



CSL/SRP/249/2025

18th February 2025

TENDER NOTICE

Dear Sir,

Tenders by password protected email are invited for **hiring services of goods vehicle for the vessel INS Nashak at Cochin Shipyard Limited** so as to reach the undersigned on or before the last date and time given below.

Enquiry no	CSL/SRP/249/2025
Name of work	Hiring services of goods vehicle for the vessel INS Nashak at Cochin Shipyard Limited
Nature of bid process	Two bid
EMD	Nil
Validity of Bid	60 days from the last date of submission of tender
Last date & time for submission of tender	25 th February 2025 before 1100 Hrs
Tender opening date & time	25 th February 2025, 1400 Hrs
Email address for submission of bids and correspondence details for pre-bid queries	akshay.vp@cochinshipyard.in julianjose.pj@cochinshipyard.in sroffice@cochinshipyard.in

Thanking you

Yours faithfully,
(For Cochin Shipyard Ltd)

Asst. General Manager (SRP)

A. Scope of work

1. Services of a 03 tonner vehicle (Mini Lorry) for a duration 08 hrs/80 kms per day, whichever reaches first, for 208 days (tentative) on intermittent basis.

B. Prequalification Criteria

The bidder should have experience in providing services of goods vehicle to Government entities/public sector undertakings within the last 03-year period. The bidder should submit any work order/work completion certificate in proof of the same along with the technical bid.

C. Terms and condition

1. Vehicle is to be provided on short notice of 04 hours as per requirement of CSL.
2. The minimum carrying capacity of the vehicle should be 03 ton as per registration document. The firm should submit copy of registration document of the vehicle on demand by CSL.
3. More than one vehicle would be required at the same time as per requirement at the same rate, terms and conditions.
4. Vehicles should have valid and proper documents like RC Book, Insurance Policy, Tax paid token, Pollution certificates, first aid medicines etc. during the contract period. All statutory conditions to be fulfilled by contractor at their cost.
5. The vehicle should report with sufficient quantity of fuel and other consumables for meeting the day's work.
6. Speed limit inside CSL premises is Max.20 Km/Hr.
7. No parking is permitted inside CSL after duty.
8. In case of breakdown or any other blockage 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.
9. CSL has the right to reject the vehicle if the vehicle is found not in good condition.
10. Trip sheet should be filled by the firm and to be duly certified by the ship staff or officer in charge of CSL on every day of usage of vehicle as per annexure IV.



11. CSL or user will not take any responsibility for any liabilities caused by the contractor in respect of vehicle tax, insurance, road permit, accidents, penalties by authorities etc. or will not compensate part or full whatever may be the reasons.
12. Quote should be rate per vehicle per day basis. GST should be indicated separately and shall be paid extra as per govt. rules. The rate quoted shall include all the expenses of petrol, oil, lubricants etc, salary payable to employees, ESI/EPF remittance of employees, other statutory payment and any other miscellaneous cost etc. Rate agreed upon as per quotation remain firm and fixed and will not be changed till conclusion of contract.
13. Payment shall be made for both extra Hrs/extra Km on a specific day.
14. 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 against supporting documents, along with running bills while releasing payment.
15. Actual usage shall be limited as per requirement of ship and payment shall be made for actual usage.
16. The firm must comply with statutory requirements, EPF/ESI, and other labour laws/regulations in force and as amended from time to time by Govt. of India. The firm must abide by minimum wages act as governed by Govt. of India rules in force and as amended in future.
17. All relevant clauses of general conditions of contract prevalent in CSL will be applicable to this contract also. HSE guidelines issued by CSL from time to time shall be followed by the firm.
18. The firm shall be solely responsible for the 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 firm itself. CSL will not have any responsibility for any issue between firm and the employees, for any injury or illness to firm's workmen/ other personnel during execution of work. In this regard firm will have to fully indemnify CSL against any claim made by his workmen/other personnel.
19. Payment shall be made at actuals by NEFT to the account of firm within 30 days upon submission of invoice in triplicate supported by work completion certificate duly certified by the user or officer in charge of CSL. The bank name, account number, IFSC code and other bank details shall be furnished by the firm in the prescribed format of CSL.



20. The Invoices to be raised on AGM (SRP), Ship Repair Division, Cochin Shipyard Limited. GST Registration no. of CSL is GSTN - 32AAACC6905B1ZD which is to be indicated on the invoice.
21. Any loss/damage sustained by CSL on account of any negligent act of the operator/personnel engaged by the firm will be fully recovered from the firm.
22. CSL reserves the right to award the contract to one or more firms or split the scope of work as deemed fit during the pendency of this contract.
23. Cochin Shipyard Limited reserves the right to reject any or all the offers without assigning any reason whatsoever.
24. 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 Limited has a grievance redressal cell and all un-resolved disputes after hearing by General Manager (SR) shall be referred to the nodal officer Shri. Syamkamal N, Company Secretary, Cochin Shipyard Limited in the specified format. All questions, disputes difference or differences arising under, out of, or in connection with the contract after hearing by Cochin Shipyard Limited Grievance Redressal committee shall be subject to Indian Laws in force and at the exclusive jurisdiction of the courts at Kochi.
25. During the evaluation of tender AGM (SRP) may at his discretion ask the bidders for clarification in writing. Response for clarification shall be given in writing and no change in price or substance of the bid shall be sought, offered or permitted. No post bid clarification on the initiative of the bidder will be entertained.
26. CSL reserves the right to terminate the contract at short notice in case the firms performance is found not satisfactory with regard to progress of work, quality, time factor, labour disputes with their workers, poor safety records and other violation of any contract conditions. No claim whatsoever will be entertained by CSL.
27. The contract shall be on a principal to principal basis and it will not create any employer, employee relationship between CSL and the firm or its employees/personnel. This contract shall also not be deemed to create any partnership, joint venture or any association between CSL and the firm.
28. Deviations, if any, in the offer submitted from that of the tender enquiry in any form, should be clearly furnished in a separate document titled as "List of Deviations".



29. The firm should not subcontract the work in part or full if awarded the contract by CSL (undertaking as per annexure III to be submitted along with bid).

D. Instructions to bidder for submission of quote

1. Tender to be submitted in two bid system, **Attachment A-Technical bid** and **Attachment B- Price bid**. The two attachments should be password protected and to be sent as a single mail to sroffice@cochinshipyard.in;
copy to: julianjose.pj@cochinshipyard.in; akshay.vp@cochinshipyard.in; The bidder should make sure that they get an acknowledgement by return mail after submission of bid. CSL shall not be responsible for non-receipt of email sent by the firm.
2. **Technical Bid:** All the pages of tender terms and conditions should be signed and sealed in acceptance of the same (annexure I), blank price format (annexure II), undertaking (annexure III) duly filled, Annexure IV, experience certificates etc. are to be sent as attachment A by pass word protected email.
3. **Price Bid:** Price Bid in Annex II strictly in accordance with the tender schedule should be sent as attachment B (to be password protected).
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. Price is to be quoted as per rate format at annexure II.
7. All pages of the tender (including all supporting documents/attachments) should be signed by the authorized signatory of the bidder in acceptance of tender conditions and scanned copy of the same may be attached in the bid. Unsigned and unstamped bids shall be summarily rejected.

Thanking you,

Yours faithfully,
For Cochin Shipyard Ltd


Asst. General Manager (SRP)

RATE FORMAT

Sl. No.	Description of Vehicle	Rate per day (before GST)	Rate per hour for extra hours (before GST)	Rate per kilometer for extra kilometers (before GST)	GST %
1	Services of one tonner truck for a duration 08 hrs/80 kms per day				

Note:

- a) L1 bidder shall be determined based on the lowest rate per day.

Signature of Firm/authorised signature

of firm or agency:

Name of firm or authorised signatory

of firm/agency:

Designation:



UNDERTAKING

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

Signature of Firm/authorised signature

of firm or agency:

Name of firm or authorised signatory

of firm/agency:

Designation:

Address:

Contact No:



TRIP SHEET			
VESSEL NAME		VEHICLE TYPE (tonnage)	
DATE OF TRAVEL		VEHICLE NO	
STARTING TIME		STARTING KM	
CLOSING TIME		CLOSING KM	
VESSEL SEAL & SIGNATURE			

