

TENDER NOTICE

सीएसएल – कोलकाता पोत मरम्मत यूनिट (सीकेएसआरयू), कोलकाता की ओर से निम्न सूचित कार्य के लिए अनुभवी फर्मों से मुहरबंद प्रतिस्पर्धी निविदाएं आमंत्रित की जाती हैं, ताकि निम्न सूचित तिथि और समय पर या उससे पहले अधोहस्ताक्षरी तक पहुँच सकें। कृपया संलग्न तकनीकी विनिर्देश, सामान्य नियम और शर्तें एवं अन्य अनुदेशों का संदर्भ लें।

Sealed competitive tenders are invited on behalf of CSL-Kolkata Ship Repair Unit (CKSRU), Kolkata from experienced firms for the under mentioned work, so as to reach the undersigned on or before the date and time mentioned below. Please refer to the Technical Specification, General Terms and Conditions and other instructions attached.

निविदा सं. व तिथि Tender No. & date	सीएसएल/सीकेएसआरयू/प्रोज/638/2025-26 दिनांक 26.12.2025 CSL/CKSRU/PROJ/638/2025-26 dated 26.12.2025
कार्य का नाम Name of Work	सीकेएसआरयू कोलकाता में किराये के आधार पर 40 फीट ट्रेलर उपलब्ध कराने के लिए दर अनुबंध। (विस्तृत विनिर्देश अलग से संलग्न है) Rate contract for providing 40 feet trailer on hiring basis at CKSRU, Kolkata. (Detailed specification is enclosed separately)
निविदा का प्रकार Type of Tender	दो बोली Two Bid
जमा करने के लिए बयाना राशि Earnest Money to be deposit	रु. 10,000/- Rs. 10,000/-
निविदा प्रपत्र की लागत Cost of Tender Form	शून्य Nil
निविदा प्राप्ति की अंतिम तिथि एवं समय Last date & time of receipt of tender	दिनांक 06.01.2026 को 16:00 बजे तक 06.01.2026 at 16:00 hrs.
निविदा खोलने की तिथि एवं समय Date & time of opening of tender	दिनांक 06.01.2026 को 16:00 बजे तक 06.01.2026 at 16:30 hrs.

लिफाफे के ऊपर निविदा संदर्भ स्पष्ट रूप से सूचित किया जाना चाहिए।

Tender reference should be clearly indicated on top of the envelope.

सहायक महाप्रबंधक – प्रभारी (सीकेएसआरयू) को संबोधित मुहरबंद निविदाएं सीएसएल- कोलकाता पोत मरम्मत यूनिट सीकेएसआरयू, ड्राई डॉक ऑफिस बिल्डिंग, गेट नं. 9, नेताजी सुभास डॉक, सर्कुलर गार्डन रीच रोड, कोलकाता – 700024 में स्थित 'सीकेएसआरयू निविदा बॉक्स' में नियत तारीख एवं समय तक डाली

जाएंगी। पासवर्ड से सुरक्षित निविदाएं निर्धारित प्रारूप में ईमेल के माध्यम से amitkumar.das@cochinshipyard.in पर नियत तारीख और समय तक भेज दी जाएंगी।

Sealed tenders addressed to the **Assistant General Manager – I/c (CKSRU)** shall be dropped in the 'CKSRU Tender Box' kept at the office of **Gate No. 9, Netaji Subhas Dock, Circular Garden Reach Road, Kolkata – 700024, West Bengal** by the due date and time. Password protected tenders shall be send via email in prescribed format to amitkumar.das@cochinshipyard.in by the due date and time.

उपरोक्त कार्य केलिए प्रभारी अधिकारी
Officer In-Charge for the above work

नाम/ Name : अमित कुमार दास/Amit Kumar Das
पदनाम/ Designation: सहायक प्रबंधक/Assistant Manager
संपर्क सं. (मोब.)/Contact No (M): 9832597168
ई-मेल/ E-mail: amitkumar.das@cochinshipyard.in

कृते कोचीन शिपयार्ड लिमिटेड
For Cochin Shipyard Limited

Amit Kumar Das.

For

ठेकेदार का हस्ताक्षर एवं मुहर

Signature and Seal of the Contractor (s)

सहायक महाप्रबंधक – प्रभारी (सीकेएसआरयू)

Assistant General Manager – I/c (CKSRU)

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A. SCOPE OF WORK

- 1) The work consists of providing 40 feet trailer on hiring basis as and when requirement basis at CKSRU Kolkata.
- 2) 01 No. 40 feet trailer (per trip basis) for transportation of DGs, MHEs, Scrap material etc., as required by officer in charge, including driver & fuel, shall be provided on as and when requirement basis (including Sundays and Holidays, if required).
- 3) The trip shall be between CKSRU dry dock (NSD Gate-9) to Berth-6 (NSD Gate-7).
- 4) The date and time of 40 feet trailer required shall be decided by CSL and contractor shall provide vehicle accordingly. If any additional requirement of 40 feet trailer arises from the quantities mentioned in the price bid, firm has to provide at the same rate, terms and conditions. Payment shall be done only for the actual quantity of services availed.
- 5) **Reporting and releasing location:**
Trailer reporting location shall be CKSRU (NSD Gate-9) to Berth-6 (NSD Gate-7), which shall be intimated by CSL in advance. Releasing location for the trailer shall be CSL-Kolkata Ship Repair Unit (CKSRU), CKSRU (NSD Gate-9) to Berth-6 (NSD Gate-7), Circular Garden Reach Road, Kolkata – 24.
- 6) The 40 feet trailer provided shall be in good working condition, well maintained, with all other statutory documents. The bottom platform of the trailer body shall be fully covered with plate. CSL has the right to reject the vehicle if the vehicle is not found in good condition or not fit for service.
- 7) All tools & tackle required for securing the materials to be provided by the vendor.
- 8) In case of any breakdown or any other blockage due to the failure of vehicles that may occur during trips, the contractor shall immediately provide alternative vehicle at their own cost.
- 9) **Period of Contract:** - The period of contract shall be initially for a period of 02 years and same shall be extended for another 02 years as per the requirement at the same rate, terms and conditions with mutual acceptance by both the parties (CSL/CKSRU & Contractor). However, decision of CSL will be final in this regard.
- 10) The quoted rates will remain firm without any escalation during the contract period and for extension period if any.
- 11) The quoted rate shall include the cost for supply of vehicle in perfect running condition with DRIVER, HELPER, FUEL, LUBRICANTS, SPARES, STATUTORY PAYMENTS, REPAIRS if any and other essential requirements. In case of scratches/dents obtained during running, the vendor should replace/repair the vehicle immediately to perfect condition without delay. The vehicle should be in washed and cleaned condition during the entire contract period.
- 12) Payment of Toll fee, parking fee etc. which may become necessary during the trips has to be initially paid by the contractor and the same will be reimbursed by CSL along with the running bills. Supporting documents certified by the authorized CSL representative is necessary to process the payment.
- 13) The Contractor shall arrange the vehicles within 1-day prior intimation as per the requirement of Cochin Shipyard Ltd. Also, in case of requirement, the Contractor shall arrange additional vehicles, within 1-day prior intimation. Failure to provide or delay in providing vehicles will make the Contractor to bear the extra expenditure incurred by Cochin Shipyard Ltd for arranging alternate vehicles and the actual will be deducted from the subsequent running

bills submitted by the Contractor. CSL has the right to arrange vehicles from other agencies if the contractor fails to provide the requirement.

- 14) In case of any breakdown or any other blockings due to the failure of vehicles that may occur during trips, the contractor shall provide alternate vehicle immediately at their cost. If the contractor fails on this, CSL has the right to engage other vehicles and the cost incurred shall be borne by the Contractor due to any failure on the part of the contractor in doing so.
- 15) CSL has the right to reject the vehicle without payment if the vehicle is not found in good condition or not able to furnish the necessary statutory documents. Decision of the authorized CSL representative at Kolkata is final in this regard.
- 16) Vehicles should have valid and proper documents like RC Book, Insurance Policy, Tax paid token, Pollution certificates, Driving License of the driver, First aid medicines etc during the contract period. All statutory conditions to be fully met by contractor at their cost. CSL authorized officer has the right to verify RC book, Insurance, Pollution Certificate and Tax paid.
- 17) The vehicle should report with sufficient quantity of fuel and other consumables for meeting the day's work.
- 18) 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.
- 19) The contractor shall ensure that sufficient funds are provided to the driver towards the cost of fuel, toll charges, parking fees, Driver's wages/ Bata/ food/ lodging charges etc. and no payment on any account shall be made by CSL during the trip.

B. ELIGIBILITY CRITERIA:

Sl. No.	Particulars	Eligibility Criteria	Proof/ Documents Required
1	Experience in relevant field	The firm should be in the business of providing trailers on hiring services for a minimum of 2 years as on date of publishing this tender.	Copy of Work Order / other relevant documents satisfying the eligibility criteria to be submitted.
2	Ownership of the vehicle	The bidder must possess a 40-foot trailer registered under their own name/firm's name.	Copies of valid RC (Registration Certificate) and relevant statutory documents shall be submitted.
2	Details of vehicle	The offered trailer should have valid and proper statutory documents like RC Book, License of the driver, Insurance Policy, Tax paid token, Pollution certificates etc during the contract period and shall furnish the documents along with the trailer.	The firm should submit all statutory documents along with the offer.
3	Vendor Details	The firm shall submit vendor details as per Annexure-II.	Duly filled and signed vendor details as per Annexure-II.

4	Registered office in Kolkata	Firm should have dedicated registered/regional/local functional office in Kolkata and address proof of office should be submitted along with technical bid.	Address proof of the office to be submitted.
5	Financial capability	The firm should have reported positive net worth during the last three financial years (FY – 2025-24/2024-23/2023-22).	Profit and loss account statement for the respective financial year

C. TERMS AND CONDITIONS:

- 1) Documents related to statutory requirements such as registration certificate of the vehicle, license of the driver, insurance, tax paid token & pollution control related documents etc. all requirements shall be submitted by the firm.
- 2) Quote should be as per the rate format at annexure-III. Quote should include all operational & maintenance cost, fuel cost, loading and unloading, transportation, mobilization, demobilization, salaries of driver & helpers etc. GST should be indicated separately and shall be paid extra as per govt. rules.
- 3) Food, accommodation and other facilities for the driver and helper shall be vendor's scope.
- 4) Speed limit inside CKSRU premises is max.10 km/hr.
- 5) CSL will not take any responsibility for any liabilities caused by the firm in respect of tax, insurance, road permit, penalties by authorities etc. or will not compensate part or full whatever may be the reasons.
- 6) CSL reserves the right to short close the contract if the requirement of the transportation facility does not exist due to any circumstances include Force Majeure events with the hiring charges payable upto the last day of use.
- 7) CSL reserves the full right to change the work scope/amend the work scope according to the site condition.
- 8) Vendor details to be submitted along with the technical bid as per annexure-II.
- 9) Bid should be valid for a period of 120 days from the date of submission of tender.
- 10) The bidders may contact Shri. Amit Kumar Das, Assistant Manager (CKSRU) email id: amitkumar.das@cochinshipyard.in, mob: 9832597168 for any clarifications regarding scope of work.

D. ENTRY AND EXIT OF PERSONNEL:

- 1) Entry/exit passes for the personnel to work inside CKSRU shall be arranged by the agency after completing necessary formalities without any additional cost, if required.
- 2) Vehicle driver and helper are required to produce a valid police clearance certificate to avail gate passes for entering CKSRU premises.
- 3) The contractor is required to obtain required permit for trailer and driver issued by SMP to enter the CKSRU (Gate No.9 & Gate No.7 of NSD) premises. Necessary recommendation if any in this regard shall be provided by CSL. All the permits related to the material entry / exit shall be done by CSL.

E. SAFETY RULES:

- 1) The firm shall be solely responsible for any consequences arising out of any loss, damage or accident caused to the personnel engaged by him on duty. Any labour issues with employees have to be settled by the contractor or firm

themselves. CSL/CKSRU will not have any responsibility for any issue between firm and the employees, for any injury or illness to firm's workmen/other personnel during execution of work. In this regard firm will have to fully indemnify CSL/CKSRU against any claim made by his workmen/other personnel.

- 2) Additional safety provision: For the work carried out within dock area the contractor shall abide by all provisions of the dock workers (Safety, Health and Welfare) Regulation 1990 without causing any damage / accident in the work premises which will be ultimately causing loss to CKSRU either directly or indirectly. The contractor has to take all the necessary safety measures to prevent any damage/ accident at site during the execution of work.

F. EMD:

- 1) Earnest Money Deposit (EMD) of Rs. 10,000/- (Ten Thousand Only) shall be remitted in the form of Demand Draft from Scheduled Banks in favour of "Cochin Shipyard Limited" payable at Kochi. Cash, Cheque, Bank Guarantee, Postal orders etc., are not acceptable. No interest will be payable to EMD. EMD of unsuccessful bidders will be returned only after awarding the work to the successful bidder.
- 2) Earnest Money Deposit remitted by the successful bidder shall be adjusted against the Security Deposit or refunded separately as decided by CSL.
- 3) The Earnest Money Deposit (EMD) may be forfeited if: -
 - i) The bidder withdraws, amends, impairs, or derogates from the tender or agreed conditions in any respect within the period of validity of their offer.
 - ii) Non-acceptance of work order.
 - iii) Bidder after accepting the work order fails to provide services.
- 4) Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation or the concerned Ministry or Department are exempted from submission of EMD.

G. PAYMENTS TERMS:

- 5) Payment shall be made for actual number of trips availed on monthly basis, within 30 days of receipt of invoice at CSL. The bank name, account number, IFSC code and other bank details shall be furnished by the firm in the prescribed format of CSL. Following documents to be submitted along with the invoice for payment.
 - I. Work completion certificate/work log book for the month duly certified by the officer in charge.
 - II. Documents related to remittance of ESI, EPF and payment of salary if necessary.
- 6) The Invoices to be raised on Officer –in-charge, CSL-Kolkata Ship Repair Unit (CKSRU), Netaji Subhas Dock Office Building, NSD, Gate No. 9, Garden Reach, Kolkata, West Bengal - 700043.

H. ARBITRATION:

It is clarified that the firm cannot go for arbitration for any disputes arising out of the agreement related to this contract work. Cochin Shipyard Ltd. has a grievance redressal cell and all 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.

I. INDEMNITY CLAUSE:

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

J. SECURITY DEPOSIT:

- 1) A recovery of 3 % will be made as interest free deposit from the contractor's bill towards Security Deposit to a maximum of Rs. 50,000/- (Fifty Thousand only) and will be returned one (1) month after expiry of the contract. No interest shall be payable on SD for the period of its pendency. SD will be forfeited where the contractor fails to meet the contractual obligations.

K. CONTRACT VALIDITY:

The period of contract shall be initially for a period of 02 years and same shall be extended for another 02 years as per the requirement at the same rate, terms and conditions with mutual acceptance by both the parties (CSL/CKSRU & Contractor). However, decision of CSL will be final in this regard.

L. GENERAL CONDITIONS:

- 1) All documents, instructions, catalogues, brochures, pamphlets, norms, reports, labels and any other data shall be in English language.
- 2) L1 shall be arrived based on lowest quoted total amount excluding GST as per the price bid format. Price Bids shall be evaluated based on L1 total cost as per the price bid format. Normally CSL will award the contract to the Bidder whose bid has been substantially responsive to the bidding documents and who has offered lowest evaluated total amount. However, if in the opinion of CSL, the total price quoted by the lowest evaluated bidder are considered high, CSL may invite such bidder for price negotiation. Lowest quoted bidder shall attend such negotiation meetings and if requested by CSL shall provide the analysis of rates/break – up of amount quoted by him for any or all items to demonstrate the reasonability. As a result of negotiation, bidder may offer rebate on his earlier quoted price.
- 3) Corrections and additions if any in the rate quoted must be attested / duly signed by the bidder. In the case of error in multiplication / addition in amount calculated, the unit 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.

- 4) The contract shall be on a principal-to-principal basis and it will not create any employer, employee relationship between CSL/CKSRU and the firm or its employees/personnel. This contract shall also not be deemed to create any partnership, joint venture or any association between CSL/CKSRU and the firm.
- 5) CSL/CKSRU reserves the right to award the contract to one or more firms or may split the scope of work, depending upon the actual necessity, as deemed fit.
- 6) CSL/CKSRU reserves the right to reject any or all the offers without assigning any reason whatsoever.
- 7) The rates agreed upon as per quotation remain firm and fixed and will not be changed till conclusion of contract including extended period, if any.
- 8) The acceptance of a tender will rest with AGM (CKSRU) who does not bind himself to accept the lowest tender and reserves the right to himself the authority to reject any or all of the tenders received without assigning any reason.
- 9) CSL/CKSRU reserves the right to terminate the contract at short notice in case the firm's performance is found not satisfactory with regard to progress of work, quality, time factor, labour dispute with their workers, poor safety records and other violation of any contract conditions. No claim whatsoever will be entertained by CSL/CKSRU on this account.

M. INSTRUCTION TO BIDDER FOR SUBMISSION OF QUOTE:

- 1) Tenders are to be submitted in password protected email and should reach CSL on or before the last date and time for submission of tender. Email address for submission of tender is amitkumar.das@cochinshipyard.in with a copy to harikrishnan.n@cochinshipyard.in and sreejith.s@cochinshipyard.in. Bidder should make sure that they get an acknowledgement by return mail after submission of tender. CSL shall not be responsible for non-receipt of e mail sent by the firm.
- 2) Bid is to be submitted with password protection in the rate format provided at annexure-III.
- 3) Details of vehicles offered shall be provided along with the technical bid.
- 4) The bidder is expected and deemed to have read, understood and agreed to all instructions, forms, terms and specifications etc. in the tender document while bidding.
- 5) Failure to furnish all information required or False/ambiguous information or submission of bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
- 6) All pages of the offer (including all supporting documents/attachments) should be signed by the authorized signatory of the bidder in acceptance of tender conditions. Scanned copy of the same may be attached in the bid. Unsigned and unstamped bids shall be summarily rejected.
- 7) If any alteration is made in the tender document submitted by the bidder and if found out (be it at any stage of the tender processing and even after award of the contract), it will be viewed seriously and CSL has the right to reject the offer if required.

N. SPECIAL INSTRUCTIONS FOR TWO BID SYSTEMS:

1) Mode of submission of tenders-

Tenders should be submitted in two separate sealed covers superscribed in capital letters as PART-I "TECHNO-COMMERCIAL" & PART-II "PRICE" indicating the tender number, due date and name & address of the tenderer.

2) Techno-commercial part should contain following details-

- I. Details as per the minimum eligibility criteria.
- II. EMD as per the tender document
- III. Other conditions, if any
- IV. Deviation list, if any
- V. Copy of unpriced Price bid (Price bid without price & with percentage of taxes & duties and details like quoted /Nil/Included need to be mentioned for each line item.)
- VI. Complete set of tender documents duly signed and sealed on all pages as a token of acceptance of tender terms and conditions.

3) Price part should contain following details-

- I. Duly filled price bid with signature and stamp as per the tender document.
- II. CSL reserves the right to alter, modify the scope of supply at their discretion and consistent with the policy of the Government of India and statutory bodies under them as applicable to the contract from time to time.
- III. 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.
- IV. After submission of quotation / price opening, no unsolicited correspondence will be entertained.
- V. 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.
- VI. Price part should be submitted in the Price Bid format provided. 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. In case if there is any corrections/ multiplication or calculation error / ambiguity in the price bid, unit rate quoted will be considered as base and calculation will be done accordingly.
- VII. Offers should be clear and unambiguous. Incomplete/ambiguous offers are likely to be rejected. In case if there is any ambiguity, unit rate will be taken as base and calculation will be done accordingly.

VENDOR DETAILS**ANNEXURE-II**

1	Name of the Bidder/Firm	
2	Registered office Address of Company/Firm	
3	Registered office Address of Company/Firm in Kolkata	
4	Telephone No./Fax No./Mobile No	
5	E-mail address	
6	Names of the contact person & designation	(i) (ii) (iii)
7	Type of Entity – Proprietorship / Partnership firm / Company / NSIC / MSME Category etc. (Please attach registration certificate of Firm / Partnership agreement / proprietorship documents)	
8	PAN Card Number	
	GST Registration Number (GST certificate to submitted along with the technical bid)	
	EPF registration no. (EPF registration certificate to be submitted along with the technical bid) Note: In case firm does not have EPF registration reasons thereof to be indicated	
	ESI Registration No. (ESI registration certificate to be submitted along with the technical bid). Note: In case firm does not have ESI registration reasons thereof to be indicated	
	Copy of License if applicable	
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.	Yes/No (please tick as applicable) If yes, please furnish details on a separate sheet

Sign & seal of contractor:

RATE FORMAT

Sl. No	Description of service	Qty (A)	Unit	Unit Rate excluding GST per day (Rs) (B)	GST %	HSN/SAC Code
1	Providing 40 feet trailer on hiring basis at CKSRU	1	Trip			
	Total					

Note: L1 shall be arrived based on lowest quoted total amount excluding GST.

Signature of Firm/authorised signature

of firm or agency:

Name of firm or authorised signatory of firm/agency:

Designation:

Address:

Contact No: