



HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
AMBALAMUGAL, Ernakulam District, PIN – 682 032.
Phone: (0484) 2720911, FAX No. (0484) 2720893

E- TENDER NOTICE

CIV10146/2022

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

SL. NO	Description of item and Tender No.
1	<u>REPAIRS TO RCC STRUCTURES IN PLANT AREA 2022</u> HOCL Tender Ref No: CIV10146/2022

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.

EMD - EMD of **Rs.4000/-** to be submitted along with the bid (upload a copy of the DD/Bankers cheque/thro'NEFT and also sent the original through post to the contact persons referred below)
The details of the tender are as shown in INDEX enclosed.

Thanking you

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

BENO.P.KURIANS
GM (MECH/PROJECT/CLRP/CIVIL)

REPAIRS TO RCC STRUCTURES IN PLANT AREA 2022

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HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
Ambalamugal P.O. Ernakulam District, Kerala – 682 302.

HOCL Tender Ref No: CIV10146/2022

LIMITED TENDER NOTICE FOR REPAIRS TO RCC STRUCTURES IN PLANT AREA 2022

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

SCOPE OF WORK

Scope of work includes but not limited to the following:

1. The contractor should carry out the work as per the schedule of work.
2. The work includes, Repairs to RCC Structures by plastering with cement mortar 1:3 12mm to 18mm thick. includes chipping and removing the damaged portions of columns and beams, concreting the spalling portions of columns and beams while chipping, where ever required to a thickness upto 15 cm. Applying a coat of polymeric rust converter of approved make (CHELADE OR EQUIVALANT) including watering, curing, cost all labour, materials, scaffolding and shuttering work for concreting, clearing the area and disposal of debris at places pointed out by the engineer in charge anywhere within the company premises etc. complete at all heights upto 12 m from floor level.(measurements shall for the area of plastering only)
3. The work shall be carried at upto a height of 12m from ground floor
4. Necessary safety appliances like safety shoes ,helmets, safety belts etc shall be brought by the employees of the contractor during the work
5. All tools, tackles required for the work shall be brought by the contractor at his cost.
6. Steel Scaffolding wherever required has to be arranged by the Contractor at his cost.
7. HOC will provide water and electricity at one point at free of cost.
8. Priority area as instructed by the Engineer-in-charge should be completed as per the requirement and the total work has to be completed within the stipulated time limit.
9. All materials that go with the work shall be approved by the Engineer-in-Charge prior to procurement / use.
10. The contractor shall use mesh for plastering where ever needed as per the direction of engineer in charge. (Mesh shall be supplied by HOCL).
11. The contractor shall monitor the quantity of each item indicated with schedule and execute the item without increase of quantity.
12. Joint measurements of the work shall be done by regular basis before removal of scaffolding to ensure upto date quantity and measurements of the work
13. Proper curing shall be maintained during the execution of the work
14. The work site should be properly cleaned on regular basis. Debris shall be disposed anywhere within the company premises As per direction of engineer in charge

15. The contractor should ensure proper isolation of the work site by providing proper warning tapes / barricades for ensuring the safety
16. Permit for work has to be obtained prior to the start of the work on regular basis.
17. The quantities given in the schedule are only estimated and tentative and may vary on either side, but the rates quoted shall remain firm without any of escalation on any account during the entire contract period. No claims on account of increase or decrease of quantities under certain items and or over all work will be entertained
18. The exact value of contract shall be subject to variations depending upon the actual quantities of work executed at site measured jointly accepted and paid for at the end of the contract.
19. Deployment of supervisor: The contractor shall deploy a qualified Supervisor throughout the contract period.
20. 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

SCOPE OF SUPPLY

MATERIALS

- a. Contractor's Scope
As per Scope of Work and Schedule of Rates.
- b. HOCL's Scope
Cement, Fibre mesh required for the work shall be issued departmentally from HOCL Stores on free issue basis.

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.

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 enrol 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 blue 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.

GENERAL CONDITIONS OF TENDER dated 03.11.2022 due on 24.11.2022

SECURITY DEPOSIT

Total security deposit shall be 3% of total contract value.

1% of order value of contract referred as Initial Security Deposit shall be furnished within 21 days after notification of the award of work.

Balance 2% shall be recovered through deductions at the rate of 3% of the value of each running account bill till the total 3% security deposit amount 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.

DEFECT LIABILITY PERIOD

As per GCC.

TIME OF COMPLETION

Time of completion for work shall be six month from the date of intimation to start the work.

PERIOD OF CONTRACT

The period of the contract shall be twelve months from the date of intimation to start the work.

PAYMENT TERMS

- All yours running account/final bill shall be certified by the Engineer in charge and 97% payment shall be made progressively as per our standard terms of payment.
- Balance 3% shall be made after the defect liability period.

RATE

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

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.

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) **24.11.2022, 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 blue 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.

Vendors who are unable to quote may kindly submit regret letter mentioning the reason for not submitting the bids.

RATES

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

EARNEST MONEY DEPOSIT (EMD)

EMD of **Rs. 4000/-** shall be paid through demand draft Bankers Cheque/thro' NEFT 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.

Bank Details - Central Bank of India, Tripunithura
- A/c No. 3580607136
- IFSC - CBIN0284515

Details of bank transfer should be indicated in your technical offer. Quotations not accompanied with EMD, are liable to be rejected.

CONTRACT PREFERENCE

EMD of unsuccessful bidders will be returned on finalization of the orders. PSUs and Vendors registered with NSIC/MSME/SSI Units 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 vendors have to pay Security Deposit payable for the satisfactory performance of the contract.

CONTACT PERSONS (HINDUSTAN ORGANIC CHEMICAL LIMITED)

1. BENO.P.KURIANS
GM (MECH/PROJECT/CLRP/CIVIL)
Land line: 0484-2727440
Mobile: 94467415530
Email: beno.kurians@hoclindia.com

2. APPU P.K_(ENGINEER IN CHARGE)
DEPUTY MANAGER(CIVIL)
LANDLINE: 0484- 2727361
MOB : 9446867436

3. MIDHUN BABU (NATIONAL INFORMATICS CENTRE)
SR. SYSTEMS ANALYST – HOCL
MOB: 8921387812, 8547196394

CLOSING OF BIDS

24.11.2022 AT 02.00 PM

OPENING OF BIDS

The Bids will be opened on **25.11.2022 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. Vendor not agreeing with the general conditions of the tender.
- d. Not enclosing any particular documents asked for.

e. 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.

OTHER TERMS AND CONDITIONS

All other Terms and Conditions will be as per our General Conditions of Contract, as published in our website 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.

ESI, PF, LABOUR LAW, SHE (SAFETY, HEALTH & ENVIRONMENT) ETC. - REQUIREMENTS

Refer Annexure A, B and C attached.

TECHNICAL BID (CIV10146/2022)

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. Signed copy of the terms and conditions of the enquiry as given in Annexure-III
3. GSTIN Regn. of Vendor/Contractor: _____
4. SAC Code: _____

DATE:

PLACE:

SEAL & SIGNATURE: