

Tender No: HCSSL/OPS/SB/TEN/210/2023-24 dated 15.01.2024

To,  
M/s.

### TENDER NOTICE

Sealed competitive tenders are invited on behalf of Hooghly Cochin Shipyard Limited (HCSL) from experienced vendors for the under mentioned work, so as to reach the undersigned on or before the date and time mentioned below. Please refer Scope of Work, General Terms and Conditions and Special Terms attached.

Tender No. & date	HCSSL/OPS/SB/TEN/210/2023-24 dated 15.01.2024
Name of Work	Safe Transportation of Turning Cradle with accessories and Welding Machines from Udupi Cochin Shipyard Limited (UCSL), Hangarkate to Hooghly Cochin Shipyard Ltd, Howrah up to the entire satisfaction of HCSL, in accordance with the delivery schedule, HCSL - Terms and conditions in all respects.
Type of Tender	Two Bid
Cost of Tender	NIL
Earnest Money to be deposit	NIL
Last date & time of receipt of tender	25.01.2024 up to 15:00 hrs.
Date & time of opening of tender	25.01.2024 up to 15:30 hrs.
Lead time of Work Completion	07 days
Officer - in - Charge	<p>Name: Siva Prasad S P Designation: M (Elec.) Email: sivaprasad.sp@hooghlycsl.com Phone No: 9487017033</p> <p>Name: Shanmugh H Designation: AM (Elec.) Email: shanmugh.h@hooghlycsl.com Phone No: 9344469328</p>

**Tender reference should be clearly indicated on the subject of the Email.**

Tenders should be submitted in two separate files as **PART-I "TECHNO-COMMERCIAL" & PART-II "PRICE"** indicating the tender number, due date of the tender in the Mail and addressed to The Deputy General Manager (Projects & Operations), Hooghly Cochin Shipyard Limited, Nazirgunge Unit, Howrah. **Tender to be submitted by email only.**



**1. Minimum qualification criteria for participating in the tender will be as follows:**

- a. The bidder shall have permit/license to operate trucks and transport goods all over India.
- b. The bidder should comply with the provisions of the carriage by Road Act -2007 and rules (ref DO Letter No RT-11023/1/2012-T Dtd. 11.12.2013 from Ministry of Road Transport & Highways) and submit copy of certificate of Registration along with the tender.
- c. Bidder shall not be under a declaration of ineligibility issued by Govt. of India/ State govt./Public Sector Undertakings etc. The bidder shall not have been debarred / black listed by CSL or by any of the Public Sector Undertaking or Government department etc. The declaration of eligibility at Annexure VI shall be submitted in this regard.
- d. The bidding firm should have valid PAN and GSTIN and details of PAN / GST Registration Number and current valid Tax Clearance Certificate shall be submitted along with the offer.



For **Hooghly Cochin Shipyard Limited**

Signature and Seal of the Bidder(s)

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Signature and Seal of the Bidder(s)

For Hooghly Cochin Shipyard Limited



**SCOPE OF WORK**

The scope of work includes Safe Transportation of Turning Cradle with accessories and Welding Machines from Udupi Cochin Shipyard Limited, Hangarkate to Hooghly Cochin Shipyard Ltd, Howrah up to the entire satisfaction of HCSL, in accordance with the delivery schedule, HCSL - Terms and conditions in all respects.

**Description of Work:**

S.No	Description of Work	Dimensions of One Number (Approx)	UOM	Total Quantity in Nos	Total Weight (Approx)
1	Transportation Of Turning Cradles (with accessories) From UCSL, Malpe, Udupi to HCSL, Kolkata by Road.	7.3 m x 2.2 m x 0.5 m	Set	1	4600 kgs (+/-50 kg)
2	Transportation Of Welding Machines (Migatronic Sigma Select 400) From UCSL, Malpe, Udupi to HCSL, Kolkata by Road.		Nos.	4	130 kg each (Total of 520 kgs +/-50kg)

**Contractor's Scope of Work:**

1. Transportation Of Turning Cradle with accessories From UCSL, Malpe, Udupi to HCSL, Howrah by Road.
2. Transportation Of Welding Machines (Migatronic Sigma Select 400) From UCSL, Malpe, Udupi to HCSL, Howrah by Road. **Adequate covering (from weather) should be provided by the contractor during the entire transportation period.**
3. To ensure that all the materials that are to be transported should be in the best of the condition with no damage.
4. Proper packing of loaded material by using rope and tarpaulin. Also, packing materials viz wedges, wooden pieces are to be arranged by the contractor.
5. Vehicles should bear pollution control certificate and be in good roadworthy condition.
6. Material receipt certificate signed by Hooghly Cochin Shipyard Limited (HCSL), West Bengal will be provided to HCSL for payment.
7. No extra charges shall be paid like Penalty, RTO fine, Railway blockade charge etc.
8. The transporters shall be bound to report movement progresses of all consignments through electronic communication systems such as Mobile, Phone, e-mail, web based monitoring system or any other mode desired by HCSL at regular intervals.
9. **The cradle with accessories and welding machines have to be delivered in HCSL with a maximum transit time of 07 days from UCSL.**

**Scope of HCSL/UCSL**

- a) Arranging Transit Insurance for the items.
- b) Loading of the item at UCSL Premises
- c) Issue of required Gate entry passes for the transporter's representatives and the Vehicle upon reaching UCSL.
- d) Unloading of the item at HCSL Premises.
- e) Issue of required Gate entry passes for the transporter's representatives and the Vehicle upon reaching HCSL.

**Place of Work:****From**

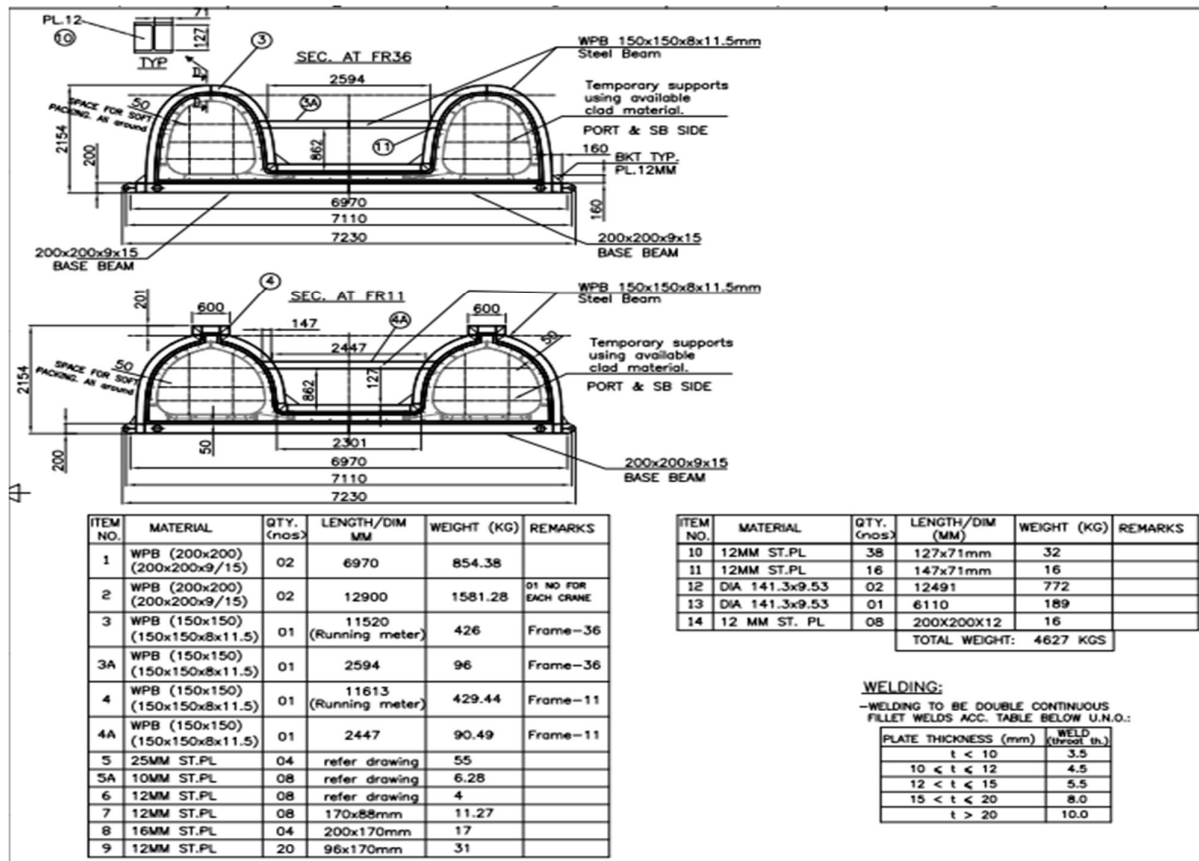
Udupi Cochin Shipyard Limited (UCSL)  
(Formerly TEBMA Shipyards Limited)  
A wholly owned subsidiary of Cochin Shipyard Limited,  
Hangarkatte-Unit Udupi- 576218  
Karnataka, India

**To**

Hooghly Cochin Shipyard Limited (HCSL)  
Nazirgunge Unit, P.O. Danesh Sk. Lane,  
Satyen Bose Road,  
Howrah-711109, West Bengal.

Sd/-

For Hooghly Cochin Shipyard Limited



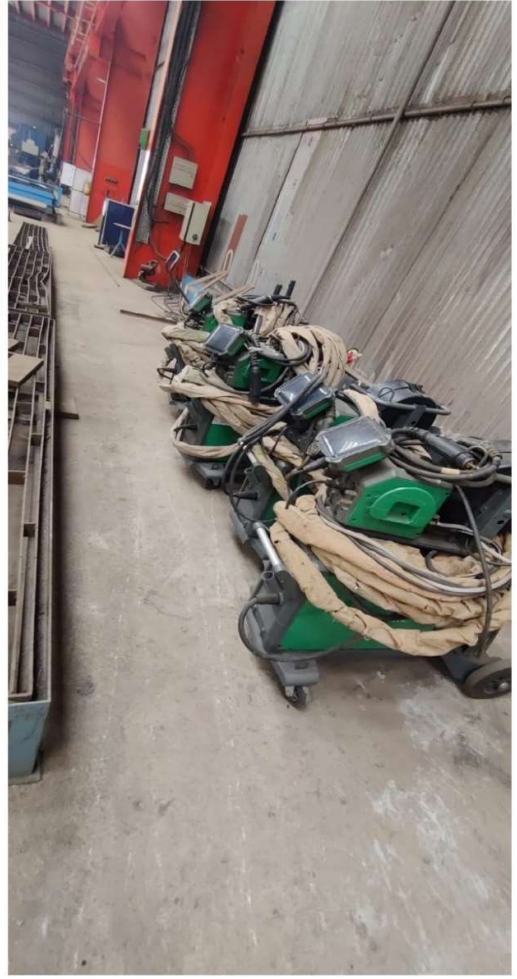
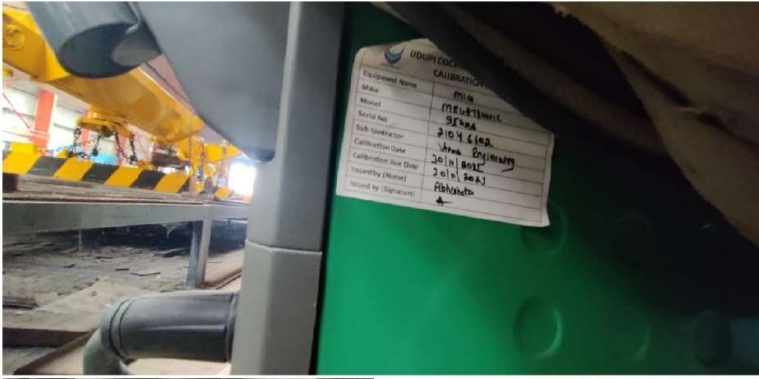
**Snap of items (cradle) to be transported**



Enclosure-2

**Image of Welding Machine (snaps of items to be transported.)**





**Annexure – 2**

Tender No. HCSSL/OPS/SB/TEN/210/2023-24 dated 15.01.2024

**Price Bid Format**

Sl. No.	Description	Total Qty (A)	UOM	Total Amount Without GST (INR) (B)	GST Amount (INR) (C)	Total Amount including GST (INR) (D = B + C)
1	Transportation of Turning Cradles with accessories from Udupi Cochin Shipyard Limited, Hangarkate to Hooghly Cochin Shipyard Ltd, Howrah up to the entire satisfaction of HCSSL, in accordance with the delivery schedule. (Refer Annexure-1 & Enclosure-1)	1	Set			
2	Welding Machines from Udupi Cochin Shipyard Limited, Hangarkate to Hooghly Cochin Shipyard Ltd, Howrah up to the entire satisfaction of HCSSL, in accordance with the delivery schedule. (refer Annexure-1 & Enclosure-2)	4	Nos.			
	<b>TOTAL</b>					

**Total Amount in words. Rupees.....**

## Price Bid Instructions

1. Bidder has to submit the price bid as mentioned in the format only, otherwise bid will be rejected.
2. L1 Bidder will be evaluated based on the combined cost of all the items including GST.
3. Quotation for all line items are mandatory. Partially quoting for few line items shall result in rejection of the bid.

Seal &amp; Sign. of the Bidder



## **GENERAL TERMS & CONDITIONS**

### **Annexure - 3**

1. Bidders are requested to submit the bid by e-mail (Price part password protected) only to the following email address clearly mention the tender reference in the subject line for easy identification (While submitting the bid, bidders are requested to note that the e-mail ID starting with following words may probable be treated as spam, not always necessary- info,support,admin,sales,customersupport,helpdesk,mail,mailadmin,billing,hello,careers)

[sivaprasad.sp@hooghlycsl.com](mailto:sivaprasad.sp@hooghlycsl.com)

[shanmugh.h@hooghlycsl.com](mailto:shanmugh.h@hooghlycsl.com)

2. The Techno-commercial part alone will be opened initially on the due date and time of tender. The price part will be opened only after evaluation of the Techno commercial part. Bidders will be intimated the date of opening of the price part, whose techno- commercial bids are acceptable in due course.

#### **Note:**

- i. Modification or alteration of the price bid format attached is strictly prohibited. Otherwise Bid will be liable for rejection.
  - ii. In case Price bid is placed inadvertently in the Techno-Commercial Part or in case Price bid is not password protected, Bid will be straightway rejected.
3. Bidders can contact Officer-in-charge of the work which is indicated in the Tender Notice for any clarification before submitting the offer. If clarifications/details are not obtained before the offer is submitted, no claim on this account will be admitted.
  4. The transporters engaged shall operate their vehicles entirely at their own risk and HCSL shall not be held responsible for any damage to the vehicle while on the company's/customer's work or when parked in or around the company's/ customer's or any other premises .
  5. The Transporters should make their own arrangements for proper parking of their vehicles overnight during detention in company's/customer's premises.
  6. The transporters shall ensure that all vehicles used for the transportation of consignments under transportation rate contracts are covered by a comprehensive insurance policy. Under no circumstance shall the company be liable to compensate them for any loss or damage that may be caused to the vehicles while engaged in the discharge of the transporter's obligations under this contract.
  7. It shall be the responsibility of the transporter to provide at his cost trained and licensed personnel for running the vehicles.
  8. The transporter shall ensure placing vehicles of suitable category, capacity (i.e. size and load) and quality. Overloading of the vehicles will not be permitted in any circumstances.
  9. Proper loading and lashing of the consignments in most secured manner shall be done keeping in view extant government regulations and constraints en-route for safe transportation of consignments and its delivery to destination .

10. Transporters shall make aware concerned drivers/staff about the danger related to transportation of hazardous/ODC lifting, handling and tilting of such consignments.
11. Transporters shall ensure that the latest applicable Motor Vehicle Act 1989 (as amended up to date)/ Motor Vehicle Rule is strictly followed as applicable. Vehicles must carry up to date fitness, road permit, insurance and related documents/ certificates.
12. All drivers/concerned staff related to the transportation activities under this contract should be well aware about material safety, data sheet etc. and well conversant with the environmental impact arising from the specified activities pertaining to use of fuels, lube oils, its spillage and disposal of various harmful items used in automotive vehicles.
13. Transporters shall follow all necessary instructions relating to ISO-14001 and ISO- 18001 obligations for environmental safety and occupational Health Safety.
14. The transporter shall arrange required permits from RTO or other concerned authorities and ensure compliance of any other legal and statutory formalities connected with the transportation of goods at his cost. HCSL doesn't take any responsibility in this regard.
15. The transporter shall get permission from Govt. of India, Ministry of Road Transport & High ways or from State Govt(s) or from local bodies necessitating such requirement relating to Motor Vehicles Act. The transporter will produce such approved documents requiring scrutiny accordingly, before the consignment is loaded.
16. Vehicle shall not carry any other consignment in the same vehicle en-route. Should such a case be found, appropriate action including disallowance of freight / recovery of damages shall be taken.
17. The transporter should ensure that vehicles placed have valid registration, insurance, permit and fitness certificate.
18. All documents related with transportation, required to be shown at various check posts are collected by the transporter so that the consignments are not detained/delayed en-route on this account. Detention / delays on this account will be the transporter's responsibility.
19. All applicable taxes, duties, transportation, delivery at HCSL Nazirgunge Works etc. should be included in the rate quoted, unless specified otherwise. HCSL reserves the right for the deduction of taxes and duties as applicable from the bill or invoice.
20. Bidders to note that no advance payment will be made by HCSL against work order issued.
21. Bidders shall quote total amount in figures and in words. Corrections and additions if any must be attested/ duly signed by the bidder. In the case of error in multiplication/addition in amount calculated, the rate quoted will be considered as correct and the amount will be calculated accordingly. Conditional rebates & discounts, incomplete/ambiguous offers are likely to be rejected.
22. Bidder has to submit the price bid as mentioned in the format (**Annexure-2**) only other wise bid will be rejected. L1 Bidder will be evaluated based on the combined cost of all the SOQ including GST
23. If the contractor fails to commence the work, in time as per the terms in purchase order, HCSL shall have the following rights.
  - a) To terminate the contract within 15 days of notice.

b) To initiate alternative arrangements at the risk and cost of the contractor.

24. **Jurisdiction:** Any disputes or differences arising under, out of, or in connection with the contract shall be subject to the exclusive jurisdiction of courts at Kolkata, West Bengal, India.

**25. Liquidated Damages**

The progress of work will be monitored against the mutually agreed detailed schedule referred in this tender. Liquidated damages for delays in execution of the work envisaged as per this order, for any reason other than force majeure conditions, will be recovered at the rate of Two and half percent (2.5%) of the basic value of the delayed work per week or part thereof, subject to a maximum of ten (10) percent of the basic value of the delayed work.

26. **Force majeure condition:** Should failure in performance of the contract or part thereof arise from war insurrection, restraint imposed by Government, Act of Legislature or other Statutory Authority or illegal strike, riot, legal lock-out, flood, fire, explosion, act of God or any inevitable or unforeseen event beyond human control which may be construed as reasonable ground for an extension of time, HCSL may allow such additional time as is mutually agreed to be justified by the circumstances of the case. The occurrence/cessation of force majeure situation is to be informed with documentary evidence within 15 days from the date of occurrence/cessation.

Sd/-

For Hooghly Cochin Shipyard Limited

### SPECIAL TERMS & CONDITIONS

#### 1. **MODE OF SUBMISSION OF TENDERS**

Tenders should be submitted in two separate files as **PART-I"TECHNO-COMMERCIAL" & PART-II "PRICE" (Password Protected)** indicating the tender number, due date of the tender in the subject of the Mail and addressed to The Deputy General Manager (Projects & Operations), Hooghly Cochin Shipyard Limited, Nazirgunge Unit, Howrah

#### 2. **TECHNO-COMMERCIAL PART SHOULD CONTAIN FOLLOWING DETAILS**

- a. Stamped and signed copy of all pages of **tender document and corrigenda (if any)** with all supporting document.
  - b. Technical Specification as per **Annexure 1**.
  - c. ***Signed Copy of unpriced Price bid (Annexure 2) (Price bid without price & with percentage of taxes & duties and details like quoted/Nil/included need to be mentioned for each line item.)***
  - d. Techno-commercial check list as per **Annexure 5** with supporting documents if required.
  - e. NEFT mandate Form as per **Annexure 7**.
3. **PRICE PART:** In Price Part As per Price Bid format (**Annexure 2**) should be signed and stamped kept in separate cover and submitted strictly as per tender schedule.
4. **Validity:** The offer should be valid for a minimum period of three months of date of tender opening.
5. **EMD (Earnest Money Deposit): Nil**

#### I. **MSME/NSIC BENEFITS:**

**A.** The following benefits are extended for all the firms who are registered with district industries center and come under the category of Micro and Small Enterprises holding a valid Entrepreneurs Memorandum (EM) part ii certificate or Udyog Aadhaar Certificate. However, in order to avail the benefits as per public procurement policy for MSME's orders, 2012, all MSE bidders are required to declare their Udyog Aadhaar Memorandum (UAM) number in Central Public Procurement Portal (CPPP) compulsorily.

- Payment of earnest money deposit (EMD) is exempted.
- The list of items published as part of MSME order dated 23rd March 2012 {currently 358 items} shall be procured exclusively from MSE firms only.

**B.** For all firms who are registered with National Small Industries Corporation (NSIC) and come under Micro and Small Enterprises holding a valid NSIC certificate. The below benefit also extended in addition to above.

Waiver of security deposit (SD) for the performance of the contract (10% of the order value by the way of bank guarantee till the supplies are completed), up to financial limit as mentioned in NSIC certificate. However, to ensure performance of the item during the guarantee period a performance bank guarantee (PBG) (2% of order value by the way of bank guarantee) to be submitted by the firm as applicable.

**C.** This tender shall be based on MSME order dated 23rd march 2012, pertaining to public procurement policy.

- II. It is reiterated that offers submitted without compliance of any one of the aforesaid points will not be considered for its evaluation and summarily be rejected on commercial background without any further clarification/ notice/ communication in this regard from M/S Hooghly Cochin Shipyard Ltd., even though the offer is technically acceptable.

6. **Cost of Tender Form:** Nil
7. **Commencement of Work:** Work should commence within 10 days from the issue of the work order.
8. **WORK PERIOD:** The working period will be from picking of the consignment from Udupi Cochin Shipyard Limited, Hangarkate and safe transportation of the materials to Hooghly Cochin Shipyard Limited, Howrah.
9. Fuel and other consumable items required for the satisfactory transportation of material are under the contractor scope.
10. **Payment terms:**
- a) Contractor shall indicate details such as PAN, GST. required for processing payment. Payments will be made through NEFT/RTGS/Cheque mode and necessary details shall be furnished by the contractor. HCSL reserves the right for the deduction of taxes and duties as applicable from the bill or invoice.
  - b) 100% of payment will be released on successful completion of delivery of items to HCSL premises without any damages to the transported item.
  - c) The contractor shall prepare and submit Work Completion Certificate (WCC). Payment will be made based on completed works certified by the Officer-in-Charge.
  - d) All claims for payment for the work/additional work shall be submitted by the subcontractor within one month of completion of work.

11. **Place of Work:**

**From**

UDUPI COCHIN SHIPYARD LIMITED (UCSL)  
(Formerly TEBMA Shipyards Limited)  
A wholly owned subsidiary of Cochin Shipyard Limited,  
Hangarkatte-Unit Udupi-576218  
Karnataka, India

**To**

Hooghly Cochin Shipyard Limited (HCSL)  
Nazirgunge Unit, P.O. Danesh Sk. Lane,  
Satyen Bose Road,  
Howrah-711109, West Bengal.

12. **OCCUPATIONAL HEALTH, SAFETY & ENVIRONMENTAL REQUIREMENTS**

Contractor is deemed to comply with the occupational health, safety and environmental policy of the company.

Sd/-  
For Hooghly Cochin Shipyard Limited



**Annexure - 5**

TECHNO-COMMERCIAL CHECK LIST				
SL. NO.	DESCRIPTION	COMPLIANCE		REMARKS
		YES	NO	
1	Submission of Tender in two parts - Price & Techno-commercial			
2	EMD submitted (if applicable)			
3	MSME details (if applicable)			
4	Payment Terms - confirm your offered mode of payment			
	100% of payment will be released on successful completion of delivery of items to HCSL premises without any damages to the transported item.			
5	Unquoted price bid format duly signed & stamped			
6	All legal papers of the vehicle			
7	Driving license of heavy vehicle of the driver.			
8	Annual turnover Data provided			
9	Enclose copy of PAN, GST registration certificate, Income tax returns for last three years.			

Seal &  
Sign. of the bidder

**NEFT MANDATE FORM****Annexture-6****(ON THE LETTER HEAD OF THE COMPANY)****Electronic Payment Mandate Form**

(Mandate for receiving payments through RTGS/NEFT Hooghly Cochin Shipyard Ltd)

- 1) Vendor Name  
Vendor Address with Phone  
2) No

- 3) Vendor Code

Permanent Account No.

- 4) (PAN)

- 5) Particulars of Bank Account

a. Name of the Bank

b. Name of the Branch

c. Branch Code

d. NEFT Code of the Bank

e. City Name

f. Branch Location

g. Branch Telephone No.

h. Bank IFSC Code

i. 9-Digit MICR Code

**(Where MICR is starting with "0". Please take the correct code from your bank for proper identification of city, bank, branch)**

i. Type of the Account (S.B

Current or

Cash Credit) with code

(010/011/013)

j. Account Number (as  
appearing on the cheque  
book)

- 6) Email Address of Vendor  
7) Date of Effect of RTGS/NEFT  
in your Bank

(Please enclose a cancelled un-signed cheque leaf to enable us to verify the details mentioned above)

We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or lost because of incomplete or incorrect information, we would not hold the company responsible.

Signature of  
Employee

Bank Certificate

We certify that\_\_\_\_\_ has an Account No.\_\_\_\_\_ with  
us and we confirm that the details given above are correct as per our records.

Date:  
Place:

Authorised  
official  
of Bank

**Annexure – 7**

**VENDOR DETAILS (to be submitted along with TECHNICAL BID)**

1	Name of Bidder/Firm	
2	Registered office Address of Company/firm in Kolkata/Howrah:  Local office address at Kolkata/Howrah (if held):	
3	Telephone No./Fax No./Mobile No:	
4	E-mail address:	
5	Names of the contact person & Designation:	
6	Type of Entity-Pro praetorship/Partnership firm/company/NSIC/MSME Category etc. (Please attach registration certificate of Firm/Partnership agreement/proprietorship documents)	
7	Cost of Tender Details (DD No. Name of Bank)	
8	EMD Details (DD No. Name of Bank)	
9	PAN Card Number (Self-attested copy of PAN card has to be Submitted)  GST Registration No. (Self-attested copy has to be Submitted)	
10	Whether the agency has been blacklisted/de barred 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	<u>If yes, please specify</u>