



HINDUSTAN ORGANIC CHEMICALS LTD
(A Govt. of India Enterprise)
AMBALAMUGAL PO
ERNAKULAM DIST, KERALA, INDIA
Phone :04842720911 ; Email :kochi@hoclindia.com
Fax :0484-2720893 ; Web :www.hoclindia.com

REQUEST FOR QUOTATION

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

Service RFQ NO. : 70000222
Tender Type : Limited Tender Service
Due Date/Time : 16-Aug-23/14:00 hrs
Opening date/Time : 16-Aug-23/15:00 hrs
Contact Person :
Date : 8-8-2023

This tender aims for already enlisted contractors for this work with HOCL Kochi Unit. Any new contractor who wish to empanel for this type of work may submit their credentials so that they will be evaluated and pre-qualified and shall be considered for similar future work).

SERVICES REQUIRED AT:

M/s.HINDUSTAN ORGANIC CHEMICALS LTD

AMBALAMUGAL PO, ERNAKULAM DIST, KERALA, INDIA

Dear Sirs,

Subject: MODIFICATION WORKS IN CMD'S OFFICE CABIN

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

Name of Work:MODIFICATION WORKS IN CMD'S OFFICE CABIN. A brief description of the scope of work is given separately which is attached herewith.

Last date of receipt of quotations:Tenders will be received at the office of General Manager(HR), Hindustan Organic Chemicals Ltd.,Ambalamugal on or before 16-Aug-23/14:00 hrs. Bids received after the due date will not be considered.

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

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

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Goods and Service Tax (GST) :

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

Rates :

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

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

Refer Annexure A, B and C attached.

Validity of Offer :

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

Contract Preference :

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

Other Terms & Conditions :

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

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

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

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

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

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

Schedule of Rates

Name of vendor:

GSTIN Regn. of vendor:

Item No.	Service No. Description	Unit	RFQ Qty	Unit Rate (INR) Figure / Words	Amount (INR)
1	S4001261 Supply and fixing plain gypsum plaster ceiling tiles of gyproc or other approved make boards (Compliance to IS 2095 Part 1) of 600x600x12mm size over inter locking aluminium ceiling grids with 25x25x1.5mm anodized aluminium angles or equivalent sections fixed around walls at the required height for false ceiling using rawal plugs, screws etc. 36x25x1.5mm anodized aluminium main tees or equivalent sections 600 mm intervals suspended from the roof slab using true holds expansion bolts, ceiling clips using adjustable 6mm and suspension rods holding nuts, washers etc. 25x25x1.5mm Nos. Tees interlocked to this main Tees at bottom part including providing necessary frame work for tube light fittings etc. complete as per the direction including painting with plastic emulsion to unpainted surfaces if required. (No deductions shall be made for light points.)	SqMtr	25.00		
Service Account Code(SAC) for S4001261 :.....					
Rate of Tax %:					
2	S4000543 Supplying and fixing aluminium framed door with heavy duty aluminium sections and 9mm navopan particle board of approved make including providing locking arrangements, hinges, handles, tower bolts etc. complete.	SqMtr	2.50		
Service Account Code(SAC) for S4000543 :.....					
Rate of Tax %:					
3	S4001142 Supplying and fixing door closer godrej/dyna or equivalent make, including all screws, labour etc complete.	Numbers	1.0000		
Service Account Code(SAC) for S4001142 :.....					
Rate of Tax %:					
4	S4001262				

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Dismantling & removing wooden doors by removing shutters, dismatling the wood frame work from wall, including chipping the walls, removing the framework , making good the walls with cement mortar 1:4, 12 mm thck in neat lines and levels, stacking the usable materials, disposing the waste materials, finishing the side of openings by plastering etc. complete as per the direction of engineer in charge.	Numbers	1.0000		
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Service Account Code(SAC) for S4001262 :.....

Rate of Tax %:

5 S4001259 Replacing the existing mica sheets with new 1 mm laminate sheet of approved brand, colour, texture and shade including carefully removing the existing mica sheets without damaging the framework, polishing the exposed wooden frame works if any, preparing the surface for fixing new laminate, applying gum (approved brand and quality), cutting the laminate in to the required size and shape neatly with out any undudations, pasting, pressing forming neat surface, in the required pattern as per the design etc. complete as per the direction of engineer in charge.	SqMtr	30.00		
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Service Account Code(SAC) for S4001259 :.....

Rate of Tax %:

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

Total Amount Rs:

In Words Rupees:.....

Date :

Signature and Seal of the Contractor

NOTES

1.SCOPE OF WORK:-

1. The contractor should carry out the work as per the schedule of works
2. All tools, tackles, required for the work shall be brought by the contractor at his cost.
3. HOC will provide water and electricity at one point.
4. The labourers engaged in the work shall use necessary personal protective equipment.
5. All materials that go with the work shall be approved by the Engineer-in-Charge prior to procurement/ use.
6. The existing wooden door frame and shutter shall be replaced with aluminum door as per the direction of Engineer-in-charge.
7. The work shall be carried out as per the directions and entire satisfaction of the Engineer - in - Charge.
8. The work involves replacing the existing wooden door, including removing the frames, finishing the sides of the door by plastering, fixing of new aluminum door, providing false ceiling, replacing the existing mica of wall paneling wherever required and laminate of planter boxes with new laminates of 1mm thickness after removing the old ones and preparing the surface for fixing laminates etc. complete as per the schedule of work and direction of engineer in charge e.
9. Deployment of supervisor: The contractor shall deploy a qualified Supervisor throughout the contract period.
10. The contractor shall monitor the quantity of each item indicated with schedule of work.
11. If there is any variation in the quantity during execution of work, that shall be informed to the engineer in charge.
12. The contractor shall ensure proper cleaning of surfaces before fixing of laminates and shall be fixed neatly without any undulations.
13. The contractor should bring the laminates of required design and colour as per the satisfaction of Engineer-in-charge.
14. The laminates shall be fixed using approved adhesive (FevicolHeatex or equivalent).
15. The work shall be executed without causing any damage to the existing partition and floor.
16. Work permit shall be obtained prior to start the work.
17. After completion of the work the area should be properly cleaned.

18. Specifications and mode of measurements:-

All items of work shall have the best workmanship and be executed to the entire satisfaction of the Engineer-in-charge. Unless otherwise specified, the specifications and mode of measurements for various items of work shall conform to the standard detailed specifications and mode of measurements for works.

In case standard specifications and mode of measurements for any items of works are not applicable, CPWD specifications for such items may be referred to. In case, this is also not applicable, then the specification and mode of measurements to be followed will be laid out by the Engineer-in-charge on the basis of relevant ISI code of practice or otherwise accepted practice.

19. DEPARTMENTAL MATERIALS

Cement required for the work will be issued departmentally from HOCL Stores on free issue basis. The contractor shall make his own arrangements for collecting and transporting materials to site and return the surplus serviceable /scrap materials to HOCL stores for which no extra payment will be made.

The contractor shall account for all departmental materials issued to him and submit material reconciliation statement and will be dealt with in accordance with clauses 3 of standard special conditions of contract.

Penal recovery at double the issue rate shall be effects in case of shortages or other irregularities of departmental materials. The theoretical consumption for cement consumption for various items shall be worked out on the basis of CPWD standard rate of consumption.

ISSUE RATE OF DEPARTMENTAL MATERIALS

Cement in non-returnable standard packing - Rs.4800/MT

20. Before quoting for the work, the contractor should visit the site and understood the scope of work. Any clarification in this regard shall be got cleared from the Engineer-in-charge.

2.SCOPE OF SUPPLY:-

MATERIALS

a. Contractor's Scope

All materials except cement required for the work shall be brought by the contractor.

b. HOCL's Scope

Cement required for the work shall be supplied by HOCL at free of cost.

TOOLS & TACKLES

a. Contractor's Scope

All tools and tackles required for the work will be arranged by the contractor.

b. HOCL's Scope

Nil.

3.DEFECT LIABILITY PERIOD:-

NIL.

4.TIME OF COMPLETION:-

Time of completion shall be one month from the date of start of work.

5.PERIOD OF CONTRACT:-

Period of Contract shall be two months from the date of start of work.

6.SECURITY DEPOSIT:-

Nil

7.PAYMENT TERMS:-

100% payment shall be made on satisfactory completion of the work, as certified by the Engineer-in-charge.

8.LIQUIDATED DAMAGES:-

NIL

9.COST OF TENDER DOCUMENTS:-

NIL

10.PERFORMANCE SECURITY:-

The performance security shall be 10% of the total value of contract. It shall be furnished within 21 days after notification of award of work.

Performance security shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations by the contractor or as defect liability period applicable.

The above maybe furnished in the form of account payee Demand Draft/ Bank Guarantee issued from any commercial bank in India/ on online payment in an acceptable form.

11.EARNEST MONEY DEPOSIT:-

Nil

12.ENGINEER/OFFICER IN CHARGE:-

Muhammed Suhail T.Y

Temp. Senior Civil Engineer

Thanking You,

Yours Faithfully,

FOR HINDUSTAN ORGANIC CHEMICALS LTD

R RAJESH

GENERAL MANAGER (TSS/PRODUCTION/CIVIL)

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Attachments: -

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

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

Offer for MODIFICATION WORKS IN CMD'S OFFICE CABIN

**From : HOCL
1003142**

RFQ No. : 70000222

**Due Date :16-Aug-23
Due Time : 14:00 hrs**

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