



CSL/SRP/282/2025

10 Sept 2025

## TENDER NOTICE

Dear Sir,

Tenders by password protected email are invited for **rate contract for Diving Operations in Ship Repair Division at Cochin Shipyard Limited, Kochi** so as to reach the undersigned on or before the last date and time given below.

Enquiry no & date	CSL/SRP/282/2025 Date: <b>10</b> Sept 2025
Name of work	Rate contract for Diving Operations in Ship Repair Division at Cochin Shipyard Limited, Kochi.
Nature of bid process	Two bid
Earnest money to be deposited (EMD)	Nil
Validity of Bid	120 days from the last date of submission of tender
Last date & time for submission of quotation	30 Sept 2025, 1100 AM
Technical bid opening date & time (Attachment A)	30 Sept 2025, 0200 PM
Price bid opening date & time (Attachment B)	Price bid opening date shall be intimated
Correspondence details for pre-bid queries and any other information	<a href="mailto:sureshbabutc@cochinshipyard.in">sureshbabutc@cochinshipyard.in</a> <a href="mailto:julianjose.pj@cochinshipyard.in">julianjose.pj@cochinshipyard.in</a> <a href="mailto:revathy.ms@cochinshipyard.in">revathy.ms@cochinshipyard.in</a>

Thanking you

Yours faithfully,

(For Cochin Shipyard Ltd)

  
Suresh Babu TC  
Asst. General Manager (SRP)  
Assistant General Manager  
कोचीन शिपयार्ड लिमिटेड  
Cochin Shipyard Ltd.



**A. Scope of work**


- Underwater diving operations and related services in connection with ship repair activities at Cochin Shipyard Ltd and International Ship Repair Facility (ISRF) located inside Cochin Port Trust. The scope includes services of diver along with necessary supporting staffs, diving equipments, associated safety items/personal protective equipments (PPE), transportation and insurance etc.
- The approximate quantity of work estimated during the contract period is as below.

Sl no	Work description	Dock/Quay Approx. Quantity slot of 4 hrs duration	Away from quay Approx. Quantity ( slot of 4 Hrs duration)
1	Providing diving assistance with two divers (1 diver + 1 standby) along with necessary accessories- upto 04 hours	40	2
1.1	Additional diver assistance upto 04 hrs	40	2
2	Providing scuba diving assistance with two divers (1 diver + 1 standby) along with necessary accessories upto 04 hrs	50	2
2.1	Additional diver for scuba diving upto 04 hrs	50	2

*Note: The quantity of work mentioned above is indicative and may vary as per site requirement.*

**3. Methodology of work execution**

- Providing diving assistance upto 04 hrs with one diver and one standby diver along with necessary accessories on need basis.
- Additional diver may be deployed based on site requirement for which additional charges shall be paid.
- The services of divers shall be required on any day of the year including holidays. Working hours shall be upto 04 hours per day for which per day rate shall be applicable. In case if services are rendered beyond 04 hours, then overtime rates will be applicable for the duration

  
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of use rounded off to hours. Overtime charges per hour shall be calculated as per day charge/04 and will be paid at actuals on pro rata basis.

**B.** Working hours shall be computed from time of reporting of diving team to CSL official in charge.

**C. Prequalification Criteria** - (to be supported by necessary documents and submitted along with technical bid)

Sl No	Particulars	Eligibility Criteria	Proof/Documents Required
1	Experience in relevant field	The firm should be in the business of diving services related to marine operations or relevant field for a minimum of 04 years as on date of publishing this tender	Work order/work completion certificates
2	ABS/IRS/IR class	Certification of Service registration from ABS/IRS/IR class valid throughout the contract period	ABS/IRS/IR class certificate
3	Annual Turnover	Firm should have Rs. 15 lakhs or above annual turnover for FY 2023-24 & 2024-25	P&L statement/Work orders /relevant documents.

**D. Terms & conditions**

1. Services shall be required immediately after issue of LOI/work order.
2. The firm should be ready to organize the work on short notice including holidays, as required by CSL officer in charge/supervisor. For this purpose, contractor should have a local setup at Cochin.
3. Breathing air and other items required for diving operations is to be arranged by the contractor.
4. The firm should maintain an attendance register /muster roll and shall record the working hours and should get the same certified by CSL officer in charge or CSL representative.
5. Divers shall be positioned at CSL as per timings stipulated by officer in charge.
6. Quote should as per the rate format provided at annexure III and should include all operational cost, consumables cost, transportation, mobilization, demobilization, salaries etc. GST should be indicated separately and shall be paid extra as per govt. rules.

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SHREESH BABU T C  
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Assistant General Manager  
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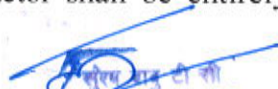
7. Food, accommodation and other facilities for the divers shall be vendor's scope.
8. During the pendency of the contract CSL reserves the right to terminate the contract forthwith by issuing one-month notice to the contractor, should he fails in his performance to adhere to the agreed terms & conditions of the contract. And also one-month prior notice to be given to CSL, if in any case the contractor wants to discontinue the contract.
9. Contractor will have to organize work at Dock/Quays, Away from Dock/ Quays at Cochin Shipyard Limited and Cochin Shipyard Limited - International Ship Repair Facility (ISRF) located inside Cochin Port Trust as per yard's requirement.
10. CSL reserves the full right to change the work scope/amend the work scope according to the site condition.
11. Vendor details to be submitted along with the technical bid as per annexure II.
12. The firm should not subcontract the work or part of the work to any other agency if awarded the contract. An undertaking as per annexure IV to be submitted along with the technical bid.
13. Bid should be valid for a period of 90 days from the date of submission of tender.
14. The bidders may contact Shri. Julian Jose P J, Assistant Engineer (Mechanical) email id: [julianjose.pj@cochinshipyard.in](mailto:julianjose.pj@cochinshipyard.in), mob: 9995804359 for any clarifications regarding scope of work.

**E Entry and Exit of personnel**

1. Temporary entry/exit passes for the personnel to work inside CSL shall be arranged by the agency after completing necessary formalities of CSL at the contractors cost.
2. All personnel are required to produce a valid police clearance certificate to avail gate passes.

**F. Safety rules**

1. Following safety rules are mandatory for divers:
  - i. Divers engaged for this work should have diving license. The contractor should engage only skilled divers and workmen.
  - ii. Contractor should take all safety precautions required for the diving operations
2. The firm shall ensure that the personnel employed by them are working in complete compliance with CSL HSE rules. All personnel deployed at site shall wear PPE at all times when working within the factory premises of CSL. PPE is to be provided by the contractor/firm including, overall, safety shoes, safety helmet, gloves, safety glasses, full body harness etc. The firm/contractor shall be entirely responsible for the safety of all

  
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Cochin Shipyard Limited



personnel employed by him on the work and should ensure that the personnel are adequately covered under insurance.

3. The firm shall be solely responsible for any consequences arising out of any loss, damage or accident caused to the personnel engaged by him on duty. Any labour issues with employees have to be settled by the contractor or firm themselves. CSL will not have any responsibility for any issue between firm and the employees, for any injury or illness to firm's workmen/other personnel during execution of work. In this regard firm will have to fully indemnify CSL against any claim made by his workmen/other personnel.
4. The diving operation shall be done only in the presence of CSL authorized person assigned for the job.

#### **G. Payments terms**

1. Payment shall be made on a monthly basis by NEFT to the account of the firm within 30 days from the date of submission of invoice in CSL online portal supported by work completion certificate certified by officer in charge of CSL and ESI/EPF remittance documents in respect of the firms employees engaged for work. In case ESI/EPF remittance documents are not submitted with invoice, reasons thereof to be submitted. The bank name, account number, IFSC code and other bank details shall be furnished by the firm in the prescribed format of CSL.
2. The Invoices to be raised on AGM (SRP), Ship Repair Division, Cochin Shipyard Limited. GST Registration no. of CSL is GSTN - **32AAACC6905B1ZD** which is to be indicated on the invoice.

#### **H. Deviation list**

1. Deviations if any, in the offer submitted from that of the tender enquiry in any form should be clearly furnished in a separate document titled as "List of Deviations".

#### **I. Statutory conditions and labour laws**

1. The firm must comply with statutory requirements, ESI/EPF, and other labour laws/regulations in force and as amended from time to time by Govt. of India. The firm must abide by minimum wages act as governed by Govt. of India rules in force and as amended in future.
2. The firm shall observe and comply with the provisions of all labour and industrial laws and enactments and shall comply with and implement the provisions of the Factories Act, 1948, 'Employees Provident Funds & Miscellaneous Provisions Act, 1952, Employees State

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Cochin Shipyard Ltd.

Insurance Act, Payment of Gratuity Act, minimum Wages Act, Payment of Bonus Act, Contract Labour (Regulation and Abolition) Act and all other enactments as applicable to them and their workmen employed.

3. All divers engaged inside CSL, shall necessarily be insured under the ESI scheme or the divers should be covered under compensatory insurance policy as applicable.
4. The firm shall be solely responsible for the payment of wages, salaries and other legal dues of its personnel who are employed or deployed by it from time to time. The firm shall promptly pay all due salaries and wages to its personnel providing service and salary has to effect before 10<sup>th</sup> of every month succeeding the wage month. CSL reserves the right to ask the firm to submit satisfactory evidence of payment due, salaries etc. In any event, CSL shall not be liable for any payments, dues, wages and salaries of the personnel employed by the firm.

**J. Arbitration**


1. It is clarified that the firm cannot go for arbitration for any disputes arising out of the agreement related to this contract work. Cochin Shipyard Ltd. has a grievance redressal cell and all un-resolved disputes shall be referred to the nodal officer Shri. Syamkamal N, Company Secretary, Cochin Shipyard Ltd in the specified format. All questions, disputes difference or differences arising under, out of, or in connection with the contract after hearing by Cochin Shipyard Ltd Grievance Redressal committee shall be subject to Indian Laws in force and at the exclusive jurisdiction of the courts at Kochi.

**K. Indemnity clause**

1. The firm shall indemnify CSL and keep harmless against any or all claims, liabilities, damages, losses, costs, charges, expenses, proceedings and actions of any nature whatsoever made or instituted against CSL directly or indirectly by reason of:
  - i. Any wrongful, incorrect, dishonest, criminal, fraudulent or negligent work, misfeasance, disregard of duties by personnel of the firm; and/or
  - ii. Any theft, robbery, fraud or wrongful act or omission by personnel of the firm.

**L. Contract Validity**


1. The contract shall be valid for a period of 02 year which is extendable upto a further period of 6 months on at the discretion of CSL without any changes in rates, contract terms and conditions on mutual agreement.

  
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Assistant General Manager  
कोचीन शिपयार्ड लिमिटेड  
Cochin Shipyard Ltd.



#### **M. General conditions**


1. All relevant clauses of general conditions of contract prevalent in CSL will be applicable to this contract also. HSE guidelines issued by CSL from time to time shall be followed by the firm.
2. L1 shall be determined based on the total cost on CSL.
3. The contract shall be on a principal to principal basis and it will not create any employer, employee relationship between CSL and the firm or its employees/personnel. This contract shall also not be deemed to create any partnership, joint venture or any association between CSL and the firm.
4. The bidders are expected to familiarize themselves about labour situation, wages and benefits applicable to labourers, working hours etc. prior to quoting. The submission of a bid by bidder implies that he has made himself aware of all the above situations and conditions. Any subsequent claim on this account will not be entertained.
5. CSL reserves the right to award the contract to one or more firms or may split the scope of work, depending upon the actual necessity, as deemed fit.
6. CSL reserves the right to reject any or all the offers without assigning any reason whatsoever.
7. The rates agreed upon as per quotation remain firm and fixed and will not be changed till conclusion of contract including extended period, if any.
8. The contractor or the employee engaged by the contractor are strictly banned from use of any kind of Narcotics drugs/Alcohol/smoking etc. inside CSL premises and any illegal activity by the work men should be reported to the Officer-in-Charge without delay and the contractor shall remove such persons from Yard premises.
9. During the evaluation of tender AGM (SRP) may at his discretion may ask the bidders for clarification in writing. Response for clarification shall be given in writing and no change in prices or substance of the bid shall be sought, offered or permitted. No post bid clarification on the initiative of the bidder will be entertained.
10. CSL reserves the right to terminate the contract at short notice in case the firm's performance is found not satisfactory with regard to progress of work, quality, time factor, labour dispute with their workers, poor safety records and other violation of any contract conditions. No claim whatsoever will be entertained by CSL on this account.
11. Amendment if any will be notified on CSL/Govt. website. The bidders are requested to keep themselves informed of the development by visiting CSL website [www.cochinshipyard.in](http://www.cochinshipyard.in) and the CPP portal [www.eprocure.gov.in](http://www.eprocure.gov.in) regularly. Such amendments shall be binding upon

  
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Cochin Shipyard Ltd.

them.

**N. Instruction to bidder for submission of quote:**

1. Tenders are to be submitted in password protected email and should reach CSL on or before the last date and time for submission of tender. Email address for submission of tender is [sroffice@cochinshipyard.in](mailto:sroffice@cochinshipyard.in) with a copy to [julianjose.pj@cochinshipyard.in](mailto:julianjose.pj@cochinshipyard.in) and [sureshbabutc@cochinshipyard.in](mailto:sureshbabutc@cochinshipyard.in). Bidder should make sure that they get an acknowledgement by return mail after submission of tender. CSL shall not be responsible for non receipt of e mail sent by the firm.
2. Bid is to be submitted in two bid system [in two attachments with password protection- Technical bid (attachment A) & Price bid (attachment B).
3. Following documents in respect of technical bid to be included in attachment A.
  - i. Tender document duly signed on all pages (including scope of work, general terms & conditions and annexures).
  - ii. Vendor details (annexure II).
  - iii. Copy of un-priced bid format as per annexure III (price bid without prices/numerals)
  - iv. Undertaking (annexure IV).
  - v. Documents required as per Pre-qualification criteria.
4. Price part of technically acceptable offers only will be considered for opening.
5. Price bid is to be submitted with password protection in a separate file (attachment B – price bid).
6. The bidder is expected and deemed to have read, understood and agreed to all instructions, forms, terms and specifications etc. in the tender document while bidding.
7. Failure to furnish all information required or False/ambiguous information or submission of bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
8. All pages of the offer (including all supporting documents/attachments) should be signed by the authorized signatory of the bidder in acceptance of tender conditions. Scanned copy of the same may be attached in the bid. Unsigned and unstamped bids shall be summarily rejected.
9. The firm should indicate "quoted"/ "not quoted" against each line item as applicable in the unpriced price format. Any ambiguity may entail rejection of the offer.
10. Tender documents, downloaded from the CSL website/Central Procurement Portal, shall be

  
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Cochin Shipyard Ltd.




downloaded in Toto and no change, whatsoever shall be made. If any alteration is made in the tender document submitted by the Bidder and if found out (be it at any stage of the tender processing and even after award of the contract), it will be viewed seriously by CSL and CSL has the right to reject the offer if required.

11. All documents, instructions, catalogues, brochures, pamphlets, design data, norms and calculations, drawings, operation, maintenance and safety manuals, reports, labels on deliveries and any other data shall be in English language.

Thanking You,

Yours Sincerely,

For Cochin Shipyard Ltd

  
GURESH BABU T C  
सहायक महा प्रबन्धक  
Assistant General Manager  
कोचीन शिपयार्ड लिमिटेड  
Cochin Shipyard Ltd.

Asst. General Manager (SRP)

VENDOR DETAILS (to be submitted along with TECHNICAL BID)

1	Name of the Bidder/Firm	
2	Registered office Address of Company/Firm	
3	Telephone No./Fax No./Mobile No	
4	E-mail address	
5	Names of the contact person & designation	(i) (ii) (iii)
6	Type of Entity-Proprietorship/Partnership firm/Company/NSIC/MSME Category etc. (Please attach registration certificate of Firm/Partnership agreement/proprietorship documents)	
7	PAN Card Number ( Self attested copy of PAN card has to be submitted)	
8	GST Registration Number ( Self attested copy has to be submitted)	
9	EPF Registration No. (Self-attested copy to be submitted). Note: In case firm does not have EPF registration reasons thereof to be indicated in remarks column.	
10	ESI Registration No. (Self-attested copy to be submitted). Note: In case firm does not have ESI registration reasons thereof to be indicated in remarks column.	

  
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 Cochin Shipyard Ltd.



11	Whether the Agency has been blacklisted/debarred or given tender holiday or contract terminated before expiry of the contract period by any 'govt./autonomous bodies/ organizations where bidder has provided services earlier due to deficiencies in service or misconduct etc.	Yes/No (please tick as applicable) If yes, please furnish details on a separate sheet
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- Certified that the above information is true to the best of our belief and information.

Signature of firm or authorised personnel:

Name of authorised personnel

Designation:

Address:

  
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**RATE FORMAT**

Sl. No	Description of service	Undertaking work in dock/quay			Away from quay		
		Estimate Quantity -Slot of 4 Hrs duration (A)	Rate (upto 04 hours) (B) Before GST	Total cost (C = A X B)	Estimate d Quantity - Slot of 4 Hrs duration (D)	Rate (upto 04 hours) (E) Before GST	Total cost (F = D X E)
1	Providing diving assistance with two divers along with necessary accessories- upto 04 hours (1 diver + 1 stand by)	40			2		
1.1	Additional diver assistance upto 04 hrs (rate per diver)	40			2		
2	Providing scuba diving assistance with two divers along with necessary accessories upto 04 hrs (1 diver + 1 stand by)	50			2		
2.1	Additional diver for scuba diving upto 04 hrs (rate per diver)	50			2		
Total (C)					Total (F)		
I. Total (C) + (F)							
II. GST %							
III. Grand total including GST							
Grand total in words:							

a) L1 bidder shall be arrived based on the grand total cost as above.

  
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 Assistant General Manager  
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 Cochin Shipyard Ltd.



**UNDERTAKING**

I, Shri ..... in my capacity as Managing Partner/Chairman & Managing Director/Proprietor of M/s ..... do hereby give an undertaking that we shall not subcontract the work or part of work to any other agency if awarded the contract by CSL.

Signature of firm or authorised personnel:

Name of authorised personnel

Designation:

Address:

Contact No:

  
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