



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

LIMITED 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	INSTALLATION AND COMMISSIONING OF CCTV SURVEILLANCE SYSTEM AT PREMISES INCLUDING PLANT AREA- THIRD PHASE HOCL Tender Ref No: HOC/MSS/601/2024 Tender No :

Tender documents may be downloaded from www.hoclindia.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** conforming to the specifications and the terms and conditions.

EMD of **Rs. 43,600/-** to be submitted along with the bid (upload a copy of the DD/ thro' NEFT/RTGS and Bank Guarantee also sent the original through post to the contact persons referred below)

The details of the tender are as shown in INDEX enclosed.

For and on behalf of HINDUSTAN ORGANIC CHEMICALS LIMITED
(GSTN: 32AAACH2663P1ZG) (CIN: I99999MN1960GOI011895)

Thanking you,
Yours Faithfully,

NASEEME A P
CM (SYSTEMS)

02.05.2024

Dear Sir,

Hindustan Organic Chemicals Limited (HOCL) is a Government of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. HOCL invites e-tenders for **INSTALLATION AND COMMISSIONING OF CCTV SURVEILLANCE SYSTEM AT PREMISES INCLUDING PLANT AREA- THIRD PHASE**

HOCL has entered into an agreement with M/s. NIC (National Informatics Center) 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.hoclindia.com and <https://eprocure.gov.in/eprocure/app>.

Index of documents enclosed is attached herewith. You are requested to kindly go through all the documents in detail before preparing/submitting your tender.

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

EMD of Rs.43600/- to be submitted along with the technical bid (upload a copy of the DD and also sent the original through post to the contact persons referred below)

Thanking you,

Yours Faithfully,

For Hindustan Organic Chemicals Limited (GSTIN: 32AAACH2663P1ZG)

NASEEMA A P
CHIEF MANAGER (MSS)

**LIMITED TENDER NOTICE FOR VIDEO CONFERENCING SOLUTION AT OUR
FACTORY AT AMBALAMUGAL, KOCHI**

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This Document to be Signed and Stamped by Bidder on All Pages and Submitted along with the E-Tender

SCOPE OF WORK ,CAMERA LOCATIONS, BILL OF MATERIALS, TECHNICAL SPECIFICATION, DRAWINGS

HOCL has conducted site assessment, identified potential blind spots and critical areas requiring surveillance and decided to extend the existing CCTV Surveillance system to additional areas inside the Plant Area. The current CCTV surveillance covers only four locations inside Plant Roads. New cameras will be installed across 23 newly identified locations inside the Plant area. These locations are mentioned and approximately marked in **Annexure A**.

1. The work involves supply, installation, configuration, testing and commissioning of equipment such as IP Cameras at specified locations inside the plant, NVR, Storage, and other necessary devices for connecting the cameras to on network laid through OFC & UTP cable.
2. All the cameras shall be IP based and installed at identified locations and connected to the control station inside the Computer Centre/ED's Office at Administrative Block.
3. The CCTV Surveillance System needs to be functional on 24x7 basis i.e. 24 hours all the days and need to have at least 30 days data storage capacity for all cameras.
4. The Viewing facility shall be given at the Executive Director's cabin and Security Office.
5. The scope includes the Supply, installation, testing and commissioning of all other items mentioned in BoM like POE & other switches, Wall mount Fiber optic termination units, Fiber Cable, Cat6 Cable, Media converters, Pole and fabrications for mounting Cameras, Camera Housing ,HDPE pipe etc.
6. Optical Fiber cable shall be laid from computer centre through the route identified and shall be terminated at Intermediate Distribution Frames (IDF) installed at various stations along the route.
7. The UTP connection to the cameras shall be laid from the nearest IDF.
8. All the cables shall be laid through HDPE pipe. Supplying & laying of HDPE pipe with all accessories like socket, bend, couplers etc with fitting cutting and jointing shall be under the scope of vendor.
9. The cables can be laid through the cable trays wherever cable trays are available and all other locations through underground excavating a depth up to 1.5m.

10. Wherever road crossing involved GI pipe shall be used for cable laying and HOCL shall supply the pipes free of cost. The vendor shall make necessary arrangements for transportation, cutting, and returning the balance materials, if any, at his own expense.
11. Earth work excavation by mechanical/manual means/for trenches, foundation etc. up to one meter depth for laying cables in all classes of soil except hard rock requiring blasting including dewatering if required, providing shoring/strutting/sheet piling as protective measure based on the site condition, back filling the excavated portions with the spoil earth in layers, breaking clods, watering, ramming, consolidating, conveying and depositing the excess soil or filling in low lying area and levelling anywhere within the company premises at places pointed out by the engineer-in-charge is under vendors scope.
12. Road cutting by mechanical/manual means, backfilling and restoration of road to the original position including concreting the excavated areas of road surfaces to a minimum of 15cm thick with cement concrete 1:2:4.
13. Finally, CCTV cameras should be integrated with the central monitoring system, and thorough testing should be conducted, ensuring all cameras function correctly, capturing clear images and transmitting data effectively without disturbing other equipment in the network.
14. Vendor will be fully responsible for comprehensive technical support free of charge during the warranty period.
15. The vendor at his cost should bring all tools and tackles required for the work.
16. Configuration and Optimization: Vendor has to configure camera settings such as resolution, frame rate, motion detection, and recording schedules to optimize performance and storage efficiency. Adjust camera angles and settings as needed to eliminate blind spots and maximize coverage.
17. All materials that go with the work shall be approved by the Engineer-in-Charge prior to procurement/use. All items of work shall have the best workmanship and be executed to the entire satisfaction of the Engineer-in-charge.
18. Vendor has to take all necessary safety permits/clearances as per the job requirement at site place. Arrangement of scaffolding/ladder, etc., required for execution of the work shall be under vendor's scope. Steel scaffolding as per the standard wherever required has to be arranged by the contractor at his cost.
19. Manpower shall use all protective equipment (PPEs) like helmet, gloves, safety footwear etc. during the execution of work. Issue of PPEs is in scope of vendor.

20. Training: Provide training to staff responsible for monitoring and managing the CCTV system. This should include instructions on accessing live feeds, reviewing recordings, responding to alerts, and basic troubleshooting procedures.

21. Any miscellaneous items which are not covered in this specification, but are required for satisfactory operation of the network system also shall be supplied and installed by contractor without any financial implication.

22. Vendors are requested to visit the site before quoting.

23. OEM certificates shall be submitted for the items camera & NVR.

24. Warranty for Hard Disk shall be minimum Three years and for all other warranty shall be minimum Two Years.

ANNEXURE – A**CAMERA LOCATIONS**

SL. NO.	LOCATION	NO. OF CAMERAS
1	IN FRONT OF STORE	3
2	TURN NEAR COOLING TOWER/HOT OIL FILLING	2
3	IN FRONT OF H2O2 UTILITY SUBSTATION	3
4	IN FRONT OF CARBOY FILLING/ESCAPE ROAD	4
5	BLOW DOWN CONDENSOR JUNCTION	3
6	LSHS FO AREA/FRONT OF PHENOL FILLING AREA	4
7	PHENOL DRUM FILLING AREA	3
8	BENZENE MAIN TANK	3
9	ACETONE DRUM FILLING AREA BACK	3
10	ACETONE DRUM FILLING AREA FRONT	2
11	WAY TO POND AREA FROM ACETONE DRUM FILLING AREA	2
12	INSIDE POND AREA	3
13	ACETONE BULK FILLING AREA	2
14	WAY TO ETP	2
15	FRONT OF ETP CONTROL ROOM	3
16	LIGHT POLE OPPOSITE TRICKLING FILTER	2
17	ON COMPOUND WALL ABOVE EMERGENCY GATE OPPOSITE TO TRICKLING FILTER	1
18	ON LIGHT POST NEAR EFFLUENT SUMP	1
19	BEHIND INSPECTION (HYDROGEN PEROXIDE PLANT AREA)	3
20	SECURITY GATE NEAR LPG GATE (FACING FIRE STATION)	1
21	NEAR SOCIETY/WEIGHBRIDGE	4
22	OPPOSITE TIME OFFICE NEAR BOOM BARRIER	1
23	ADMIN BUILDING (GROUND FLOOR-CORRIDOR INFRONT OF FINANCE DEPT,CORRIDOR INFRONT OF HR DEPT,TWO EXIT DOORS ON GROUND FLOOR)	4
TOTAL		59

ANNEXURE – B

**BILL OF MATERIALS FOR INSTALLATION AND COMMISSIONING OF CCTV
SURVEILLANCE SYSTEM AT PREMISES INCLUDING PLANT AREA- THIRD PHASE**

SL. No	ITEM DESCRIPTION	UOM	QTY	OFFERED MAKE AND MODEL	WARRANTY PERIOD
1	64 Channel AI Network Video Recorder	No	1		
2	10 Ports Switch with 8 PoE Ports & 2 Uplink Ports	No	10		
3	4MP IR Network Bullet Camera - 50Mtr.	No	57		
4	2MP 3.6 MM Dome IP camera with IR range of 30 Mtrs	No	2		
5	16-Port Gigabit Desktop/Rackmount Switch	No	1		
6	8TB SURVEILLANCE HDD	No	5		
7	POE BOX LARGE	No	6		
8	POLE MOUNT RING BRACKET	No	104		
9	CAMERA POLE 15 feet	No	11		
10	Camera Housing 12"	No	59		
11	POLE MOUNT	No	57		
12	RJ 45 CONNECTOR (D LINK)	No	100		
13	DNC-12 fiber, SC Adaptor Wall mount Patch Panel	No	10		
14	DNC-SC/PC, Riser Pigtail	No	44		
15	DNC-SC/PC-SC-SC/PC, Blue Color Adaptor	No	44		
16	DNC-SC/PC-SC/PC Yellow Cable,2 Meter LSZH Patch cord	No	20		
17	De Novo-10/100Mbps Tx-1310nm/Rx-1550nm, Data optical converter	No	20		
18	DNC-IU,3 SLOT,MOUNT TELESCOPIC SLIDER TYPE PATCH PANEL	No	1		
19	DNC-8 PORT,SC-Simplex/LC-Duplex, Adapter plate for Rack mount Patch panel	No	3		
20	DENOVO-14 Slot, Dual Powers Supply,2U Size, Data Converter Rack Chassis	No	1		

21	Finolex-24-Core OFC Armoured Black Color Cable	Mtr	2250		
22	DELL WIRELESS MOUSE	No	1		
23	HDMI CABLE 15MTR	No	1		
24	USB EXTENTION CABLE 5MTR	No	1		
25	SINTEX BOX	No	1		
26	HDPE PIPE 32MM PE.80	Mtr	2250		
27	Cat 6 Armoured Cable (Finolex)	Mtr	3720		
28	SS316 clamp, SS316 tie 300mm x 4.6mm, Bend and elbow for HDPE pipe suitable for 32MM HDPE PIPE				
29	Single Bare Fiber Fusion Outdoor Splicing With Line Test	AU	160		
30	INSTALLATION CHARGE	Lump sum	1		
31	Earth work excavation by mechanical/manual means/for trenches, foundation etc. up to one meter depth for laying cables in all classes of soil except hard rock requiring blasting including dewatering if required, providing shoring/strutting/sheet piling as protective measure based on the site condition, back filling the excavated portions with the spoil earth in layers, breaking clods, watering, ramming, consolidating, conveying and depositing the excess soil or filling in low lying area and levelling anywhere within the company premises at places pointed out by the engineer-in-charge.	Mtr	3000		
32	Road cutting by mechanical/manual means, backfilling and restoration of road to the original position including concreting the excavated areas of road surfaces to a minimum of 15cm thick with cement concrete 1:2:4. The vendor shall make the necessary arrangements to provide sleeve pipes at road crossings. HOCL shall supply the sleeve pipes free of cost. The vendor shall make necessary arrangements for transportation, cutting, and returning the balance materials, if any, at his own expense.	Mtr	200		

33	Any other items required for successful completion (Details of items may be specified along with the technical document)	Lumps um	1		
34	4U 350D RACK	No	4		
33	Any other items required for successful completion (Details of items may be specified along with the technical	Lumps um	1		
34	4U350D RACK	Nos	4		

SEAL & SIGNATURE:

TECHNICAL SPECIFICATION

SL. NO.	ITEM DESCRIPTION
1	<p><u>64Ch. AI Network Video Recorder</u></p> <ul style="list-style-type: none"> Up to 64 channel IP camera input Max. 384 Mbps incoming/recording/outgoing bandwidth Instastream/H.265/Smart H.264+/H.264/MJPEG codec decoding AI by recorder: 2-channel face detection and recognition, 4-channel perimeter protection, and 8-channel SMD Plus Support 8 SATA HDDs up to 16TB Each, 4 USB Ports (2 USB 3.0) AI by Camera: Face detection and recognition, perimeter protection, SMD Plus, metadata, ANPR, stereo analysis, heat map, and people counting Support RAID 0/1/5/6/10 Support N+M cluster CMS Software: KVMS Pro <p>Make: CP PLUS/Honeywell</p>
2	<p><u>10 Ports Switch with 8 PoE Ports & 2 Uplink Ports</u></p> <ul style="list-style-type: none"> 8, 10/100Mbps; RJ45 ports, Supports Max. 30W Output of Single PoE Port Support IEEE802.3i/802.3u/802.3x 2, 100Mbps, Transmission Distance: 0-100m Easy and safe installation 8-Port Gigabit Ethernet Unmanaged PoE Switch with 60W total power budget <p>Make: TPLINK/ NETGEAR</p>
3	<p><u>4MP IR Network Bullet Camera - 50Mtr.</u></p> <ul style="list-style-type: none"> 1/2.7" 4MP PS CMOS Image Sensor (0.9407 cm) Max. 4MP (2688 × 1520) @20fps and supports 4MP (2560 × 1440) @25/30 fps

	<ul style="list-style-type: none"> • Instastream and H.264+ dual-stream encoding • WDR(120dB), Day/Night (ICR), 3D-DNR, ROI, AWB, AGC, BLC, HLC • 3.6mm lens (6mm optional) • IR Range of 50 Mtrs, IP67, PoE • Support Built-in Mic • Mobile Software: iCMOB, gCMOB • CMS Software: KVMS Pro <p>Make: CP PLUS/Honeywell</p>
4	<p><u>2MP 3.6 MM Dome IP camera with IR range of 30 Mtrs</u> Make: CP PLUS/Honeywell</p>
5	<p><u>16-Port Gigabit Desktop/Rackmount Switch</u></p> <ul style="list-style-type: none"> • 16 10/100/1000Mbps ports • Innovative energy-efficient technology saves power consumption • Supports MAC address self-learning, Auto MDI/MDIX and Auto negotiation • Plug & play design <p>Make: TP Link</p>
6	<p><u>8TB SURVEILLANCE HDD</u></p> <ul style="list-style-type: none"> • 3 Years warranty by Manufacture <p>Make: SEAGATE/Western Digital</p>
7	<u>POE BOX LARGE</u>
8	<u>POLE MOUNT RING BRACKET</u>
9	<p><u>CAMERA POLE 15 feet (Gauge 14)</u> Material:GI</p>
10	<u>Camera Housing 12"</u>
11	<u>POLE MOUNT</u>
12	<p><u>RJ45 CONNECTOR</u></p> <ul style="list-style-type: none"> • 100NOS • DLINK
13	<p><u>DNC-12 fiber, SC Adaptor Wall mount Patch Panel</u></p> <ul style="list-style-type: none"> • DNC-12 Fiber SC Adaptor Simplex type White color ABS Material IP66 Standard Wall mount Patch panel (without Adaptor and Pigtail) (H-245 W-205 D-65) <p>Make: DNC</p>
14	<p><u>DNC-SC/PC, Riser Pigtail</u></p> <ul style="list-style-type: none"> • DNC-SC/PC Single Mode (9/125µm) Simplex 900µm Blue cable 1meter Riser Pigtail <p>Make: DNC</p>
15	<p><u>DNC-SC/PC-SC-SC/PC, Blue Color Adaptor</u></p> <ul style="list-style-type: none"> • DNC-SC/PC-SC/PC Single mode Simplex With Flange Blue Color Adaptor <p>Make: DNC</p>
16	<p><u>DNC-SC/PC-SC/PC Yellow Cable,2 Meter LSZH Patch cord</u></p> <ul style="list-style-type: none"> • DNC-SC/PC-SC/PC Single Mode(9/125µm) Simplex Unarmoured 2.8mm Yellow Cable 2 Meter LSZH Patch cord <p>Make: DNC</p>
17	<p><u>De Novo-10/100Mbps Tx-1310nm/Rx-1550nm, Data optical converter</u></p> <ul style="list-style-type: none"> • De Novo-10/100/1000Mbps Single Mode Simplex SC Connector Type 20KMSupporting Tx-1310nm / Rx-1550nm Data Optical Converter

18	<u>DNC-1U,3 SLOT,MOUNT TELESCOPIC SLIDER TYPE PATCH PANEL</u> <ul style="list-style-type: none"> DNC-1U 3 SLOT Black color GI Material IP55 Standard Rack Mount Telescopic Slider Type Patch panel (without Adapter Plate Adapter & Pigtail) Make: DNC
19	<u>DNC-8 PORT,SC-Simplex/LC-Duplex, Adapter plate for Rack mount Patch panel</u> <ul style="list-style-type: none"> DNC-8 Port SC-Simplex/LC-Duplex Adapter plate for Rack mount Patch panel Make: DNC
20	<u>DENOVO-14 Slot, Dual Powers Supply,2U Size, Data Converter Rack Chassis</u> <ul style="list-style-type: none"> DENOVO-14 Slot Dual Powers supply 2U Size Data Converter Rack Chassis
21	<u>Finolex-24-Core OFC Armoured Black Color Cable</u>
22	<u>DELL WIRELESS MOUSE</u>
23	<u>HDMI CABLE 15MTR</u>
24	<u>USB EXTENTION CABLE 5MTR</u>
25	<u>SINTEX BOX</u>
26	<u>HDPE PIPE 32MM PE.80</u>
27	<u>Cat 6 Armoured Cable (Finolex)</u>
28	<u>SS304 clamp, SS304 tie 300mm x 4.6mm, Bend and elbow for HDPE pipe suitable for 32MM HDPE PIPE</u>
29	<u>Single Bare Fiber Fusion Outdoor Splicing With Line Test</u> Single Bare Fiber Fusion Outdoor Splicing With Line test
30	<u>INSTALLATION CHARGE</u> <ul style="list-style-type: none"> Installation configuration and setup training
31	<u>Earth work excavation by mechanical/manual means/for trenches, foundation etc. up to one meter depth for laying cables in all classes of soil except hard rock requiring blasting including dewatering if required, providing shoring/strutting/sheet piling as protective measure based on the site condition, back filling the excavated portions with the spoil earth in layers, breaking clods, watering, ramming, consolidating, conveying and depositing the excess soil or filling in low lying area and levelling anywhere within the company premises at places pointed out by the engineer-in-charge.</u>
32	<u>Road cutting by mechanical/manual means, backfilling and restoration of road to the original position including concreting the excavated areas of road surfaces to a minimum of 15cm thick with cement concrete 1:2:4. The vendor shall make the necessary arrangements to provide sleeve pipes at road crossings. HOCL shall supply the sleeve pipes free of cost. The vendor shall make necessary arrangements for transportation, cutting, and returning the balance materials, if any, at his own expense.</u>

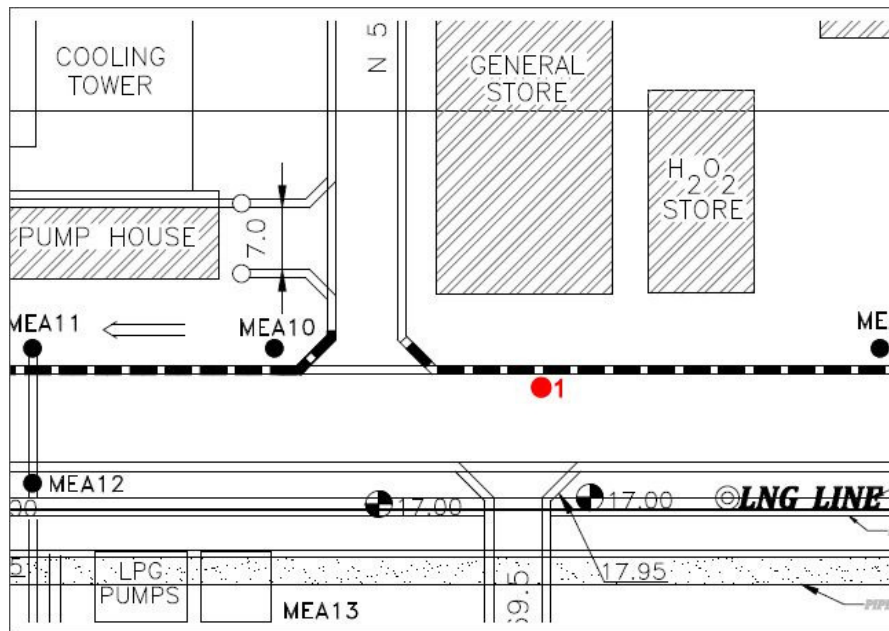
ANNEXURE – D

DRAWINGS

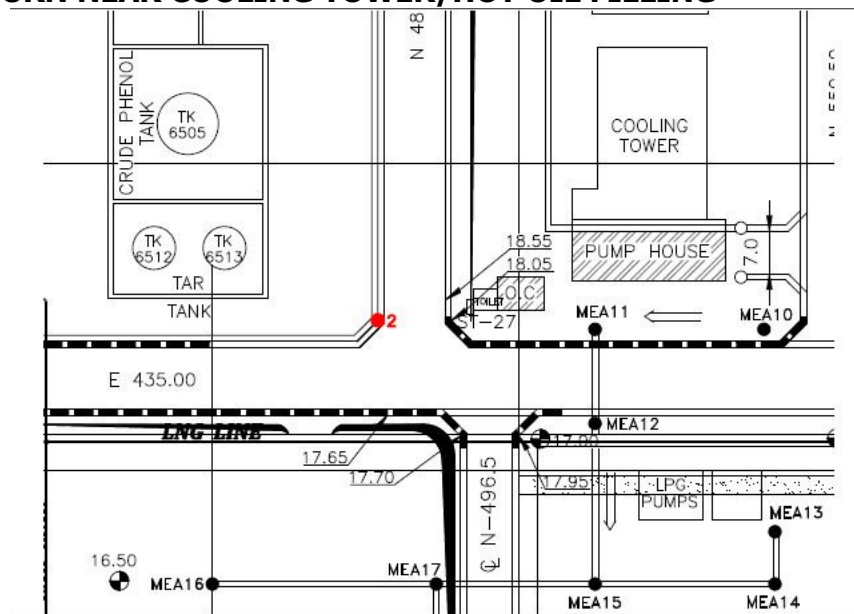


NORTH APPLICABLE FOR BELOW DRAWINGS

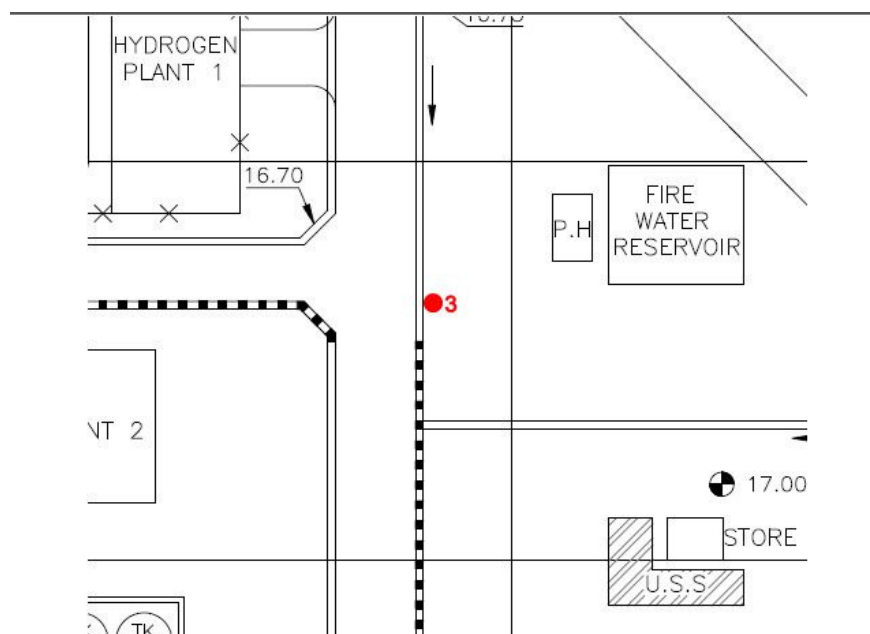
1. IN FRONT OF STORE



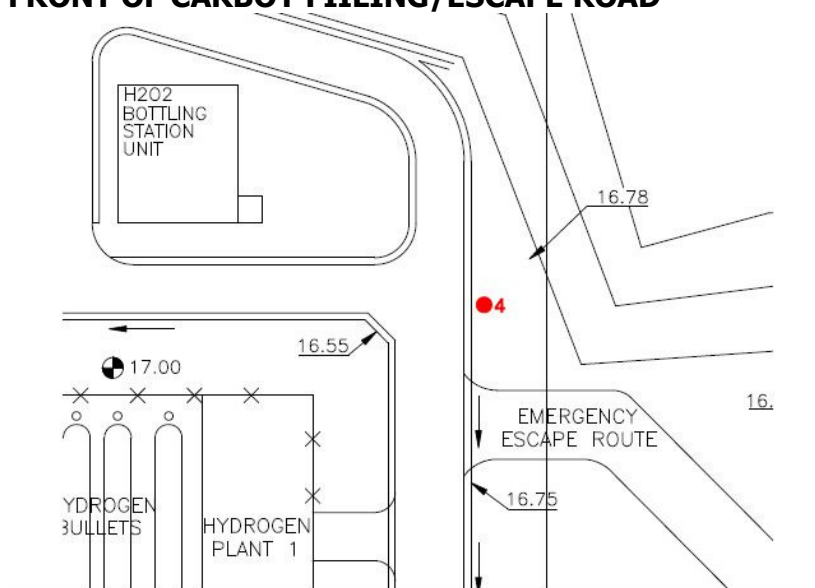
2. TURN NEAR COOLING TOWER/HOT OIL FILLING



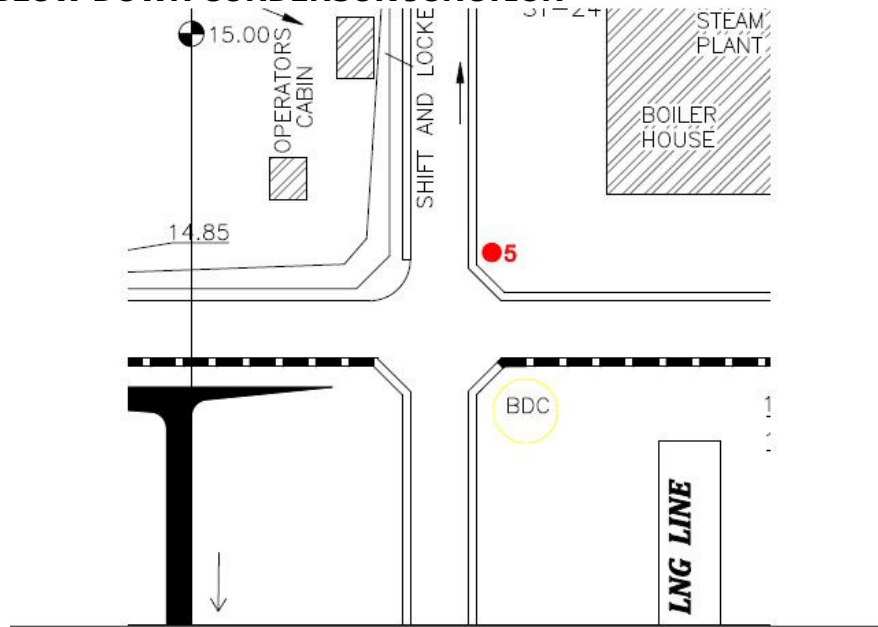
3. IN FRONT OF H2O2 UTILITY SUBSTATION



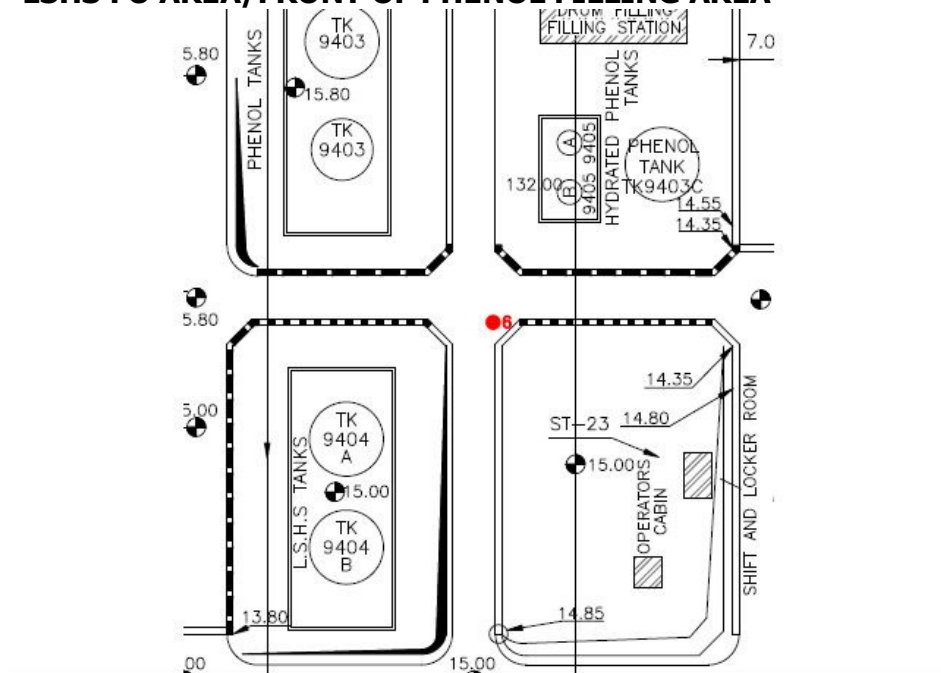
4. IN FRONT OF CARBOY FILLING/ESCAPE ROAD



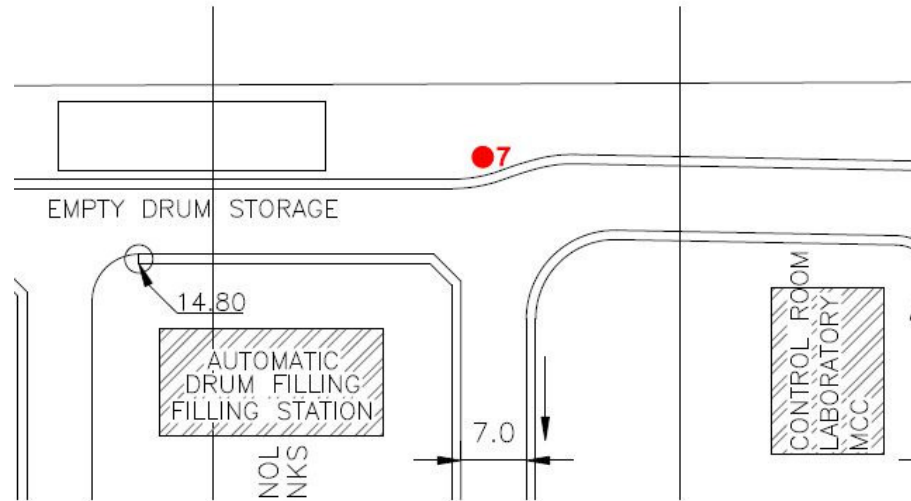
5. BLOW DOWN CONDENSOR JUNCTION



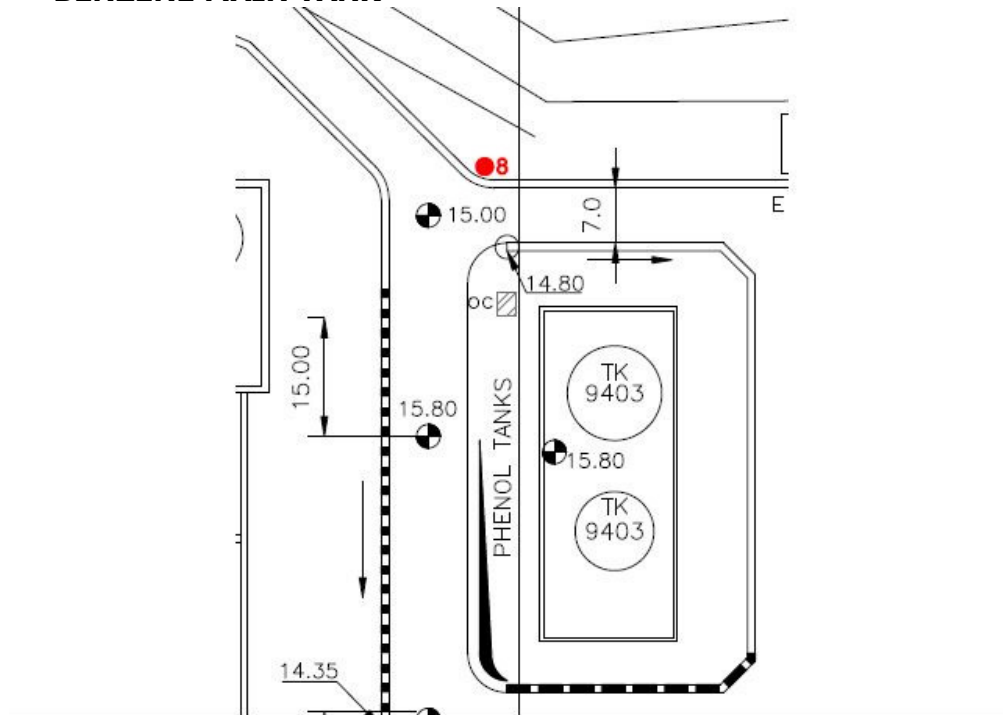
6. LSHS FO AREA/FRONT OF PHENOL FILLING AREA



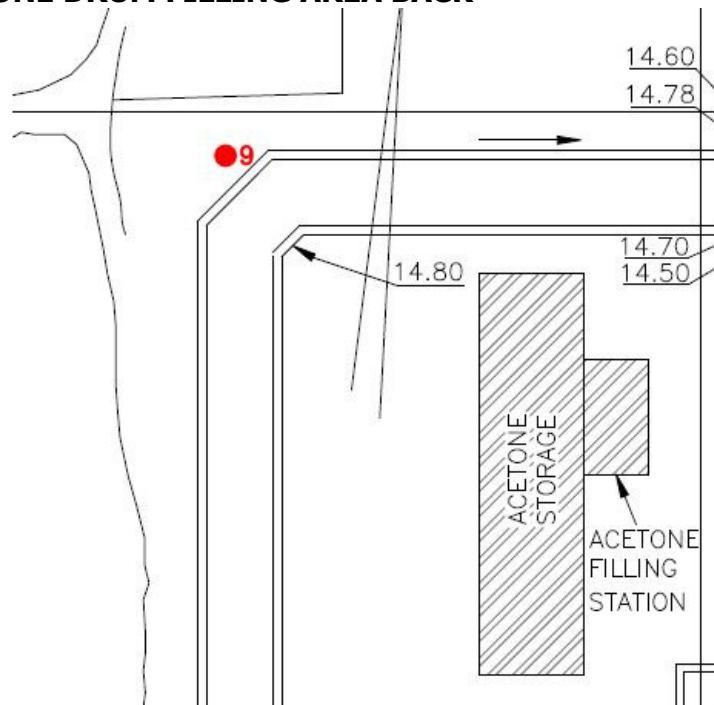
7. PHENOL DRUM FILLING AREA



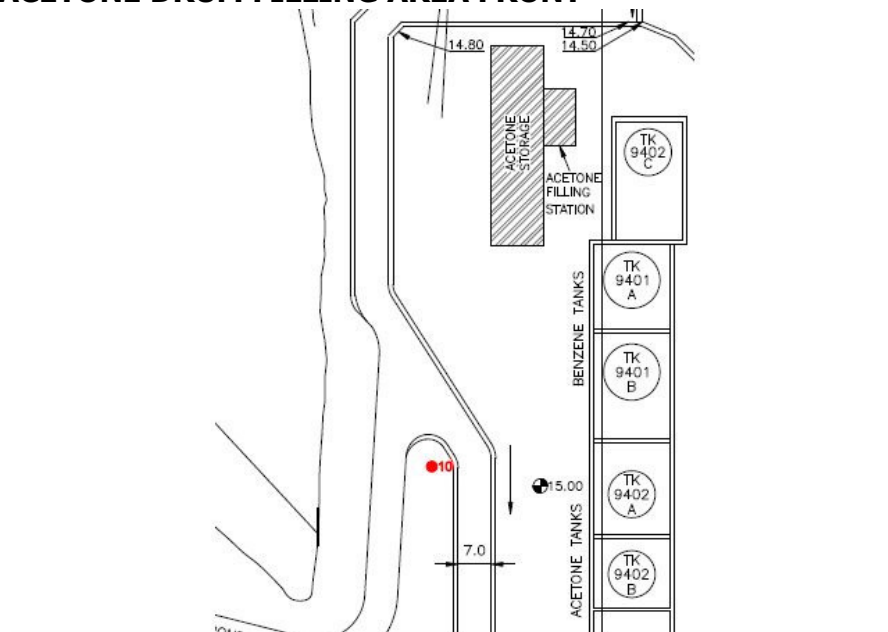
8. BENZENE MAIN TANK



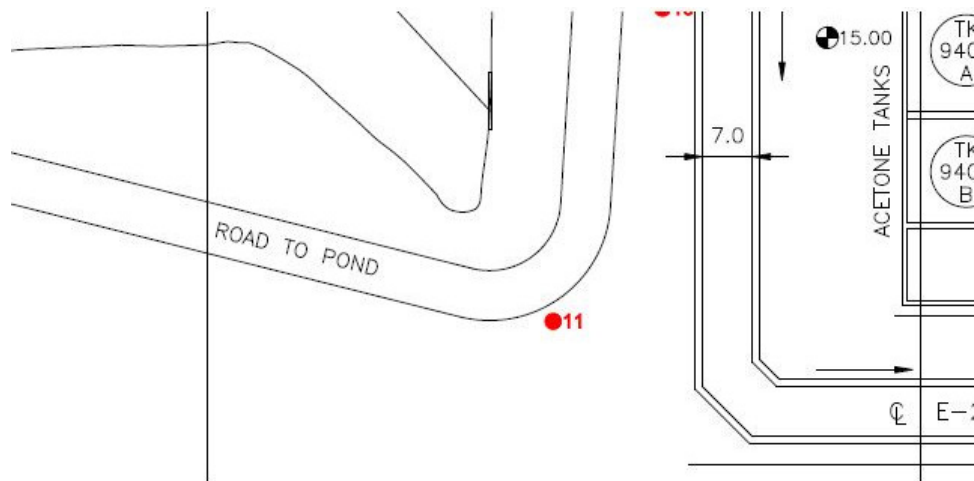
9. ACETONE DRUM FILLING AREA BACK



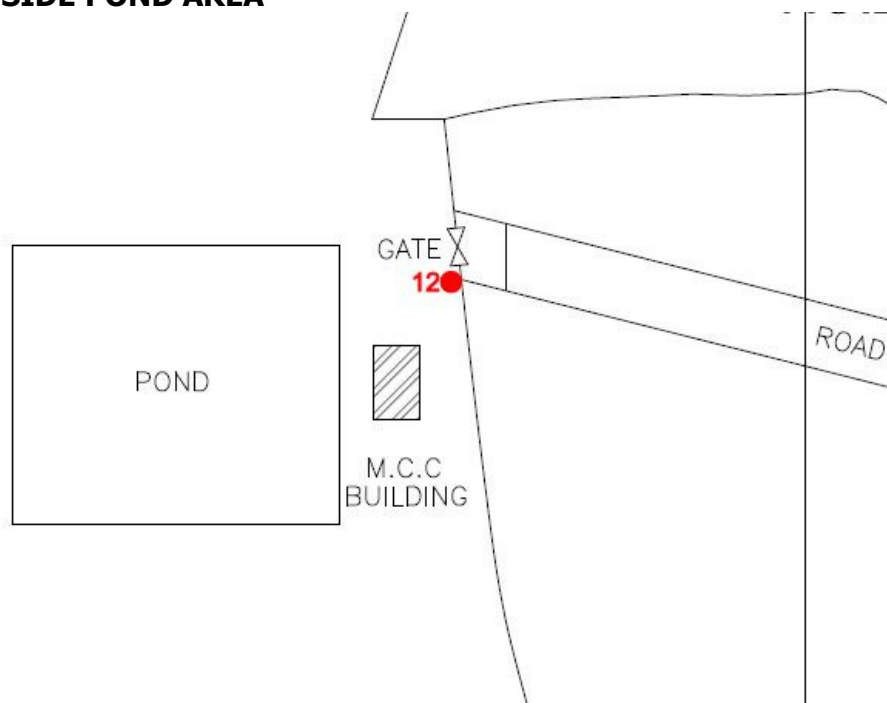
10. ACETONE DRUM FILLING AREA FRONT



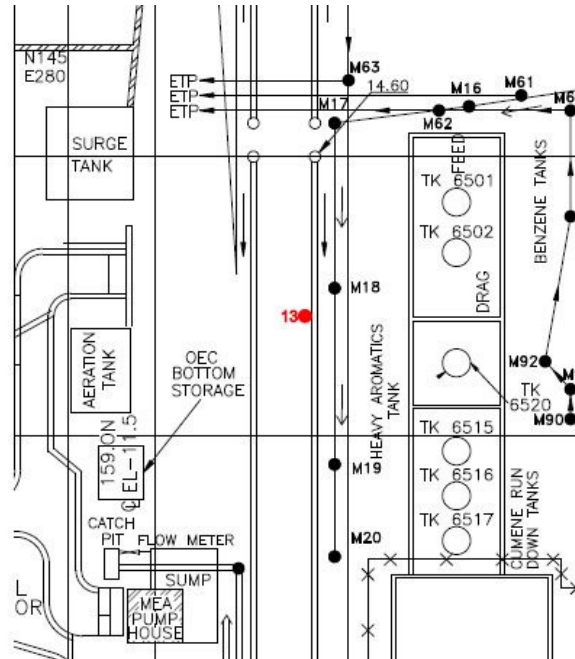
11. WAY TO POND AREA FROM ACETONE DRUM FILLING AREA



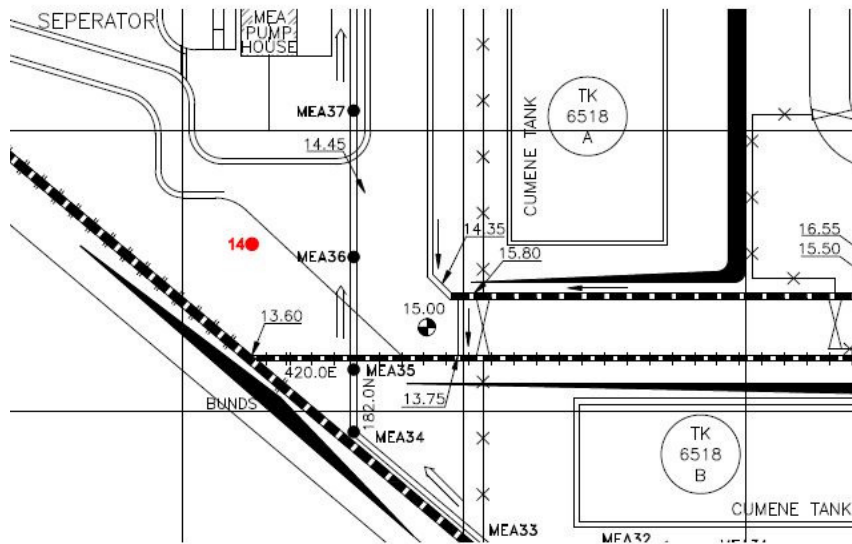
12. INSIDE POND AREA



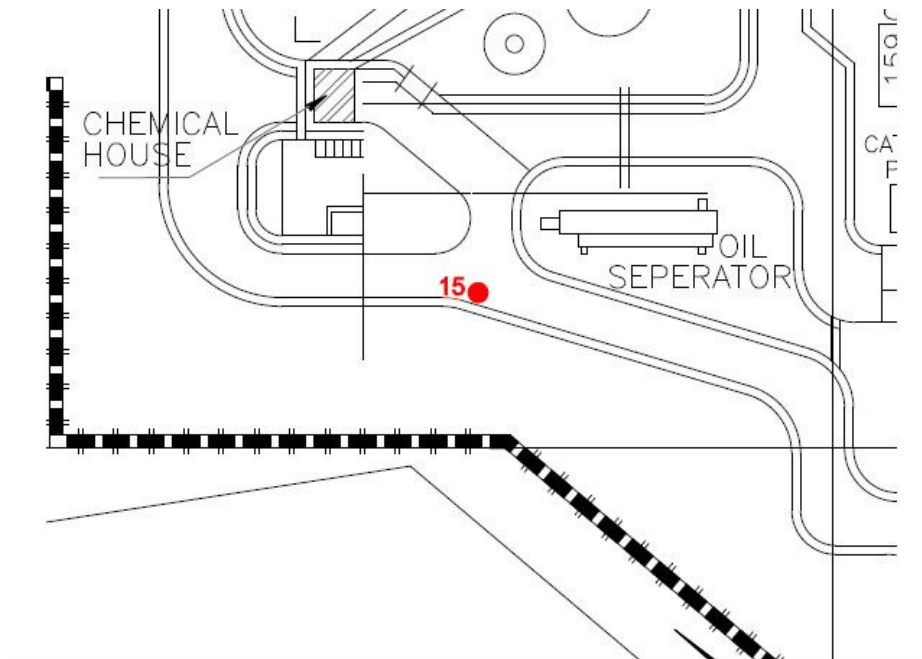
13. ACETONE BULK FILLING AREA



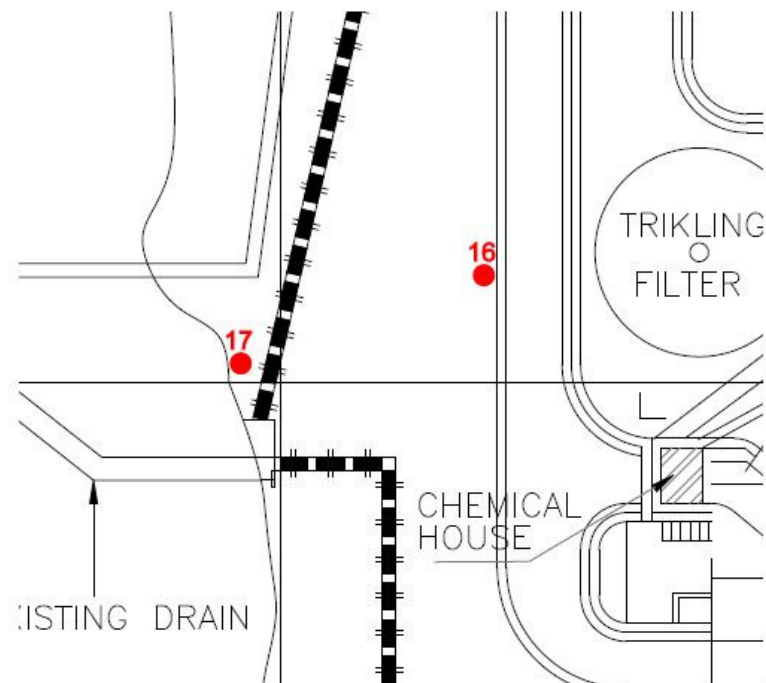
14. WAY TO ETP



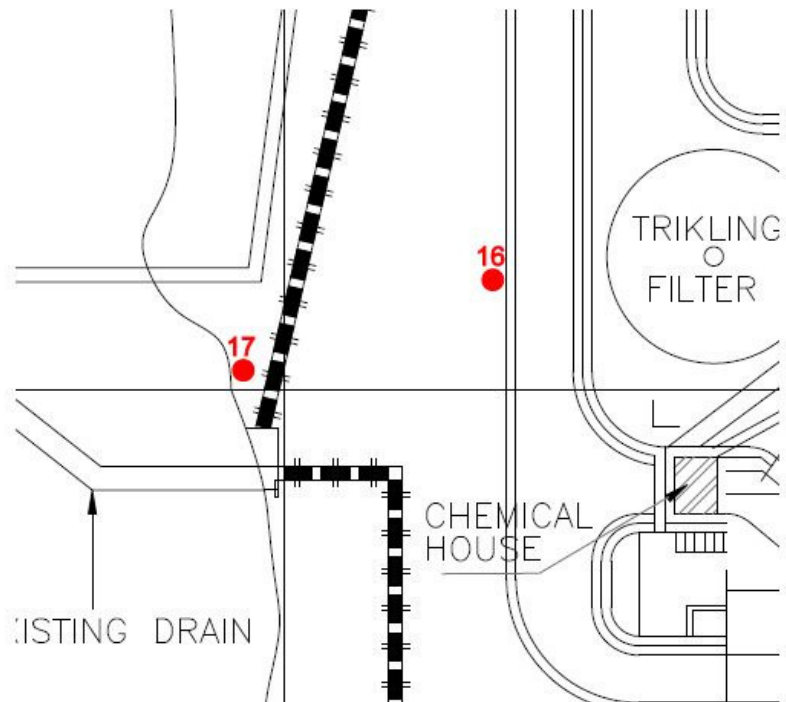
15. FRONT OF ETP CONTROL ROOM



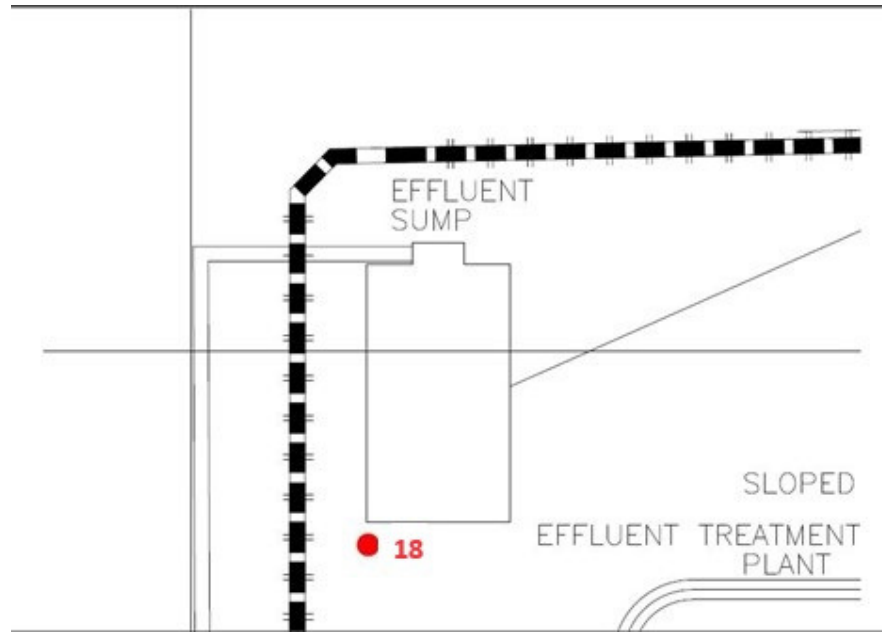
16. LIGHT POLE OPPOSITE TRICKLING FILTER



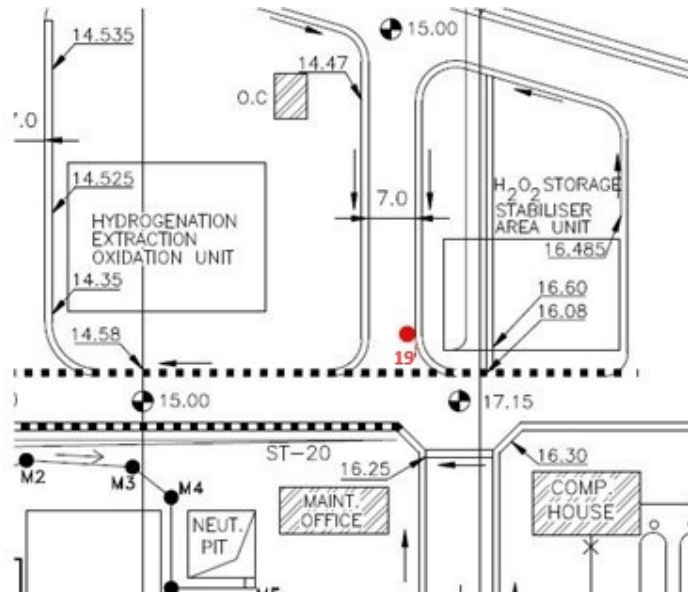
17. ON COMPOUND WALL ABOVE EMERGENCY GATE OPPOSITE TO TRICKLING FILTER



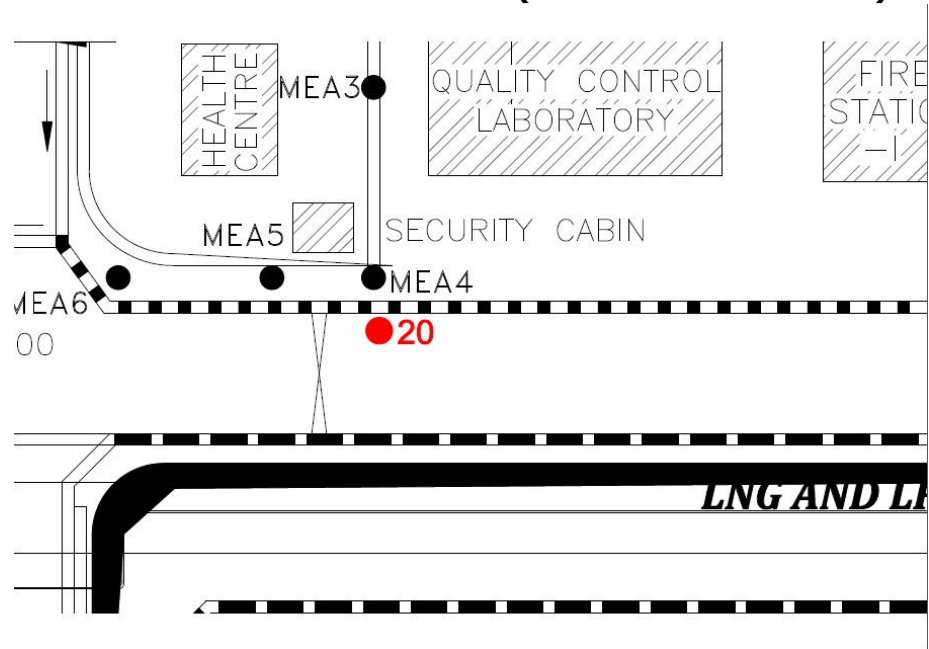
18. ON LIGHT POST NEAR EFFLUENT SUMP



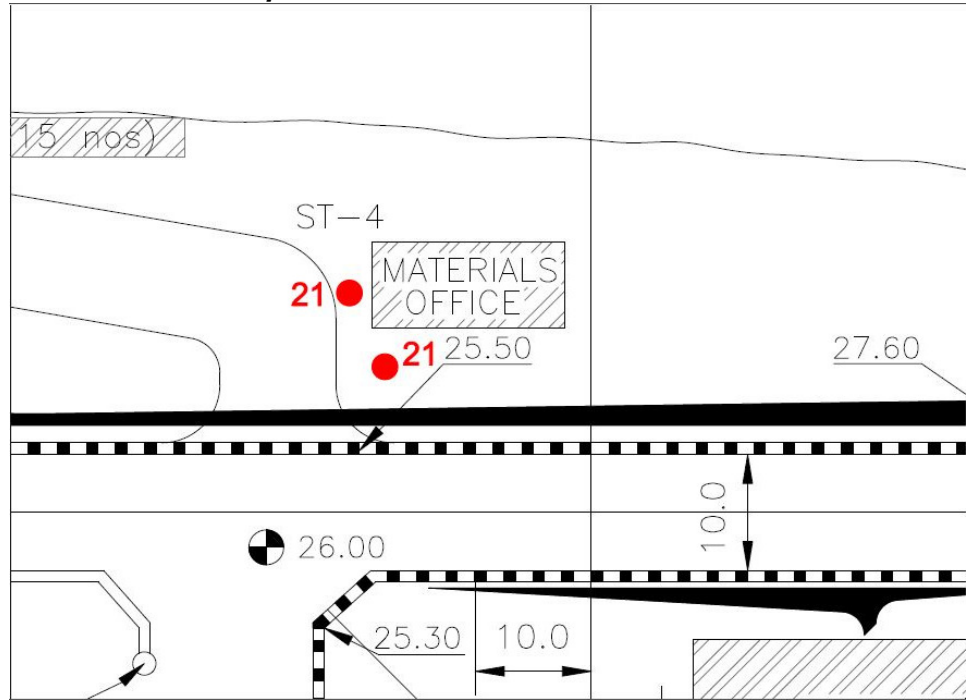
19. BEHIND INSPECTION (HYDROGEN PEROXIDE PLANT AREA)



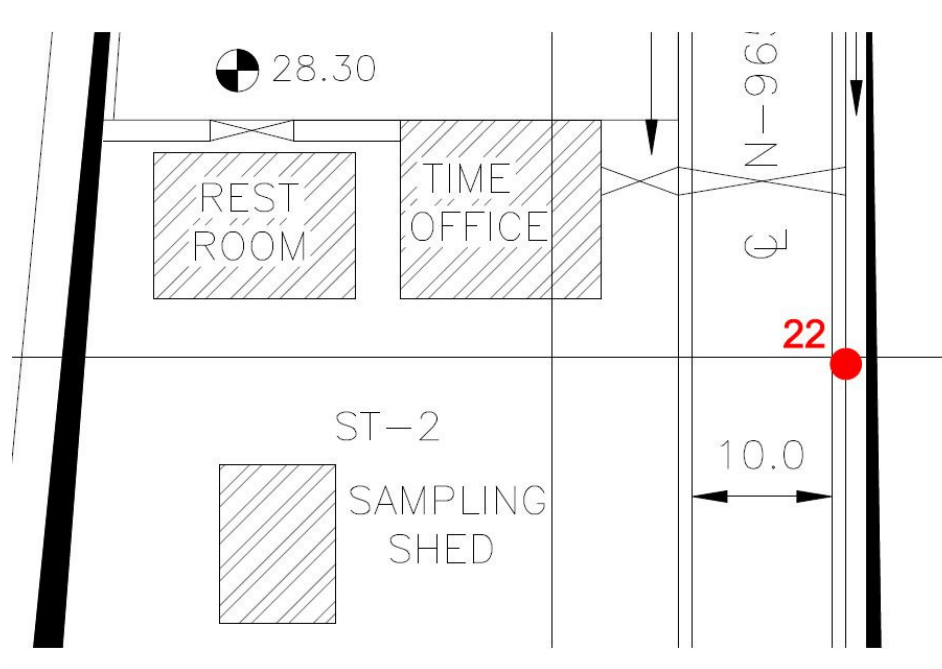
20. SECURITY GATE NEAR LPG GATE (FACING FIRE STATION)



21. NEAR SOCIETY/WEIGHBRIDGE



22. OPPOSITE TIME OFFICE NEAR BOOM BARRIER



GENERAL INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

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

REGISTRATION

- 1) Bidders are required to 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) 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.

	<u>ASSISTANCE TO BIDDERS</u>
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| | <ol style="list-style-type: none">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. |
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**GENERAL TERMS AND CONDITIONS OF TENDER WITH PRE QUALIFICATION
CRITERIA/TECHNICAL BID**

PRE-QUALIFICATION CRITERIA - (TO BE INCLUDED IN TECHNICAL BID)

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

1. Complete set of Tender Document duly filled in and signed by the Tenderer as prescribed in different clauses of the Tender Document.
2. Details of SIMILAR KIND OF WORKS EXECUTED by the tenderer.
3. Details of current commitments of Tenderer.
4. Exceptions and deviations, if any, with reference to the Clause No. and page No. of Tender shall be submitted as a separate statement (No Deviation Statement)
5. A tentative programme for the execution and completion of work within the time specified.
6. In the case of MSME, necessary certificate (self-attested) shall be submitted.
7. Any other technical information the Tenderer likes to furnish.
8. Copies of work order already completed or in progress.
9. Tender should accompany the details asked in Annexure A, B, C, D, E, F, H, L, R & W and Scaffolding Manuals.
10. Completion certificates of the similar work orders.
11. GSTN registration details.

VALIDITY OF OFFER:

The offer shall be valid for a period of 90 days from the date of submission for placement of order.

SUBMISSION OF BIDS:

Refer ANNEXURE II.

DUE DATE AND TIME:

DUE DATE for submission of tender is (closing date) **13.05.2024, 02.00 PM**

PRICED BID SUBMISSION- BOQ

Bidders are requested to note that they should necessarily **submit their financial bids in the format provided and no other format is acceptable.** If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. **Bidders are required to download the BOQ file, open it and complete the 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.

RATES:

The rates shall be quoted in BoQ (Bill of Quantity_Excel) and submit it online. Taxes applicable shall be separately indicated.

EARNEST MONEY DEPOSIT (EMD) : EMD of **Rs. 43600/-** shall be paid through demand draft favouring Hindustan Organic Chemicals Ltd payable at Mumbai. Details of DD should be indicated in your technical offer. In the absence of EMD with Techno Commercial bid, the Price Bid submitted is liable to be rejected.

EMD of unsuccessful bidders will be returned on finalization of the orders. PSUs and Vendors registered with NSIC need not submit EMD, but have to submit valid NSIC registration/exemption certificate along with the Techno-commercial bid. In the event of order being finalised on vendor registered with NSIC, the vendor have to pay Security Deposit payable for the satisfactory performance of the contract.

Signed and stamped "Bid Security Declaration" shall be submitted as Annexure 'H' along with the technical bid which is enclosed.

CONTACT PERSONS (Hindustan Organic Chemicals Limited)

Naseema A P
Chief Manager (MSS)
Land line :0484-2727481
Mobile: 9947115482
Email:mss.kochi@hoclindia.gov.in

CLOSING OF BIDS: 13.05.2024 AT 02.00 PM

OPENING OF BIDS: The Bids will be opened on **14.05.2024 at 02.30 PM** electronically. Technically acceptable bidders will be informed about the date and time of opening of the price bids by emails.

RIGHT TO REJECT A BID: HOCL reserves the right to reject any bid due to reasons such as (a) Vendor not following above bidding procedures (b) Vendor not being technically acceptable to HOCL (c) Vendor not agreeing with the general conditions of the tender. (d) Not enclosing any particular documents asked for. (e) Any other valid reasons.

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

PERIOD OF CONTRACT: The period of the contract shall be **Six months** from the date of issue of work order.

TIME OF COMPLETION OF CONTRACT: The time of completion shall be **Six months** from the date of instruction to start the work.

PAYMENT TERMS: Payment shall be made on submission of invoice by the contractor after successful implementation, testing & acceptance by HOCL.

DEFECT LIABILITY PERIOD: AS PER GCC

SECURITY DEPOSIT:

Total security deposit shall be 5% of total contract value. This shall be recovered through deductions at the rate of 5% (Five percent) of the value of each running account bill till the total security deposit amount is collected, after which no further deductions shall be made on this account.

Security Deposit shall be refunded not later than 60 days to the contractor without any interest after the completion of contract in all respects and completion of all such obligations under the contract.

PERFORMANCE SECURITY:

Performance security shall be 10% of total work order value of the contract. It shall be furnished within 21 days after notification of award and it shall be released after the defect liability period.

Performance Security shall be furnished in the form of Account Payee Demand Draft/ Bank Guarantee issued from any Commercial Bank in India having a branch in Ernakulam Dist, Kerala / on online payment in an acceptable form.

LIQUIDATED DAMAGES:

In case the contractor fails to complete the work within the stipulated period, contractor shall be liable to pay a LD of ½% (half percent) of the contract value per week for the delay or part thereof subject to a maximum of 5% (Five percent) of the contract value.

LABOUR LAWS AND ENVIRONMENTAL PROTECTION:

You shall strictly abide by the 'article-8 "Labour Laws" of General Conditions of Contract and 8.6 "Employees State Insurance Act" and "PF-Act" in particular (Refer Annexure A &B attached).

GENERAL CONDITIONS OF CONTRACT:

All other Terms and Conditions will be as per our General Conditions of Contract, as published in our website www.hoclindia.com and special condition of contract. The GCC and Special conditions of contract can also be referred in our office during office hours in all working days.

TECHNICAL BID

Technical Bid should contain the following details which must be uploaded in the NIC website in pdf format:

Sl. No	Item	Details to be filled up by vendor
1	Name and address of the vendor	
2	GSTIN No:	
3	Details of contact person: Name, phone number, email ID	
4	Number of Years in Operation	
5	Website	
6	Whether Micro or Small Enterprise	Yes / No (If Yes, Bidder to submit requisite documents)
7	Do you have a minimum of 3 years experience in the same field	(Yes/ No) (Enclose evidence of 3 years' experience. Any document issued by Government evidencing 3 years of existence of the company shall be acceptable.)
8	Whether Warranty details enclosed	(Yes/ No)
9	All the hardware/components used for the work must be specified with its make and model No and quantity.	(Yes/ No)
10	Have you enclosed Original catalogue with technical write up highlighting the features of the product quoted along with their	(Yes/ No)

	part numbers.	
11	Any other document which bidder feel necessary to support the bid	Yes / No (If yes, please furnish details)
12	<p>Check whether you have attached the following documents to this technical bid, duly signed and sealed on all the pages.</p> <p>If the bid does not contain these, it is liable to be rejected.</p>	<p>(i) Requirements of HOCL and Scope of work (Annexure I)</p> <p>(ii) Product catalogue with its features make and model</p> <p>(iii) Warranty details</p> <p>(iv) Details of similar kind of works executed as mentioned in the technical evaluation criteria. Please furnish Experience statement form Annexure III</p> <p>(v) Any Other documents</p>
13	Have you been blacklisted by any Government organization in the past. If yes, furnish the details.	(Yes/ No)

This is to certify that all the facts furnished above and documents attached are genuine/ true. I also understand that in case it is subsequently found that the documents / facts furnished are false, the contract (if placed on us) is liable to be cancelled. I confirm that we accept the general conditions of contract for this tender and deviations if any have been attached to this technical bid.

DATE:

PLACE:

SEAL & SIGNATURE:

ANNEXURE-IV

NAME OF WORK: INSTALLATION AND COMMISSIONING OF CCTV SURVEILLANCE
SYSTEM AT PREMISES INCLUDING PLANT AREA- THIRD PHASE

COMPLIANCE / NO-DEVIATION STATEMENT

Tender ID:

It is hereby stated that the quotation/offer submitted by us is in full compliance with the documents issued against the enquiry and also further confirmed that there is no deviation from all the terms and conditions as per the enquiry.

Signature of the Tenderer :

Name of the Tenderer :

Address :

Place: SEAL

Date:

ANNEXURE-V

NAME OF WORK: INSTALLATION AND COMMISSIONING OF CCTV SURVEILLANCE
SYSTEM AT PREMISES INCLUDING PLANT AREA- THIRD PHASE

COMPLIANCE OF GENERAL CONDITIONS OF CONTRACT (GCC)

It is hereby stated that we have read and understood General Conditions of Contract (GCC) and confirm that we abide by all the terms and conditions of GCC.

Signature of the Tenderer :

Name of the Tenderer :

Address :

Place :

SEAL

Date :

ANNEXURE-VI

NAME OF WORK: INSTALLATION AND COMMISSIONING OF CCTV SURVEILLANCE SYSTEM AT PREMISES INCLUDING PLANT AREA- THIRD PHASE

CHECK LIST

PRO-FORMA-TECHNICAL BID

1. Documents substantiating prequalification criteria as per Annexure - III submitted (YES/NO).
2. General Terms and Conditions, Scope of Work, complete set of Tender Documents to be signed and stamped on all pages, scanned and uploaded (YES/NO).
3. Proforma of Declaration of Black Listing/ Holiday Listing (Annexure D) - duly filled, signed and stamped, scanned and uploaded (YES/NO).
4. Bidder Information (Annexure - E) - put √ mark in front of your confirmation, signed and stamped, scanned and uploaded (YES/NO).
5. BID CONFIRMATION (MORE THAN 5 LAKHS) (Annexure F)- duly filled, signed and stamped, scanned and uploaded. (YES/NO)
6. Bid security Declaration (Annexure H) - duly filled, signed and stamped, scanned and uploaded. (YES/NO)
7. Declaration on Code of Integrity for Public Procurement (Annexure L) - duly filled, signed and stamped, scanned and uploaded. (YES/NO)
8. Declaration of compliance of order (Annexure R) - duly filled, signed and stamped, scanned and uploaded (YES/NO).
9. Form of declaration along with submission of tender (Annexure W) - duly filled, signed and stamped, scanned and uploaded (YES/NO).
10. 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)

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

Signature of the Tenderer :

Name of the Tenderer :

Address :

Place:

Date: