



हुगली कोचीन शिपयार्ड लिमिटेड
(भारत सरकार का उद्यम)
HOOGHLY COCHIN SHIPYARD LIMITED
(A Govt. of India Enterprise)



वसुधैव कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE

Tender No: HCSL/OPS/SB/TEN/027/2024-25, Dt.- 27.06.2024

NOTICE INVITING TENDER

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

Tender No. & date	HCSL/OPS/SB/TEN/027/2024-25, Dt.- 27.06.2024
Name of Work	Supply of Commercial/Industrial Grade Aluminium Chequered Plates (67 Nos.) for IWA vessel at Hooghly Cochin Shipyard Limited, Nazirgunge Unit, Howrah. (Specification enclosed separately)
Type of Tender	Two Bid (Price Part password protected)
Mode of Submission	Through E-mail only. (No hard copy of documents will be accepted)
Cost of Tender	NIL
Earnest Money to be deposit	Rs. 30,000/- (Rupees Thirty Thousand Only)
Last date & time of receipt of tender	05.07.2024 up to 16:00 hrs.
Date & time of opening of tender (Part – I)	05.07.2024 up to 16:30 hrs.
Lead time of Work Completion	Supplies should be completed within 21 days from the date of issuance of Purchase order.
Officer - in - Charge	Name: Siva Prasad Designation: Manager (Electrical) Email: sivaprasad.sp@hooghlycsl.com Phone No: +91 9487017033 Name: Sreerag G Designation: Manager (Materials) Email: sreerag.g@hooghlycsl.com Phone No: +91 9482608957 Name: Arijit Saha Ray Designation: PO (Mechanical) Email: arijitsaha.ray@hooghlycsl.com Phone No: +91 8697160498

Tender to be submitted by **E-mail only**. **No hard copy quotation of the bid will be accepted.**

Tender reference should be clearly indicated on the subject of the Mail.

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 and subject as in-line with the scope of work** in the Mail addressed to:

sreerag.g@hooghlycsl.com / arijitsaha.ray@hooghlycsl.com

For Hooghly Cochin Shipyard Limited



Registered Office: Administrative Building, HCSL Premises, Satyen Bose Road,
P.O. Danesh Shaikh Lane, Nazirgunge, Howrah, West Bengal - 711 109.
☎ +91 (33)-2688 8282 ✉ contact@hooghlycsl.com 🌐 www.hooghlycsl.com

Shipyard: Nazirgunge Unit, Satyen Bose Road, P.O. Danesh SK Lane,
P.S. Sankrail, Howrah, West Bengal - 711109
☎ +91 (33)-2955 8283

CIN : U35900WB2017GO1223197 GSTIN : 19AAECH364011ZD





The tender documents can be downloaded from **HCSL/ CSL website** <http://hooghlycsl.com/www.cochinshipyard.in>. The tender documents are available on above mentioned link. All corrigenda, addenda, amendments and clarifications to this tender will be hosted in the website www.cochinshipyard.in or <http://www.eprocure.gov.in>. Bidders shall keep themselves updated with all such developments till the last date and time of submission of tender.

Tender administration: Tender procedure/administration/evaluation including correspondences and awarding of contract will be done by M/s. Hooghly Cochin Shipyard Limited, Howrah, West Bengal.

For any technical queries, contact the below personnel:

Name: Siva Prasad
Designation: Manager (Electrical)
Email: sivaprasad.sp@hooghlycsl.com
Phone No: +91 9487017033

For commercial queries, contact the below personnel:

Name: Arijit Saha Ray
Designation: PO (Mechanical)
Email: arijitsaha.ray@hooghlycsl.com
Phone No: +91 8697160498

Name: Sreerag G
Designation: Manager (Materials)
Email: sreerag.g@hooghlycsl.com
Phone No: +91 9482608957


For Hooghly Cochin Shipyard Limited



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For Hooghly Cochin Shipyard Limited



Signature and Seal of the Bidder(s)

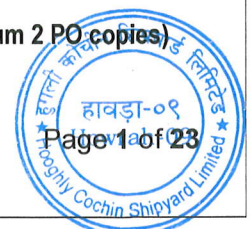
IMPORTANT INSTRUCTION TO BIDDERS

1. **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 HCSL/CSL or by any of the Public Sector Undertaking or Government department etc.
2. **All pages of offers including price bids, corrigenda (if any), supporting documents etc. are to be signed by authorized signatory in each page and company seal should be affixed on each page.** In case of non-compliance, offer is liable for rejection.
3. Bidder should make sure that they comply with all the techno-commercial details in addition to adhere to all technical specifications as enclosed with the tender document.
4. **Un-priced bid to be submitted along with techno-commercial part (Part – I – Techno-commercial Bid) with details like percentage of taxes & duties applicable & details like “Quoted/Nil/Included” to be mentioned for each line item as per Annexure-3.**
5. **Unprotected Price Bids/ Price Bids which are not password protected will be subject to rejection/disqualification of bid and HCSL as a whole reserve the right the cancel out such bids.**
6. **Tenders should be submitted through E-mail only. No hard copy of the tender documents will not be accepted and may subject to rejection of the bid as a whole by the HCSL authority.**
7. The bidders are advised to familiarize with the material specification & to obtain clarifications for any doubts with respect to technical & commercial specifications with the contact numbers as given in the tender document, before bidding.
8. **Scope of Supply: Supply of Aluminum Chequered Plates of 4 mm. thickness of commercial/industrial grade for IWA vessels at Hooghly Cochin Shipyard Limited, Nazirgunge Unit, Howrah.**
9. **The tender will be settled based on the lowest quote offered for all the items as per price bid format (excluding GST); Quotations should be provided in INR.**
10. **Bids shall remain valid till 120 days from the date of tender opening.**

Common Requirements from the bidder:

Bidders should submit following documents along with supporting (wherever applicable) along with “Part-I – Techno-commercial bid”:

- A. **Audited Balance sheets** showing turnover, **Profit & Loss account statement** of the firm for the preceding 03 years FY (2020-21, 2021-22, 2022-23) should be submitted along with the application for prequalification
- B. The Tenderer should enclose copy of Statutory documents **PAN, GST registration certificate, Income tax returns for last three FY (2020-21, 2021-22, 2022-23)** or AY (2021-2022,2022-2023,2023-2024)
- C. Net Worth of the bidder must be positive as per the latest balance sheet.
- D. **Documents pertaining to previous supplies for similar materials (Any Chequered plates) (Minimum 2 PO copies)**
- E. Offer from Joint Ventures/consortium will not be accepted.



TECHNICAL SPECIFICATION

1. Scope of Supply:

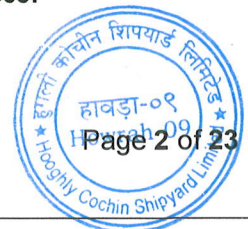
- a. Supply of **Aluminum Chequered Plates of 4 mm. thickness of commercial/industrial grade** for IWA vessels at Hooghly Cochin Shipyard Limited, Nazirgunge Unit, Howrah.
- b. The supply shall be made on the basis of **Quantity and size of the plates and not the weight of the plates.**

2. Quantity Requirement Table:

Sl. No.	Description	Dimension			Total Quantity	UOM	Approx. total weight of the plates
		Length (in mm.)	Breadth (in mm.)	Thickness (in mm.)			
1.	Aluminum Chequered plates of Commercial/ Industrial grade	2440	1220	4	67	Nos.	2.154 MT

3. Material Specifications:

- a. The offer shall clearly specify the **exact size of Aluminium plates, thickness, grade and quantity** being offered against each line item.
- b. **NO deviations from quoted size and size supplied during delivery** will be accepted.
- c. Tolerance in length, breadth and thickness will be as per accepted standards; however **negative variation in length, breadth and thickness is NOT acceptable.**
- d. There is no tolerance in Quantity. **Negative variation in quantity so supplied will NOT be accepted.**
- e. Weight shown in table is approximate in nature. **Variation of weight as $\pm 2\%$ is acceptable.** However, negative variation should be avoided.
- f. Average density of the plates should be **2700 kg/cub. cm.**
- g. **Mill test certificate to be produced along with delivery of the supplies;**
- h. **Surface Condition:** Material so supplied shall be free from surface and visual defects (Ex. Rusting, Pitting, Visible dents etc.). Presence of so, the material will NOT be accepted
- i. **Identification:** Plates should contain following markings for identification purposes:
 - i. **Manufacturer's name or trademark along with Heat/Cast number;**
 - ii. **Dimensions (Thickness and area) of the plates.**





Ref. Tender No.: HCSL/OPS/SB/TEN/027/2024-25, Dt.- 27.06.2024

PRICE BID FORMAT

Sl. No.	Material Description	HSN Code	UOM	Quantity (Nos.)	Total Weight (In MT) (A)	Unit rate (INR) (B)	Total Amount (INR) (C=A x B)
1.	Aluminium Chequered plates of Commercial/ Industrial grade of dimensions: A. Length: 2440 mm. B. Breadth: 1220 mm. C. Thickness: 4 mm.		Nos.	67	2.154		
2.	Total Basic Price (C)						
3.	Packing and forwarding Charges (INR) (D)						
4.	Other charges (if any) (Please specify) (INR) (E)						
5.	Total Amount without GST (INR) (C + D + E) = (F)						
6.	GST (%)						
7.	Total GST Amount (INR) (G)						
8.	Total Amount Including GST (INR) (H) = (F + G)						
9.	Total Amount Including GST (INR) (In Words)						

Price Bid Instructions:

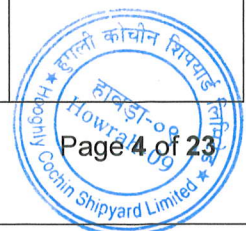
- Bidder has to submit the price bid as mentioned **in the given format only**, otherwise bid will be rejected.
- L1 bidder will be evaluated based on the **cost of materials excluding GST**.
- **Quotation for all line items is mandatory**. Partially quoting for few line items shall result in rejection of the bid.
- Un-priced bid to be submitted along with techno-commercial part (**Part – I – Techno-commercial Bid**) with details like "**Quoted/Nil/Included**" to be mentioned for each line item.
- Transit insurance charges will be borne by the supplier.
- Quoted rate shall be for HCSL Stores basis considering scope of supplies and technical specifications, accessories and required Certifications.
- **Price bids which will be without password or is found attached along with techno-commercial documents will be subjected to rejection of the complete bid.**

Seal & Sign. of the Bidder:

Name and Address of the Bidder:

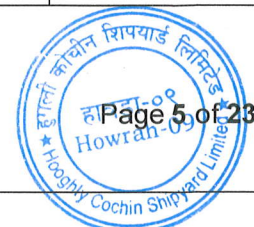
**GENERAL TERMS & CONDITIONS**

Sl. No.	Description	Compliance by Supplier (YES/NO) In case of non-compliance, please provide remarks.
1.	Tenderers are to carefully go through the terms and conditions and the technical specification of the items for which offers are called for. Tenderers have to adhere to above and supply full technical scope of items along with compliance of commercial conditions. HCSL have full right upon deviations, if any, including rejecting the partial scope/ complied offers.	
2.	Offers are to be free from overwriting. Corrections and additions, if any, must be attested. The offers shall be submitted only through email . Incomplete/ambiguous/conditional offers are likely to be rejected.	
3.	Bidders can contact Officer-in-charge for the scope of supplies 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.	Technical checklist, if applicable and current general terms & conditions of enquiry duly filled and signed and technical specifications of items offered, should be submitted along with Part-I techno-commercial bid . Non receipt of the document may lead to rejection of offers.	
5.	Following Certificates is to be submitted for the item during delivery: Mill test certificate.	
6.	SPECIFICATIONS: - a) Manufacturer's name, their trade mark and brand, if any, should invariably be mentioned and illustrative leaflets giving technical particulars (technical details of items offered including technical literature) etc., should be attached to the offer.	
	b) Materials offered shall conform to HCSL specifications and drawings.	
	c) Samples are to be supplied free of cost in the event of requirement by HCSL. The detailed working drawing, is also to be furnished for approval before commencement of manufacture (within 21 days from the release of Purchase order).	
7.	Packing materials should be eco-friendly.	
8.	Supplier should follow the statutory requirements of product offered.	
9.	Taxes and duties, if any, payable extra is to be indicated in the price part.	
10.	Delivery time required for supplies should be indicated in the offer (including manufacture, packing, transportation etc.). Delivery period: Within 21 days from the date of issue of Purchase order/Lol. Delivery Address: HCSL Stores, Hooghly Cochin Shipyard Ltd (HCSL), Satyen Bose Road, Danesh Sk. Lane (PO), Nazirgunge, Howrah, West Bengal, PIN -711109.	





11.	<p>PAYMENT TERMS:</p> <p>a. HCSL payment term is 100% within 30 days from the date of receipt and acceptance of all items as per tender requirement at HCSL stores after inspection.</p> <p>b. Payment mode shall be Electronic Clearing System (ECS)/cheque /NEFT/ LC/CAD/TT-as mutually agreed in line with above standard payment terms.</p> <p>c. Normally advance payments are not encouraged. In case, if advance payment is sought, the same can be considered for a maximum of 10% order value only. Interest at the base rate of SBI {applicable on the date of price bid opening} + 1% for the amount of advance will be charged. In addition, Bank guarantee for equivalent amount of advance to cover the period till advance payment is adjusted to be furnished. (ie till completion of supplies or for a period as specifically agreed + 90 days).</p>	
12.	<p>MSE's, Start-ups and Make in India: Local Suppliers (Make in India), MSME firms and Start-ups will be eligible for various Relaxations in pre-qualification criteria and other Benefits as per the orders promulgated by Government of India. Bidders are advised to refer the details of various Benefits and Relaxation in pre-qualification criteria as published at CSL website (www.cochinshipyard.com) under the Tenders tab for further reference.</p>	
13.	<p>Cost of Tender: NIL</p>	
14.	<p>EMD (Earnest Money Deposit): Tenderers shall deposit an amount of Rs. 30,000/- (Rupees Thirty thousand only) as Earnest Money Deposit (EMD) along with the tender.</p> <p>a) The EMD can be remitted in the form of Demand Draft (DD) / Banker's Cheque / Fixed Deposit Receipt (FDR)/ Bank Guarantee drawn in favour of 'Hooghly Cochin Shipyard Ltd. payable at Kolkata and shall be valid for a period of 6 (Six) months from the due date of opening of Techno-commercial Bids from any Nationalized/ Scheduled Bank or paid online through e-gateway of -</p> <p style="text-align: center;">UNION BANK OF INDIA SHIBPPUR BRANCH ACCOUNT NO: 756905010000104 IFSC CODE: UBIN0575691</p> <p>b) EMD furnished by all contractors except the lowest tenderer will be released after issuing purchase order and its acceptance by the bidder to whom the order is awarded.</p> <p>c) EMD of the successful tenderer will be refunded after delivery of the materials to the yard.</p> <p>d) EMD deposited with the Client will be forfeited,</p> <p>i) if a bidder withdraws or modifies his bid during the period of validity specified or</p> <p>ii) if the successful bidder fails within the time limit to sign the agreement document or fails to furnish the required security deposit.</p> <p>iii) Request for enhancement in the quoted rates or bringing in new conditions after tender opening or unnecessary delayed acceptance of the order / commencement of work / submission of Security Deposit.</p> <p>e) The relevant documents pertaining to the EMD should be submitted along with the Techno-commercial offer. <u>TENDERS RECEIVED WITHOUT EMD WILL NOT BE CONSIDERED AT ALL FOR FURTHER EVALUATION.</u></p>	

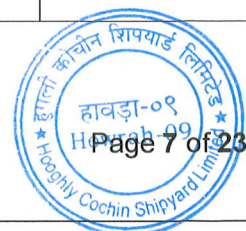




15.	Risk Purchase: If the supplier fails to supply the items ordered in good quality as per contract specification and fails to deliver within the delivery date or violate any of the terms and conditions of the purchase order, HCSL shall have the following rights:	
	a. To cancel the order partially or fully with 15 days' notice and to forfeit the security deposit, if any.	
	b. To impose tender holiday for the vendor for an appropriate period as decided by HCSL.	
	c. To initiate alternate procurement action at the risk and cost of the supplier. This Risk Purchase clause is applicable only in the case of total order/ contract value (excluding taxes and duties) is Rs.20 lakhs and above (or equivalent foreign currency). Cases of value less than 20 lakhs will be addressed by serving appropriate caution/ warning notice to the firm.	
16.	Liquidated Damage: In case of delay in supply of ordered materials beyond the stipulated delivery period, which is not attributable to HCSL, supplier is to pay Liquidated Damages (and not by way of penalty) a sum equivalent to ½% (half percent) per week or part of the week of the total basic price of machinery/equipment, subject to a maximum of 10% of the total basic price of machinery/equipment (Total basic price is the order value excluding freight, taxes, other charges etc. However, LD applicability is without prejudice to HCSL right to terminate contract for delayed delivery or other actions as per Clause 15 .	
17.	Warranty/Guarantee: a) The items shall be guaranteed for rated performance and against damage or failure due to faulty design, defective materials and bad workmanship for a period from delivery of items until 12 months from the date of delivery of the ship to Owners OR 24 months from delivery of items to Yard, whichever is earlier. Should such damage/failure occur within the Guarantee period, the Supplier should immediately rectify the failure by repair/replacement of any such part found to be under performing/ defective, at his own expenses. b) Further to equipment guarantee, replaced/repared items shall be guaranteed for 12 months from date of repair/replacement. c) Replacements during guarantee period to be sent on Duty and all taxes paid basis to location as required by yard/vessel owner with all expenses to supplier account.	
18.	Jurisdiction: All questions, disputes or difference arising under, out of, or in connection with contracts shall be subject to the exclusive jurisdiction of the Courts at Kolkata, West Bengal, India. Alternate dispute resolution mechanism can also be considered.	
19.	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.	
20.	For post bid queries, 03 days will be given. If the Queries are not closed within 03 days, bid will be summarily rejected. Clarifications, either technical or commercial, should be submitted to points specially asked for only. The opportunity so given should not be used for correcting/changing/amending the data/conditions already submitted with the tender.	



21.	PRICING: a. Bidders should quote prices for delivery of materials at HCSL stores. Insurance shall be to supplier scope. b. Firms shall quote in INR only. c. Comparison of prices will be in INR only.	
22.	Validity: a. Prices should be valid for acceptance for a period of four months from the date of tender opening. b. No enhancement of rate for whatsoever cause will be allowed once the offer is accepted and an order is placed. Withdrawal of the quotation after it is accepted or failure to make the supply within the stipulated delivery period, will entail cancellation of the order and forfeiture of Earnest Money Deposit/Security deposit, if any and/or risk purchase, without prejudice to other penal actions, including tender holiday after serving show cause notices, as deemed fit. c. Conditional discounts, if any, will not be reckoned for tender evaluation/ comparison purpose. However, if the bidder becomes L1 at original offer, conditional discount shall also be considered. d. Unpriced bid (price bid without price) duly signed is to be submitted along with techno-commercial offer in the price format, provided. Price should be quoted separately for each item shown in the format. In the event price bid is different from the unpriced format already submitted, yard reserves the right to reject the offer at our discretion without any further discussions. Details of optional items, if any, should be indicated under separate heading in the Techno commercial bid and the respective price details should also be given in the price bid. Combining of figures against more than one item and ambiguous clauses will lead to rejection of the bid. e. If, in the price structure quoted for the required material/ item, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected. If there is a discrepancy between words and figures, amount in words of respective figures shall prevail. If the bidder does not agree to the observation of the HCSL, the tender is liable to be rejected and the same shall be intimated. f. After submission of quotation/price offers no unsolicited correspondence will be entertained. g. Hooghly Cochin Shipyard Limited does not bind itself to accept the lowest or any tender but reserves to itself the right to reject any or all or a part of any tender at its discretion.	
23.	L1 computation shall be based on total cost of all items, including cost of accessories as per tender & Class/certification charges, as applicable and required as per tender.	
24.	SUB CONTRACTING AND ASSIGNMENT Supplier shall not contract with any subcontractor and/or vendor without the prior written consent of HCSL. Such consent shall not relieve the Supplier from any of his responsibilities and liabilities under the Purchase Order. In addition, Supplier shall ensure that the terms and conditions of any such contract shall comply with and correspond to the terms and conditions of the Purchase Order.	
25.	General: a. Prior to price bid opening, HCSL is at liberty to take the credit rating of bidders at our cost on case-to-case basis, and to include the same during the evaluation of the tender.	





	<p>b. Deviations, if any in the techno-commercial offer from that of the tender enquiry in any form should be clearly furnished in a separate document titled as "List of Deviations" (Refer Annexure-9), failing which it will be presumed that all the terms and conditions are acceptable.</p>	
	<p>c. The techno-commercial part alone will be opened initially on the due date of tender. The price part will be opened only after evaluation of the Techno commercial part. Date of opening of the price part will be intimated to those firms whose Techno- commercial bids would be acceptable after the evaluation. Date of opening of the price part will be intimated to those firms whose Techno- commercial bids would be acceptable after the evaluation. Suppliers needs to depute their representative to HCSL during price bid opening.</p>	
26.	<p>Purchase Order: -</p> <p>a. In the event supplier's offer leads to an agreement to effect supplies, a formal purchase order shall be issued by HCSL on the basis of agreed terms and conditions of tender.</p> <p>b. Upon placement of order (by post or mail) the supplier shall submit the acknowledgement (i.e.: signed and stamped original/ scanned soft copy by mail) as a token of acceptance of order within 15 days. In case HCSL doesn't receive the above, it will be deemed as accepted.</p>	
27.	<p>SUPPLY: -</p> <p>a) HCSL reserve the right to inspect the goods after receipt at HCSL store / prior to dispatch (by HCSL or HCSL authorized agency at yard cost). Short supply / Mismatch / Replacement of Defective items / those not meeting agreed / contractual specification/ Items failing during commissioning shall be sent on air freight/ DDP basis courier freight prepaid/delivered at HCSL store.</p> <p>b) Replacements during guarantee period to be sent on Duty and all taxes paid basis to location as required by yard/vessel owner with all expenses to supplier account.</p> <p>c) Defective items, if any, after receipt shall be sent back on cost, carriage, handling and insurance prepaid basis including re-export (wherever desired by supplier) to be arranged by supplier. Defective items shall be returned after receipt of replacement item. Supplier, shall replace all/ part of items as applicable, in case of rejection, within 2 weeks of reporting the defect, without any additional cost to HCSL. If supplier fails to replace the rejected/non-conforming parts within the above schedule, the LD clause shall be applicable. In case the defective materials are not taken back within the said period, HCSL reserves the right to dispose the same without further intimation.</p> <p>d) The supplier shall compensate HCSL for loss on account of shortage in quantity and number of pieces received than that indicated in the bill of lading provided the HCSL's claim is rejected by the insurance due to any fault of supplier. Such claims, if any, shall be supported by recognized surveyors report. The supplier shall also compensate for losses, if any sustained by the HCSL due to defective packing and/or marking of the goods not in accordance with the terms of contract. The time limits for filing claims under clauses above shall be generally 180 days from the date of complete discharge of goods.</p>	
28.	<p>HCSL reserves the right to alter, modify the scope of supply at its discretion and in consistent with the policy of the Government of India and statutory bodies under them as applicable to the contract from time to time.</p>	
29.	<p>HCSL reserves the right to commercially reject the offer if compliance is not issued to General terms and conditions without any further clarification / notice / communication in this regard from M/s. Hooghly Cochin Shipyard Ltd., even though the offer is technically acceptable.</p>	





30.	If any clause of the above conditions is not acceptable to the tenderer, it should be specially indicated in the tender and comments to be drafted in a separate sheet, failing to which it will be presumed that all the terms and conditions are accepted by the bidder	
31.	All above terms and conditions shall form part of contract.	

Specify Yes / No with remarks, if applicable


For Hooghly Cochin Shipyard Limited

SPECIAL TERMS & CONDITIONS (TWO-BID SYSTEM – PRICE BID PASSWORD PROTECTED)**1. MODE OF SUBMISSION OF TENDERS:**

- 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. **Tender to be submitted by E-mail only.**
- Bidders are **requested to submit the bid by e-mail (Price part password protected)** to the following email addresses clearly mention the tender reference in the subject line for easy identification:

sreerag.g@hooghlycsl.com / arijitsaha.ray@hooghlycsl.com

- 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, customer support, helpdesk, mail, mail admin, billing, hello, careers.

2. TECHNO-COMMERCIAL PART SHOULD CONTAIN FOLLOWING DETAILS:

- Stamped and signed copy of all pages of tender document and corrigenda (if any) with all supporting documents (as applicable) (Including Annexure-1, 2, 4);**
- Financial documents as mentioned in "**Common Requirements**" of Annexure-1;
- Signed Copy of un-priced Price bid (Annexure-3). Price bid without price & with percentage of taxes & duties and details like "quoted/Nil/included" need to be mentioned for each line item. (Without the price)**
- General terms and conditions cum check list as per **Annexure-4** with supporting documents if required
- Signed and stamped copy of Special terms and conditions as per **Annexure-5;**
- Signed and stamped copy of **Tender conditions for Restriction of bidders sharing land border with India as per Annexure-6;**
- Signed and stamped copy of Tender condition – Preference to Make in India as per Annexure-7;**
- List of Deviation (if Any) as per **Annexure-8;**
- Checklist duly undersigned with remarks, if any applicable as per **Annexure-9;**
- Vendor Details as per **Annexure-10;**
- NEFT mandate Form as per **Annexure-11;**
- Security Deposit formats per **Annexure-12;**
- Self-Declaration as per **Annexure-13;**
- Details of Legal Case(s) pending Format as per **Annexure-14.**

All documents provided along with techno-commercial part should be stamped and undersigned and scanned and to made as a document. File to be named as "TECHNO-COMMERCIAL PART" and to be mailed in the above mail address. HCSL reserves the right the reject the bid in case of any discrepancies on the mentioned aspect.

3. PRICE PART:

The price part should contain the following details:

- The price correspondent to each item;
- Taxes as applicable

For price part and other relevant info pertaining to submission of tender in two parts, please refer next page.





The price bid to be offered in the given format (Annexure – 3). Deviations to the format as given would be liable to decline of the bid so submitted. File to be password protected and named as “PRICE PART” and scanned and undersigned before sending through mail address on the mail address as given above. If the PRICE BID are received without password protection, the bid will be summarily rejected.

4. **Validity:** The offer should be valid for a minimum period of **4 (Four) months** of date of tender opening.
5. HCSL reserves the right to alter, modify the scope of supply at their discretion.
6. **The Techno-commercial part alone will be opened initially on the due date of tender.** The price part will be opened only after evaluation of the Techno commercial part. Firms will be intimated the date of opening of the price part, whose Techno-commercial bid is acceptable, in due course. ***Tenderers shall not be allowed to attend the Techno commercial bid opening.***
7. After submission of quotation / price opening, no unsolicited correspondence will be entertained.
8. **For post bid queries, 03 days will be given. If the Queries are not closed within 03 days, bid will be summarily rejected. Clarifications, either technical or commercial, should be submitted to points specially asked for only. The opportunity so given should not be used for correcting/changing/amending the data/conditions already submitted with the tender.**
9. **Price part should be submitted exactly in the Price Format as provided (Annexure-3).** Price should be quoted separately for each item shown in the format. Combining of figures against more than one item and ambiguous clauses will lead to rejection of the bid.
10. **Price bids which will be without password or is found attached along with techno-commercial documents will be subjected to rejection of the complete bid.**
11. Check lists, technical & commercial, duly filled & signed should be submitted along with **Part-I "Techno-Commercial"** bid. Non-receipt of this document may lead to rejection of the offer.
12. Offers should be clear and unambiguous. Incomplete/ambiguous offers are likely to be rejected.
13. The tender document to be submitted by the bidder in duly signed and sealed format.
14. Bid Submission shall include Amendment / corrigendum / response to pre bid query duly signed and accept (if any).
15. **After scrutinization of documents (Part – I) provided by the bidders, and after successful techno-commercial qualification, bidders will be contacted prior to opening of price bid. Passwords will be asked before opening of price bid. Authorized representory is required during the opening of price bid.**

For Hooghly Cochin Shipyard Limited



**Specify Yes/No****Tender conditions for Restriction of bidders sharing land border with India vide Office memorandum dt 23.7.2020 Order - Public Procurement no 1 dt 23.7.2020, Order no 2 dt 23.7.2020 and Order no. 3 dt 24.7.2020**

A	Requirement of registration
1	Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with competent authority as per C below. In works contracts, including turkey contracts, contractors shall not be allowed to sub contract works to any contractor from a country which shares a land border with India unless such contractor is registered with Competent authority. Relevant certificate to be submitted by bidder from a country which shares land border with India except for bidders to which Govt of India has extended lines of Credit or in which Govt of India has development projects, along with the offer as proof of registration with competent authority, failing which the offer will not be considered. A certificate is to be submitted by the bidder for compliance with the order referred above along with tender documents for consideration of offer (Wordings are as per Clause below). If such certificate given by a bidder whose bid is accepted is found to be false, this would be a ground for immediate termination and further legal action in accordance with law.
2	Wordings of certificate to be submitted along with tender documents
	I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I hereby certify that this bidder is not from such a country or, if from such a country, has been registered with the competent authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. (Evidence of valid registration by the competent authority shall be attached wherever applicable).
2	Wordings of certificate to be submitted along with tender documents for Works involving possibility of sub-contracting.
	I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries. I certify that this bidder is not from such a country or if from such a country has been registered with the competent authority and will not subcontract any work to a contractor from such countries unless such contractor is registered with the competent authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered (Evidence of valid registration by the competent authority shall be attached wherever applicable)
B	Validity of registration
1	Registration should be valid at the time of submission of bids and at the time of acceptance of bids. In respect of supply otherwise than by tender, registration should be valid at the time of placement of order. If the bidder is validly registered at the time of acceptance /order placement, registration shall not be a relevant consideration during contract execution.
C	Competent authority and Procedure for registration
1	The competent authority for the purpose of registration under the order shall be Registration committee constituted by the Department of Promotion of Industry and Internal Trade (DPIIT). Details of the committee and procedure for registration and restrictions shall be as per Ann I of the Order - Public Procurement no 1 dt 23.7.2020 issued by Ministry of Finance, department of Expenditure.



D	Definition of Bidder and Bidder from a country sharing land border with India
1	Bidder is defined as any person or firm or company including any, member of a consortium or joint venture, every artificial, juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.
2	"Bidder from a country which shares a land border with India" for the purpose of this Order means:- a) An entity incorporated, established or registered in such a country; or b) A subsidiary of an entity incorporated, established or registered in such a country; or c) An entity substantially controlled through entities incorporated, established or registered in such a country; or d) An entity whose beneficial owner is situated in such a country; or e) An Indian (or other) agent of such an entity; or f) A natural person who is a citizen of such a country; or g) A constitution or joint venture where any member of the consortium or joint venture falls under any of the above.
3	Type of business entity (Private Limited Company/ Public Limited Company/ Sole Proprietorship/ One Person Company/ Partnership/ Limited Liability Partnership/ Joint Venture/ Trust/ NGO) In case of incorporated entity - to attach certificate of incorporation
	Beneficial Owners - as defined in the Department of Expenditure Order (Public Procurement No.1) issued vide No. F.No.6/18/2019-PPD dated 23 rd July, 2020. Details of all beneficial owners having entitlement of more than 01% of shares or capital or profit to be given, in the format as given in Annexure-I duly certified by practicing Chartered Account in India.

Specify Yes/No

Tender condition - Preference to Make in India		Yes / No
A	Purchase preference in accordance with Public procurement (Preference to Make in India Order – 2017) Order from Department of Promotion of Industry and Internal Trade P-45021/2/2017/-B.E-II dt 04.06.2020 and as amended from time to time shall be applicable as per below	
1	In the procurement of all goods/services/works in respect of which there is sufficient local capacity/ local competition, only Class-I Local suppliers shall be eligible to bid irrespective of purchase value	
2	In the procurement of all goods/services /works which are not covered as above and with estimated value of purchase less than Rs200.0 Crores, only Class-I local suppliers along with Class-II local suppliers shall be eligible to bid.	
	Purchase preferences for Class I local suppliers	
B	In the procurement of goods/works covered under 2 above and which are divisible in nature, Class I local supplier shall be eligible for Purchase preference over Class II/Non-local supplier as per following	
1	If L1 bid is not a Class I local supplier, 50% of the order quantity shall be awarded to L1. Thereafter the lowest bidder among Class I local supplier will be invited to match the L1 price for the remaining 50% quantity subject to Class I local supplier quoted price falling within 20% margin. Contract for that quantity shall be awarded to such Class I local supplier subject to matching L1 price. In case such lowest eligible Class I local supplier fails to match L1 price or accept less than offered quantity, next higher Class I local supplier within 20% margin shall be invited to match the L1 price for the remaining qty and so on. If some quantity is left uncovered on Class I local supplier, such balance quantity shall be ordered on L1bidder.	
2	For procurements that are not divisible in nature and in procurement of services evaluated on price alone, Class I local supplier shall get purchase preference over Class II /Non local supplier as per below	
3	If L1 is not a Class I local supplier, lowest bidder among Class I local supplier will be invited to match L1 price subject to Class I local supplier quoted price falling within 20% of L1 price and contract will be awarded to such Class I local supplier, subject to matching L1 price. In case such lowest eligible Class I local supplier fails to match L1 price, procedure same as para 3 above will be opted. In case none of Class I local suppliers within 20% margin matches L1 price, contract shall be awarded to L1bidder. The purchase preference as above will be only for Class I local supplier and ClassII local supplier will not be eligible for any purchase preference	



C	Local content requirement to categorize a supplier as Class I/Class II /Non local supplier shall be as per below. Definition of local content shall be as per order dt4.6.2020 ie amount of value added in India which shall be the total value of the item procured (excluding net domestic indirect taxes) minus the value of import content in the item (including all customs duties) as a proportion of total value in percentage.	
1	Class I-Local content equal to or greater than 50%	
2	Class II-Local content greater than 20%, less than 50%	
3	Nonlocal-Local content less than 20%	
D	Declaration of local content	
1	Class I local supplier /Class II local supplier at the time of tender shall indicate % of local content and provide self-certification that offered item shall meet the local content requirement for Class I/Class II as applicable including details of locations at which local value addition is made.	
2	In case of procurement for a value in excess of Rs 10.0 Crores Class I/Class II local supplier is to provide a certificate from statutory auditor/cost auditor (for companies) / practicing cost accountant/Chartered accountant (suppliers other than companies) indicating % of local content	
3	Verification of the Certificates issued by the bidder shall be carried out by HCSL on random basis. False declarations will attract actions as stipulated in the order referred, including other actions as permissible by law.	
4	Exemption is applicable from provisions of order for purchases with estimated values less than Rs5.0 lakhs	
5	Notwithstanding above, exemptions for meeting local content as per relevant Clause of order dt 04.6.2020 and as amended from time to time shall apply.	



COMPLIANCE STATEMENT- SPECIAL INSTRUCTIONS FOR TENDERERS AND TECHNICAL SPECIFICATION	PAGE 1 OF 1																																	
Tender Name: Supply of Commercial/Industrial grade Aluminium Chequered Plates of 4 mm. thickness of size 2440 mm x 1220 mm.																																		
TENDER NO: HCSL/OPS/SB/TEN/027/2024-25	DATE: 27.06.2024																																	
<p>We hereby confirm and truly declare that our Offer / Bid No.datedis in full compliance with the documents issued against the Tender No. HCSL/OPS/SB/TEN/027/2024-25 dated 27.06.2024, except for the deviations listed below:</p> <p>LIST OF DEVIATIONS (HCSL reserves the right to reject offers with deviations)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%; padding: 5px;">Sl. No.</th> <th style="width: 45%; padding: 5px;">Description / Tender Reference</th> <th style="width: 45%; padding: 5px;">Reasons for Deviation</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>		Sl. No.	Description / Tender Reference	Reasons for Deviation																														
Sl. No.	Description / Tender Reference	Reasons for Deviation																																
<p>Name of tenderer:</p> <p>Date:</p> <p>Name & Designation</p> <p>Seal & Signature</p> <p>(Company Seal)</p>																																		

CHECK LIST FOR DOCUMENT SUBMISSION (ONLINE MODE ONLY)

SL. NO.	DESCRIPTION	Tick (Yes/No)		REMARKS
		YES	NO	
PART- I – TECHNO-COMMERCIAL CHECKLIST				
1	Submission of scanned copy of Audited Balance Sheet and Profit and Loss statement of last three FY's (2020-21, 2021-22, 2022-23).			
2	Scanned Copy of PAN, GST Registration Certificate			
3	Income tax returns for the last three FY's (2020-21, 2021-22, 2022-23) or AY's (2021-22, 2022-23, 2023-24)			
4	Signed and stamped copy of Unpriced Bid (mentioning taxes and duties and " Quoted/Nil/Included " against each line item as per Annexure-3)			
5	Stamped and signed copy in duplicate the tender general terms & conditions, general and technical specification and special terms and conditions (Annexure-1, 2, 4, 5)			
6	Stamped and signed copy of Special information related to Make in India and Restriction of bidders sharing land border with India with comments "Yes/No" as per Annexure-6 & 7			
7	Compliance Statement – List of Deviations (if any) as per Annexure - 8			
8	Checklist duly ticked/marked wherever applicable with comments (as applicable) (Annexure-9)			
9	Filled forms duly signed and stamped as per Annexure-10 to 15			
10	Documents pertaining to EMD as per Annexure – 13 submitted? (This is essential)			
11	Any other comments? (Please enclose)			
12	Any other additional documents enclosed with offer?			
PART- II – PRICE BID (PASSWORD PROTECTED) CHECKLIST				
1	Price correspondent to each line item provided?			
2	All duties and taxes, Class inspection charges, Freight and forwarding charges and any other charges as indicated in Annexure-3., given?			
3	Signed and stamp of the bidder on the document			
4	Ensure to protect the document with password			
Note: The price bid document should be in the format as per Annexure-3 and the same should be password protected, price bids which will be without password or is found attached along with techno-commercial documents will be subjected to rejection of the complete bid.				

**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:	1) 2) 3)
6	Type of Entity-Proprietorship /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 deficiencies in service or misconduct etc.	Yes/No (Please tick as applicable) If yes, please furnish details on a separate sheet

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

Place:

Date:

Signature of Supplier/Authorized signature of firm/agency:

Name of Supplier or authorized signatory of firm/agency:

Designation:



NEFT MANDATE FORM

(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
- 2) Vendor Address with Phone No
- 3) Vendor Code

4) Permanent Account No. (PAN)

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5) Particulars of Bank Account

a. Name of the Bank

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b. Name of the Branch

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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

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

j. Type of the Account (S.B Current or Cash Credit) with code (010/011/013)

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

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- 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)

(.....)

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:

(.....)

Authorized official of Bank



Form of bank Guarantee towards EMD
(On stamp paper of value Rs. 200/-)

This deed of GURANTEE made on day of Two thousand Eighteen between HCSL on the one part and (Name and address of the bank) of the other part is as follows:

In consideration of the HCSL having allowed M/s..... (Hereinafter referred to as 'the Supplier') to submit Tender No..... to them without Earnest Money according to the conditions of such Tender Notification.

We..... (here enter the name of 'the Bank') a Company incorporated under theAct and having its registered office at(hereinafter referred to as 'the bank') undertake to pay to HCSL on demand at Kolkata the sum of money payable as Earnest Money in respect of the Tender No..... made by the Supplier, in case the Supplier withdraws the tender before the date of firmness stipulated or when the tender is accepted by or on behalf of the HCSL the Supplier makes default in furnishing the Security Deposit or in entering into an agreement as required by the HCSL or otherwise commits any breach of the terms and conditions of the tender.

We, Bank Guarantee to pay the amount due and payable under this guarantee without any demur merely on demand from the HCSL. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. The liability of the surety shall be restricted to Rs (Rs..... only)

This guarantee shall not be avoided, released or affected by any variation in the terms of the tender, acceptance or the contract between the Contractor and the HCSL or any neglect indulgence or forbearance by the HCSL.

This guarantee shall remain in full force and effect during the period that would be taken for the finalization of the tender and till the HCSL certifies that the terms and conditions of the said tender have been fully and properly carried out by the Supplier and accordingly discharges this guarantee or for Six Months from the date of issue of this guarantee whichever is earlier. A notice of the claim under this guarantee may be served on the Bank within Six Months after the said period in which case the same shall be enforceable against the Bank notwithstanding the fact that the same is enforced after the expiry of the said period. The decision of the CEO, HCSL as to whether the occasion or the ground has arisen for the demand of the surety form Bank shall be final. The HCSL shall be at liberty to act as though the Bank were the principal debtor.

We, the said Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the HCSL in writing and agree that any change in the constitution of the said contractor or the said Bank shall not discharge our liability hereunder.

In witness whereof we have hereunto set our hand and seal this day of..... Two thousand and

Place:

Date:



Self-Declaration to be given by the bidder in Letter head

Bid's Reference No. & Date:

Bidder's Name & Address:

Person to be contacted:

Designation:

Telephone No.:

Fax No.:

Email:

1. We do hereby declare that we have not been debarred/black listed by HCSL or by any of the Public Sector Undertaking or Government department etc.
2. If HCSL finds that, we have been blacklisted/ debarred by any of the Public Sector Undertaking or Government department, and then HCSL can reject the offer or terminate the contract at any point of time. In such case, we are aware that, EMD, security deposit, performance guarantee etc will be forfeited by HCSL. Further we are confirming herewith that, any loss that has happened to HCSL due to this will be compensated by us.

For and on behalf of the firm

(Firms Name & Address)

(Signature of Authorized Signatory)

Name:

Designation

Phone No.:

Seal:

Date:

Place.....



Details of legal cases pending against the firm

(Sample Format)

Details of legal cases pending against the firm for the last five years:

SL. NO.	ORGANISATION AGAINST WHOM THE LITIGATION IS INVOLVED	BRIEF DETAILS OF DISPUTE	AMOUNTS INVOLVED (Rs.)	PRESENT STATUS	Remarks

