	24	Male
157	11800039	JUNIOR OPERATOR (PROCESS)	05-11-1997	26	Male
158	11800040	JUNIOR ASSISTANT TECHNICIAN (UTILITIES)	14-09-1998	25	Male
159	11800041	JUNIOR RIGGER	09-12-1995	28	Male
160	11800042	JUNIOR TECHNICIAN (ELECTRICAL)	01-04-1999	24	Male
161	11800043	JUNIOR OPERATOR (PROCESS)	03-10-1996	27	Male
162	11800044	JUNIOR OPERATOR (PROCESS)	22-10-1999	24	Male
163	11800045	JUNIOR OPERATOR (PROCESS)	16-07-1998	25	Male
164	11800046	PLANT ENGINEER	08-10-1994	29	Male
165	11800047	PLANT ENGINEER	04-09-1994	29	Male
166	11800048	JUNIOR OPERATOR (PROCESS)	01-08-1999	24	Male
167	11800049	ELECTRICAL ENGINEER	06-12-1998	25	Male
168	11800050	FIRE & SAFETY OFFICER	03-04-1995	28	Male
169	11800051	JUNIOR OFFICE ASSISTANT	28-09-1999	24	Female
170	11800052	JUNIOR OFFICE ASSISTANT	28-01-2000	23	Female
171	11800053	JUNIOR OFFICE ASSISTANT	19-03-2001	22	Female
172	11800055	JUNIOR STORE KEEPER	01-06-1999	24	Male
173	11800056	JUNIOR TECHNICIAN (UTILITIES)	27-03-1992	31	Male
174	11800057	JUNIOR OPERATOR (PROCESS)	05-11-1996	27	Male
175	11800059	JUNIOR OPERATOR (PROCESS)	16-02-1998	25	Male
176	11800060	PLANT ENGINEER	09-09-1995	28	Male
177	11800063	JUNIOR LABORATORY ASSISTANT	25-10-1997	26	Male
178	11800064	MEDICAL OFFICER	14-10-1995	28	Female
179	11800065	JUNIOR TECHNICIAN (MECHANICAL)	28-06-1997	26	Male

180	11800066	JUNIOR TECHNICIAN (MECHANICAL)	01-06-1998	25	Male
181	11800067	JUNIOR OPERATOR (PROCESS)	25-04-1994	29	Male
182	11800068	JUNIOR OPERATOR (PROCESS)	26-02-1999	24	Male
183	11800069	PLANT ENGINEER	06-02-1991	32	Male
184	11800070	SCIENTIFIC OFFICER	04-10-1993	30	Male
185	11800071	JUNIOR OPERATOR (PROCESS)	26-06-1998	25	Male

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HINDUSTAN ORGANIC CHEMICALS LTD

(A Government of India Enterprise)

AMBALAMUGAL P O, KOCHI – 682 302 KERALA

Phone: (0484) 2720911,

E-mail: kochi@hoclindia.com, web: www.hoclkochi.com

(GSTIN: 32AAACH2663P1ZG)

LIMITED E-TENDER NOTICE

HOCL Invites e-Bids under Two-Bid System for the below given Insurance policy.

क्रमांक Sl. No.	मद का विवरण और निविदा संख्या Description of Item and Tender No.
01	Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24 (Period 15-10-2023 to 14-10-2024) HOCL TENDER Ref: HR/2023/016 Dated 15.09.2023

Tender documents may be downloaded from www.hoclindia.com or gem.gov.in

IRDA approved insurance companies may please get registered with GeM Portal (URL: <https://gem.gov.in/>) 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.

Please submit your e-bids under the two bid system conforming to the specifications and the terms and conditions on or before 29.**09.2023**

**कृते हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड
For HINDUSTAN ORGANIC CHEMICALS LTD.,**

(M.J. JAGADEESH)
CHIEF GENERAL MANAGER (ENGG/HR) & FM



HINDUSTAN ORGANIC CHEMICALS LTD

(A Government of India Enterprise)

AMBALAMUGAL P O, KOCHI – 682 302 KERALA

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

E-mail: kochi@hoclindia, web: www.hoclkochi.com

(GSTIN: 32AAACH2663P1ZG)

HR /2023/016

दिनांक Date: 15.09.2023

मेसर्स M/s.

प्रिय महोदय Dear Sir,

Hindustan Organic Chemicals Limited is a Government of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. We invites e-tenders for **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24 (Period 15-10-2023 to 14-10-2024) through HOCL TENDER Ref: HR/2023/016 Dated 15.09.2023**. HOCL has entered into an agreement with M/s. NIC for e-procurement through their portal gem.gov.in. You may please get registered as a vendor with NIC for participating in this tender.

Tender documents are uploaded in HOCL website www.hoclkochi.com and gem.gov.in.

Index of documents enclosed is attached herewith. You are requested to kindly go through the Annexures I to XIII (1 to 13) before preparing/submitted your tender.

आप अपना प्रस्ताव निर्धारित देय तिथि और समय के पहले द्विबोली प्रणाली में ऑनलाइन प्रस्तुत करें।

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

धन्यवाद Thanking you,

भवदीय Yours Faithfully,

कृते हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड

For HINDUSTAN ORGANIC CHEMICALS LTD.,

(M.J. JAGADEESH)

CHIEF GENERAL MANAGER (ENGG/HR) & FM



HINDUSTAN ORGANIC CHEMICALS LTD,
AMBALAMUGAL

INDEX

**Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL
for the Year 2023-24
(PERIOD - 15.10.2023 TO 14.10.2024)**

1	Scope of Work & Important Details	Annexure-I
2	Claim History	Annexure-II
3	General Terms and conditions of the tender	Annexure-III
4	Pre-Qualification Criteria	Annexure-IV
5	Technical Bid (Form-A)	Annexure-V
6	Performa of declaration of black listing/holiday listing	Annexure- VI
7	Commercial Bid Declaration	Annexure-VII
8	Undertaking	Annexure –VIII
9	Bid Security Declaration	Annexure –IX
10	Declaration of percentage of local content	Annexure –X
11	Tem. Emp. List	Annexure –XI



HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

Tender No: HR/2023/016

MEDICALIM INSURANCE POLICY FOR TEMPORARY/FTB EMPLOYEES FOR THE YEAR 2023-24

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

SCOPE OF WORK

1	Sum insured for per employee	Rs.1,00,000/- (Rupees One Lakh only)
2	Insurance period	15.10.2023 to 14.10.2024
3	No. of employees	185
4	Insurance Coverage	Employee self only
5	Service category	IPD with Cashless Treatment or reimbursement of hospital expenses where ever applicable.
6	Other facilities	Possibilities for issue of policy in the individual name and also the possibility of topping up the amount on payment of higher premium by individual members may be mentioned in the quote.
7	Special conditions	Any special conditions/deviations/exclusions/option for Riders may be mentioned in the quote.
TABLE OF BENEFITS		
1	Pre existing illness cover	Pre existing diseases to be covered
2	Pre & Post Coverage	Pre – 30days & Post- 60 days Coverage to be made (Without domiciliary treatment) coverage.
3	Cover for excluded diseases	Waiver of 1 st /2 nd /4 th year exclusions
4	Cover for first 30 days exclusion	Waiver of 30/60 day waiting period
5	Room rent &ICU charges	Room rent per day to 1% of the Sum Insured and ICU rent per day to 2% of the Sum Insured.
6	Day care procedure	Shall be Covered as per Standard list
7	Ambulance charges	To be included and rate to be mentioned – Rs.1500/- per case.
8	Notice of intimation	To be waived off
9	Waiting period	To be waived off. Coverage shall be an extension of existing medical insurance. All the illness of employees shall be covered.
10	Claim submission	Within 30 days of discharge from the hospital.
11	Claim settlement	Within 30 days upon receipt of all the documents. Query to be raised within 5 working days from the receipt of documents.
12	Cataract	Rs.40,000/- per eye
13	Sub limits	No Sub Limit Applicable for any disease

महत्वपूर्ण सूचनाएँ IMPORTANT DETAILS

1	Name of the work	Selection of Insurance Company for Group Medclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24 (Period 15.10.2023 to 14.10.2024)
2	Tender No.	HR/2023/016
3	Date of publishing Tender	15.09.2023
4	EMD	Nil
5	Pre Bid meeting	Nil
6	Email and contact No. for clarification	varghese.saiju@hoclindia.com or o.ramesh@hoclindia.com 0484-2727335/298/201
7	Last Date and Time for Bid submission	29.09.2023 - 1400 HRS
8	Date and Time of opening of Technical Bid	30.09.2023 - 1400 HRS
9	Policy period	15.10.2023 to 14.10.2024
10	Validity of Tender	90 days from the last date of submission
11	Concerned Authority	Chief General Manager(ENGG/HR) &FM HOCL, Ambalamugal, Kochi-682302 pad.kochi@hoclindia.com



CLAIM STATUS AND PREMIUM FOR THE LAST THREE YEARS

Period	No. of Families / Members	Sum Assured	Amount of Premium paid Including GST @ 18%	No. of Claims	Amount of Claim Settled	Name of Insurance Company
<p>This is the first time we are inviting quotation for arranging Group Mediclaim Insurance Scheme for Temporary/Fixed Tenure Employees of HOCL</p>						

ANNEXURE-III



HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

Ambalamugal P.O., Ernakulam District, Kerala – 682 302.

Tender No: HR/2023/016

**Group Medclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year
2023-24 (Period 15.10.2023 to 14.10.2024)**

सामान्य निबंधन और शर्ते GENERAL TERMS AND CONDITIONS

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

1. There are **185 members** in this policy at present.
2. Additions and deletions of new and existing members, if any, during the policy period will be done on pro-rata payment of premium basis.
3. **Network hospitals and maximum no. of hospitals having cashless facility may be given along with the quotation**
4. Facility for paying annual premium by 4/2 installments to be mentioned in the quotation.
5. **Option for selection of TPA will be vested with HOCL.**
6. The Insurance Company/TPA shall provide Information regarding each claim & settlement to us by email and MIS/claim dump under the policy to HOCL on a quarterly basis.
7. In case of any claim is found untenable, the insurer shall communicate reasons in writing to the HOCL with a copy to the beneficiary.
8. Address of Insured members along with email will be provided to Insurance company /TPA and soft copy/hard copy of medi-cards should be dispatched to each family by email/speed post/courier by the Insurer/TPA at their own cost.
9. Further corrigendum/addendum if any issued to the tender/Bid document shall only be made available at www.hoclindia.com
10. Any special conditions/deviations/exclusions/ option for Riders to be included in the offer by the Insurer to be given along with bid.



PRE-QUALIFICATION CRITERIA

Tenderers who meet the following conditions / qualifications need only quote against this enquiry:

1. Insurance companies who are registered under The Insurance Act,1938 and authorized to take Group Mediciam Insurance Policy and are governed under IRDA Act,1999 having minimum 10 years experience in this field can only quote for the above Mediciam Insurance Policy.
2. Earnest Money Deposit : Nil
3. Cost of Tender Documents: NIL
4. Rates quoted shall be exclusive of GST
5. Security Deposit: Nil
6. Period of policy: One year from 15.10.2023 to 14.10.2024
7. Undertaking: All the bidders have to give an undertaking in the format as given as Annexure H in the Technical Bid.

DUE DATE & TIME: Due date for submission of tender is (Closing date): 29.09.2023 at 02.00 pm.

OPENING OF BIDS:

The Technical Bids will be opened on 30.09.2023 at 02.00 PM electronically. Technically acceptable bidders will be informed about the date and time of opening of the Price Bids by emails.

VALIDITY OF OFFER:

Offer shall be valid for a minimum period of 90 days form the last date of submission stipulated for the tender.

SUBMISSION OF BIDS:

Refer Instructions to Bidder for Online Bid Submission.

PRICE 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 Blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder) and 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.

RIGHT TO REJECT A BID:

HOCL reserves the right to reject any bid due to reasons such as (a) Vendor not following above bidding procedures (b) Vendor not being technically acceptable to HOCL (c) Not enclosing EMD with the techno commercial bid or EMD paid being lesser than the stipulated amount (d) Vendor not agreeing with the general conditions of the tender. (e) Not enclosing any particular documents asked for (f) Any other valid reasons.

SINGNING & SEALING ON ALL PAGES OF BIDS:

The vendor shall sign and seal on all the pages of the bids uploaded, failing which bids are liable to be rejected.

.....



HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

Ambalamugal P.O., Ernakulam District, Kerala – 682 302

HOCL Tender No.HR/2023/016

Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24

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

कंपनी का विवरण COMPANY PROFILE

क्रमांक SI No	विवरण DETAILS	
1.	कंपनी का नाम Name of the Company	
2.	बोलीदाता का नाम Name of the Bidder	
3	पता दूरभाष संख्या, ईमेल और संपर्क व्यक्ति के नाम और मोबाइल संख्या के साथ Address with Telephone no, email and name of contact person and mobile no	
4	जीएसटी आईडी GST ID	
5	पैन विवरण PAN details	
6	बैंक विवरण Bank details बैंक का नाम Name of Bank शाखा Name of Branch आईएफएससी कोड IFSC code खाता संख्या Account Number बैंक का पता Address of Bank	

1. Annexure- VIII (Declaration of Blacklisting / Holiday Listing) duly filled, signed and sealed is attached
2. Annexure- IX (Commercial Bid Declaration) duly filled, signed and sealed is attached
3. Annexure-X (Undertaking) signed and sealed is attached.

Enclosed please find the tender documents signed & sealed in all pages along with all the Annexures. We hereby undertake that we have read and understood the terms and conditions of **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24** and shall abide by it.

Signature of the Tenderer :
Name of the Tenderer :

Place : (Seal)
Date :

PROFORMA OF DECLARATION OF BLACK LISTING/HOLIDAY LISTING

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 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")

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 - VII

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 (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
2	Whether the company is approved by IRDA	<input type="checkbox"/> yes <input type="checkbox"/> No
3	Status of the Company	<input type="checkbox"/> Govt <input type="checkbox"/> Private <input type="checkbox"/> Joint Venture
4	Whether Company is offering service directly or through TPA? Whether Company is their own TPA or depend upon other TPAs	<input type="checkbox"/> Directly <input type="checkbox"/> TPA <input type="checkbox"/> Own <input type="checkbox"/> Others
5	Whether any option for selection of TPA is available to HOCL	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Rates of premium for addition of new members are enclosed	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Whether the company or its proposed TPA has office at Kochi and Navi Mumbai for liaison work/ submission of claims/complaints/documents	Kochi <input type="checkbox"/> Yes <input type="checkbox"/> No Navi Mumbai <input type="checkbox"/> Yes <input type="checkbox"/> No
8	Payment of Annual premium in Installments	<input type="checkbox"/> Yearly <input type="checkbox"/> half yearly <input type="checkbox"/> Quarterly
9	Agreed to despatch of Medclaim cards to Family directly through speed post/courier by Insurance company/TPA at their own cost	<input type="checkbox"/> Yes <input type="checkbox"/> No
10	Agreed to Claim Dump/MIS of the policy is shared by the Insurance company /TPA to insurer on quarterly basis	<input type="checkbox"/> Yes <input type="checkbox"/> No
11	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 _____		

***(Undertaking to be prepared on the Letter Head of the vendor, to be signed,
Sealed and to be attached in the Technical Bid)***

To

**The General Manager (HR)
Hindustan Organic Chemicals Ltd.
Ambalamugal P.O.,Ernakulam Dist
Kerala- 682 302.**

**Sub: Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the
Year 2023-24**

Ref: Tender ref. No. HR/2023/016

Sir,

We confirm that we have read and understood all the terms and conditions of the Tender for **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24**. We further affirm that we have understood all the terms of **Group Mediclaim Insurance Policy for Temporary/Fixed Tenure Employees of HOCL for the Year 2023-24**. We are confident that all the above requirements can be met with the rates quoted by us and our rates are workable. In case the work is awarded to us at the rates quoted by us, we undertake to satisfactorily execute and complete the work for the entire period of contract.

Thanking you,
Yours faithfully,
For

Sd/-

(Name)

Place:

Date:

(Seal)

BID SECURITY DECLARATION

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

I/We.....hereby declares 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 Intent.**
- 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-X

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

ANNEXURE TO BE SUBMITTED ALONG WITH THE BID AGAINST TENDER NO. HR/2023/016 Dt.15.09.2023
(KINDLY FILL AND SUBMIT ALONG WITH COMMERCIAL/TECHNICAL BID)

Name of the Bidder:		
Sr No.	Commercial Clauses	Bidder Confirmation(Please put v)
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 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:

SGNATURE 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 AND 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 AND 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

Hindustan Organic Chemicals Limited**Tem. Emp. List**

	Emp_ID	Designation	DOB	Age	Gender
1	11505214	TEMPORARY CHEMICAL OPERATOR	10-11-1990	33	Male
2	11505224	TEMPORARY CHEMICAL OPERATOR	31-01-1989	34	Male
3	11505226	TEMPORARY CHEMICAL OPERATOR	04-05-1994	29	Male
4	11505228	TEMPORARY CHEMICAL OPERATOR	21-09-1985	38	Male
5	11505230	TEMPORARY DRIVER-CUM-FIRE & SAFETY OPERATOR	08-04-1990	33	Male
6	11505233	TEMPORARY CHEMICAL OPERATOR	23-07-1992	31	Male
7	11505236	TEMPORARY FIRE & SAFETY OPERATOR	10-04-1976	47	Male
8	11505239	TEMPORARY CHEMICAL OPERATOR	25-05-1966	57	Male
9	11505240	TEMPORARY CHEMICAL OPERATOR	26-05-1994	29	Male
10	11505242	TEMPORARY CHEMICAL OPERATOR	01-07-1993	30	Male
11	11505246	TEMPORARY CHEMICAL OPERATOR	03-04-1991	32	Male
12	11505250	TEMPORARY ASSISTANT TECHNICIAN (MECHANICAL)	06-11-1992	31	Male
13	11505251	TEMPORARY ASSISTANT TECHNICIAN (MECHANICAL)	31-12-1992	31	Male
14	11505252	TEMPORARY ASSISTANT TECHNICIAN (MECHANICAL)	05-10-1988	35	Male
15	11505253	TEMPORARY FIRE & SAFETY OPERATOR	08-02-1991	32	Male
16	11505255	TEMPORARY CHEMICAL OPERATOR	20-07-1993	30	Male
17	11505256	TEMPORARY FIRE & SAFETY OPERATOR	01-06-1990	33	Male
18	11505258	TEMPORARY TECHNICIAN (INSTRUMENTATION)	20-04-1992	31	Male
19	11505261	TEMPORARY CHEMICAL OPERATOR	17-04-1992	31	Male
20	11505262	TEMPORARY FIRE & SAFETY OPERATOR	02-02-1991	32	Male
21	11505265	TEMPORARY SENIOR ELECTRICAL ENGINEER	04-07-1991	32	Male

22	11505270	TEMPORARY SENIOR MECHANICAL ENGINEER	04-02-1991	32	Male
23	11505271	TEMPORARY SENIOR MECHANICAL ENGINEER	31-01-1995	28	Male
24	11505272	TEMPORARY JUNIOR CHEMIST	12-02-1996	27	Male
25	11505273	TEMPORARY JUNIOR CHEMIST	23-10-1995	28	Female
26	11505274	TEMPORARY JUNIOR CHEMIST	31-12-1990	33	Male
27	11505282	TEMPORARY GENERAL WORKMAN	24-03-1967	56	Male
28	11505284	TEMPORARY GENERAL WORKMAN	03-05-1969	54	Male
29	11505285	TEMPORARY GENERAL WORKMAN	02-04-1968	55	Male
30	11505286	TEMPORARY GENERAL WORKMAN	15-04-1970	53	Male
31	11505288	TEMPORARY GENERAL WORKMAN	24-05-1970	53	Male
32	11505289	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	22-05-1973	50	Male
33	11505290	TEMPORARY GENERAL WORKMAN	08-12-1966	57	Male
34	11505292	TEMPORARY GENERAL WORKMAN	21-07-1970	53	Male
35	11505293	TEMPORARY GENERAL WORKMAN	31-05-1966	57	Male
36	11505294	TEMPORARY GENERAL WORKMAN	23-05-1966	57	Male
37	11505295	TEMPORARY GENERAL WORKMAN	21-02-1968	55	Male
38	11505296	TEMPORARY GENERAL WORKMAN	25-05-1966	57	Male
39	11505298	TEMPORARY SENIOR CIVIL ENGINEER	07-10-1995	28	Male
40	11505299	TEMPORARY TECHNICIAN (ELECTRICAL)	07-06-1997	26	Male
41	11505301	TEMPORARY ASSISTANT TECHNICIAN (TURNER)	06-02-1993	30	Male
42	11505302	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	02-04-1969	54	Male
43	11505303	TEMPORARY GENERAL WORKMAN	14-03-1966	57	Male
44	11505304	TEMPORARY GENERAL WORKMAN	14-05-1983	40	Male
45	11505308	TEMPORARY TECHNICIAN (INSTRUMENTATION)	10-05-1997	26	Male
46	11505309	TEMPORARY SENIOR ELECTRICAL ENGINEER	06-04-1994	29	Male
47	11505310	TEMPORARY SENIOR MECHANICAL ENGINEER	10-05-1992	31	Male
48	11505311	TEMPORARY RECORD KEEPER	29-02-1996	27	Male

49	11505312	TEMPORARY HEAVY EQUIPMENT OPERATOR CUM DRIVER	30-06-1992	31	Male
50	11505313	TEMPORARY SENIOR ELECTRICAL ENGINEER	06-09-1987	36	Male
51	11505314	TEMPORARY SENIOR MECHANICAL ENGINEER	09-05-1994	29	Male
52	11505315	TEMPORARY ASSISTANT TECHNICIAN (ELECTRICAL)	05-05-1988	35	Male
53	11505316	TEMPORARY CHEMICAL OPERATOR	14-09-1995	28	Male
54	11505317	TEMPORARY CHEMICAL OPERATOR	23-06-1994	29	Male
55	11505321	TEMPORARY CHEMICAL OPERATOR	31-07-1995	28	Male
56	11505322	TEMPORARY CHEMICAL OPERATOR	07-12-1995	28	Male
57	11505323	TEMPORARY CHEMICAL OPERATOR	28-02-1995	28	Male
58	11505324	TEMPORARY CHEMICAL OPERATOR	27-07-1992	31	Male
59	11505328	TEMPORARY GODOWN/STOREKEEPER	31-08-1996	27	Male
60	11505330	TEMPORARY ASSISTANT TECHNICIAN (WELDER)	25-06-1997	26	Male
61	11505331	TEMPORARY HEAVY EQUIPMENT OPERATOR CUM DRIVER	25-09-1993	30	Male
62	11505332	TEMPORARY SENIOR PLANT ENGINEER	26-05-1993	30	Male
63	11505334	TEMPORARY SENIOR PLANT ENGINEER	30-06-1994	29	Male
64	11505335	TEMPORARY ASSISTANT TECHNICIAN (DIESEL ENGINE)	22-01-1996	27	Male
65	11505336	TEMPORARY FIRE & SAFETY OPERATOR	31-05-1990	33	Male
66	11505337	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	12-08-1993	30	Male
67	11505339	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	23-12-1990	33	Male
68	11505340	TEMPORARY MEDICAL ASSISTANT	04-10-1982	41	Male
69	11505342	TEMPORARY SENIOR ELECTRICAL ENGINEER	02-07-1995	28	Male
70	11505343	TEMPORARY SENIOR INSTRUMENT ENGINEER	01-07-1994	29	Male

71	11505344	TEMPORARY SENIOR SYSTEMS ANALYST	03-04-1994	29	Female
72	11505345	TEMPORARY SENIOR SYSTEMS ANALYST	17-12-1991	32	Male
73	11505347	TEMPORARY SENIOR MECHANICAL ENGINEER	20-05-1995	28	Male
74	11505348	TEMPORARY SENIOR MECHANICAL ENGINEER	03-10-1994	29	Male
75	11505349	TEMPORARY SENIOR MECHANICAL ENGINEER	08-11-1992	31	Male
76	11505350	TEMPORARY SENIOR PLANT ENGINEER	03-07-1991	32	Male
77	11505352	TEMPORARY SENIOR INSTRUMENT ENGINEER	18-02-1995	28	Male
78	11505353	TEMPORARY CHEMICAL OPERATOR	03-12-1991	32	Male
79	11505354	TEMPORARY SENIOR MATERIALS OFFICER	02-06-1995	28	Female
80	11505355	TEMPORARY SENIOR MATERIALS OFFICER	01-04-1993	30	Male
81	11505356	TEMPORARY ASSISTANT TECHNICIAN (FABRICATOR)	07-04-1995	28	Male
82	11505357	TEMPORARY RIGGER	04-04-1993	30	Male
83	11505363	TEMPORARY MEDICAL ASSISTANT	15-02-1991	32	Female
84	11505367	TEMPORARY CHEMICAL OPERATOR	24-10-1998	25	Male
85	11505371	TEMPORARY CHEMICAL OPERATOR	28-02-1997	26	Male
86	11505375	TEMPORARY CHEMICAL OPERATOR	26-06-1997	26	Male
87	11505378	TEMPORARY SENIOR INSTRUMENT ENGINEER	12-09-1994	29	Male
88	11505380	TEMPORARY TECHNICIAN (MECHANICAL)	08-03-1997	26	Male
89	11505381	TEMPORARY TECHNICIAN (MECHANICAL)	08-04-1997	26	Male
90	11505382	TEMPORARY TECHNICIAN (MECHANICAL)	27-09-1992	31	Male
91	11505383	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	14-04-1992	31	Male
92	11505384	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	16-07-1995	28	Male
93	11505385	TEMPORARY GENERAL WORKMAN	09-09-1997	26	Male
94	11505386	TEMPORARY GENERAL WORKMAN	13-12-1993	30	Male

95	11505387	TEMPORARY GENERAL WORKMAN	19-01-1990	33	Male
96	11505388	TEMPORARY GENERAL WORKMAN	19-02-1994	29	Male
97	11505389	TEMPORARY GENERAL WORKMAN	18-05-1996	27	Male
98	11505391	TEMPORARY TECHNICIAN (TELECOMMUNICATION)	25-05-1966	57	Male
99	11505392	TEMPORARY GENERAL WORKMAN	09-04-1994	29	Male
100	11505395	TEMPORARY CHEMICAL OPERATOR	19-07-1996	27	Male
101	11505396	TEMPORARY OFFICE ASSISTANT (HINDI)	31-05-1992	31	Male
102	11505402	TEMP. ASSISTANT OPERATOR (PRODUCTION)	08-08-1993	30	Male
103	11505404	TEMPORARY CHEMICAL OPERATOR	12-12-1993	30	Male
104	11505406	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	28-11-1995	28	Male
105	11505407	TEMPORARY SENIOR MATERIALS OFFICER	17-08-1995	28	Female
106	11505409	TEMPORARY CHEMICAL OPERATOR	11-03-1997	26	Male
107	11505410	TEMPORARY CHEMICAL OPERATOR	16-10-1996	27	Male
108	11505411	TEMPORARY CHEMICAL OPERATOR	10-05-1994	29	Male
109	11505412	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	30-01-1996	27	Male
110	11505413	TEMPORARY CHEMICAL OPERATOR	23-07-1996	27	Male
111	11505414	TEMPORARY SENIOR PLANT ENGINEER	04-11-1993	30	Male
112	11505416	TEMPORARY TECHNICIAN (CIVIL)	11-04-1997	26	Male
113	11505418	TEMPORARY TECHNICIAN (ELECTRICAL)	17-09-1995	28	Male
114	11505419	TEMPORARY CHEMICAL OPERATOR	16-04-1997	26	Male
115	11505420	TEMPORARY CHEMICAL OPERATOR	04-02-1995	28	Male
116	11505421	TEMPORARY CHEMICAL OPERATOR	23-09-1997	26	Male
117	11505422	TEMPORARY JUNIOR CHEMIST	18-05-1996	27	Male
118	11505424	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	05-01-1986	37	Male

119	11505425	TEMPORARY ASSISTANT TECHNICIAN (UTILITIES)	15-05-1995	28	Male
120	11505426	TEMP. ASSISTANT OPERATOR (PRODUCTION)	07-09-1996	27	Male
121	11505427	TEMPORARY SENIOR MECHANICAL ENGINEER	20-05-1980	43	Male
122	11505428	TEMPORARY TECHNICIAN (ELECTRICAL)	15-11-1992	31	Male
123	11505429	TEMP. ASSISTANT OPERATOR (PRODUCTION)	19-01-1989	34	Male
124	11505430	TEMPORARY SENIOR PLANT ENGINEER	05-11-1994	29	Male
125	11505431	TEMPORARY RECORD KEEPER	30-05-1974	49	Female
126	11505432	TEMPORARY SENIOR PLANT ENGINEER	08-03-1995	28	Male
127	11505434	TEMPORARY SENIOR PLANT ENGINEER	20-02-1996	27	Male
128	11505435	TEMPORARY SENIOR PLANT ENGINEER	30-12-1993	30	Male
129	11505437	TEMPORARY CHEMICAL OPERATOR	05-02-1996	27	Male
130	11505438	TEMPORARY CHEMICAL OPERATOR	15-06-1993	30	Male
131	11505439	TEMPORARY FIRE & SAFETY OPERATOR	15-11-1995	28	Male
132	11800001	PLANT ENGINEER	14-10-1997	26	Male
133	11800002	JUNIOR TECHNICIAN (MECHANICAL)	01-07-1998	25	Male
134	11800003	JUNIOR TECHNICIAN (MECHANICAL)	21-03-1997	26	Male
135	11800004	JUNIOR TECHNICIAN (MECHANICAL)	26-09-1997	26	Male
136	11800005	JUNIOR TECHNICIAN (ELECTRICAL)	24-09-1999	24	Male
137	11800006	JUNIOR TECHNICIAN (ELECTRICAL)	26-08-1997	26	Male
138	11800007	JUNIOR TECHNICIAN (INSTRUMENTATION)	25-04-1997	26	Male
139	11800008	JUNIOR TECHNICIAN (INSTRUMENTATION)	03-08-1997	26	Male
140	11800009	JUNIOR LABORATORY ASSISTANT	07-08-1997	26	Male
141	11800018	INSTRUMENT ENGINEER	16-01-1998	25	Male
142	11800019	JUNIOR LABORATORY ASSISTANT	12-12-1997	26	Male
143	11800020	JUNIOR LABORATORY ASSISTANT	06-12-1996	27	Female

144	11800021	MARKETING OFFICER	01-10-1994	29	Male
145	11800022	JUNIOR MEDICAL ASSISTANT	17-04-1985	38	Male
146	11800024	JUNIOR ASSISTANT TECHNICIAN (UTILITIES)	12-06-1998	25	Male
147	11800025	CIVIL ENGINEER - FTB	10-03-1995	28	Male
148	11800026	JUNIOR FIRE & SAFETY OPERATOR	06-10-1993	30	Male
149	11800029	PLANT ENGINEER	30-05-1995	28	Male
150	11800030	JUNIOR TECHNICIAN (INSTRUMENTATION)	17-09-1998	25	Male
151	11800031	JUNIOR TECHNICIAN (MECHANICAL)	12-12-1997	26	Male
152	11800033	JUNIOR FIRE & SAFETY OPERATOR	13-03-1994	29	Male
153	11800035	JUNIOR OPERATOR (PROCESS)	15-07-1998	25	Male
154	11800036	JUNIOR TECHNICIAN (ELECTRICAL)	25-05-1993	30	Male
155	11800037	JUNIOR OPERATOR (PROCESS)	02-02-1999	24	Male
156	11800038	JUNIOR OPERATOR (PROCESS)	02-04-1999	24	Male
157	11800039	JUNIOR OPERATOR (PROCESS)	05-11-1997	26	Male
158	11800040	JUNIOR ASSISTANT TECHNICIAN (UTILITIES)	14-09-1998	25	Male
159	11800041	JUNIOR RIGGER	09-12-1995	28	Male
160	11800042	JUNIOR TECHNICIAN (ELECTRICAL)	01-04-1999	24	Male
161	11800043	JUNIOR OPERATOR (PROCESS)	03-10-1996	27	Male
162	11800044	JUNIOR OPERATOR (PROCESS)	22-10-1999	24	Male
163	11800045	JUNIOR OPERATOR (PROCESS)	16-07-1998	25	Male
164	11800046	PLANT ENGINEER	08-10-1994	29	Male
165	11800047	PLANT ENGINEER	04-09-1994	29	Male
166	11800048	JUNIOR OPERATOR (PROCESS)	01-08-1999	24	Male
167	11800049	ELECTRICAL ENGINEER	06-12-1998	25	Male
168	11800050	FIRE & SAFETY OFFICER	03-04-1995	28	Male
169	11800051	JUNIOR OFFICE ASSISTANT	28-09-1999	24	Female
170	11800052	JUNIOR OFFICE ASSISTANT	28-01-2000	23	Female
171	11800053	JUNIOR OFFICE ASSISTANT	19-03-2001	22	Female
172	11800055	JUNIOR STORE KEEPER	01-06-1999	24	Male
173	11800056	JUNIOR TECHNICIAN (UTILITIES)	27-03-1992	31	Male
174	11800057	JUNIOR OPERATOR (PROCESS)	05-11-1996	27	Male
175	11800059	JUNIOR OPERATOR (PROCESS)	16-02-1998	25	Male
176	11800060	PLANT ENGINEER	09-09-1995	28	Male
177	11800063	JUNIOR LABORATORY ASSISTANT	25-10-1997	26	Male
178	11800064	MEDICAL OFFICER	14-10-1995	28	Female
179	11800065	JUNIOR TECHNICIAN (MECHANICAL)	28-06-1997	26	Male

180	11800066	JUNIOR TECHNICIAN (MECHANICAL)	01-06-1998	25	Male
181	11800067	JUNIOR OPERATOR (PROCESS)	25-04-1994	29	Male
182	11800068	JUNIOR OPERATOR (PROCESS)	26-02-1999	24	Male
183	11800069	PLANT ENGINEER	06-02-1991	32	Male
184	11800070	SCIENTIFIC OFFICER	04-10-1993	30	Male
185	11800071	JUNIOR OPERATOR (PROCESS)	26-06-1998	25	Male

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