

# **TENDER ENQUIRY**

Dt. 19/04/2024

Tender Ref No: **CMSRU/QC MANPOWER/2024-25**

Dear Sir,

Sealed Tenders in **Two Bid**, super scribing the Enquiry Number & Last date for receipt of Quotations on the envelope, are invited in two separate covers as 'Cover A Technical' & 'Cover B Price' for **Engagement of QC service at CSL - Mumbai ship repair unit (inside Mumbai port trust)**

1 The offers as above should reach the undersigned on or before the last date and time shown. Tenders should be addressed to "The Deputy General Manager (CMSRU), Cochin Shipyard Ltd- Mumbai Ship Repair Unit, Mumbai Port Trust, and Mumbai-400001" in sealed envelope.

2. **Techno - Commercial offers can also be made by e-mail, with price bid duly Locked with password, before 11.00 hrs (IST) on 26 April 2024, if delivery of sealed offers cannot be ensured at CSL on the due date.**

3. Quotation should be valid for a period of 3 months.

4. Quotation can be submitted by email as a documents (price part should be password protected) to the following email address.

[sebi.augustine@cochinshipyard.in](mailto:sebi.augustine@cochinshipyard.in)

[cmsru.planning@cochinshipyard.in](mailto:cmsru.planning@cochinshipyard.in)

**Last Date & Time of Receipt of Tender: 26 April 2024 at 11.00 Hrs IST.**

**Tender Opening date & time: 26 April 2024 at 11.30 Hrs IST.**

**NOTE:** 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.com](http://www.cochinshipyard.com) and the CPP portal [www.eprocure.gov.in](http://www.eprocure.gov.in) regularly. Such amendments shall be binding upon them.

**In case of technical queries, please contact**

**Mr. SEBI AUGUSTINE, (Project Officer - CMSRU)**

**(e-Mail: [sebi.augustine@cochinshipyard.in](mailto:sebi.augustine@cochinshipyard.in), Mob no. +91 8714630958)**

Yours faithfully,

**Deputy General Manager (CMSRU)**

• **SCOPE OF WORK**

The work includes Quality Control services at CMSRU, as per details given below

SL NO.	DISCIPLINE	JOB TITLE	NOS. OF INSPECTORS
1	Mechanical	Mechanical inspection	6
2	Electrical	Electrical Inspection	2
<b>TOTAL</b>			<b>8</b>

**Working Hours:** Normal working time of QC service agency shall be from 0900 Hrs. to 1745 Hrs. QC service agency have to follow the official calendar of CSL-Mumbai Ship Repair Unit. The working time shall be changed as per the site requirement and instruction of officer in charge.

**Over-Time:** Upon project / site requirements QC service shall be extended beyond normal working hours (within the stipulations of Factories Act), payment will be made on pro-rata basis of daily rate. Over-time should be sanctioned by Officer-in-Charge in advance.

**Educational qualification:** Degree / Diploma in Mechanical / Electrical Engineering / Naval Architecture / Equivalent.

**Work Experience:** 3 years of experience in Ship Building / Ship Repair / Heavy Engineering industry for the individual category.

**Desirables:**

- a) Experience in marine industry as QA/QC personal
- b) Good communication skill in English and Hindi.
- c) Proficiency in computer applications like MS Office & AutoCAD.
- d) Certifications such as ASNT NDT Level 2, CSWIP, BGAS & NACE

**Job responsibilities:**

SI No.	Job Title
<b>A</b>	<b>QC Mechanical</b>
	1. Review defect list (repair specification) and coordinate with the relevant departments to meet customer requirements 2. Prepare installation and testing protocols for the machineries after referring the OEM manuals / Class rules and Yard standards. 3. Inspection of spares and components as per OEM manual. 4. To read, evaluate and implement quality requirements as per the Drawings/Manual/ and OEM recommendations while opening up and closing up inspections. 5. QC inspectors to use precision measuring instruments in Engine room machineries, propulsion system, Rudder, and deck machineries as per the refit scope and should be able to interpret exact requirement as per standard machinery repair practices. 6. Considering the functionality of machineries, QC inspectors to provide trouble shooting provisions without compromising quality norms.

	<p>7. To attend and coordinate machinery trials, both in dry dock &amp; afloat with client, class and OEM.</p> <p>8. Inspection of raw materials and ensure that proper grade of material is being used as per the classification society rules and requirement.</p> <p>9. Carry out routine in process and final inspections (fit up, dimensional checks, weld inspections etc.).</p> <p>10. Ensure appropriate approved welding procedures are being used during the welding.</p> <p>11. Witness pressure testing of pipe lines.</p> <p>12. Witness various tests such as vacuum test, hose test, tank pressure testing etc.</p> <p>13. Co-ordination of Non-Destructive Tests.</p> <p>14. Liaison with the members of the Class/Client/OEM representatives for the smooth progress of work.</p> <p>15. Ensure quality-related reports, certificates and all related documents are prepared and collected in accordance with project requirements.</p> <p>16. Any other works related to QC as instructed by officer in-charge.</p>
<b>B</b>	<b>QC Electrical</b>
	<p>1. Review defect list (repair specification) and coordinate with the relevant departments to meet customer requirements.</p> <p>2. Inspection of raw materials and ensure that proper grade of material is being used as per the classification society rules and requirement.</p> <p>3. Checking cable routes post welding of cable trays and coamings.</p> <p>4. Checking installation of cables and terminations of junction boxes, control panels, switchboards and equipment.</p> <p>5. Conducting inspection for overhauling and commissioning of motors, alternator, transformer etc.</p> <p>6. Inspection of various electrical, navigation and communication equipment onboard the vessel during refit.</p> <p>7. Liaison with the members of the Class/Client/OEM representatives for the smooth progress of work.</p> <p>8. Any other works related to QC as instructed by officer in-charge</p>

### Other requirements

a) CSL has the complete right to decide the QC strength of the service to be deployed at CMSRU. Minimum requirement shall be 6 QC inspectors and in accordance with the requirement of project strength shall be extended till 8 QC inspectors.

b) Contractor has to deploy QC service at CMSRU within 10 days of receiving official intimation from Officer-in-Charge.

c) In case of future additional requirement, if required by CMSRU the contractor has to provide additional QC strength on pro rata basis.

**Location of work:**

CSL – Mumbai Ship Repair Unit (CMSRU)

HDD Office Building,

Green Gate, Soorji Vallabhadas Road, Fort

Mumbai – 400001, Maharashtra

**Period of work:** The contract shall be valid for a period of 01 years initially and shall be extendable for a further period of 02 year on same rate, terms and conditions based on the satisfactory performance of the contractor. CSL's decision will be final in this regard.

- **Vendor Eligibility Criteria**

**Vendor shall satisfy eligibility criteria (QCBS - 70 marks or above) as per Annexure VI, and supporting documents in proof of the same shall be submitted along with offer.**

- **Terms and Conditions**

1. QC service provided by the contractor shall be required to work as per the direction of CSL Officer In charge at CMSRU.
2. Attendance details of QC service shall be submitted to CSL Officer In charge at CMSRU on a monthly basis for approval. In case substitute personnel are deployed for duty on account of absence such as leave or sickness, their bio data shall be submitted to CSL for prior approval.
3. CSL reserves all the rights to reject any QC Inspector provided by the contractor who: a. Fails to meet the criteria for qualification / attributes listed below b. Is unable to meet the requirements of job profile mentioned c. Misbehaves or disobeys Officer-in-Charge
4. Quotation should be valid for a period of 3 months.
5. All QC team member provided by QC service have to use PPEs at all times within the yard premises at CMSRU. The contractor has to provide all PPEs including, coverall, safety shoes, safety helmet, gloves and safety goggles. Full body harness, when required will be provided by CMSRU. The contractor shall be entirely responsible for the safety of all personnel employed by them on the work and should ensure all staffs are adequately covered under Insurance.
6. Performance of the QC service will be evaluated initially for a period of 03 months and the service shall be terminated within 06 months if the performance is not found satisfactory. In case, if the performance of the QC service is not found to be satisfactory during the period of contract CSL has the right to terminate the contract by proving one month notice period.
7. CSL reserves the right to terminate the work order at short notice in case the firm's performance is found not satisfactory with regard to the progress of work, quality, time factor, labour dispute with their workers, poor safety record and other violation of any contract conditions. No claim whatsoever will be entertained in this regard from the firm.
8. **Performance Security:** A recovery of 10% will be made from contractor's monthly bill towards performance security to maximum of Rs.8,00,000/- (Rupees eight Lakh only) and will be returned only one month after expiry of the contract.

9. **Risk Purchase:** If the supplier fails to commence the work as per the instruction of Officer in Charge or violate any of the terms and conditions of the purchase order; CSL shall have the rights to terminate the contract with 15 days' notice forfeiting the security deposit if any and to initiate alternate action.
10. Cochin Shipyard Ltd will not take responsibility for any liabilities caused by the contractor in respect of the vehicle's tax, insurance, road permit, accident, penalties by authorities etc., or will not compensate part or full whatever may be the reasons.
11. The QC service provider shall be solely responsible for the consequences arising out of any loss, damage or accident caused by the contractor or the employee engaged by the QC service while on duty. CSL will not have any responsibilities for any issues between QC service provider and their employees.
12. The firm should not subcontract the work in part or full.
13. CSL reserves the right to award contract to one or more contractors during the pendency of this contract, depending upon the actual necessity.
14. Any loss / damage sustained by CSL on account of any negligent act of the contractor or the employee engaged by the contractor will be fully recovered from the contractor.
15. The contractor or the employee engaged by the contractor are strictly banned from use of any kind of narcotics drugs / alcohol / smoking etc inside CMSRU 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
16. Payment shall be made on monthly basis within 30 days from the date of submission of the bills in triplicate duly certified by the designated Officer of the CSL. All payments made by the CSL shall be after deduction of tax at source wherever applicable as the provisions of the Income Tax Act 1961.
17. QC service shall comply with all safety, security and general discipline instructions and unreservedly use all gadgets, systems and equipment for the efficient discharge of the contractual duties and obligations.
18. This order is subject to the General Conditions of contract prevailing in Cochin Shipyard Limited /CSL-Mumbai Ship Repair Unit.
19. The Contractor should furnish their Registration code, ESI/PF/PAN/GST numbers issued by competent authorities if any. The supporting documents for the same may have to be submitted to CSL in the event of requirement. CSL reserves the right for the deduction of ESI/PF from the bill or invoice, if required.
20. The firm shall be solely responsible for the payment of wages, salaries and other legal duties of its personnel who are employed or deployed by them from time to time. The firm shall promptly pay all due salaries and wages to its personnel providing service by 10th of every month preceding the wage month. CSL reserves the rights 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 deployed by the firm.
21. Necessary Insurance Coverage for the contractor's materials / equipment / vehicle including Third Party liability and for the workmen (covering Workmen's Compensation Act) engaged by the Contractor are to be taken at his cost. If any accident/injury occurs to any other persons/public due to proven negligence/nonadherence to relevant safety and other precautions on the part of

Contractor/it's employees, the contractor shall remain liable to pay necessary compensation and other expense, as decided by appropriate authorities.

22. The firm must comply with the statutory requirements, ESI/EPF, minimum wages act, and other labour laws / regulations in force and as amended from time to time by Govt. of India.
23. In case if the firm fails to pay any contributions, charges or other amounts payable under any of the provisions of law, CSL shall deduct or adjust amounts equivalent to such contribution, charges or amounts from amount payable to the firm by CSL, including any deposit or amounts payable against bills and make payments on their account to the appropriate authority.
24. The contract shall be on a principal-to-principal basis and it will not create any employer, employee relationship between CSL and firm / its personnel.
25. Contractors are required to produce a valid police clearance certificate / medical certificate if required to avail gate passes for entering CMSRU premises.

**26. Payment Terms:**

- Payment shall be made on monthly basis within 30 days from the date of submission of the bills in triplicate duly certified by the Officer in charge. All payments made by CSL shall be after deduction of tax at source wherever applicable as the provisions of the relevant act.
  - Contractor shall indicate details such as Work Order Number, PAN, GST required for processing payment. Payments will be made through NEFT/RTGS/Cheque mode and necessary details shall be furnished by the contractor. CSL reserves the right for the deduction of taxes and duties as applicable from the bill or invoice.
  - The invoice to be raised on Officer In-Charge, Cochin Shipyard Limited, CSL-Mumbai Ship Repair Unit, HDD Office Building, Green Gate, Soorji Vallabhdas Road, Fort, Mumbai – 400001, Maharashtra.
  - GST No. of CSL-Mumbai Ship Repair Unit is 27AAACC6905B1Z4
27. **Labour Laws & Regulations:** Contractor will have to abide by the various laws & regulations such as Contract Labour Regulation (Abolition)Act, ESI Act 1948, EPF Act 1952 etc. as applicable.
  28. **Jurisdiction:** It is clarified that the contractor shall not 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 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.
  29. All the documents including tender document, clarification / confirmations in connection with the tender shall be deemed to form part and be read and construed as part of this Work Order.
  30. The format of Bio data for QC inspectors to be provided upon receipt of work order is attached as Annexure V

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

1. Bid is to be submitted in two bid system [in two covers- Technical bid (cover A) & Price bid (Cover B).
2. Following documents in respect of technical bid to be kept in a cover superscribing 'cover A' and submitted strictly as per tender schedule.

Eligibility criteria documents &

- i. Stamped and signed copy of tender scope, terms and conditions
  - ii. Vendor details (Annexure II).
  - iii. Un-price format (Annexure III).
  - iv. Undertaking (Annexure IV).
  - v. Eligibility Criteria (Annexure VI).
3. Tenders are to be submitted in sealed cover super scribing the enquiry number on the envelope and should reach CMSRU on or before the last date and time for submission of tender. Tenders should be addressed to Deputy General Manager (CMSRU) and are to be deposited in the tender box named as "Tender box" kept at first floor of CMSRU office building and details of tender should be entered in the register named provided with the tender box. Tenders submitted after the last date and time for submission of tender will not be considered. Further the tenderers should send an email to [sebi.augustine@cochinshipyard.in](mailto:sebi.augustine@cochinshipyard.in) regarding submission of tender at CMSRU and shall receive an acknowledgment. Tenders not complying the aforesaid conditions will not be considered.
  4. Price bid as per rate format (Annexure III) should be signed and stamped and kept in a separate cover superscribing 'Cover B' and submitted strictly as per tender schedule.
  5. Both the Cover A & B should be put in one single cover superscribing "**Tender Number CMSRU/QC MANPOWER/2024-25 for Engagement of QC service at CSL - Mumbai ship repair unit (at Mumbai port trust)**".
  6. Price part of technically acceptable offers only will be considered for opening.

Or

Techno - Commercial offers can also be made by e-mail, with price bid duly Locked with password, if delivery of sealed offers cannot be ensured at CSL on the due date Quotation can be submitted by email as a password protected document (price part only) to the following email address.

[sebi.augustine@cochinshipyard.in](mailto:sebi.augustine@cochinshipyard.in)

[cmsru.planning@cochinshipyard.in](mailto:cmsru.planning@cochinshipyard.in)

VENDOR DETAILS (to be submitted along with TECHNICAL BID)

1	Name of the Bidder / Firm	
2	Registered office Address of Company / Firm in Mumbai: Local office address at Mumbai (if held):	
3	Telephone No./Fax No./ Mobile No	
4	E-mail address	
5	Name of the contact person and 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 document)	
7	EMD Details (DD No. Name of Bank)	
8	PAN Card number (Self-attested copy of PAN card has to be submitted)	
	GST Registration Number (Self-attested copy has to be submitted)	
	EPF Registration No. (Self-attested copy has to be submitted). Note: In case firm does not have EPF registration reasons thereof to be indicated in remarks column.	
	ESI Registration No. (Self-attested copy has to be submitted). Note: In case firm does not have ESI registration reasons thereof to be indicated in remarks column.	
	Copy of License applicable (Self-attested copy has to be submitted).	
9	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. (Undertaking as per annexure IV has to be submitted along with the bid)	Yes / No (Please tick as applicable) If yes, please furnish the details on a separate sheet

Certified that the above information is true to the best of our belief and information.

Place : Signature of firm / authorized signature

Date : Of firm or agency:

Name of firm or authorized signatory of firm / agency:

Designation:

Address:

Contact No:



**RATE FORMAT**

<b>Sl.No</b>	<b>Description</b>	<b>Rate per Person per Day (9.00am to 5.45pm shift per Day) (before GST) (Rs.)</b>	<b>GST%</b>
1	Service of QC inspector		

**Note:**

1. Overtime will be considered after completion of each whole hour
2. Contract shall be awarded based on Overall L1 basis

Signature of Contractor/authorized signature of firm or agency:

Name of contractor or authorized signatory of firm/agency:

Designation:

Address:

Contact No:

**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 CMSRU/CSL (Kochi).

Signature of Contractor/authorized signature

of firm or agency:

Name of contractor

Designation of authorized signatory of firm/agency:

Address:

Contact No:

**BIO DATA – QC INSPECTORS**

1 Name:	
2 Date of birth:	
3 Place of birth:	
4 Permanent home address:	
5 Present home address:	
6 Language skills:	Hindi (Speak / write / read)  English (Speak / write / read) (Please tick as applicable)
7 State of health:	Average / good / very good (Please tick as applicable)
8 Qualification: Duration of course: (In years & Months)	
9 Experience (In years and months)	
10 Desirables:	Computer / software proficiency: Certifications:

Certified that above information is true to the best of our knowledge and belief.

Signature of QC Inspector:

Signature of authorized signatory of contractor:

Name of authorized signatory of contractor:

Designation:

Address:

Contact No:

## Annexure VI

**ELIGIBILITY CRITERIA:**

Quality Cost Based System (QCBS) shall be applied for eligible bidders.

Quality Cost Based System:				
Sl. No.	Eligibility Criteria		Marks	Minimum marks required
1	Average annual turnover of the firm in last three years (2019-20 / 2020-21 / 2021-22) shall be minimum 50Lakhs. Documents required: Profit and loss account statement for the respective financial year.	50 - 70 Lakhs	10	10
		70 - 90 Lakhs	15	
		More than 90 Lakhs	20	
2	Work experience in providing QA/QC personnel in ship building / ship repair/ Heavy Engineering shall be Min. 5 years in the past 7 years. For ongoing projects relevant certification from client shall be submitted along with copy of Purchase Order. Documents required: Work order and work completion certificate satisfying the experience criteria.	5 to 6 years	5	5
		6 to 8 years	10	
		More than 8 years	15	
3a	Relevant experience (Providing QA/QC personnel in ship building / ship repair/ Heavy Engineering) -Minimum 3 Purchase Orders of similar nature with completion certificates in last 5 years to be submitted. For ongoing projects relevant certification from client shall be submitted along with copy of Purchase Order. Documents required: Work order and work completion certificate satisfying the experience criteria.	3 Projects	5	5
		3 - 5 Projects	10	
		More than 5 Projects	15	
3b	For experience in providing QA/QC personnel in ship building / ship repair. Documents required: Work order and work completion certificate satisfying the experience criteria.	Min.3 years' experience	10	-
3c	For experience in providing QA/QC personnel in Govt. Establishments /PSU's. Documents required: Work order and work completion certificate satisfying the experience criteria.	Min.3 years' experience	10	-
4	Firm shall be certified for ISO 9001:2015 Documents required: Copy of valid certificates of ISO 9001:2015 need to be submitted	Valid certification	10	10
5	Manpower engaged (QA/QC personnel) in various projects during last 3 years shall be minimum 100 Nos. Documents required: Documentary evidence for the manpower engaged.	100 - 150 Nos	10	10
		150 - 200 Nos	15	
		More than 200 Nos	20	

Note: Bidders who secure overall **70** or more marks as per the QCBS criteria shall be considered as techno commercially qualified.