



HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

AMBALAMUGAL, Ernakulam District, PIN – 682 032.

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

OPEN 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	PREPARATORY WORKS FOR STATUTORY INSPECTION OF SPHERES AND PROPYLENE BULLETS UNDER SMPV(U) RULES - 1981 NIC Tender ID : 2018_HOCL_387462_1 HOCL Tender Ref : MEC30136/2171

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/ extension before submitting the offers.

Please submit your E-bids under the two-bid system confirming to the specifications and the terms and conditions.

For and on behalf of Hindustan Organic Chemicals Limited
(GSTN:32AAACH2663P1ZG),(CIN:I99999MN1960GOI011895)

L. SHANIL LAL
GENERAL MANAGER (MECHANICAL)



HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)

AMBALAMUGAL, Ernakulam District, PIN – 682 032.

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

MEC30136/2171

September 24, 2018

M/s.

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 **PREPARATORY WORKS FOR STATUTORY INSPECTION OF SPHERES AND PROPYLENE BULLETS UNDER SMPV(U) RULES - 1981**. 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 <https://eprocure.gov.in/eprocure/app>

Index of documents enclosed is attached herewith. You are requested to kindly go through the (i) Scope of Work (ii) General Instruction to bidders for online bid submission (iii) General Conditions of Contract (iv) Technical Bid(Form A) in detail before preparing/submitting your tender.

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

Thanking you,

Yours Faithfully,

For Hindustan Organic Chemicals Limited (CIN: L99999MH1960GOIO11895),

L. SHANIL LAL

GENERAL MANAGER (MECHANICAL)

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OF SPHERES AND PROPYLENE BULLETS UNDER SMPV(U) RULES - 1981**

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HINDUSTAN ORGANIC CHEMICALS LIMITED

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

Tender Ref. No: MEC30136/2171

NIC Tender ID : 2018_HOCL_387462_1

**PREPARATORY WORKS FOR STATUTORY INSPECTION OF SPHERES AND PROPYLENE
BULLETS UNDER SMPV(U) RULES - 1981**

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

SCOPE OF WORK

SPECIAL CONDITIONS

We have 4 Nos. Spheres and 4 Nos. Propylene bullets in our plant. All of them are due for inspection under SMPV(U) Rules in the next year. Hence, we are planning to engage a contract to carry out preparatory jobs scaffolding and allied works in connection with the testing of LPG Spheres and Propylene Bullets. Work is planned to be carried out in January 2019 to May 2019.

Scope of work includes but not confined to the following:

1. Preparation of planning chart to carry out the work as explained in the scope of work.
2. Necessary scaffolding with staging shall be provided both inside and outside of the sphere as per the detailed scope of work and instruction from Engineer-in-Charge. You have to provide necessary safety cage wherever required as per instruction from HOC / III Party inspection agency for the smooth execution of the job and for the inspection purpose.
3. You shall provide assistance for necessary surface preparation for inspection work as and when required as per the inspection of HOC / III Party Inspection Agency.
4. If any minor repair is noticed, the same will be carried out by III Party inspection agency. However, necessary field job like grinding, welding chipping etc. has to be carried out by you.

5. The other spheres (2 Nos.), bullets (2 Nos.) and propylene recovery unit will be running during the inspection period. Utmost care should be taken while working to avoid improper earthing, spark or static electricity.
6. Gaskets, bolts, nuts, fasteners required for the work will be supplied by HOCL free of cost as per requirement.
7. Safety Helmets, goggles, safety belts etc. for the workmen and supervisor employed for the work are to be arranged by the contractor.
8. No work to be carried out without wearing safety gadgets, work order and permit by the employees of the contractor.
9. This work is an important and time based activity and you have to put all efforts to complete the work in time. Also you have to be ready to deploy people on round the clock basis as per the instruction of Engineer-in-Charge.
10. The entire work is to be carried out as per the standard engineering practice and subjected to stage inspection by HOC.
11. All debris, waste etc. arising out of the job should be segregated weighed, transported and dumped into the scrap yard as per the instruction of Engineer-in-Charge at your cost.
12. HOC has every right to stop the work if the progress and quality of work is found unsatisfactory. The balance work will be carried out by HOC through another agency at the cost and risk of the first contractor.
13. You have to do the still well cleaning also along with other work.
14. HOC will provide compressed air, water and electric power at one point. Contractor has to make his own arrangements to distribute the power through ELCB/Circuit Breakers.
15. Either contractor or his authorized supervisor has to be available at site throughout the work without fail.
16. Contractor should ensure that sufficient No. of platform grills are erected for the smooth operation of the NDT jobs as per the instruction from Engineer-in-Charge.
17. Proper hand rail should be provided in the area where NDT is performing as and when required.

The scope of work includes but not limited to the following:

1. Supply & Erection of scaffolding (inside & outside) with required metallic working platform.
2. Removal and re-application of insulations/fire proofing, wherever required
3. Cleaning and surface preparation for non-destructive testing by buffing or grinding process as the case may be.
4. Removal of dust, sludge etc. from Spheres and Bullets and to dispose to a place as instructed by the Engineer-in-Charge.
5. Blinding, De-blinding of all nozzles, man-way opening, boxing up and recording the same in the blind register.
6. Preparation for hydro testing of all equipments.
7. Removal and re-fixing of PSV's and isolation valves fitted on spheres and bullets from position and shafting to our W/S and return.
8. Transportation, fixing and removal of air eductors including providing hose connection from nearest compressed air point.

1. SUPPLY & ERECTION OF SCAFFOLDING - INSIDE

- a. Steel scaffolding shall be made out of tubular structures (standards scaffolding pipes of 40mm dia and clamps) in order to make entire inner surface of LPG spheres (4 Nos.) and Propane/Propylene Bullets (4 Nos.) for safe access for visual inspection and non-destructive testing (NDT) work. All the scaffolding material including base plate, necessary fittings, clamps, platforms & guard rails/handrails has to be arranged by the Contractor at his own cost.

The Engineer-in-Charge may accept better scaffolding material/ technique than that given here, in case if Contractor prefers to provide.

- b. Height between two horizontal members (pipe) of tubular structures should be 500mm to 800mm (maximum) to have ease and safety of climbing up or down by the working and inspecting personnel. Diagonal Brazing and cross Brazing shall be provided for the scaffolding. In special cases the height may have to be reduced if felt necessary by the Engineer-in-Charge of HOCL. **PROVISION MUST BE KEPT FOR THE SAME.**
- c. Working platform or stages are to be made by Steel/Aluminium Perforated Sheets or similar material and secured firmly. These platforms are to be provided at a vertical distances of about 1200mm below each circumference seams and stiffening ring fillet (at equator level) weld joint to enable visual inspection and NDT work in these

welds and shell plate surfaces conveniently while inspecting personnel are standing on the platform/stages. Similar stages are to be made all around the sphere for the inspection and NDT of all the longitudinal seams. Platforms are also required to be built for inspection of all nozzles including manhole nozzle welds, temporary attachment weld points above circumference and both sides of longitudinal welds. ALL PLATFORMS SHALL HAVE GUARD RAILS/HAND RAILS.

- d. A clear gap of 50mm to 70mm should be maintained between the edge of scaffolding pipes and side wall of shell. IN NO CASE THE PIPE EDGES SHOULD TOUCH SHELL SURFACE except at bottom support points, where pipes should be supported on flat plates of proper size (flat pieces of plates to be welded at the end of the vertical scaffolding pipes) to avoid injury to shell surfaces.
- e. Suitable rigid metallic ladder should be brought by the party and provided for landing into the platforms stage under manhole.

SUPPLY & ERECTION OF SCAFFOLDING - OUTSIDE

Scaffolding and platform/stage are to be erected below the reinforcement pads of leg supports to facilitate inspection of welds of legs to reinforcement pad to shell and also for inspection of the insulation/Fireproofing. Similar scaffolding and stages are to be erected below each nozzle for inspection of their welds. Only metallic tubular structures and steel sheets are to be used for making scaffolding and stages respectively.

All the material required for making scaffolding including scaffolding pipes, clamps, base plate, platforms plates/grills etc., tools, tackles and consumables shall be in the scope of the contractor.

REMOVAL OF SCAFFOLDING

Scaffolding shall be removed after completion of all inspection/NDT work and repairs, both inside and outside.

2. REMOVAL OF INSULATIONS/FIREPROOFING

- a. Insulation/fireproofing shall be removed wherever required from external surface as follows and any other corrosion prone areas as per instruction of Engineer-in-Charge. Removal and reapplication of Fireproofing / insulation shall be as per the instruction of Engineer in charge/Procedure given by HOCL. Removal of fireproofing shall be done as per the attached procedure in the presence of Engineer in charge/ Technical Consultant only.

RE-APPLICATION OF INSULATION/FIREPROOFING

On completion of inspection, insulation/fireproofing shall be re-applied by the Contractor as per instruction of Engineer-in-Charge/ Procedure given by HOCL. Re-application of fire proofing material shall be as per the attached procedure.

3. CLEANING & SURFACE PREPARATION FOR NON DESTRUCTIVE TESTING

All appropriate tools, tackles and consumables required for the internal and external surface cleaning as enumerated in the following paragraphs shall be the responsibility of the Contractor.

a. AREAS AS INDICATED BELOW ARE TO BE THOROUGHLY CLEANED AND PREPARED AS PER THE PROCEDURE GIVEN AT PARA (B & C) FOR MAGNETIC PARTICLE INSPECTION.

- i. All weld joints from internal eg. Circumference and longitudinal seams, and nozzle welds.
- ii. Weld joints of all the nozzles including manholes from outside and their reinforcement pads.
- iii. Reinforcement pads of leg supports to shell and leg to reinforcement pads.
- iv. 150mm of parent metal on either side of all weld joints as enumerated above.
- v. Area/points inside the sphere where temporary attachments such as cleats, brackets were welded on both sides of circumference and longitudinal seams.
- vi. A few selected are:
 1. (300 × 300mm) on parent metal on the inner surface as decided by Engineer-in-Charge.
 2. Shining metal (white metal finish) is required to be exposed after cleaning by any of the cleaning methods and should meet any of the requirement of SIS-05 5900-1967, SSPC-SP 3, BS-4232, NACE to the SA2 finish

b. PROCEDURE OF SURFACE PREPARATION FOR MAGNETIC PARTICLE INSPECTION.

MECHANICAL OR POWER CLEANING

Cleaning shall be done by using mechanical striking tools, chipping hammers, Buffing wheels or rotating wire brushes or by any other better and safe technique. The tools used should preferably be non-sparking type, on completion of cleaning; the detached rust, mill scale and deposits etc. shall be removed by clean rags and/or washed by water or steam and thoroughly dried by compressed air jet immediately after washing.

c. 2"× 2" OR 2" DIAMETER AREA SHALL BE CLEANED BY EMERY PAPER AND BUFFING WHEELS FOR ULTRASONIC THICKNESS MEASUREMENT IN THE POINTS/AREAS AS ENUMERATED BELOW:

- i. At 10-15 locations covering the centre and four corners of each petal and crown plates.

- ii. Four opposite sides of each nozzles including manhole nozzle.
- iii. A few more points/areas as may be decided by the Engineer-in-Charge and the Contractor in consultation or as per general acceptance practice.
- iv. Loose scale, oil, dirt, sludge etc. shall be removed from internal surface of the LPG sphere, Propane/Propylene bullets by manual means or by any other safe and effective technique to a location/ area as decided by the Engineer-in-Charge.

4. THE DETAILS OF PRESSURE VESSELS REQUIRED FOR ERECTION OF SCAFFOLDING, REMOVAL OF INSULATION, CLEANING AND SURFACE PREPARATION AND REMOVAL OF DUST, SLUDGE ETC. ARE AS FOLLOWS:

LPG Horton Sphere (Big Sphere – 2 Nos.)

Diameter	- 17 M ID
Thickness of Plate	- 42mm
Test Pressure	- 18.63 Kg/cm ²
Capacity	- 2573 M ³

Small Sphere – 2 Nos.

Diameter	- 11.3 M ID
Thickness of Plate	- 30mm
Test Pressure	- 18.6 Kg/cm ²
Capacity	- 745 M ³

Propane/Propylene Bullets – 4 Nos.

Diameter × overall length	- 3 M × 29.50 M
Thickness of Plate	- 32mm
Test Pressure	- 34.8 Kg/cm ²
Capacity	- 197.5 M ³

WORKING TIME

The working time will be round the clock in which more work with more crew should be carried out during night time (ie. 8 PM to 8 AM) such as surface cleaning by buffing etc., including scaffolding and other preparatory work in order to facilitate inspection during day time. However, there should be sufficient people in the day time also to facilitate the inspection jobs.

5. BOX UP OF SPHERES/BULLETS AND HYDROSTATIC TESTING

- a. Box up the man ways and nozzles using new gaskets for preparing the vessel for Hydrostatic test after removing the internals for which box up permit shall be obtained from HOCL.
- b. Hydrostatic test of the vessel at the test pressure as per the instruction of Engineer-in-charge shall be done by the contractor. The contractor shall get the hydrostatic test witnessed by Engineer – in-charge / 3rd party Inspector.
- c. Settlement of all foundation/support legs are to be checked by HOCL/Inspection Agency during water filling as per standard. And the contractor is liable to follow the filling procedure and arrange for all items required for settlement check on each support of the sphere.
- d. Pressurising for Hydrostatic test and its releasing after successive test shall be as per prevailing procedure and as per instruction of engineer-in –charge/third party inspector only.
- e. Removal of isolations ie. blind, spectacle blinds, blind tags and normalizing of vessels.
- f. Record in the blind register and obtain signature in the register by Engineer-in-Charge.

PRESSURE SAFETY VALVES

1. Removal of PSV from the location, which are mounted on the Sphere/ Bullets or its connected piping.
2. Blinding inlet/outlet nozzle of the PSV immediately and put blind tags and record in the blind register and obtain signature of the Engineer-in-Charge in the register.
3. Dropping the PSV to the ground level.
4. Transportation of PSV from site to HOCL Workshop.
5. After overhauling, testing and third party inspection by HOCL, collect the valves from HOCL Workshop and transport it to the respective locations.
6. Mounting PSV's at its respective positions by removing isolations/ blind, spectacle blinds, using new gaskets and fasteners and normalizing.
7. Record in the blind register and obtain signature in the register by Engineer-in-Charge.

Cost of these works shall be absorbed in the quoted rate for preparatory work of each equipments.

GENERAL CONDITIONS

1. HOC has the right to stop the work at any time if the progress and performance of the work is found unsatisfactory and shall complete the work by another contractor at your cost and risk.
2. You are requested to take necessary insurance for the personnel employed by you. HOC will not take any responsibility or admit any claim in the event of an accident in any manner.
3. You should work on round the clock basis and accordingly manpower has to be arranged. The schedule indicated above has to be followed strictly.
4. **As the work has to be completed in two phases, on war footing basis and you have to mobilize enough men and material to take up the job of one big sphere (17Mtr. Dia), one small sphere (11.3 Mtrs. dia) and Two bullets (3Mtr. dia × 30 Mtrs. long) simultaneously on first phase.**

COMPLETION PERIOD

The estimated completion period for each activity is described below:

Complete erection of scaffolding (inside & outside) and removal of insulation

Big Sphere	- 7 days each
Small Sphere	- 5 days each
Bullet	- 2 days each

Cleaning & Surface Preparation

Big Sphere	- 3 days each
Small Sphere	- 2 days each
Bullet	- 1 day each

Inspection Jobs - NDT

Big Sphere	- 12 days each
Small Sphere	- 8 days each
Bullet	- 5 days each

Removal of Scaffolding and Reinsulation

Big Sphere	- 5 days each
Small Sphere	- 3 days each
Bullet	- 1 day each

Hydro Test

Big Sphere	- 4 days each
Small Sphere	- 2 days each
Bullet	- 1 days each

In the event of exigencies of work HOCL may split the order to suit the scheduled completion time.

The surface preparation work has to be carried out in co-ordination with the Inspection Agency. Required man power shall be provided for adjustment of staging and cleaning as per the requirement of inspection agency. **THE CONTRACTOR HAS TO PROVIDE AND GIVE ALL ASSISTANCE TO THE INSPECTION AGENCY, AS AND WHEN REQUIRED FOR THE SATISFACTORY COMPLETION OF THE INSPECTION JOB.**

All safety precautions are to be taken by the contractor while carrying out the work. HOC will not be responsible for any accidents caused during the execution of work. It is once again reaffirmed that all safety precautions has to be complied and all safety appliances like safety helmets and safety belts, mask goggle, gloves etc. should be used by the personnel employed for this job. **ALL SUCH ITEMS TO BE BROUGHT AND SUPPLIED TO THE LABOURERS BY THE CONTRACTOR ON HIS OWN COST.**

NOTE:

Scaffolding & Inspection works of spheres are planned in two phases. Out of the two big and two small spheres, in the 1st phase, one big and one small sphere shall be released for erection of scaffolding and preparatory works. Scaffolding has to be erected inside and outside for inspection as described in earlier pages. After the completion of the entire inspection job both spheres are to be handed over to Production Department and then the other two spheres will be released for inspection.

Out of the four bullets, two bullets shall be released in the first phase. After completion of the entire inspection activity, the same shall be handed over to Production dept. After completion of the inspection of two bullets, the other two bullets shall be released for inspection.

WHILE CARRYING OUT THE INSPECTION OF ONE SET OF EQUIPMENTS, THE OTHER EQUIPMENTS SPHERES (2 NOS.), BULLETS (2 NOS.), AND PROPYLENE RECOVERY UNIT (PRU) WILL BE UNDER OPERATION. UTMOST CARE SHOULD BE TAKEN WHILE WORKING TO AVOID IMPROPER EARTH, SPARK OR STATIC ELECTRICITY.

There will be a gap of around 15 to 20 days to start the second phase of the work of similar nature as mentioned above.

THE WORK IS PLANNED TO BE CARRIED OUT DURING JANUARY 2019 - APRIL 2019. (THERE CAN BE A PROBABILITY OF CARRYING OUT THE WORK TWO MONTHS IN ADVANCE OR TWO MONTHS AFTER THE ABOVE MENTIONED PERIOD. HENCE, YOUR RATES SHALL BE VALID UPTO 30/06/2019.)

ESI, Safety Regulations, Workmen Compensation, Personal Protective Equipments, Labour Laws & Provident Fund, Guidelines to Contractors / Suppliers for Environmental Protection & Confined Space Entry.

Refer attached Annexure – A, B, C & D

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 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 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.

Contact Person (National Informatics Centre)

Mr.Midhun Babu
Co-ordinator(NIC-HOCL)
Mob: 8547196394, 0484 2727401

HINDUSTAN ORGANIC CHEMICALS LIMITED

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

Tender No: MEC30136/2171

NIC Tender ID : 2018_HOCL_387462_1

**PREPARATORY WORKS FOR STATUTORY INSPECTION OF SPHERES AND PROPYLENE
BULLETS UNDER SMPV(U) RULES - 1981**

GENERAL TERMS AND CONDITIONS

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

Pre-Qualification Criteria (to be included in the Technical Bid)

The Tenderers shall submit the following in the Technical bid (Un priced Bid) without which the tender will be rejected.

- Complete set of Tender Document marked "**ORIGINAL**" duly filled in and signed by the Tenderer as prescribed in different clauses of the Tender Document.
- GCC duly filled in the relevant portions, signed and stamped all the pages by the tenderer (The tenderers have to download the GCC (General Conditions of Contract) from our web site www.hoclkochi.com and the same has to be returned along with the technical bid duly signed and stamped in all pages.
- **Earnest Money in the manner specified in the Tender document.**
- Power of Attorney or Photostat copy or a true copy' thereof duly attested by a Gazetted Officer in case an authorised representative has signed the Tender.
- Information regarding tenderer as stipulated in Clause.1 (given in the next page).
- Details of work of similar type and magnitude carried out by the tenderer as stipulated in Clause.3.
- Organization chart giving details of field management at SITE, the tenderer proposes to have for this WORK including bio-data of the Site-in Charge and key personnel.
- Details of income tax returns for the last three years to be submitted.
- Details of PAN
- Details of GSTIN
- The bidder should have well qualified workforce in adequate numbers for handling various stages of the work. The staff/workers details are to be furnished.

- The bidder should have adequate number of equipments/tools/tackles/scaffolding pipe/clamps/ staging materials in sound condition for the execution of the work within the stipulated time. The equipment details should be furnished.
- Details of concurrent commitments of Tenderer.
- **Exceptions and deviations, if any, with reference to the Clause No. and page No. of Tender shall be submitted as a separate statement (Deviation Statement)**
- A tentative programme for the execution and completion of work within the time specified.
- Any other technical information the Tenderer likes to furnish.

Clauses :

1. Average annual financial turnover of the bidder during the last 03 years ending 31st March 2018 should be at least **₹9 Lakhs** (Details of annual financial turnover to be submitted with Documentary proof).
2. Details of current commitments with copies of Work Orders to be submitted along with Technical Bid.
3. Experience of having successfully completed similar works during the last 7 years ending 31st March 2018 should be either of the following: (Documentary proof should be attached along with the Technical Bid).
 - Three similar completed works costing not less than the amount equal to **₹12 Lakhs each.**
OR
 - Two similar completed works costing lot less than the amount equal to **₹15 Lakhs each.**
OR
 - One similar completed work costing not less than the amount equal to **₹ 24 Lakhs each.**
4. Documentary proof for satisfactory performance of the work executed by the party is to be submitted.
 - In addition to above, the criteria regarding satisfactory performance of works, personnel, establishment, plant, equipment etc. may be incorporated according to the requirement of the Project.
 - If documents as stated in the pre-qualification criteria are not produced along with the tender, the tender shall be liable to be rejected, being defective, at the sole discretion of HOCL.
 - If the tenderer relies upon experience of its sister concern / any concerned within same group / holding / subsidiary company etc., the tenderer shall furnish a clear write – up indicating the exact relationship along with relevant documents in proof of such relationship.
 - If tenderer propose to take up the job jointly with an Associate (whether Indian or Foreign) or he relies upon the experience of such an Associate with whom the tenderer had entered into a tie up / teaming agreement / MOU, the tenderer shall submit the following:
 - a. Detail of the experience of the Associate
 - b. Attested copies of documentary evidence showing the joint arrangement between the tenderer and the Associate.
 - c. Valid undertaking for guarantees from the Associate making it liable for due execution and completion of the work / job and

- d. Consent letter from the Associate that enters into a tripartite agreement amongst Associate, Tenderer and HOCL.
- Any other technical information the bidder likes to furnish.
- The parties who have been blacklisted / put in holiday list or parties in respect of whom action has been initiated for Blacklisting / Holiday listing by HOCL/any government / Quasi government agencies or any PSUs shall not be considered for award of job. The tenderer should give a written declaration regarding the same.
- 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.

EARNEST MONEY DEPOSIT

Quotation shall accompany an EMD of ₹20,000/- shall be paid by crossed DD/Bankers Cheque. Details of bank transfer should be indicated in your technical offer. Quotations not accompanied with EMD, are liable to be rejected.

EMD of the tenderer will be forfeited under the following conditions:-

- a. If after opening of the tender, the tenderer revokes his tender or increase his quoted rates.
- b. If the tenderer does not commence the work after awarding the contract.
- No interest on EMD will be paid.
- EMD of the successful tenderer will be adjusted against the security deposit.
- EMD of unsuccessful bidders shall be refunded after finalization of the contract and no interest shall be payable.

The Earnest Money Deposit shall be forfeited if: -

- a) The tender is revoked or varied during its validity period.
- b) The Prices are increased unilaterally after the tender opening and during its validity.
- c) The tenderer after intimation of acceptance of the tender fails to execute the agreement/or furnish security deposit within the stipulated time.

COST OF TENDER DOCUMENTS

The cost of tender documents ₹1000 + GST/- (non-refundable) shall be paid by crossed DD/ Bankers Cheque. Details of bank transfer should be indicated/ copy to be uploaded in your technical offer. Parties who are not interested in quoting against enquiry may kindly send back the hard copy of the documents to us.

RATES

Rates quoted shall be inclusive of all taxes, duties, octroi and other levies etc. GST, in case applicable shall be paid extra. The bidder should have GST registration with Central Excise Department.

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/HOCL website, 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 thereof subject to a maximum of 5% of the contract value.

PERIOD OF CONTRACT

The period of the contract shall be **8 months** from the date of issue of work order.

SCOPE OF SUPPLY

MATERIAL

a. Contractor's Scope of Supply

All the materials like scaffolding pipes, scaffolding pipe bottom support plate, scaffolding clamps, grills / jally, platforms, grinding machine, grinding / buffing machine, buffing wheel, grinding wheel, Hydraulic test pumps, fittings, hoses, connectors, pressure gauges, rope, slings, pulley, chain pulley block, d-shackles, other tools and equipment, all consumables like buffing wheels, emery papers, surface preparation tools, etc. whatever required for the satisfactory completion of the job shall be brought by the contractor. The contractor shall use only industrial type plug socket with ISI mark for all their portable / static electrical equipment / tools from their switch / distribution board with suitable rated ELCB.

b. HOCL's Scope of Supply

Gaskets, stud and nuts, tail blinds /blind flange, eductors, compressed air hose, etc. required for the work shall be provided by HOCL. HOCL shall provide power, compressed air and water at one point

TOOLS & TACKLES

a. HOCL's Scope

NIL

b. Contractor's Scope

All the required machines, tools and tackles required for the satisfactory completion of the job shall be arranged by the contractor. Scaffolding material (pipe & clamps) and its erection to be arranged by the contractor. After completion of the work the scrap material (if any) is to be transferred to the scrap yard.

TIME OF COMPLETION

The estimated completion period for each activity is described below:

Complete erection of scaffolding (inside & outside) and removal of insulation

Big Sphere	- 7 days each
Small Sphere	- 5 days each
Bullet	- 2 days each

Cleaning & Surface Preparation

Big Sphere	- 3 days each
Small Sphere	- 2 days each
Bullet	- 1 day each

Inspection Jobs - NDT

Big Sphere	- 12 days each
Small Sphere	- 8 days each
Bullet	- 5 days each

Removal of Scaffolding and Re-insulation

Big Sphere	- 5 days each
Small Sphere	- 3 days each
Bullet	- 1 day each

Hydro Test

Big Sphere	- 4 days each
Small Sphere	- 2 days each
Bullet	- 1 days each

VALIDITY OF THE TENDER

The tender shall be kept valid for acceptance for a period of THREE months from the last date prescribed for receipt of the tender.

A Tenderer shall not be entitled during the said period of three months without the consent in writing of the company to revoke or cancel his tender or to vary the tendered rate or any terms thereof.

PRICE

The Contract will be awarded on fixed all-inclusive price unless otherwise specified. All rates in the tender shall cover applicable taxes, levies and duties. However applicable GST will be paid by HOCL subject to the successful tenderer having GST registration with Central Excise.

The price shall be quoted both in figures and words. In case a tenderer has quoted two different prices in words and figures the lower of the two will be considered valid and binding on the tenderer.

PAYMENT TERMS

90% payment shall be made on completion of work on each equipment and as per the schedule of rates on pro rata basis.

Balance 10% will be released after the completion of Defect Liability Period.

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.

DEFECT LIABILITY PERIOD

As per GCC.

OTHER TERMS AND CONDITIONS

AGREEMENT

The contractor has to execute an agreement with HOCL in the prescribed format on a non judicial stamp paper of appropriate value and in case of placement of work order.

GENERAL CONDITIONS OF CONTRACT (GCC) OF HOCL

The General Conditions of Contract of the company is applicable to, and forms part of the contract. The General Conditions of Contract of HOCL is available in the office of The Chief General Manager (P&A) of HOCL, Ambalamugal or can be downloaded from our Web site www.hoclkochi.com.

RIGHT TO ISSUE ADDENDUM

The company reserves the right to issue any addendum to the tender document to clarify/amend/supplement and/ or delete any of the conditions, clauses or terms stated in the tender documents. Each addendum issued shall be distributed to the tenderer or his authorized representative and each such addendum shall become part of the tender documents.

DUE DATE & TIME: Due date for submission of tender is (Closing date) **24.10.2018** at 02.00 pm.

OPENING OF BIDS: The Technical Bids will be opened on **25.10.2018 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 Annexure II.

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 white coloured (unprotected) cells with their respective financial quotes and other details.** Refer Instructions to Bidder for Online Bid Submission. **(such as name of the bidder).** No other cells 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.

SIGNING & STAMPING ON ALL PAGES OF BIDS: The vendor shall sign and stamp on all the pages of the bids uploaded, failing which bids are liable to be rejected.

PRE BID MEETING: Pre- Bid Meeting on 10/10/2018 : **14⁰⁰ hrs.** at HOCL's Conference Hall.

HINDUSTAN ORGANIC CHEMICALS LIMITED

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

Tender No: MEC30136/2171

NIC Tender ID : 2018_HOCL_387462_1

PREPARATORY WORKS FOR STATUTORY INSPECTION OF SPHERES AND PROPYLENE BULLETS UNDER SMPV(U) RULES - 1981

TECHNICAL BID (FORM – A)

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

PRO-FORMA-TECHNICAL BID

DETAILS OF CURRENT COMMITMENTS (COPIES OF WORK ORDERS TO BE UPLOADED), ANNUAL FINANCIAL TURN OVER (DOCUMENTARY PROOF TO BE UPLOADED), DETAILS OF EMD AND PAN NO. SHALL BE FILLED IN THE FORMAT AND UPLOADED ALONG WITH THE TECHNICAL BID.

NAME OF WORK: PREPARATORY WORKS FOR STATUTORY INSPECTION OF SPHERES AND PROPYLENE BULLETS UNDER SMPV(U) RULES - 1981

1. Details of previous experience(Copies of experience certificates and work orders to be attached)

Sl No.	Name of the Industry/Firm	Period of Contract		Work Order Value Rs.
		From	To	

2. Details of annual financial turnover during the last 3 years. Documentary Proof to be attached)

Financial Year: Turnover:

2015 - '16 - ,

2016-17 -

2017-18 -

3. Details of EMD enclosed:

DD No. _____ Dated _____ Amounting to _____

Name of the Bank : _____.

4. Details of Tender Fee enclosed:

DD No. _____ Dated _____ Amounting to _____

Name of the Bank : _____.

5. Details of Income Tax return submitted for the last 3 year (Copies to be attached) (Yes/No)

6. PAN No: _____

Enclosed the tender documents signed & sealed in all pages (Tender Notice, Scope of Work, Conditions of Contract, Copies of Experience Certificate, Work Orders, EMD etc.)

Signature of the Tenderer :

Name of the Tenderer :

Address :

Place :

Date :