



HINDUSTAN ORGANIC CHEMICALS LTD
(A Government of India Enterprise)
AMBALAMUGAL, COCHIN – 682 032
Phone: (0484) 2720911, FAX No. (0484) 2720893

LIMITED E- TENDER NOTICE

HOCL Invites e Bids under for the following item.

Sl.No.	Description of item and Tender No.	Qty(Approx)
1	Supply of Bearing as per the attached list on rate contract basis for a period of 1 year HOCL tender ref : MAT/PUR/32568/20	List attached

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

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.

Thanking you,

Yours faithfully,
For Hindustan Organic Chemicals Ltd.
(GSTIN: 32AAACH2663P1ZG)

MOINADDIN SHAIK
GENERAL MANAGER (MATERIALS)



HINDUSTAN ORGANIC CHEMICALS LTD
(A Government of India Enterprise)
AMBALAMUGAL, COCHIN – 682 032
Phone: (0484) 2720911, FAX No. (0484) 2720893

MAT/PUR/32568/20

21.05.2020

Dear Sirs,

SUB:- ANNUAL RATE CONTRACT FOR BEARINGS

REF:- TENDER NO.MAT/PUR/32568/20 DT. 21.05.2020

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-tender for the supply of bearings as per attached list on annual rate contract basis.

HOCL has entered into an agreement with M/s NIC for e-procurement through their portal www.eprocure.gov.in. Approved vendors may please get registered as a vendor with NIC for participating in this tender.

Tender documents are uploaded in HOCL website www.hoclindia.com and www.eprocure.gov.in.

Quotations shall be submitted online The contract shall be for a period of one year from date of work order. The quantities mentioned are just approximate and the actual quantities purchased may vary depending on actual consumption in the plant. Rates quoted by you shall be inclusive of charges for inspection. Inspection Certificate shall accompany all the bearings at the time of supply. Rates shall be quoted inclusive of freight to HOCL Stores.

TENDER CLOSING DATE: 15.06.2020 at 2.00 pm

TENDER OPENING DATE: 16.06.2020 at 2.00 pm

Thanking you,
Very Truly Yours,
For HINDUSTAN ORGANIC CHEMICALS LTD,

MOINADDIN SHAIK
GENERAL MANAGER (MATERIALS)

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ANNEXURE-I**Instructions for Online Bid Submission**

(Department User may attach this Document as an Annexure in their Tender Document which provides complete Instructions for on line Bid submission for Bidders)

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

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

REGISTRATION

1) Bidders are required to 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) 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.

ANNEXURE – IIENQUIRY NO.MAT/PUR/32568/20 FOR RATECONTRACT OF BEARINGS

1. The quantities given are only estimates based on past consumption data and the actual quantities may in certain cases be greater or lesser than the estimated quantity. The vendor shall supply the actual required quantity at the quoted rates.
2. Prices shall be firm during the period of the contract which shall be one year from date of execution of the rate contract. However, in case of any reduction in prices, the same shall be passed on to HOCL. The manufacturer's price list may be enclosed.
3. The rate contract is placed only for facilitating speedy deliveries as and when bearings are required at HOCL. Deliveries, however, shall be effected only based on delivery schedules which shall be communicated to you through separate purchase orders or letter of intents based on actual requirements.
4. For all bearings that can be offered on rate contract basis the firm prices and lead times shall be indicated in the offer.
5. Bearings, which cannot be offered on rate contract basis, need not be offered against this enquiry.
6. Sufficient inventories of all items to be maintained by the vendor to meet emergency requirements at HOCL.
7. Our standard terms and conditions enclosed herewith shall also apply.
8. Only NTN/SKF bearings acceptable.
9. Kindly ensure that the approximate lead time for the supply of bearings is given for placing purchase orders in time to facilitate your deliveries in time.
10. In case you are an authorized dealer; certificate to this effect shall be enclosed with the offer. In case you are a manufacturer; quoting through a dealer, please inform us the details of the dealer who will be submitting the offer on your behalf.
11. All bearings offered must be with C3 clearance and steel cage unless otherwise specified in the list.73 series bearings shall be with suffix BGJ - suitable for paired assembly with steel cage.

ANNEXURE - III

STANDARD TERMS AND CONDITIONS

1. Payment shall be effected within 30 days from the date of receipt of acceptable material at site.
2. Validity of the offer should be 60 days from the due date of this enquiry.
3. HSN code of the item to be indicated in the offer and all invoices against supplies.
4. Applicable GST should be indicated clearly in the absence of which the offer will be treated as inclusive of all taxes.
5. Delivery period must be clearly mentioned in absence of which offer will be treated on "Ex-stock basis". If delivery is not effected in time a penalty of ½% of the price of the goods on arrears per week subject to a maximum of 5% will be levied.
6. In case of failure to supply, HOCL shall arrange risk purchase at the vendors cost.
7. Quotation submitted by online
8. Rates shall be quoted on FOR HOCL Stores basis.
9. The vendor must mention their GST registration number.
10. Vendor must pass on the benefit to HOC if any fall in prices or if he offers the materials to any party at a rate lesser than the rate of which materials are supplied to HOC.
11. HOC reserves the right to reject any tender without assigning any reason.
12. Transit Insurance will be arranged by us.
13. Date of delivery will be as per HOC's schedule.
14. Rates quoted by you shall be inclusive of charges for inspection Necessary Pre-despatch Inspection Test Certificate in original should be provided along with supply.
15. Vendor may attach catalogues/specification of the items wherever necessary.



ANNEXURE IV

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 & Fax No:

GSTIN :

E-mail id for correspondence:

Contact Person Name and Mobile No:

Offered Bearing Make:

Whether registered with MSME/NSIC:
(if so pl. enclose documentary proof)

Payment Term offered.

Terms of delivery offered: EX WORKS/FOR Dispatching station (name to be specified)/FOR HOCL

Validity of offer:

Delivery period:

Freight Charges, if any:

Taxes Applicable:

Certificates provided along with supply.

Deviation in specification if any

Signature and Stamp

ANNEXURE-V**BEARING LIST**

Sl.No	Item code	Bearing No	Qty
1	38805100	AS-100/135	4
2	38805110	AX 100/135	8
3	48110683	2306 M	2
4	48200561	30304 J2	2
5	48200683	2210 EK	2
6	48200701	6011JC3	2
7	54875020	BL308 C3 or MRC 308 C3	4
8	71010506	3305 JC3	2
9	71011015	RMS-9	2
10	71011080	ALS-8	2
11	71015061	7206 BGJC3	2
12	71015064	7207 BGJC3	2
13	71015085	7208 BEP	2
14	71015292	7201 BEP	20
15	71015346	7204 BGJC3	2
16	71015348	7205 BJC3	2
17	71016020	7304 BGJC3	2
18	71016053	7305 BGJC3	2
19	71016065	7306 BGJC3	2
20	71016077	7307 BGJC3	2
21	71016089	7308 BGJC3	2
22	71016090	7309 BGJC3	2
23	71016100	7318 B	2
24	71016104	7310 BGJC3	2
25	71016106	7310 BM/P6	2
26	71016119	7311 BGJC3	2
27	71016120	7312 BGJC3	2
28	71016132	7313 BGJC3	2
29	71016144	7314 BGJC3	2
30	71016157	405030J	2
31	71020706	3207 JC3	2
32	71020716	3206 JC3	2
33	71020726	3213 JC3	2
34	71030608	3306 ZZJC3	2

35	71030803	3308 JC3	2
36	71030906	3309 JC3	2
37	71031005	3310 JC3	2
38	71031006	3311 JC3	2
39	71031303	3313 JC3	2
40	71150407	6004 JC3	2
41	71150523	6005 ZZJC3	2
42	71150525	6009 JC3	2
43	71151516	6005 JC3	8
44	71151605	6012 ZZJC3	2
45	71151606	6016 JC3	2
46	71160000	6200 ZJC3	2
47	71160008	6200 ZZJC3	2
48	71160250	6202 ZZJC3	2
49	71160255	6202 JC3	2
50	71160286	6203 ZZJC3	2
51	71160309	6203 JC3	2
52	71160400	6204 JC3	2
53	71161514	6204 ZZJC3	2
54	71160512	6205 ZJC3	2
55	71160516	6205 JC3	2
56	71160529	NJ 205 JC3	2
57	71160607	6206 JC3	2
58	71160610	6206 ZZJC3	2
59	71160616	6207 JC3	2
60	71160814	6208 ZJC3	2
61	71160816	6208 JC3	2
62	71161004	6210 JC3	2
63	71161006	6210ZZ	2
64	71161200	6212 JC3	2
65	71161214	6214 ZZJC3	2
66	71161302	6217 ZZJC3	2
67	71161308	6218 P63	2
68	71161835	6215 ZZJC3	2
69	71161834	6215 JC3	2
70	71162814	6211 JC3	2
71	71163235	6205 ZZJC3	2
72	71170101	6201 JC3	2
73	71170342	6201 ZJC3	2

74	71170406	6304 ZZJC3	2
75	71170509	6305 JC3	2
76	71170704	6307 JC3	2
77	71170716	6308 JC3	2
78	71170959	6309 JC3	2
79	71170963	6209 JC3	2
80	71171009	6310 ZZJC3	2
81	71171010	6310 JC3	2
82	71171011	6310BM/B6	2
83	71171109	6311 JC3	2
84	71171204	6312 JC3	2
85	71171205	6312 ZZJC3	2
86	71171319	6313 JC3	2
87	71171320	6305 ZZJC3	2
88	71171322	6306 ZJC3	2
89	71171324	6306 ZZJC3	2
90	71171326	6305 ZJC3	2
91	71171536	6315 JC3	2
92	71171538	6308 ZNC3	2
93	71171605	6316 JC3	2
94	71171708	6317 JC3	2
95	71171800	6318 JC3	2
96	71171818	6319 JC3	2
97	71172210	6322 C3	2
98	71172233	6324 JC3	2
99	71172417	6314 JC3	2
100	71172432	6308 ZZJC3	2
101	71176210	6313 ZZRC3	2
102	71176318	6306 JC3	2
103	71179069	30212J	2
104	71181209	6409 JC3	2
105	71182818	6411 JC3	2
106	71200912	3203 JC3	2
107	71310125	NU 215 JC3	2
108	71310128	N 212 JC3	2
109	71311008	UCX-15-215D1	2
110	71312080	N 307 JC3	2
111	71312109	N 309 JC3	2
112	71312122	N 315 JC3	2

113	71312134	N 313 JC3	2
114	71333009	NJ 310 JC3	2
115	71333010	NJ 311 JC3	2
116	71333034	NJ 313 JC3	2
117	71340075	NU207 JC3	2
118	71340105	NJ 210 JC3	2
119	71340117	NU 211 JC3	2
120	71340129	NU 212 JC3	2
121	71340191	NU 217 JC3	2
122	71340292	NU 218 P63	2
123	71341067	NU 206 KC3	2
124	71341212	NU 207 ECKP/C3	2
125	71341515	NU 207 KC3	2
126	71342059	NU 305 JC3	2
127	71342060	NU 306 JC3	2
128	71342072	NU 307 JC3	2
129	71342073	NU 308 JC3	2
130	71342096	NU 309 JC3	2
131	71342098	NJ 309 J	2
132	71342102	NU 310 JC3	2
133	71342114	NU 311 JC3	2
134	71342126	NU 312 JC3	2
135	71342140	NU 314 JC3	2
136	71342151	NU 315 JC3	2
137	71342187	NU 318 JC3	2
138	71342199	NU 319 JC3	2
139	71342217	NU 321 ECPC3	2
140	71342229	NU 322 ECPC3	2
141	71342242	NU 324 ECPC3	2
142	71343039	NU 313 JC3	2
143	71352107	NUP 310 ECJ	4
144	71380048	30204	2
145	71380060	30206	2
146	71380193	30216	2
147	71380195	30220J	2
148	71380261	30226	2
149	71381067	30306	2
150	71385392	30208J	2
151	71387067	31306	2

152	71387161	30315J	2
153	71390121	32212/330201	2
154	71390123	6309 ZZJC3	2
155	71402221	23230BDI	2
156	71421178	22224 BDKC3	2
157	71422160	22315 CCK/W33JC3/BDK	2
158	71422201	22320 BKDC3(KC3)	2
159	73380050	30205	2
160	71333012	QJ310	2
161	71170718	6308 C3LA	6
162	05815250	MJT31/2	1
163	05815237	LJT5E	1
164	05815186	AM52	1
165	71182817	29322E	1
166	71015036	7203	2
167	71011079	ALS-7	2
168	71130044	RLS-4	2
169	71130068	RLS-6	2
170	71426170	1308	2