

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

REQUEST FOR QUOTATION

RFQ No. :
Collective RFQ No.: 2207/MEC30138
Date : 07.09.2018
Contact Person : L. SHANIL LAL
Due Date/Time : 28.09.2018,14:00:00 Hrs
Opening Date/Time : 28.09.2018,15:00:00 Hrs

Date :07.09.2018

SERVICES REQUIRED AT:

M/s. Hindustan Organic Chemicals Limited,
P. O. Ambalamugal, Kochi-682302,
Kerala, India.

Dear Sirs,

Subject:MAINTENANCE OF HEAT EXCHANGERS - FRACTIONATION

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

2. **Name of Work:** MAINTENANCE OF HEAT EXCHANGERS - FRACTIONATION. A brief description of the scope of work is given separately which is attached herewith.

3. **Last Date of Receipt of Quotations:** Tenders will be received at the office of General Manager (P&A), Hindustan Organic Chemicals Limited, Ambalamugal on or before **28.09.2018** up to **14:00:00 Hrs**. Bids received after the due date will not be considered.

4. **Earnest Money Deposit:** Quotation shall accompany an EMD of **Rs. 4,700.00/-** paid by crossed DD/Bankers Cheque/Cash only of State Bank of India drawn in favor of M/s. Hindustan Organic Chemicals Limited payable at Ambalamedu branch of SBI. Quotations not accompanied with EMD, are liable to be rejected.

5. **Cost of Tender Documents:** Nil.

6. **Submission of Quotations**

6.1 **Single Bid System**

Bidders shall submit their offer in one sealed envelope duly signed and to superscribe as given in 6.2. Envelope shall contain Earnest Money Deposit (if any, see Note No. 4 above) and shall sign on all pages of the offer, this RFQ and details asked for, including pre-qualification (if any) along with a forwarding letter containing all schemes with all technical details, supporting documents, drawings and technical & commercial deviations (if any), and price details duly signed and sealed on all pages.

6.2 Sealed envelope shall be superscribed with Enquiry No. and Offer for MAINTENANCE OF HEAT EXCHANGERS - FRACTIONATION. **Due Date: 28.09.2018** up to **14:00:00 Hrs** and shall be submitted to **General Manager (P&A), Hindustan Organic Chemicals Limited, Ambalamugal, PIN - 682302, Ernakulam District, Kerala State, India** by post or deposited in the Tender Box kept in our Administrative Building. Bidders shall print their addresses on all envelopes. Late quotations will not be entertained.

6.3 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.

7. Rates

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.

8. ESI, PF, Labour Law, SHE (Safety, Health & Environment) etc. # Requirements

Refer Annexure A, B and C attached.

9. Engineer/Officer In-Charge:

Mr. P.V. BABU, CHIEF ENGINEER (MECHANICAL)

10. Defect Liability Period

As per GCC.

11. Payment Terms

90% payment will be released after completion of work and certification by Engineer-In-Charge.

Balance 10% payment will be made after defect liability period of one year or on production of PBG for the said amount.

12. 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.

13. 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.

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.

14. Liquidated Damages

If the work is not completed within the stipulated time, the contractor is liable to pay an 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.

16. Period of Contract

Period of contract shall be one year from the date of issue of work order.

15. Scope of Supply

MATERIALS

a. Contractor's Scope

All skilled & Unskilled manpower requirement for the work shall be arranged by the contractor.

Supply of Scaffolding material (pipe and clamps) and erection of scaffolding if required shall be arranged by the contractor.

b. HOCL's Scope

HOCL shall issue hoses, gaskets (metallic / CAF), pressure gauges, fasteners, tube plugs, air, water, electricity at one point free of cost to the contractor. In case of CAF Gaskets, HOCL shall provide only the gasket sheets (free of cost) to the contractor. The contractor has to make arrangements to cut the gaskets to the required size. Fasteners (if required) for the final box up work shall be issued by HOCL at free of cost.

TOOLS AND TACKLES

a. Contractor's Scope

All machines, tools, tackles, lifting equipments such as crane, chain pulleys, slings, D-shackles, hydraulic test pumps and other tools and equipments required for the satisfactory completion of the work shall be arranged by the contractor.

Crane / derrick required for the successful completion of the entire work shall be arranged by the contractor at his own cost. HOCL shall permit the contractor to hire the HOCL's mobile crane on chargeable basis IF IT IS AVAILABLE and the rate shall be Rs.1000/hr. + GST for mobile crane of capacity 18T.

NON-AVAILABILITY OF HOCL CRANE SHALL IN NO WAY RELIEVE THE VENDOR OF HIS RESPONSIBILITY IN MEETING ALL THE PROVISIONS OF THE ENQUIRY CONDITIONS).

b. HOCL's Scope

Calibrated pressure gauges for hydrotest shall be given by HOCL which shall be returned back without any damage.

17. Time of Completion

Time of completion shall be 5 to 10 days from the date of instruction to start the work or as instructed by the Engineer-in-Charge (for each Exchanger). However, time for hydroblasting by other agency shall not be considered. (Please refer Point No. 16 in the Scope of Work.)

18. 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.

19. Other Terms & Conditions

19.1 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. 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.

19.2 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.

19.3 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.

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

19.5 For all future correspondences, please mention the Collective RFQ Number and RFQ Number.

20. 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.

21. Unless otherwise stated all clauses of General Conditions of Contract and special Conditions of Contract shall generally be applicable to this contract.

Date, Time & Venue of Public Opening of Tender

Date : 28.09.2018

Time : 15:00:00 Hrs

Venue: **Tender Room in Training Centre of HOCL, Ambalamugal.**

Thanking You,

Yours Faithfully,

For Hindustan Organic Chemicals Limited,



L. SHANIL LAL

GENERAL MANAGER (MECHANICAL)

l.shanillal@hoclindia.com

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.

Scope of Work

GENERAL SCOPE OF WORK FOR MAINTENANCE OF HEAT EXCHANGERS INCLUDES BUT NOT LIMITED TO THE FOLLOWING:

1. Once the equipment is ready for maintenance after the issue of safety permit, isolation of equipment by putting blinds/spectacle blinds in feed (inlet) and out let nozzles and all other nozzles indicated/instructed for the purpose and fix blind number tags.
2. Record the blind tag Nos. in the blind register and obtain signature in the register by Engineer-in-Charge.
3. Assisting the inspecting team engaged in the inspection of Heat Exchanger.
4. CRANE / DERRICK required for the successful completion of the entire work shall be arranged by the contractors at his own cost.
5. Supply of Scaffolding material (pipe and clamps) and erection of scaffolding if required shall be arranged by the contractor.

FLOATING HEAD EXCHANGER

1. Once the equipment is ready for maintenance after the issue of safety permit, isolation of equipment by putting blinds/spectacle blinds in feed and out let nozzles and all other nozzles indicated for the purpose and fix blind number tags as per the instruction of Engineer in charge.
2. Open and remove channel head cover
3. Open and remove channel head
4. Open and remove shell cover and floating head cover.
5. Pull out the tube bundle and bringing it to ground as per the instruction of Engineer-in-Charge.
6. Clean the tubes and shell, channel head cover, channel head shell, floating head, floating head cover and dish end cover using hydro blasting machine (Karcher Pump) available in HOCL and all flange serration by scrappers / wire brushes. If Hydroblasting is required for cleaning, the same will be arranged by HOCL at their cost.
7. Blinding shell side and tube side in the required sequence and stages, suitable for hydrotest of tube side and shell side separately.
8. Assemble the tube bundle, channel head shell, channel head cover, floating head, floating head cover and dish end cover in required sequence and stages suitable for Hydrotest of tube side and shell side separately.
9. Hydrotest the exchanger on shell side and tube side and floating head gasket, dish end cover gasket.
10. Leaking tubes if any noticed during hydrotest should be plugged using CS/SS/Brass plugs as per the instruction of Engineer-in-charge. Required plugs will be supplied by HOC at free of cost. Repeat the hydrotest if any leak at shell side / tube side.
11. You shall get the hydrotest witnessed by Engineer # in-charge / 3rd party Inspector.
12. Test rings should be used for testing floating head type exchangers tube bundle.

(Test rings are available in main store yard / maintenance workshop, the same has to be identified, cleaned, transported to the heat exchanger. After testing, the test rings are to be transported back to the original location).

13. Test pressure for hydrotesting should be as per the instruction of the Inspector/Engineer-in-charge.

14. Removal of isolations (ie. blind, spectacle blinds, blind tags etc.) for normalizing the Heat Exchanger.

15. Hot bolting of the flanges after putting the equipment in line if it is required. However, this activity will not be counted for the completion time for the work.

16. In case of cleaning of tubes by hydroblasting (by HOCL through other agencies), there will be a gap of 1 or 2 days (for cleaning) in between opening / boxing up of exchanger. However, this activity will not be counted for the completion of the work.

FIXED HEAT EXCHANGER

1. Once the equipment is ready for maintenance after the issue of safety permit, isolation of equipment by putting blinds/spectacle blinds in feed and out let nozzles and all other nozzles indicated for the purpose and fix blind number tags as per the instruction of Engineer in charge.

2. Open and remove channel head cover.

3. Open and remove channel head.

4. Open and remove shell cover.

5. Clean the tubes, channel head cover, channel head shell and end cover using hydro cleaning machine (Karcher Pump) available in HOCL and all flange serration by scrappers / wire brushes. If Hydroblasting is required for cleaning, the same will be arranged by HOCL at their cost.

6. Blinding shell side and tube side in the required sequence and stages suitable for hydrotest of tube side and shell side separately.

7. Hydrotest the exchanger for any tube leak. Leaking tubes if any noticed during hydrotest should be plugged using CS/SS/Brass plugs as per the instruction of Engineer-in-charge. Required plugs will be supplied by HOC at free of cost. Repeat the hydrotest for any leak.

8. Assemble the channel head and covers and do the hydrotest.

9. You shall get the hydrotest witnessed by Engineer # in-charge / 3rd party Inspector.

10. Test pressure should be as per the inspection of the Inspector/Engineer-in-charge.

11. Removal of isolations ie. blind, spectacle blinds, blind tags and normalizing the Heat Exchanger.

12. If any leak is observed after normalizing the equipment, the same has to be arrested by the contractor. However, this activity will not be counted for the completion time for the work.

13. In case of cleaning of heat exchanger tubes by hydroblasting (by HOCL through other agencies), there will be a gap of 1 or 2 days (for cleaning) in between opening / boxing up of exchangers. However, this activity will not be counted for the completion of the

work.

'U' TUBE HEAT EXCHANGER

1. Once the equipment is ready for maintenance after the issue of safety permit, isolation of equipment by putting blinds/spectacle blinds in feed and out let nozzles and all other nozzles indicated for the purpose and fix blind number tags as per the instruction of Engineer in charge.
2. Open and remove channel head cover
3. Open and remove channel head
4. Open and remove shell cover if available.
5. Pull out the tube bundle and bring the tube bundle to ground as per the instruction of Engineer-in-Charge.
6. Clean the tubes, channel head cover, channel head shell and end cover using hydro cleaning machine (Karcher Pump) available in HOCL and all flange serration by scrappers / wire brushes. If Hydroblasting is required for cleaning, the same will be arranged by HOCL at their cost.
7. Blinding shell side and tube side in the required sequence and stages, suitable for hydrotest of tube side and shell side separately.
8. Assemble to tube bundle, channel head, channel head cover, shell cover (if available) etc., in the required sequence and stage. Leaking tubes if any noticed during hydrotest should be plugged using CS/SS/Brass plugs as per the instruction of Engineer-in-charge. Required plugs will be supplied by HOC at free of cost. Repeat the hydrotest if any leak at shell side / tube side.
9. You shall get the hydrotest witnessed by Engineer # in-charge / 3rd party Inspector.
10. Test pressure for hydro test should be as per the inspection of the Inspector/Engineer-in-charge.
11. Removal of isolations (ie. blind, spectacle blinds, blind tags etc.) for normalizing the Heat Exchanger.)
12. Hot bolting of the flanges after putting the equipment in line if it is required. However, this activity will not be counted for the completion time for the work.
13. In case of cleaning of heat exchanger tubes by hydroblasting (by HOCL through other agencies), there will be a gap of 1 or 2 days (for cleaning) in between opening / boxing up of exchangers. However, this activity will not be counted for the completion of the work.

TESTING AND INSPECTION

HOCL shall inspect the equipments during the work in progress along with the 3rd party inspector arranged by HOCL. All the necessary assistance shall be provided by the contractor to the Inspectors during inspection of the equipments. Contractor has to follow all the instruction given by HOCL Engineer-in-Charge, Inspection Engineer & 3rd party Inspector.

Schedule of Rates

Name of vendor: HOCL

GSTIN Regn. of vendor:.....

Item No.	Service No. Description	Unit	RFQ Qty	Unit Rate (INR) Figures / Words	Amount (INR)
1	1000483 E-4510 (TAR COLUMN OVER HEAD CONDENSOR) [FLOATING HEAD STRAIGHT TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000483 : Rate of Tax :				
2	1000485 E-4512 (A M S COLUMN OVERHEAD CONDENSOR) [FLOATING HEAD STRAIGHT TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000485 : Rate of Tax :				
3	1000473 E4502- (C.A.C OVERHEAD CONDENSER) Isolation,blinding,and dopping the exchanger to flour,opening chanal head cover,shell cover,floating head cover,assemble after cleaning and hydro test in sequence of assemble (as per scope of work).	NOS	1		
	Service Account Code(SAC) for 1000473 : Rate of Tax :				
4	1000476 E-4505A (FAC BOTTOM COOLER) [FIXED HEAD FIN-U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000476 : Rate of Tax :				
5	1000477 E-4505B (FAC BOTTOM COOLER) [FIXED HEAD FIN-U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000477 :				

Item No.	Service No. Description	Unit	RFQ Qty	Unit Rate (INR) Figures / Words	Amount (INR)
	Rate of Tax :				
6	1000478 E-4506 (ACETONE PRODUCT COOLER) [FIXED HEAD FIN-U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000478 :				
	Rate of Tax :				
7	1000471 E-4501A (C.A.C. REBOILER) [FIXED HEAD U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000471 :				
	Rate of Tax :				
8	1000472 E-4501B (C.A.C. REBOILER) [FIXED HEAD U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000472 :				
	Rate of Tax :				
9	1000481 E-4508 (F.A.C VENT CONDENSER) [FIXED HEAD FIN U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000481 :				
	Rate of Tax :				
10	1000482 E-4509 (TAR COLUMN RE-BOILER) [FIXED HEAD U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000482 :				
	Rate of Tax :				
11	1000484 E-4511(A.M .S COLUMN REBOILER) [FIXED	NOS	1		

Item No.	Service No. Description	Unit	RFQ Qty	Unit Rate (INR) Figures / Words	Amount (INR)
	HEAD U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK				
	Service Account Code(SAC) for 1000484 :..... Rate of Tax :.....				
12	1000474 E-4503 (C.A.C VENT CONDENSER) [FIXED HEAD FIN U-TUBE EXCHANGER]-MAINTENANCE & HYDROTESTING AS PER THE SCOPE OF WORK	NOS	1		
	Service Account Code(SAC) for 1000474 :..... Rate of Tax :.....				

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

Total Amount Rs:

(In Words Rupees)

GSTIN Regn. of Vendor/Contractor:

Date :

Signature and Seal of the Contractor

----- Tear-Off Portion to be Pasted on the Envelope Containing Offer -----

Offer For: MAINTENANCE OF HEAT EXCHANGERS - FRACTIONATION

From:

RFQ No.
Collective RFQ No. 2207

Due Date: 28.09.201
Due Time: 14:00:00 Hrs

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