HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
AMBALAMUGAL, Ernakulam District, PIN – 682 302.
Phone: (0484) 2720911, FAX No. (0484) 2720893

E- TENDER NOTICE

HOCL Invites e-Bids under the two-bid system for the following work:

Sl. No.	Description of Item and Tender No.
1	**AMC FOR ERP DATA CENTER AT OUR FACTORY AT AMBALAMUGAL, KOCHI**. **Tender No : HOC/MSS/515/2020-2021**

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

Interested parties 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.

Please submit your e-bids under the **single bid system** conforming to the specifications and the terms and conditions.

For and on behalf of Hindustan Organic Chemicals Limited (GSTIN: 32AAACH2663P1ZG)
(CIN: L99999MH1960GOIO11895)

नसीमा ए पी NASEEMA A P
प्रबंधक (सिस्टम)MANAGER (SYSTEMS)

HOC/MSS/515/2020 **25.05.2020**

Dear Sir,

Hindustan Organic Chemicals Limited (HOCL) is a Government of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. HOCL invites e-tenders for **AMC FOR ERP DATA CENTER AT OUR FACTORY AT AMBALAMUGAL, KOCHI**. HOCL has entered into an agreement with M/s. NIC (National Informatics Center) 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 https://eprocure.gov.in/eprocure/app**.**

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

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

EMD - EMD of Rs.3700/- to be submitted along with the technical bid (upload a copy of the DD and also sent the original through post to the contact persons referred below)

Thanking you,

Yours Faithfully,
For Hindustan Organic Chemicals Limited **(GSTIN: 32AAACH2663P1ZG)**

नसीमा ए पी NASEEMA A P
प्रबंधक (सिस्टम)MANAGER (SYSTEMS)

SINGLE TENDER NOTICE FOR AMC FOR ERP DATA CENTER AT OUR FACTORY AT AMBALAMUGAL, KOCHI

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ANNEXURE- I

SPECIFICATION & SCOPE OF WORK

Complete maintenance of the ERP Data Centre consisting of components of Fire & Safety, Precision Air Conditioner, Rodent Repellent, Network items, Civil & Electrical system. Apart from maintenance of the above items the following works also are to be carried out by the vendor:-

1. Vacuum cleaning of Electrical panels and MCB's, Verifying and fine tuning of all the electrical voltage, resistance, Parameters. Calculating load and suggestion for loading additional equipments. Support should be provided for any DC Power related issues.

2. Physical verification to ensure the proper installation of all the connected equipments. Installation recommendation for the additional equipments based on cooling, power availability.

3. Cleaning of Access floor tiles with antistatic floor cleaner, Vacuum Cleaning with HEPA Vacuum Cleaner inside the Data Center. Checking cold air throw and fine tuning. Vacuum cleaning of server, switch and other connected equipments. Replacement of damaged ceiling and floor tiles at free of cost.

4. Vacuum dust in installed patch panels Passive cabling rerouting ,ensure all unwanted cables are removed from the DC, ensure all the new installed cables are labeled properly, reroute the patch cords according to the standards, clean the spare Fiber connectors. Any support in connection with passive components inside the Data Center.

5. Cleaning the Precision Air Conditioner Unit (Uniflair), Check the refrigerant piping for signs of leak, Check machine's Compressor and other drives for undue vibration, Clean Air filter, Ensure Condensate drain is not clogged, Ensure blower wheel fins are free from dirt, Record the Voltage – RY –YB –RB, Record Amps indoor motor-R-Y-B, Record condenser motor Amp, Record Suction pressure and discharge pressure, Check all Starters, Check operation of HP, LP Switches, Check electrical connection and fuses, Check operation of heater and humidifier, Record amps of the compressor – R-Y-B. All the damaged components should be replaced at free of cost.

6. Cleaning & testing of Honey well - Fire detection system and FM 200 Kidde Suppression System, Detectors, Hooter, Manual Call points, Multi-sensor, Modules - 20 Nos., Panel - 01 Nos., Cleaning and testing of each detector hooter, manual call points, Panels. Loop test through the panel and replace any damaged components at free of cost. Physically check the FM200 Cylinder, piping and Nozzles. Free replacement of any defected components at free of cost. (Excluding - FM200 Gas).

7. Maintenance & testing of Rodent repellent System **(**VHFO Model Maser India Rodent repellent System with transducers.)

8. Perfect periodic health check of all the above specified components, preventive maintenance of all items in DC is to be carried out once in a quarter in normal conditions, HOCL shall seek additional visits of Vendor as and when required based on the needs / operational /maintenance issues. Suggestions for improvement/up gradation of any of the components to comply with latest Data Centre standards

COMPONENT SPECIFICATIONS

I. FIRE & SAFETY

A) Ionization Smoke Detector

The analog ionization detectors utilize an intelligent ionization smoke sensor to sense changes in air samples from its surroundings. The integral microprocessor dynamically examine values from the sensor and initiate an alarm based on the analysis of data. The detector continually monitor any changes in sensitivity due to the environmental effects of dirt, smoke, temperature, aging and humidity. The ion detector is rated for ceiling installation at a minimum of 30 ft (9.1m) centers and be suitable for wall mount applications.

B) Photoelectric Smoke Detector.

Provides intelligent photoelectric smoke detectors. The analog photoelectric detector utilizes a light scattering type photoelectric smoke sensor to sense changes in air samples from its surroundings. The integral microprocessors dynamically examine values from the sensor and initiate an alarm based on the analysis of data. The detector continually monitors any changes in sensitivity due to the environmental effects of dirt, smoke, temperature, aging and humidity. The photo detector is rated for ceiling installation at a minimum of 30 ft (9.1m) centers and be suitable for wall mount applications. The percent smoke obscuration per foot alarm set point shall be field selectable to any of five sensitivity settings ranging from 1.0% to 3.5%.

C) Addressable Multi-sensor detector

The multi-sensor analog detector photoelectric smoke sensor and a fixed temperature type heat sensor to sense changes in air samples from its surroundings. The integral microprocessor employ time based algorithms to dynamically examine values from both sensors simultaneously and initiate an alarm based on that data. The detector continually monitors any changes insensitivity due to the environmental effects of dirt, smoke, temperature, aging and humidity. The Multi-sensor detector is rated for ceiling installation at a minimum of 30 ft (9.1m) centers and be suitable for wall amount applications.

D) Addressable Manual Break Glass Call Point

Direct decade addressing (01-99) Built-in electronics Fast response Flush or surface mounting. It should be designed to provide a manual alarm interface to the intelligent multiprotocol fire alarm control panels.

E) Multi-protocol Fire Alarm Control Panel

Internal Sounder: Intermittent buzzer (fault condition). High - pitched continuous buzzer (fire condition). External Outputs: Sounder Outputs: 2 programmable outputs. Open and short circuit monitoring. 1A maximum per output. Auxiliary Relays: EN54 format at 1 fault relay and 1 programmable relay voltage free, changeover outputs Contacts rated at 24V ac/dc, 1A, 0.6 pF maximum. User Controls: MUTE, ACCEPT, SILENCE/RESOUND, SOUND ALARMS & RESET Programming Controls: Alphanumeric multi-level keypad with 15 keys and 3 control keys: LED panel should have status indicators for: FIRE, FAULT, ACCEPTED, DISABLEMENT, TEST, SOUNDER FAULT, DELAYED MODE, RELAYS DISABLED, EARTH FAULT, SYSTEM/CPU FAULT, SOUNDERS DISABLED, ALARMS SILENCED, SUPPLY FAULT, POWER.

F) Fire Suppression System.

Colorless gas at standard conditions, exhibiting a boiling point of -16.4°C. Through the use of properly designed equipment, FM-200 mixed well in a protected enclosure to provide a homogenous mixture in air.

Technical specifications:-

Chemical Formula C3F7H
Ozone Depletion Potential 0
Molecular Weight 170.03
Boiling Point -16.4°C
Critical Temperature 102.0°C
Extinguishing Concentration, Heptane Cup 5.8%
Burner (% by volume)
Vapour Pressure at 21°C 68.8 psia
Applicable Standard: NFPA 2001
Room temperature; considered: 21 Deg.C
Minimum conc. of agent as per (NFPA) 2001: 7.0%
Max. Concentration of gas as per (NFPA) 2001: 9.0%
Flooding Factor: 0.5483 Kg/m3
System pressure: 25 Bar
Min. pressure requirement at nozzle: Min. 6.034 Bar
Discharge time: 10 Sec. (Maximum)
Cylinder Size: 80 Litre
Minimum fill in cylinder: 48.Kg
Nozzle coverage area 180 deg: 10.2M radius (maximum)

360 deg: 6.4M radius (maximum)

II. RODENT REPELLENT

One Master Control Support for 12 Transducers with operating frequency above 20 Khz (Variable) Sound Out put 80 dB to 110 Db at 1 Mtr, and Power out 800 Mw Per Transducer, Power consumption 15 W approximately. The Bracket and stand are powder coated and the cables are 2 cores Flexible 14/40 SWG Specially coated CT Wires.

The Controller has the test switch to know the audible sound. The Transducer is kept above and below ceiling and the possible entry points.

III PRECISIONAIRCONDITIONING (UNIFLAIR - AMICO – Qty - 4Nos)

PAC has the following components:-

A) **Precision Air conditioner units**

B) **Cabinet Construction**

C) **Fans**

D) **Evaporator Coil**

E) **Filtration**

F) **Compressor**

G) **Refrigerating circuits** (air-cooled DX versions)

H) **Remote air-cooled condenser** (for air-cooled DX version).

I) **Electrical Heating**

J) **Humidifier**

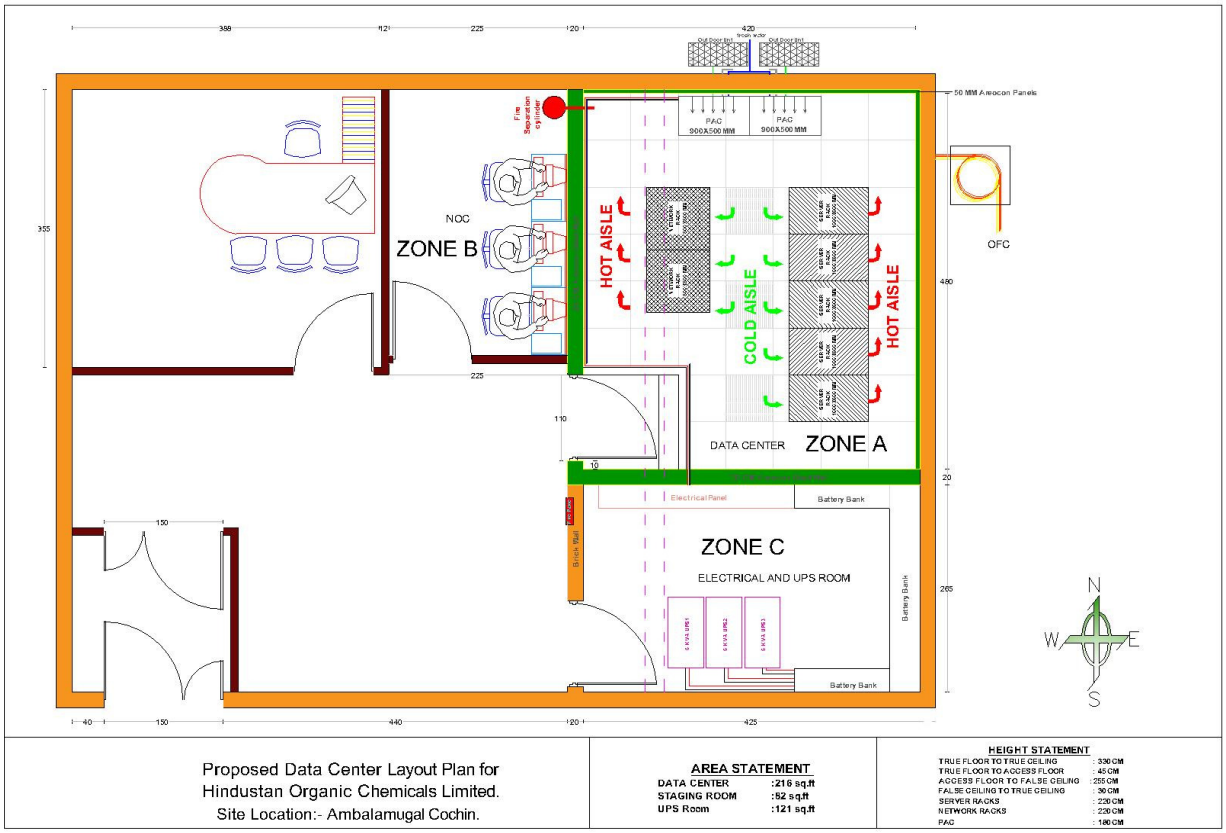
K) **Switch Board**

L) **Microprocessor control system**

IV. CIVIL WORKS

1) Layout of Data Centre (DC) at HOC Kochi

In the schematic below, the area is logically divided in 3 parts. Each of these zones has different objectives as described further in this section:-



Zone A - This DC Server room area would host servers, server racks, storage racks, networking component Racks, and AHU, The area of Zone A is approximately be 220sqft.

Zone B – comprises of NOC room, Desk area, Fire Panel & Fire suppressions controls. This zone is approximately be 80 sqft.

Zone C – Comprises of room for Power panels, UPS, Battery Racks, etc. This zone is approximately be 120 sqft.

False flooring, Panels, Pedestal, Mineral Fiber Board (Modular ceiling Tile), Aerocon Bricks, and Fire rated door. (FD size = 1100 x 2100 Mm (single leaf) fire rated steel door (two hours) with fire rated circular vision panel of 300MM dia , SS ball bearing butt hinges, mortice lock, heavy duty door closer.), Aerocon Panel Sheet, etc.

V. NETWORKING

- UL Listed CAT6 LAN cables laid up to the rack level in the DC.
- Dedicated raceways/cable-trays used for laying Cables.
- The standard is EIA/TIA 568B/C
- All the cable raceways are adequately grounded and fully concealed with covers.
- The cables are appropriately marked and labeled.

VI. ELECTRICAL COMPONENETS

a) THE POWER CONTROL PANELS

The power control panels are cubicle type dust and vermin proof, free standing floor mounting panel boards made out of 14/16SWG CRCA sheet provided with powder coated paint of approved shade. The Panel Board Complete with all inter connection, painting and control wiring etc. are as per Electrical Inspectorate Standards.

Miniature Circuit Breakers (MCB)

MCB for ratings up to 125 Amps available in 1, 2, 3 or 4 pole versions

MCB casing is made of self-extinguishing material, tropicalised treatment 2 (relative humidity: 95% at 55 deg C).

MCB comply with IS8828-1996/IEC898-1995.

Note: - THE VENDORS ARE ADVISED TO VISIT OUR PREMISES FOR FURTHER DETAILS, IF REQUIRED.

ANNEXURE - II

GENERAL INSTRUCTIONS FOR ONLINE BID SUBMISSION

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

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-III

GENERAL CONDITIONS OF TENDER HOC/MSS/515/2019 dated 25.05.2020 due on 15.06.2020

VALIDITY OF OFFER:

The offer shall be valid for a period of 90 days from the date of submission for placement of order.

SUBMISSION OF BIDS:

Refer ANNEXURE II.

DUE DATE AND TIME:

DUE DATE for submission of tender is (closing date) **15.06.2020, 02.00 PM**

PRICED 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 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.

RATES:

The rates shall be quoted in Annexure – V (Schedule of rates) and submit it online. Taxes applicable shall be separately indicated.

EARNEST MONEY DEPOSIT (EMD) : EMD of **Rs 3,700/-** shall be paid through demand draft favouring Hindustan Organic Chemicals Ltd payable at Ernakulam/Kochi. Details of DD should be indicated in your technical offer. In the absence of EMD with Techno Commercial bid, the Price Bid submitted is liable to be rejected.

EMD of unsuccessful bidders will be returned on finalization of the orders. PSUs and Vendors registered with NSIC need not submit EMD, but have to submit valid NSIC registration/exemption certificate along with the Techno-commercial bid. In the event

of order being finalised on vendor registered with NSIC , the vendor have to pay Security Deposit payable for the satisfactory performance of the contract.

NOTE: EMD - EMD of Rs.3700/- to be submitted along with the technical bid (upload a copy of the DD and also sent the original through post to the contact persons referred below)

CONTACT PERSONS (Hindustan Organic Chemicals Limited)

Naseema A P
Manager (SYSTEMS)
Land line : 0484-2727481
Mobile: 9947115482
Email:mss.kochi@hoclindia.gov.in

OPENING OF BIDS: The Technical Bids will be opened on **16.06.2020 at 02.00 PM** electronically. Technically acceptable bidders will be informed about the date and time of opening of the price bids by emails.

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. (g) Any other valid reasons.

SIGNING AND 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.

PERIOD OF CONTRACT: The AMC shall be from 01.07.2020 to 30.06.2021

PAYMENT TERMS:
Invoices for AMC of DC should be submitted after the end of each quarter.

DEFECT LIABILITY PERIOD: AS PER GCC

SECURITY DEPOSIT:

Total security deposit shall be 10% of contract value/actual value of work.

Initial security deposit @ 2.5% of the contract value shall be remitted with HOCL, Kochi within 21 days from the date of receipt of Work Order.

2.5% initial security deposit and balance 7.5% security deposit shall be as per clause 3.8 and 4.4 of the standard 'General Conditions of Contract' which is available in the office for reference, if required.

Balance 7.5% will be recovered from the 1st and subsequent running bills/final bill against security deposit at a rate of 10% of the value of each running bill till the total security deposit is collected.

LIQUIDATED DAMAGES:

If the work is not completed within the stipulated time, the contractor is liable to pay a LD of ½% of the total contract value per week of the delay or part there of subject to a maximum of 5% of the contract value.

TIME OF COMPLETION:

The period of the contract shall be one year from 01.07.2020.

LABOUR LAWS AND ENVIRONMENTAL PROTECTION:

You shall strictly abide by the 'article-8 "Labour Laws" of General Conditions of Contract and 8.6 "Employees State Insurance Act" and "PF-Act" in particular (Refer Annexure A &B attached).

GENERAL CONDITIONS OF CONTRACT:

All other Terms and Conditions will be as per our General Conditions of Contract, as published in our website www.hoclkochi.com and special condition of contract. The GCC and Special conditions of contract can also be referred in our office during office hours in all working days.

TERMS AND CONDITIONS

1. Preventive Maintenance - Once in three months
2. Breakdown Maintenance - As and when required
3. Breakdown to be attended - Within 4 working hours of reporting
4. You should provide well qualified and highly trained service professionals.
5. The AMC is comprehensive in nature including spares
6. All defective/damaged parts should be replaced free of cost during the period of contract.
7. The parts replaced should be new or equivalent to new in performance when used in the equipments.
8. ***Vendor shall deliver prompt services.***

ANNEXURE-IV

TECHNICAL BID

Technical Bid should contain the following details which must be uploaded in the NIC website in pdf format:

1) Your covering letter of the offer on your company letter head.
2) Required EMD DD details.
3) Signed copy of the terms and conditions of the enquiry as given in Annexure-III
4) GSTIN Regn. of Vendor/Contractor: .....

DATE:

PLACE:

SEAL & SIGNATURE: