

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

REQUEST FOR QUOTATION

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

Service RFQ NO. : 70000071 / ELE/H2O2-UTY/545
Tender Type : Limited Tender Service
Due Date/Time : 16-Mar-2021/14:00 hrs
Opening date/Time : 16-Mar-2021/15:00 hrs
Contact Person : Sujith PM DM(E)
Date : 17-2-2021

SERVICES REQUIRED AT:

M/s.HINDUSTAN ORGANIC CHEMICALS LTD

AMBALAMUGAL PO, ERNAKULAM DIST, KERALA, INDIA

Dear Sirs,

Subject: AMC of VFD Panels 2021-22

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

Name of Work:AMC of VFD Panels 2021-22. A brief description of the scope of work is given separately which is attached herewith.

Last date of receipt of quotations:Tenders will be received at the office of General Manager(P&A), Hindustan Organic Chemicals Ltd.,Ambalamugal on or before 16-Mar-2021/14:00 hrs. Bids received after the due date will not be considered.

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

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

Goods and Service Tax (GST) :

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

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Rates :

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

ESI, PF, Labour Law, SHE (Safety, Health & Environment) etc. # Requirements :
Refer Annexure A, B and C attached.

Validity of Offer :

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

Contract Preference :

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

Other Terms & Conditions :

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

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

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

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

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

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

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Schedule of Rates

Name of vendor:

GSTIN Regn. of vendor:

Item No.	Service No. Description	Unit	RFQ Qty	Unit Rate (INR) Figure / Words	Amount (INR)
1	S3000659 AMC CHARGES OF VFD PANEL 22 KW FOR FD FAN (2NOS) AND PACKAGE BOILER (1NOS)	Numbers	3.00		
Service Account Code(SAC) for S3000659 :.....					
Rate of Tax %:					
2	S3000660 AMC CHARGES OF VFD PANEL 37 KW FOR RAW WATER PUMP AND TEMPERED WATER COOLER FAN	Numbers	2.00		
Service Account Code(SAC) for S3000660 :.....					
Rate of Tax %:					
3	S3000661 AMC CHARGES OF VFD PANEL 45 KW FOR HYDROGENATION FEED PUMP	Numbers	2.00		
Service Account Code(SAC) for S3000661 :.....					
Rate of Tax %:					
4	S3000662 AMC CHARGES OF VFD PANEL 55 KW FOR ID FAN	Numbers	2.00		
Service Account Code(SAC) for S3000662 :.....					
Rate of Tax %:					
5	S3000854 AMC CHARGES OF VFD PANEL 75 KW FOR HOT OIL BLOWER FAN	Numbers	1.00		
Service Account Code(SAC) for S3000854 :.....					
Rate of Tax %:					

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

Total Amount Rs:

In Words Rupees:.....

Date :

Signature and Seal of the Contractor

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NOTES

1.SCOPE OF WORK:-

SCOPE OF WORK FOR AMC OF VFD PANELS

- a)Quarterly schedule visits are to be made by service engineer for routine checkups, logging of all drive parameters, inspection of cards , requisite cleaning and testing of drive parameters etc.
- b) Break down complaints is to be attended within 24 hrs.

SCOPE OF WORK FOR PREVENTIVE MAINTENANCE

The preventive maintenance will have to be attended Quarterly. The details of service under preventive maintenance are as follows:

1. Checking of operating conditions: The service engineer will check the operating conditions of the drive in line and log all drive parameters.
2. Inspection of drive: The service engineer will inspect the condition of drive and replace essential spares, signal converter, choke if required.
3. Checking the general healthiness of the system: The service engineer will check the general healthiness of the system and carry out requisite cleaning and testing of drive parameters.
4. Report: A detailed report on the jobs carried out, spares replaced and the observations are to be submitted after each visit.

SCOPE OF THE WORK FOR BREAKDOWN MAINTENANCE

Breakdown calls will have to be attended within a day from the date of intimation, during the contract period. All the essential spares for drives shall be supplied, replaced/installed by the vendor. Payment for the spares supplied, replaced /installed will be made by HOCL at an actual.

The spares/components under HOCL custody shall be handed over to contractor if required. The spares /components handed over by HOCL shall be replaced/installed by the vendor without any additional cost to HOCL.

Special conditions for the AMC of VFD panels

The following conditions shall be fulfilled in addition to the GCCs:

1. Performance report to be submitted quarterly.
2. Units are to be serviced quarterly.
3. Emergency calls to be attended at the earliest.
4. The bill/cash memo of spares used along with the service report need to be given to the officer-in-charge for taking necessary action.
5. Schedule of service to be given to the officer-in-charge in advance.

2.SCOPE OF SUPPLY:-

MATERIALS

a. Contractor's Scope

All the necessary parts/components required for repairing the VFD panels have to be supplied by the contractor. Payment for the new parts/components replaced will be made by HOCL at an actual. Contractor has to replace/install the same without any additional cost to HOCL.

b. HOCL's Scope

Payment for the new parts / components replaced will be made by HOCL at an actual.

TOOLS AND TACKLES

a. Contractor's Scope

All the required Tools and Tackles shall be arranged by the contractor.

b. HOCL's Scope

Nil.

3.ENGINEER/OFFICER IN CHARGE:-

Sujith PM DM(E)

4.PAYMENT TERMS:-

25% of contract value shall be paid quarterly after successful completion of each quarterly maintenance service.

5.PERIOD OF CONTRACT:-

The period of the contract shall be one year from the date of issue of work order / LOI.

6.TIME OF COMPLETION:-

The time of completion shall be one year from the date of issue of work order / LOI.

7.SECURITY DEPOSIT:-

Nil

8.LIQUIDATED DAMAGES:-

Nil

Continued...

9.EARNEST MONEY DEPOSIT:-
Nil

10.DEFECT LIABILITY PERIOD:-
Nil

Thanking You,
Yours Faithfully,

FOR HINDUSTAN ORGANIC CHEMICALS LTD

P. SELVENDRAN
CGM (ELECTRICAL)

Attachments: -

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

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

Offer for AMC of VFD Panels 2021-22

From : HOCL
1003142

RFQ No. : **70000071**

Due Date :16-Mar-2021
Due Time : 14:00 hrs

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