



## हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड HINDUSTAN ORGANIC CHEMICALS LTD

(भारत सरकार का उद्यम A Government of India Enterprise)

अंबलमुगल,कोची AMBALAMUGAL, COCHIN – 682 302

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

### OPEN E- TENDER NOTICE

एचओसीएल निम्नलिखित मदों की आपूर्ति के लिए दो बोली के अधीन ई बोली आमंत्रित करती है।  
HOCL Invites e Bids under two bid system for the supply of following item.

क्रमांक Sl.No.	मद के विवरण और निविदा सं Description of item and Tender No.	मात्रा (लगभग) Qty (Approx)
1	2 एथ्लान्थाक्विनोन (2 ईएक्यू) 2 ETHYLANTHRAQUINON (2 EAQ) एचओसीएल निविदा संदर्भ : HOCL Tender Ref : MAT/PUR/50342/20	तीन हजार किलोग्राम 3,000 Kg

निविदा दस्तावेज़ [www.hoclindia.com](http://www.hoclindia.com) या [www.eprocure.gov.in](http://www.eprocure.gov.in) से डाउनलोड कर सकता है।  
Tender documents may be downloaded from [www.hoclindia.com](http://www.hoclindia.com) or [www.eprocure.gov.in](http://www.eprocure.gov.in)

इच्छुक पक्ष निविदा में भाग लेने के लिए एनआईसी ई प्रोक्योरमेंट पोर्टल (यूआरएल : <https://eprocure.gov.in/eprocure/app>) में पंजीकृत करें। निर्धारित ऑनलाइन प्रक्रिया से भिन्न अन्य माध्यम से प्रस्तुत निविदाएँ स्वीकार नहीं किया जाएगा। कृपया अपना प्रस्ताव प्रस्तुत करने से पहले किसी जोड़/शुद्धिपत्र/विस्तार के लिए उपरोक्त वेबसाइट नियमित रूप से देखें।

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.

धन्यवाद Thanking you,

भवदीय Yours Faithfully,

कृते हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड  
For Hindustan Organic Chemicals Limited  
(GSTIN: 32AAACH2663P1ZG)

K.R. Usharani के.आर . उषाराणी

CGM(Materials / FPS) मुख्यमहाप्रबंधक (सामग्री /एफ. पी. एस)



हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड HINDUSTAN ORGANIC CHEMICALS LTD

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अंबलमुगल, कोची AMBALAMUGAL, COCHIN – 682 302

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

MAT/PUR/50342/20

06.06.2020

Dear Sir,

Hindustan Organic Chemicals Ltd. Is a Govt. of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. HOCL invites e tenders for the supply of 3,000 Kg of 2 ETHYLANTHRAQUINON (2 EAQ) as per detailed specification attached in Annexure III. HOCL has entered into an agreement with M/s NIC for e-procurement through their portal [www.eprocure.gov.in](http://www.eprocure.gov.in) .You may please get registered as a vendor with NIC for participating in this tender.

Tender documents are uploaded in HOCL website [www.hoclindia.com](http://www.hoclindia.com) and [www.eprocure.gov.in](http://www.eprocure.gov.in)

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

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

**Closing Date of Tender : 29.06.2020 at 2.00 pm**

**Opening Date of Tender : 30.06.2020 at 2.00 pm**

धन्यवाद Thanking you,

भवदीय Yours Faithfully,

कृते हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड

For Hindustan Organic Chemicals Limited

(GSTIN: 32AAACH2663P1ZG)

K.R. Usharani के.आर . उषाराणी

CGM(Materials / FPS) मुख्यमहाप्रबंधक (सामग्री /एफ. पी. एस)

**INDEX – TENDER NOTICE FOR THE PROCUREMENT OF 3 MT OF 2 ETHYLANTHRAQUINON (2 EAQ)**

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### ऑनलाइन प्रस्तुतीकरणकेलिएअनुदेशInstructions for Online Submission

बोलीदाताओंकोअपनीबोलियोंकीसॉफ्टप्रतियाँमान्यडिजिटलसिग्नेचरसर्टिफिकेटकाउपयोगकरकेसीपीपीपोर्टलपरइलेक्ट्रॉनिकमाध्यमसेजमाकरनीहै।नीचेदिएगएनिर्देशसीपीपीपोर्टलपरपंजीकरणकरनेमेंबोलीलगानेवालोंकीसहायताकरने,

उनकीबोलियोंकोआवश्यकताओंकेअनुसारतैयारकरनेऔरअपनीबोलियोंकोसीपीपीपोर्टलपरऑनलाइनजमाकरनेकेलिएहैं।

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.

सीपीपीपोर्टलपरऑनलाइनबोलियांप्रस्तुतकरनेकेलिएउपयोगीजानकारी:

<https://eprocure.gov.in/eprocure/app> परप्राप्तकीजासकतीहै।

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

#### **पंजीकरणREGISTRATION**

1. बोलीदाताओंकोसीपीपीपोर्टलपर"ऑनलाइनबोलीनामांकन"लिंकपरक्लिककरकेकेंद्रीयसार्वजनिकखरीदपोर्टलकेई-प्रोक्योरमेंटमॉड्यूल) URL: <https://eprocure.gov.in/eprocure/app>)परनामांकनकरनाआवश्यकहैजोनिःशुल्कहै। 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. नामांकनप्रक्रियाकेभागकेरूपमें, बोलीदाताओंकोएकविशिष्टउपयोगकर्तानामचुननाहोगाऔरउनकेखातोंकेलिएएकपासवर्डनिर्दिष्टकरनाहोगा।

As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

3. बोलीदाताओंकोसलाहदीजातीहैकिवेपंजीकरणप्रक्रियाकेरूपमेंअपनावैधईमेलपताऔरमोबाइलनंबरपंजीकृतकरें।इनकाउपयोगसीपीपीपोर्टलकेकिसीभीसंचारकेलिएकियाजाएगा। 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. नामांकनकेबाद, बोलीदाताओंकोअपनेप्रोफाइलकेसाथसीसीएंडडिया(जैसेSify / nCode / eMudhraआदि)

द्वारामान्यताप्राप्तकिसीभीप्रमाणनप्राधिकरणद्वाराजारीकिएगएवैधडिजिटलहस्ताक्षरप्रमाणपत्र (डीएससी) (मुख्यउपयोगपरहस्ताक्षरकरनेकेसाथकक्षाIII प्रमाणपत्र (कोपंजीकृतकरनेकीआवश्यकताहोगी।

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. बोलीदाताद्वाराकेवलएकवैधडीएससीकोपंजीकृतकरनाचाहिए।कृपयाध्यानदेंकिबोलीदातायहसुनिश्चित करनेकेलिएज़िम्मेदारहैंकिवेअपनेडीएससीकोदूसरोंकोउधारनदें, जिससेइसकादुरुपयोगहोसकताहै।  
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. बोलीदातातबअपनीयूजरआईडी / पासवर्डऔरडीएससी / ई-टोकनकेपासवर्डकोदर्जकरकेसुरक्षितलॉग-इनकेमाध्यमसेसाइटपरजासकताहै।  
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.

### निविदादस्तावेजोंकेलिएखोज SEARCHING FOR TENDER DOCUMENTS

1. सीपीपीपोर्टलमेंविभिन्नखोजविकल्पबनाएगएहैं,  
जिससेबोलीदाताओंकोकईमापदंडोंद्वारासक्रियनिविदाएंखोजनेमेंसुविधाहो।इनमापदंडोंमेंटेंडरआईडी, संगठनकानाम, स्थान, दिनांक, मूल्यआदिशामिलहोसकतेहैं।निविदाओंकेलिएउन्नतखोजकाएकविकल्पभीहै, जिसमेंबोलीदातासीपीपीपोर्टलपरप्रकाशितनिविदाकेलिएखोजकरनेकेलिएकईखोजमापदंडोंजैसेकिसंगठनकानाम, अनुबंधकाप्रारूप, स्थान, दिनांक, अन्यकीवर्डआदिजोड़सकतेहैं।  
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. एकबारबोलीदाताओंनेउननिविदाओंकाचयनकरलियाहैजिनमेंवेरुचिरखतेहैं, वेआवश्यकदस्तावेज / निविदाकार्यक्रमडाउनलोडकरसकतेहैं।इननिविदाओंकोसंबंधित "मडॅटर" फ़ोल्डरमेंलेजायाजासकताहै।यहसीपीपीपोर्टलकोएसएमएस / ई-मेलकेमाध्यमसेबोलीलगानेवालोंकोयदिनिविदादस्तावेजमेंकोईभीशुद्धिपत्रजारीकियागया, सूचितकरनेमें सक्षमकरेगा।  
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. बोलीदाताकोप्रत्येकनिविदाकोसोपीगईअद्वितीयनिविदाआईडीकोनोटकरनाचाहिए, यदिवेहेल्पडेस्कसेकोईस्पष्टीकरण / सहायताप्राप्तकरनाचाहतेहैं।  
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.

### बोलीकीतैयारीPREPARATION OF BIDS

1. बोलीदाताकोअपनीबोलियांजमाकरनेसेपहलेनिविदादस्तावेजपरप्रकाशितकिसीभीशुद्धिपत्रपरविचारकरनाचाहिए।  
Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2. बोलीकेसाथप्रस्तुतकिएजानेवालेआवश्यकदस्तावेजोंकोसमझनेकेलिएकृपयानिविदाविज्ञापनऔरनिविदादस्तावेजकोध्यानसेपढ़ें।कृपयाउनकवरोंकीसंख्यापरध्यानदेंजिनमेंबोलीदस्तावेजजमाकरनेहैं, दस्तावेजोंकीसंख्या -

प्रत्येकदस्तावेजकेनामऔरसामग्रीसहितजिन्हेंप्रस्तुतकरनेकीआवश्यकताहै।इनमेंसेकिसीभीविचलनसे बोलीकीअस्वीकृतिहोसकतीहै।

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. बोलीदाताको, पहलेहीनिविदादस्तावेज /  
अनुसूचीमेंदर्शाएअनुसारप्रस्तुतकिएजानेवालेबोलीदस्तावेजतैयारकरनाचाहिएऔरआमतौरपर,  
वेपीडीएफ/एक्सएलएस/आरएआर/डीडब्ल्यूएफ /  
जेपीजीप्रारूपोंमेंहोसकतेहैं।बोलीदस्तावेजोंकोकालेऔरसफेदविकल्पकेसाथ100डीपीआईकेसाथस्कैनकि  
याजासकताहैजोस्कैनकिएगएदस्तावेजकेआकारकोकमकरनेमेंमददकरताहै।

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. मानकदस्तावेजोंजिनकोप्रत्येकबोलीकेसाथप्रस्तुतकरनेकीआवश्यकताहोतीहै,केएकजैसेसेटकोअपलोड  
करनेमेंलगनेवालेसमयऔरप्रयाससेबचनेकेलिए, (ऐसेमानकदस्तावेजों) जैसेपैनकार्डप्रति, वार्षिकरिपोर्ट,  
लेखापरीक्षाप्रमाणपत्रआदि (

कोअपलोडकरनेकाप्रावधानबोलीदाताओंकोप्रदानकियागयाहै।बोलीदाताइसतरहकेदस्तावेजअपलोडकर  
नेकेलिएउनकोउपलब्ध" मेरास्थान "या"अन्यमहत्वपूर्णदस्तावेज"  
स्थानकाउपयोगकरसकतेहैं।येदस्तावेजसीधेबोलीलगातेसमय" मेरास्थान "सेप्रस्तुतकियाजासकताहै,  
औरबार-

बारअपलोडकरनेकीआवश्यकतानहींहै।इससेबोलीप्रस्तुतकरनेकीप्रक्रियाकेलिएआवश्यकसमयमेंकमी  
आएगी।

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.

**नोट:** मर्डोक्यूमेंडस्थानकेवलअपलोडकरनेकीप्रक्रियाकोआसानबनानेकेलिएबोलीदाताओंकोदियागयाएकसंग्रह  
स्थानहै।यदिबोलीदातानेमर्डोक्यूमेंडस्थानमेंअपनेदस्तावेजअपलोडकिएहैं,  
तोयहइनदस्तावेजोंकोतकनीकीबोलीकेहिस्सेकेरूपमेंस्वयंसुनिश्चितनहींकरसकताहै।

**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.

**बोलीकीप्रस्तुतिSUBMISSION OF BIDS**

- 1 बोलीदाताकोबोलीजमाकरनेकेलिएपहलेसेसाइटपरलॉगइनकरनाचाहिएताकिवेबोलीसमयपरअपलोडकरसकेंयानिबोलीप्रस्तुतिसमयपरयाउससेपहलेकरसकतेहैं।बोलीदाताअन्यविषयोंकेकारणकिसीभीदेरीकेलिएजिम्मेदारहोगा।  
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 बोलीदाताकोडिजिटलीहस्ताक्षरकरनाहोगाऔरआवश्यकबोलीदस्तावेजोंकोएक-एककरकेअपलोडकरनाहोगाजैसाकिनिविदादस्तावेजमेंदर्शायागयाहै।  
The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3 बोलीदाताकोयथालागूनिविदाशुल्क / ईएमडीकेभुगतानकेलिए" ऑफलाइन " भुगतानविकल्पकाचयनकरनाहैऔरलिखतकेविवरणदर्जकरनाहै।  
Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4 बोलीदाताकोनिविदादस्तावेजमेंनिर्दिष्टनिर्देशोंकेअनुसारईएमडीतैयारकरनाचाहिए।मूलप्रतिकोबोलीजमाकरनेकीअंतिमतिथितकयानिनिविदादस्तावेजोंमेंनिर्दिष्टअनुसार, डाक / कूरियरद्वारा / संबंधितअधिकारीकोव्यक्तिगतरूपसेदियाजानाचाहिए।भौतिकरूपसेभेजेगएडीडी/किसीभीअन्यस्वीकृतलिखतकाविवरण,  
स्कैनकीगयीकॉपीमेंउपलब्धविवरणऔरबोलीजमाकरनेकेसमयदर्जकिएगएडेटाकेसाथमेलखानाचाहिए।  
अन्यथाअपलोडकीगईबोलीअस्वीकारकरदीजाएगी।  
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 बोलीदाताओंसेयहनोटकरनेकाअनुरोधहैकिउनकोप्रदानकीगईप्रारूपमेंअपनीवित्तीयबोलियांअवश्यरूपसेप्रस्तुतकरनाचाहिएऔरकोईअन्यप्रारूपस्वीकार्यनहै।यदिनिविदाबोलीकेसाथमूल्यबोलीकोएकमानकबीओक्यू) BoQ) प्रारूपकेरूपमेंदियागयाहै, तोवहीडाउनलोडकियाजानाहैऔरसभीबोलीदाताओंद्वाराभराजानाहै।बोलीदाताओंकोबीओक्यू) BoQ) फ़ाइलडाउनलोडकरना, उसेखोनाऔरअपनेसंबंधितवित्तीयभावऔरअन्यविवरणों)जैसेबोलीदाताकानाम (केसाथसफेदरंग) असुरक्षित (स्थानोंकोपूराकरनेकीआवश्यकताहोतीहै।किसीभीअन्यस्थानोंमेंबदलावर्नहींकरनाचाहिए।एकबारविवरणपूराहोजानेकेबाद,  
बोलीदाताकोफ़ाइलसेवकरकेनामबदलेबिनाइसेऑनलाइनप्रस्तुतकरनाचाहिए।यदिबीओक्यू)BoQ)फ़ाइलकोबोलीदाताद्वारासंशोधितपायाजाताहै, तोबोलीअस्वीकारकरदीजाएगी।  
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 सर्वरसमय) जिसे बोलीदाताओं के डैशबोर्ड पर प्रदर्शित किया जाता है (को बोलीदाताओं द्वारा बोलियां प्रस्तुत करने के लिए समय सीमा को संदर्भित करने, बोलियां खोलने आदि के लिए मानक समय माना जाएगा। बोली प्रस्तुतिके दौरान बोलीदाताओं को इस समय का पालन करना चाहिए।  
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 डेटा की गोपनीयता सुनिश्चित करने के लिए बोलीदाताओं द्वारा प्रस्तुत किए गए सभी दस्तावेजों को पीकेआई कूटलेखन) एन्क्रिप्शन (तकनीकों का उपयोग करके कूट) एन्क्रिप्ट (किया जाएगा। दर्ज किया गया डेटा अनधिकृत व्यक्तियों द्वारा बोली खोलने के समय तक नहीं देखा जा सकता है। बोलियों की गोपनीयता सुरक्षित सॉकेट लेयर 128 बिट एन्क्रिप्शन प्रौद्योगिकी का उपयोग करके बनाए रखी जाती है। संवेदनशील क्षेत्रों का डेटा संग्रह एन्क्रिप्शन किया जाता है। सर्वर पर अपलोड किए गए कोई भी बोली दस्तावेज सिस्टम द्वारा जनित सममित कुंजी का उपयोग करके सममित एन्क्रिप्शन के अधीन है। इसके अलावा, इस कुंजी को क्रेताओं/बोली खोलने वालों की सार्वजनिक कुंजी का उपयोग करके असममित एन्क्रिप्शन के अधीन किया जाता है। कुलमिलाकर,  
अपलोड किए गए निविदा दस्तावेज प्राधिकृत बोली खोलने वालों द्वारा निविदा खोलने के बाद ही पठनीय हो जाते हैं।  
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 अपलोड किए गए एंटर दस्तावेज अधिकृत बोली सलामी बल्लेबाजों द्वारा निविदा खोलने के बाद ही पठनीय हो जाते हैं।  
The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9 बोलियों के सफल और समय पर प्रस्तुतीकरण) यानी पोर्टल में " फ्रीज बिड सबमिशन " पर क्लिक करने के बाद (, पोर्टल एक सफल बोली प्रस्तुत करने का संदेश देगा और बोली संख्या तथा अन्य सभी प्रासंगिक विवरणों के साथ बोली प्रस्तुत करने की तिथि और समय के साथ एक बोली सारांश प्रदर्शित किया जाएगा।  
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 बोली सारांश का प्रिंट किया जाना है और बोली प्रस्तुत करने की पावती के रूप में रखा जाना है। इस पावती का उपयोग किसी भी बोली खुलाव बैठकों के लिए प्रवेश पास के रूप में किया जा सकता है।



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.

### **बोलीदाताओंकोसहायताASSISTANCE TO BIDDERS**

1. निविदादस्तावेजऔरउसमेंनिहितनियमोंऔरशर्तोंसेसंबंधितकिसीभीप्रश्नकोनिविदाकेलिएनिविदाआमंत्रणप्राधिकरणकोयानिविदामेंउल्लेखितसंबंधितसंपर्कव्यक्तिकोसंबोधितकियाजानाचाहिए।  
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. ऑनलाइनबोलीप्रस्तुतकरनेकीप्रक्रियासेसंबंधितकोईभीप्रश्नयासामान्यरूपसेसीपीपीपोर्टलसेसंबंधितप्रश्न24 x 7सीपीपीपोर्टलहेल्पडेस्ककोनिर्देशितकिएजासकतेहैं।  
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.

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**अनुबंध ANNEXURE- II****GENERAL INSTRUCTIONS TO BIDDERS FOR BID SUBMISSION**

Please submit your e-bids under the two bid system conforming to the specifications and the terms and conditions attached as per instructions given below:-

1. HOCL has entered into an Agreement with NIC for e procurement through their portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Quotations shall be submitted online on or before the due date and time of closing the tender. The Techno commercial bid containing the Technical specification of the Products and Proof of satisfactorily meeting the Eligibility Criteria and all commercial terms should be uploaded as per instructions given in Annexure II. The Price bid should be submitted in price bid format given.
2. Techno commercial bid shall be opened electronically on specified date and time given in NIT. Bidders can witness the electronic opening of bid .The date and time of opening of the price bids will be intimated to the technically qualified bidders after evaluation of the Technical bids via email alerts through the valid emails confirmed.
3. The bid shall contain as integral part of the same the following compliance statement: "We have read, understood and accepted the terms and conditions of purchase and related documents forming part of this enquiry and agree to supply the goods in compliance with the same."
4. The bids shall be neatly typed in English language with pages consecutively numbered and shall be signed on all pages by authorized persons. Bids shall be free from over writing and all corrections shall be duly attested by the bidder.
5. Bidders should carefully study the documents of this enquiry. All terms and conditions set out there in the enquiry shall be binding on the bidders unless conflicting with any terms and conditions expressly stated by HOCL while accepting any bid, in the event of such acceptance.
6. HOCL reserves the right, without assigning any reason whatsoever, to accept or reject any or all bids in part or in full or cancel this enquiry.
7. HOCL reserves the right to extend without giving any reason(s) the closing date/time of the enquiry.
8. Bids shall be valid for a minimum of 60 days from the due date for receipt and opening of the bids.
10. Purchase Preference to Central Public Sector Enterprises of Govt Of India and MSMEs shall be as per Govt. of India policy in vogue.

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**ELIGIBILITY CRITERIA FOR PARTICIPATING IN THE BID.****Offers of bidders who satisfy the following Eligibility Criteria only will be considered.**

- 1) Only manufacturers or their authorized dealers having sound financial capability and who can supply 2 EAQ as per the specification enclosed should submit the offers. Vendors who have been blacklisted in the past by any PSU shall not submit the bids.
- 2) Vendors must have executed orders of minimum value of Rs.112 Lakhs for similar items in the last 3 financial years.
- 3) Vendor should have executed at least one order of minimum value of Rs.28 lakhs for similar items in the last 3 financial years.
- 4) Vendor shall submit a solvency certificate of a scheduled bank worth minimum Rs.14 lakhs.
- 5) Vendors who are already registered with HOCL for the supply of 2EAQ are not required to furnish credentials against point no 2,3 and 4

Documentary evidence for all above parameters is to be furnished by the bidder with the technical bid.

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SPECIFICATION OF 2EAQ (REFINED GRADE FOR HYDROGEN PEROXIDE PRODUCTION PROCESS)

Appearance	: Solid Yellow Flakes
2-EAQ contents	: 98.5% (min)
Chloride	: 40.0 ppm (max)
Iron	: 5 ppm (max)
Sulphur	: 10 ppm (max)
Toluene insoluble	: 0.05% (max)
Melting Point	: 107.0 – 111.0C (Melting range 2.0 C max)
Acidity, mg KOH/g	: 0.05 (max)
Ash, % w/w	: 0.05 (max)

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**TERMS AND CONDITIONS OF THE TENDER**

1. **SPECIFICATION:** -The product offered should be as per the material specification enclosed herewith. Please confirm each parameters of our Spec. for your offer.
2. **PRICE:** - The price quoted should be for FOB dispatch Port on per Kg basis for Foreign suppliers and on FOR Ambalamugal Kochi for Indian manufacturers/Dealers .Freight charges in Rs /USD as applicable to be mentioned in BOQ .In case freight charges is not mentioned, approximate charges will be added for comparing the offers.

In case a tenderer does not specify the basis of price or quotes on Ex-works or FOR dispatching station basis, price will be loaded on the following manner (For Indian Manufactures / Dealers).

- a. In case of Ex-works offer and if the firm does not specify the packing & Forwarding Charge,2% of Ex-Works price will be loaded to arrive at FOR dispatching station price.
- b. In case of FOR Dispatching station offer, following percentage will be added to arrive FOR destination price as element of estimated freight up to destination.

<u>Approximate distance of dispatching station from site</u>	<u>% for dispatching station price</u>
Above 2001 Km	5%
1501-2000 Km	4%
1001-1500 Km	3%
501-1000 Km	2%
500 Km & below	1%

In case the firm quotes the exact amount of freight & P&F Charges, the same will be added in place of above percentage amount

3. **PRICE COMPARISON:** The Price bid formula given in the BOQ is applicable only for Manufactures/Dealers quoting in Indian Rupees and supplying from within India.  
For others quoting in US \$ or other foreign currency and supplying from other countries, the rate comparison will be done manually. The currency of the tendered price will be converted to Indian Rupees based on RBI Exchange rate applicable on the dated of opening of Price bid or nearest available date
4. **QUANTITY: -3.00 MT**
5. **PACKING:** - To be packed in 50 Kg Fibre drum for both Foreign and Domestic Suppliers. Packing should be suitable for sea-worthy transportation with necessary marking as per International standards for foreign suppliers. For domestic suppliers it should be suitable for road transportation.
6. **DELIVERY PERIOD:** - 30 days.
7. **PAYMENT TERMS:** - 100% payment by irrevocable confirmed Letter of Credit with 30 days interest free credit. The L/C shall not be transferable, divisible and assignable. For Indian manufacturers the payment terms would be within 30 days of material at site.
8. **VALIDITY OF THE OFFER:** - Should be 60 days from the due date of receipt of quotation.
9. **RECEIPT PORT:** - The product should be dispatched to Cochin Port, Kerala, India for Overseas supply.

10. **INSURANCE:** - Supplier shall inform details of despatch so that Insurance can be arranged by HOCL. As soon as the material is dispatched please intimate the details to us by Mail.

11. **IMPORT DOCUMENTATION:-**

Sellers to provide following documents to the Bank within 21 days of B/L date.

- a. Bill of Lading corresponding to the quantity as certified by the surveyor – 2 originals and 3 non negotiable.
- b. Certificate of Origin issued by Chamber of Commerce/Department of Trade – 1 original and 2 copies.
- c. Certificate of analysis– 1 original and 2 copies
- d. Commercial Invoice showing FOB value
- e. Phytosanitary Certificate
- f. Copy of intimation regarding despatch of material to our underwriters as mentioned in Clause 9 above.
- g. Domestic suppliers may submit relevant documents pertaining to domestic transactions

Domestic suppliers may submit relevant documents pertaining to domestic transactions

12. **LIQUIDATED DAMAGES:-** In the event of the supplier's failure to deliver the goods by the dates specified in the contract, the purchaser may without prejudice to his any other rights hereunder, recover from the supplier liquidated damages @ 0.5 percent per week of delay of the contract price of the undelivered goods, subject to a maximum of 5 %

13. **SECURITY DEPOSIT: NIL**

14. **Jurisdiction:** All questions, disputes or differences arising under or in connection with this contract shall be subject to the exclusive jurisdiction of the courts in Ernakulam, Kerala, India only:

- a. When the contract is with domestic supplier, the applicable arbitration procedure will be as per Indian Arbitration & Conciliation Act, 1996 or any statutory modifications or reenactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings.
- b. When the contract is with foreign supplier, the supplier has the option to choose either Indian arbitration and Conciliation Act, 1996 or arbitration in accordance with the provision of UNCITRAL (United Nations Commission on International Trade Law Arbitration ) Arbitration Rules.

15. **OPENING OF BIDS:** - The Technical Bid will be opened at **02.00 PM on 30.06.2020** electronically. Technically acceptable bidders will be informed about the date and time of opening of the price bids.

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**FORMAT FOR TECHNICAL BID**

1. Name of the Bidder :
2. Name of the Manufacturer :
3. Address of Factory/location :
4. Address of Indian Office if any :
5. List of orders executed in India for 2EAQ with supporting documents :
6. Whether analysis report of the product offered is attached (This is to be uploaded) :
7. What are the guarantee/warranty applicable for the product you have quoted (details to be uploaded along with technical bid) :
8. Name of contact person & position :
9. Packing of the product offered :
10. Payment terms offered :
11. Delivery period offered :
12. Un priced price bid to be uploaded showing the details of Taxes and Duties :
13. Any other details :

Note: - You should also enclose a covering letter in your official letter head giving the details of your offer number with date, Name of the contact person and the contact numbers including email and FAX.

DATE

PLACE

SIGNATURE &amp; SEAL

अनुबंध ANNEXURE VIIवाणिज्यिक अवधि प्रपत्र COMMERCIAL TERM FORMAT

(आपके पत्रशीर्ष एवं मुद्रित कर अपलोड किया जाए)  
(To be printed on your letter head & uploaded)

(कृपया अपने पत्रशीर्ष में नीचे दिये गए विवरण भरें और अपनी बोली के साथ अपलोड किया जाए)

(Please fill up the details mentioned below in your letter head and upload along with your bid)

संगठन का नाम और पता

Name and Address of Organization:

फोन और फ़ैक्स संख्या Phone & Fax No:

जीएसटीआईएन GSTIN :

पत्राचार के लिए ईमेल आईडी

E-mail id for correspondence:

संपर्क अधिकारी के नाम और दूरभाष संख्या

Contact Person Name and Mobile No:

एमएसएमई/एनएसआईसी के साथ पंजीकृत है

Whether registered with MSME/NSIC:

(यदि हाँ तो दस्तावेज प्रमाण संलग्न करें)

(If so pl. enclose documentary proof)

दी गयी भुगतान अवधि Payment Term offered.

दिये गए वितरण शर्तें : Terms of delivery offered:

एक्सवर्क्स/ एफओआर प्रेषण केंद्र (नाम निर्दिष्ट किया जाए) एफओआर एचओसीएल  
EX WORKS/FOR Dispatching station (name to be specified)/FOR HOCL/FOB

परताव की वैधता Validity of offer:

वितरण अवधि Delivery period:

लागू कर Taxes Applicable:

आपूर्ति के साथ प्रदान प्रमाण पत्र Certificates provided along with supply.

विनिर्देशन में विचलन यदि कोई हो तो Deviation in specification if any

हस्ताक्षर और मोहर Signature and Stamp