

TENDER DOCUMENT
FOR COMPOSITE WORK OF
ENABLING CIVIL, MECHANICAL, ELECTRICAL WORK,
MANPOWER SUPPLY FOR MECHANISED CLEANING
AND
MANUAL CLEANING OF RESIDUAL SOLIDS FROM CRUDE
STORAGE TANK
AT
CHENNAI PETROLEUM CORPORATION LTD.,
TAMIL NADU
UNPRICED BID – PART – I

Tender No. : ROFS/2K17/03/ENQ/01
Tender Date : 17.06.2017
Due Date & Time : 28.06.2017 Upto 15:00 Hours
Date & Time of Opening: 28.06.2017 At 16:00 Hours



Balmer Lawrie & Co. Ltd.

REFINERY & OILFIELD SERVICES
21, Netaji Subhas Road, Kolkata 700 001



Balmer Lawrie & Co. Ltd.
SBU : Refinery & Oil Field Services
INSTRUCTION TO BIDDERS

TENDER NO. ROFS/2K17/03/ENQ/01 DUE ON 28.06.2017 Upto 15:00 Hours

1.0 PROCEDURE FOR BID SUBMISSION

The Tender Document comprises of two Bids viz Unpriced Part – I and Priced Part – II having three Schedules viz. 1, 2 and 3 for respective categories of Work. The submission of offer can be made in two forms either through e-bidding or in physical form as follows :

1.1 BID SUBMISSION THROUGH E-BIDDING

The bidders shall submit their response through bid submission to the tender on e- Procurement platform at <https://balmerlawrie.eproc.in> by following the procedures and steps given below. The bidders would be required to register on the e-procurement market place <https://balmerlawrie.eproc.in> and submit their bids on line. The bidders shall submit offer comprising Notice Inviting Tender, pre-qualification documents, Vendors' Information, EMD details in the standard formats prescribed in the Tender documents displayed in e-Procurement web site. The bidders shall download all the above documents, upload the same along with scanned copies of all the relevant certificates, documents etc., duly stamped and signed, in support of their eligibility criteria/NIT in the e-Procurement web site. However, bulky documents need not be scanned and uploaded but physical copy of the same along with Unpriced Bid (Part-I) of the Tender Document, duly stamped and signed should be sent to the Tender Inviting Authority before the tender opening date along with EMD amount. Similarly, Priced Bids should be downloaded, filled it up and uploaded in the specific online folder maintained at Balmer Lawrie's e-procurement site. No physical copy of the Priced Bid should be submitted by the vendors opting for e-bidding.

1.1.1 Registration with e Procurement platform

For registration and on line bid submission bidders may contact HELP DESK of M/s C1 India Pvt., Ltd., Shri Tuhin Ghosh, Mobile No. 08981165071, Shri Ujjal Mitra, Mobile No. 07702669806 or Ritabrata Chakraborty, Mobile No. 8697910411 and register themselves on line by logging in to the website <https://balmerlawrie.eproc.in>

1.1.2 Digital Certificate authentication

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on e-Procurement platform and the bids not

authenticated by digital certificate of the bidder will not be accepted on the e-Procurement platform.

All the bidders who do not have Digital Certificates need to obtain Digital Certificate. They may contact Help Desk of C1 India Pvt Ltd.

1.1.3 Submission of Hard copies

After submission on-line bid, the bidders are requested to submit the demand draft towards EMD along with original Affidavit and pre-qualification & documents which could not be uploaded due to its bulkiness to the Tender Inviting Authority on/before the due date of opening date under cover of Unpriced Bid, Part - I. These can be submitted either in person or through courier or by post. Under no circumstances, physical copy of Price Bid should accompany with these documents.

Balmer Lawrie shall not take any responsibility for any delay or non-receipt of said documents. If any of the documents furnished by the bidder is found to be false/ fabricated, the bidder is liable for black listing, forfeiture of the EMD, cancellation of work and criminal prosecution.

The bidder is requested to get a confirmed acknowledgment from the Tender Inviting Authority as proof of submission of hard copies.

1.1.4 Corrigendum to tender

The bidder has to keep track of any changes by viewing the addendum/ Corrigendum's issued by the Tender Inviting Authority from time-to-time in the e-Procurement platform. No separate newspaper advertisement will be published in this regard. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

1.1.5 Bid Submission Acknowledgment

The user should complete all the processes and steps required for bid submission. The successful bid submission can be ascertained once acknowledgment is given by the system through bid submission number after completing all the processes and steps. Tender Inviting Authority and C1 India Pvt. Ltd. will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Tender Inviting Authority for processing.

Before uploading scanned documents, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness/authenticity.

1.1.6 Disclaimer Clause

The Company (Balmer Lawrie & Co. Ltd.) nor the service provider (C1 India Pvt. Ltd.) is responsible for any failure of submission of bids due to failure of Internet or other connectivity problems or reasons thereof.

1.2 BID SUBMISSION IN PHYSICAL FORM

Bidders interested to participate in this tender in physical form can access to company's website: www.balmerlawrie.com and download the tender document. Offers are to be submitted under two separate sealed envelopes as per the following:

- i) Unpriced Bid – Part – I - comprising Notice Inviting Tender (NIT), Instruction to the Bidders, Vendor's Information are to be submitted duly stamped, signed and filled in (wherever required) along with all prequalification documents, EMD etc. No Priced Bid should accompany in this Part. Un-Priced Bid containing the Price Bid shall be summarily rejected.
- ii) Priced Bid – Part – II – Priced Bid comprising of Price Bid 1, 2 and 3 duly filled in with rates against each category should be submitted in sealed envelope.

Unpriced Bid and Price Bid should be sealed in two separate envelopes. Thereafter, both the envelopes should be put in a big envelope. Subscribing Tender No, Date, Due Date and Bid No. (Unpriced and Price) on all the three envelopes. A copy of Price Part without any rates/figure but duly stamped and signed, should accompany along with Unpriced Bid. Priced bid shall be filled up with price figures only in the given schedule.

Fax/e-mail offers shall not be accepted. The company will not accept any responsibility for any delay in receipt or non-receipt of bidding document sent by post. Offers not conforming to the above mentioned requirements are liable to be rejected.

Detailed offer complete in all respects as stipulated in the tender should reach the Bid Inviting Authority at the following address within the due date and time:

Vice President (ROFS & Projects)
Balmer Lawrie & Co. Ltd.
Refinery & Oil Field Services
21, Netaji Subhas Road
Kolkata – 700 001
Phone : (033) 22225569
e-mail id : mondal.cr@balmerlawrie.com

1.3 OPENING OF TENDER

The Unpriced Offers (Part- I), both on-line and offline, will be opened on the due date and time as mentioned in the NIT No separate intimation will be sent to the bidders in this regard. Bidders who shall submit their bids in physical form may attend to witness the Unpriced bid opening on the due date and time at the above address with authorisation letter.

Priced Offers of qualified and eligible bidders will be opened on a separate working day within the business hours of 09.30 to 18.30 Hours. Intimation of qualified bidders will be sent separately. Both priced and unpriced offers, in physical form shall be opened at the above address

Thanking you,
For **Balmer Lawrie & Co. Ltd.**

(A Mukhopadhyay)
Sr. Vice President (Technical)



**Balmer Lawrie & Co. Ltd.
Refinery & Oilfield Services**

NOTICE INVITING TENDER

Due Date : 28.06.2017 Upto 15:00 Hours
Date & Time of Opening of Bid : 28.06.2017 at 16:00 Hours

Balmer Lawrie & Co. Ltd. (BL) invites offers either through online or offline (physical form) for the composite work of (1) Enabling, Mechanical, Electrical Work, (2) Supply of Manpower for Mechanised Cleaning of Crude Storage Tank and (3) Manual Cleaning of Residual solids from Crude Storage Tank No. 9930-013-TF-01D at Chennai Petroleum Corporation Ltd., Cauvery Basin Refinery (CBR), Nagapattinam, Tamil Nadu

The detailed scope of work and other terms & conditions are as under:

1.0 SCOPE OF WORK

1.1 Enabling Civil, Mechanical, Electrical Work

- 1.1.1 Unloading and placement of plant & machinery at proposed plant area inside the refinery premises with crane and hydra.
- 1.1.2 Cutting of tank dyke wall, cleaning & disposal of debris.
- 1.1.3 Compaction of the approach/pathways upto the tank with good quality of soil and sand bags for movement and placement of BL's equipment/modules.
- 1.1.4 Collection and placement of MS scrap plates (to be provided free of cost) on the approach road to the tank for movement of vehicles and unloading of plant & machinery.
- 1.1.5 Removal of existing power cables, instrument cables, cable trays, support trays etc. and supply and laying of 240 sq.mm cable with earthing provision through GI wire.
- 1.1.6 Supply and installation of control switch, Sodium Vapour Lamp, Fire Extinguishers etc.
- 1.1.7 Installation of pump-motor sets, supply of pipes with fittings and carrying out inter-tank equipment assembly and installation etc.

1.2 Supply of Manpower

Supply of following categories of manpower for Mechanised Cleaning of Crude Storage Tank No. 0030-013-TF-01D at CPCL, CBR, Nagapattinam :

- (1) Skilled Labour working in 8 hour shifts.
- (2) Unskilled Labour working in 8 hour shift
- (3) Rigger working in 8 hour shifts
- (4) Electrician working in General shifts
- (5) Supervisor working in General Shift.
- (6) Safety Officer working in General Shift

1.3 Manual Cleaning of Residual Solids from Crude Storage Tank

- 1.3.1 The scope involves cleaning and removal of left over solids from the tank bottom, scraping of tank internals and final cleaning by water jetting with low pressure waterjet to enable the tank for internal inspection and hot work by CPCL authority. The scope also includes thorough cleaning of the work site including cleaning of tank roof.
- 1.3.2 2 Nos. temporary pit (4m x 2.5m x 1m) & (4m x 2.5m x 1m) in front of cleanout doors should be constructed with PCC at the bottom. The inside walls should be plastered. Bidder should take care to provide good workmanship regarding construction of the manual cleaning pit. No leakage from pits shall be allowed
- 1.3.3 Dumping of residual solids from the tank/pit to a designated place, within the Refinery shall be carried out using suitable means will have to be done by the bidder(s).
- 1.3.4 Tractor with trolley/dumper, bucket and other tools, safety equipment, personal protective equipment as per requirement for all workers/personnel deployed, shall be arranged by the bidders during execution of the job. The bidder should specify the manpower & equipment proposed to be deployed for the job in the format given.
- 1.3.5 The Tank's bottom plate, bottom of the roof (inside the tank) and shell upto 2.1 m height from bottom plate to be thoroughly scrapped. Proper scrapping tools are to be arranged by the contractor and final cleaning by water jet of all Tank internal parts and prepare the tank for carrying out internal inspection and hot work inside the tank by making it free of Hydrocarbons.
- 1.3.6 Necessary lighting arrangement with flameproof fixtures with lamps and cable shall have to be provided by the bidders.
- 1.3.7 Competent & qualified Supervisors are to be deputed for execution of entire job.

- 1.3.8 Execute the entire work including supply of entire workforce, material, equipment and other accessories required for the job.
- 1.3.9 Execution of work shall be carried out complying with the norms of CPCL as per the satisfaction of Balmer Lawrie & Co. Ltd.
- 1.3.10 It shall be the responsibility of the bidder to obtain satisfactory completion certificate from CPCL after successful completion of the job.
- 1.3.11 Preparation of gate passes for men & material entry with continuous continuation of CISF.
- 1.3.12 Bidder should clearly indicate in writing the procedure to be followed for cleaning. The procedure to be followed will generally involve opening tank shell manholes and clean out door, taking out the premeasured residues into the pit manually with proper tools & tackles for processing and then dumping the residues at the bio-remediation site/ disposal pit at a location designated by CPCL, Nagapattinam. Necessary tools & tackles for opening the clean out door and shell manholes should be provided by the contractor.

2.0 PRE-QUALIFICATION CRITERIA OF BIDDERS :

Bidders shall submit/upload copies of the following documents along with their bids:

- (i) Order/completion certificate for Manpower Supply / Manual Cleaning of Crude Oil Tank
- (ii) PAN Card
- (iii) Relevant Service Tax Registration Certificate
- (iv) PF & ESI Registration
- (v) "Affidavit on non-judicial stamp paper in case of proprietorship firm "Partnership Deed" in case of Partnership firm/"Memorandum and Articles of Association" in case of Limited Company.

3.0. VARIOUS STAGES OF OPERATIONS UNDER MECHANISED CLEANING.

(a) Mobilisation

During mobilisation and plant set up i.e., placement of sludge processing equipment inside CPCL Nagapattinam, piping connection, pre-commissioning activities etc. and any other job as instructed by our Site-in-charge.

(b) Operation

During operation, such as operation of pumps, valves, shakers, other rotary equipment, cleaning of filters, de-chocking of pipelines etc. and supervision, monitoring and operation of oplant, as instructed by our Site-in-Charge. Workers may be deployed in shifts for round the clock operation as per requirement.

(c) Demobilisation

During demobilisation i.e., dismantling of pipelines, cables, stacking the materials properly, assisting the transporter in loading the modules/skids on to trucks/ trailers cleaning of pipes, hoses and other equipment as required, de-blinding any other job as instructed by our Site-in-charge etc.

The category (as specified in the Price Schedule 2) and number of manpower to be deployed for the job mentioned against Part - I, II and III shall be decided by our Site-in-Charge and his decision will be final. The duration of each part will depend on the site conditions and may vary. Payment shall be made based on the actual number of manpower deployed and the duration of work as certified by our Site-in-charge.

3.1 Skill level Requirement of Manpower to be provided

The requirements described below are general in nature. This is not exhaustive / limiting but shall be considered as guidance only. The manpower provided shall have adequate expertise and familiarity with the nature of work. The site in-charge of Balmer Lawrie & Co. Ltd. (BL) shall be the deciding authority and if he so advises any / all personnel shall be replaced promptly without protest and without any extra compensation to his satisfaction.

3.1.1 Skilled Person

The person shall have following attributes:

- (i) Familiarity with normal tools and tackles e.g., wrenches, spanners etc.
- (ii) Familiarity with pipeline materials e.g., pipes, valves, fittings, flanges, nuts and bolts, gaskets, welding electrodes etc.
- (iii) Expertise in assembly and Fit up of pipelines
- (iv) Expertise in erection and Fit up of Simple machines
- (v) Knowledge of maintenance & operation of valves.
- (vi) Basic knowledge of gas cutting and welding.

3.1.2 Unskilled Person

The person shall have following attributes :

- (i) Identification of industrial equipment e.g., pumps, compressors etc.
- (ii) Ability to work under the guidance of skilled personnel.

3.1.3 Electrician

The person shall have the following attributes :

- (i) Knowledge in panel wiring
- (ii) Ability to read and understand wiring diagrams
- (iii) Ability to lay, terminate and join cables
- (iv) Ability to use megger, tong tester and multi-meter
- (v) Conversant with motor cabling and motor terminal box wiring
- (vi) Possess license for working in 440 V and 230 V line
- (vii) Basic knowledge of cable jointing compound

3.1.4 Rigger

The person shall have following attributes :

- (i) Shifting of equipment and placement on foundation
- (ii) Ability to lift pipes, equipment and erection of the same.

3.1.5 Supervisor

The person shall be able to carry out the following jobs :

- (i) Co-ordination with and direction to Security Personnel, operating personnel at our Plant at CPCL, Nagapattinam, as required,
- (ii) Obtaining all required permits/clearances from CPCL on daily basis for smooth operation,
- (iii) Co-ordination with CPCL authority, local agencies, police station, statutory bodies, if required, in connection with operation and uninterrupted running of the plant.
- (iv) Any other co-ordination job not specifically mentioned,
- (vi) Should be able to assist during actual operation of the plant in terms of sending samples to laboratory, co-ordination with production for getting diluent and pumping of recovered oil, getting the daily register signed by Production and any other department of Nagapattinam Refinery, CPCL.

3.1.6 Safety Officer

- (i) Qualified Safety Officer to be approved by EIC, CPCL with experience in Oil & Gas Industries and well versed with Safety Management System like OHSAS 18001.
- (ii) Should lead & ensure daily tool box talks are done.
- (iii) Ensure permit systems are rigorously followed (work at height/confined spaces/Hazard waste management)

- (iv) Facilitate in making method statement & job safety analysis wherever required.
- (v) Should lead in investigation to all near misses & accidents
- (vi) Ensure Safety Committee meeting with executives & workmen once in fortnight/month.
- (vii) Ensure PPEs are adhered at all point of time.
- (viii) Thorough knowledge of the process and the safety aspects of each equipment.
- (ix) Ability to guide the workmen to undertake safety measures during our operation in line with rules and provisions of CPCL.
- (x) Ability to Co-ordinate with CPCL for obtaining clearances/permits in shifts during operation.
- (xi) Preparedness to attend in shifts in case of emergency.
- (xii) Ability to monitor/observe all the safety aspects.
- (xiii) To carry out toll box meeting every day to prepare & record daily report covering safety aspect of activities carried out.
- (xiv) Knowledge in preparing report on safety measures adopted in line with CPCL guidelines as and when advised.

4.0 COMPLETION PERIOD

The time is the essence of the contract. Contractor should adhere the following time schedules to suite Balmer Lawrie's contractual obligation with CPCL.

4.1 Enabling Civil, Mechanical & Electrical Work and Equipment Set up

30 (Thirty) days from the date of placement of order including mobilization period of 7 days and equipment set up.

4.2 Manpower Supply

75 (Seventy Five) days which includes mobilization, operation and de-mobilisation from the date of site handover.

4.3 Manual Cleaning of Residual Solids from tank

Upto 600 KL - 30 days from the date of handing over of tank
For every additional 100 KL – 7 days

5.0 PHYSICAL ASSESSMENT OF WORK

Bidders interested to participate in this tender should visit CPCL, Nagapattinam site with prior intimation to Balmer Lawrie, to understand the entire scope of work before quoting. Bidder must contact our site in-charge at the following address prior to their visit:

Shri Rupesh Kr. Singh, Mobile No. 8981748810
Balmer Lawrie & Co. Ltd
C/o. Chennai Petroleum Corporation Limited
Nagapattinam, Chennai – 600 068

6.0 CONTRACT TENURE & OTHER TERMS & CONDITIONS

- i) Tenure of the contract will be as specified in Clause no.4.0. However, the contract period may be curtailed/extended depending upon the variation of quantity & scope without any alteration of rates, terms & conditions of the contract.
- ii) Compliance with all statutory norms viz. Minimum Wages Act/CPCL fixed wages for Nagapattinam Refinery, Provident fund ESI/medical facility through proper insurance coverage if ESI facility is not available, Workmen Compensation etc. and any other rules required for this purpose and that may be enforced/ amended time to time by the statutory authorities are in the scope of the bidder and included in the quoted rates. Execution of work shall be carried out complying with the norms of CPCL and as per the satisfaction of BL
- iii) Providing safety articles like helmets, goggles, gumboots, safety shoes, gloves, soaps, waste cloth etc. for the workmen shall be in bidder's scope
- vi) Manpower to be provided with all normal tools and tackles e.g., wrenches & spanners (both ring and double ended) up to 36 mm size, 6" & 12" adjustable wrenches, 12" & 24" pipe wrenches, hacksaw frame and blades, screw drivers, testers etc.
- v) Obtaining all requisite clearances from statutory authorities and/or CPCL including police verification from local Police Station, if any, shall be in bidder's scope
- vi) Compliance with all Safety & Environmental Regulations as per requirement of CPCL.
- vii) National Holidays & Local Political disruptions/strikes are not to be considered as working days. It should be noted that Sundays/ Holidays are to be considered as working days & no overtime shall be paid to the workmen. Shift timing will be guided as per CPCL / local norms

- viii) The work shall have to be carried out in 8 hours shift duration, 7 days a week. Bidders should arrange to deploy sufficient manpower so that entire job is completed within the stipulated time
- xi) All local issues should be taken care of by the bidder. Under no circumstance, Balmer Lawrie should be dragged into any such issues.
- x) Labour license, if required, shall have to be obtained by the bidder with compliance with statutory norms.
- xi) The rates quoted shall be firm and there should be no variation in the rates quoted during the tenure of the contract.
- xii) All three categories of work and operations may change depending on actual conditions and in compliance with the CPCL's contract with Balmer Lawrie.
- xiii) Contractor is advised to prevent pollution during any job carried out as required by the Environment Policy of Tamil Nadu Pollution Control Board (TNPCB).
- xiv) Contractor shall maintain Attendance Register & Wage Register for personnel engaged for plant operation.

7.0 PAYMENT OF WAGES

The bidders should quote manpower rates as per the prescribed format indicating Minimum Wages, PF & ESI Contributions, Workmen Compensation, PPE charges etc. and contractor's overhead and profits.

All workmen deployed by the contractor should have a bank account. Payment of wages to workers should be made through Electronic remittance directly to their bank accounts. A copy of remittance along with Wage Register & PF challans should be submitted along with their RA Bill.

8.0 TAXES & DUTIES

Service Tax, as applicable, will be as per the statute. Payment of Service Tax for Manpower Supply will be paid by Balmer Lawrie directly to the concerned tax authority. However, in view of proposed implementation of Goods & Services Tax (GST), contractor shall comply with the same.

9.0 PAYMENT TERMS

9.1 Enabling Civil, Mechanical and Electrical Work

Payment shall be made after successful completion of the entire work and on certification of your bill by our site in-charge

9.2 Manpower

Payment shall be released against monthly RA bills duly certified by our Site-in-charge after submission of all statutory documents.

All bills shall be accompanied with photo copies of the following:

- i) PF Challan with ECR copy
- ii) ESI Challan with ECR copy
- iii) Workmen Compensation Policy
- iv) Wage Register
- v) Attendance Register
- vi) Bank remittance for wages to workers' bank accounts

In absence of above, bills will not be accepted / processed.

Final bill shall be released after obtaining all clearances from CPCL and surrendering of gate pass and on certification by our site in-charge. .

9.3 Manual Cleaning of Residual Solids from Tank

Payment shall be made against actual quantity cleaned and disposed of within overall limit frozen during dip joint measurement.

- a) Payment shall be released against RA Bills
- b) Final payment shall be released after surrendering gas passes of workmen, submission of all clearances from all departments of CPCL.

All bills shall accompany with the statutory documents mentioned under Sl. No. 7.2 (I to vi)

10.0 LEGAL JURISDICTION

All questions, disputes, differences, arising out of and/or in connection with this purchase order, shall be subject to the appropriate court(s) under the jurisdiction of the High Court at Kolkata.

11.0 LABOUR LAWS & REGULATIONS

It shall be the responsibility of contractor to obtain necessary labour license from the Licensing Authority under the "Contract Labour (Regulation & Abolition) Act, 1970 and Central Rules made thereunder and produce the same to the Engineer-in-Charge before start of the job. You shall also comply with all obligations under the said Act/Rules as well as other applicable labour laws. Licensing Authority shall be Assistant Labour Commissioner (Central), Office of the Regional Labour Commissioner (Central), Chennai.

12.0 PROVIDENT FUND

The provisions of the EPF & MP Act, 1952 and Rules/Scheme framed thereunder, shall be complied by the contractor for the contractor's manpower to be engaged for this job. Contractor shall furnish the code no. allotted by RPFC Authority to the Engineer-in-Charge. For this purpose, contractor shall be liable to submit copy of each wage sheet and Challan showing PF deposit with each bill to the Engineer-in-Charge duly signed.

13.0 INSURANCE COVER FOR WORKMEN

Contractor shall obtain Workmen Compensation policy in his name in respect of contractor's workmen to be engaged for the work towards compensations as admissible under the Workmen's Compensation Act, 1923 and Rules framed thereunder upon death/disablement and also medical treatment of a worker and the same has to be produced to the Engineer-in-Charge before start of the work.

14.0 BASIS OF RATES AND EVALUATION CRITERIA

Price Part – II is prefilled with Minimum Wages as per the Notification No. M.92(01)/2017-C1 dated 20.03.2017 issued by Ministry of Labour, Govt. of India and Provident Fund and ESI contribution @ 12% and 4.75% respectively. These three components are not changeable and the bidder should strictly comply with the same after award of contract. However, bidders shall quote lump sum rates for Workmen Compensation Policy, PPE and other non-statutory charges etc. in the Sl. No. 1.4 of Price Bid.

Similarly, bidders shall indicate lump sum charges for Overhead & Profit against Sl. No. 1.5 Price Bid. Any changes in Minimum Wages by Govt. of India through notification and its corresponding effect on PF & ESI contribution will be compensated at actual during the course of the contract. The contractor shall have to request for revision of Minimum Wages with submission of such notification. However, other components as mentioned in Sl. No. 1.4 & 1.5 are constant and no increase will be entertained irrespective of revision in Minimum Wages during the pendency of the contract. L1 bidder will be decided based on cumulative value of all three categories of work. Price negotiation, if required, will be carried out only with overall L1 bidder. Bidders should quote daily wages with components like Minimum Wages, PF and ESI Contribution, PPE and other ancillary charges and finally Overheads and Profits.

Bidders shall have to quote for all three categories of work delineated in the Priced Schedules 1, 2 and 3. In absence of any unquoted Price Schedule, bid/s will be cancelled.

Job is not splitable and the successful single bidder shall be carry out all the three work mentioned in Priced Schedule 1 2 & 3.

15.0 TENDER CONDITIONS FOR BENEFITS / PREFERENCE FOR MICRO & SMALL ENTERPRISES (MSES)

- 15.1 As Per Public procurement Policy for Micro & Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSEs must be registered with any of the following in order to avail the benefits/preference available vide Public Procurement Policy MSEs Order,2012
- a. District Industries Centers (DIC)
 - b. Khadi and Village Industries Commission (KVIC)
 - c. Khadi and Village industries Board and Coir Board
 - e. National Small Industries Corporation (NSIC)
 - f. Directorate of Handicraft and Handloom
 - g. Any other body specified by Ministry of MSME
- 15.2 MSEs participating in the tender must submit the certificate of registration with any one of the above agencies indicating the details of the particular tendered item along with their bid.
- 15.3 The registration certificate issued from any one of the above agencies must be valid as on close date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period.
- 15.4. The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.
- 15.5. The MSEs registered with above mentioned agencies/bodies are exempted from payment of Earnest Money Deposit (EMD).
- 15.6. Price Preference - Subject to meeting terms and conditions stated in the tender document including but not limiting to prequalification criteria, twenty percent of the total quantity of the tender is earmarked for MSEs registered with above mentioned agencies/bodies for the tendered item. Where the tendered quantity can be split, MSEs quoting a price within a price band of L1+15 percent shall be allowed to supply up to 20 percent of total tendered quantity provided they match L1 price. In case the tendered quantity cannot be Split, MSE shall be allowed to supply total tendered quantity provided their quoted price is within a price band of L1+15 percent and they match the L1 price. In case of more than one such MSEs are in the price band of L1+15% and matches the L1 price, the supply may be shared proportionately.

For Further clarity in this regard a table is furnished below:

Type of Tender	Price Quoted by MSE	How to Finalize the Tender
Can be split	L1	Full Order on MSE
Can be split	Not L1 but within L1+15%	20% order on MSE subject to matching
Cannot be split	L1	Full Order on MSE
Cannot be split	Not L1 but within L1+15%	Full Order on MSE subject to matching

- 15.7 Out of the twenty percent target of annual procurement from micro and small enterprises four percent shall be earmarked for procurement from micro and small enterprises owned by Scheduled Caste & Scheduled Tribe entrepreneurs. In the event of failure of such MSEs to participate in the tender process or meet the tender requirements and L1 price four percent sub-target so earmarked shall be met from other MSEs.
- 15.8 To qualify for entitlement as SC/ST owned MSE, the SC/ST certificate issued by District Authority must be submitted by the bidder in addition to certificate of registration with any one of the agencies mentioned in paragraph (I) above. The bidder shall be responsible to furnish necessary documentary evidence for enabling IOCL to ascertain that the MSE is owned by SC/ST. MSE owned by SC/ST is defined as:
- In case of proprietary MSE, proprietor (s) shall be SC/ST
 - In case of partnership MSE, The SC/ST partners shall be holding at least 51% shares in the enterprise.
 - In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.
- 15.9 To avail the price preference in this tender, the bidder has to submit MSE certificate issued for services involved in tender.

16.0 EARNEST MONEY DEPOSIT (EMD)

An EMD of Rs. 20,000/- (Rupees Twenty Thousand only) by DD in favour of "Balmer Lawrie & Co. Ltd." (payable at Kolkata) shall be submitted along with the offer. Bid submitted without EMD is liable for rejection. EMD of the unsuccessful bidder will be returned on finalization of the order. MSME bidders registered for the tendered categories are exempted for submission of EMD. A valid certificate with request for exemption letter has to be accompanied with the offer for avilment of the benefit.

17.0 SECURITY DEPOSIT

On issuance of order, the contractor within ten (10) days shall deposit with Balmer Lawrie a Security Deposit of 2% of the Contract value in the following forms : :

- a) Bank draft drawn on a Kolkata Branch of any Scheduled Bank in favour of Balmer Lawrie & Co Ltd., payable at Kolkata. No interest shall be payable against Security Deposit.

OR

- b) Bank Guarantee @ 2% of the contract value to be executed by any scheduled bank in favour of Balmer Lawrie & Co. Ltd. for the entire period of the contract. The prescribed format for Bank Guarantee as Security Deposit will be forwarded with the order.

On submission of Security Deposit, EMD amount will be refunded.

18.0 SET OFF CLAUSE

Any sum of money due and payable to the contractor (including security Deposit refundable to them) under this or any other contract may be appropriated by Balmer Lawrie & Co. Ltd. and set off against any claim of Balmer Lawrie & Co. Ltd. (or such other person or persons contracting through Balmer Lawrie & Co. Ltd.) for payment of a sum of money arising out of this contract or under any other contract made by the contractor with Balmer Lawrie & Co. Ltd. (or such other person or persons contracting through Balmer Lawrie & Co. Ltd.)

19.0 PENALTY

19.1 Enabling Civil, Mechanical and Electrical Work

1% of the basic order value of this category of work per week of delay of part thereof subject to a maximum of 5%.

19.2 Manpower Supply

Failure to provide manpower as specified during mobilization, demobilization and operation due to reasons attributable to the bidder shall attract penalty @ 150% of per diem rate for each category.

- 19.3** 1% of the basic order value of this category of work per week of delay of part thereof subject to a maximum of 10%.

20.0 VALIDITY OF BID

The bid shall be kept valid for **90 days** from due date of this tender. .

21.0 ARBITRATION

Any dispute or difference arising out of the contract/agreement shall be referred for adjudication to a Sole Arbitrator to be appointed jointly by both the parties in terms of Arbitration and Conciliation Act 1996 (as amended). Arbitration proceedings shall be conducted in English language and place of arbitration will be Kolkata. The Arbitrator so appointed will pass a speaking award which will be binding on both the parties. Cost of Arbitration will be shared equally between the parties, unless agreed otherwise.

22.0 JURISDICTION

Notwithstanding anything contained in any other law, the courts in the city of Kolkata along shall have jurisdiction in respect of all or anything arising under this agreement and any award or awards made by the sole arbitrator

23.0 TERMINATION OF CONTRACT

In case of violation/breach of any agreed terms and conditions of contract and persistently failure/negligence to observe and perform all or any of the acts, deeds, matters or things to be observed and performed by the Contractor requiring the Owner to observe or perform the same, BL may cancel/terminate this contract . In such case, the Security Deposit of the contractor will be forfeited by BL.

24.0 RIGHT OF ACCEPTANCE/REJECTION

Mere issue of tender document, participation in e-procurement portal and submission of bids does not necessarily qualify for consideration of bids. M/s Balmer Lawrie & Co. Ltd. reserve the right to accept or reject any tender either in part or in full without assigning any reason whatsoever.

25.0 CONFLICT OF INTEREST

The bids of any tenderer may be rejected if a conflict of interest between the bidder and the company is detected at any stage.

26.0 TENDER SUBMISSION

Offers should be submitted either on online to our e-procurement portal <https://balmerlawrie.eproc.in> Or in physical form after downloading from company's website: www.balmerlawrie.com to our Bid Inviting Authority :

Vice President (ROFS & Projects)

SBU : Refinery & Oil Field Services

Balmer Lawrie & Co. Ltd.

Refinery & Oil Field Services,

21, Netaji Subhas. Road,

Kolkata – 700 001.

for **BALMER LAWRIE & CO. LTD.**

(A Mukhopadhyay)

SR. VICE PRESIDENT (TECHNICAL)

Annexure – I**VENDORS' INFORMATION**

SL. NO.	PARTICULARS	DETAILS
1.0	Name of the Company/Firm	
1.1	Full Address – HO/Regd. Office	
1.2	Full Address of Branch Office	
1.3	e-mail id	
1.4	Contact Person	
1.5	Landline No. Mobile No. Fax No.	
2.0	Service Tax Registration No.	
3.0	PAN No.	
4.0	CST No. VAT No.	
5.0	PF Registration No. & Date	
6.0	ESI Registration No. & Date	
7.0	Is your company MSME Unit? If yes, please provide details and attach valid certificate	
8.0	Is/are Proprietor/s belong to SC/ST category? If so, provide details	
9.0	Name of Bank	
9.1	Branch	
9.2	Branch Code	
9.3	Full Address of the Banker	
9.4	IFSC Code	
9.5	MICR Code	
9.6	Account No.	
9.7	Type of Account (Saving/Current)	

Annexure – II**PROPOSED PLAN OF DEPLOYMENT OF MANPOWER
FOR MANUAL CLEANING OF TANK**

Sl. No.	Category of Manpower	Number	Period of Deployment
1.0	Supervisor		
2.0	Skilled		
3.0	Unskilled		
4.0	Electrician		
5.0	Total Number of Manpower		

(Bidders shall fill up the above schedule)

TENDER DOCUMENT
FOR COMPOSITE WORK OF
ENABLING CIVIL, MECHANICAL, ELECTRICAL WORK,
MANPOWER SUPPLY FOR MECHNISED CLEANING
AND
MANUAL CLEANING OF RESIDUAL SOLIDS FROM CRUDE
STORAGE TANK
AT
CHENNAI PETROLEUM CORPORATION LTD.,
TAMIL NADU
PRICED BID – PART – II

Tender No. : ROFS/2K17/03/ENQ/01
Tender Date : 17.06.2017
Due Date & Time : 28.06.2017 Upto 15:00
Hours



Balmer Lawrie & Co. Ltd.

REFINERY & OILFIELD SERVICES
21, Netaji Subhas Road, Kolkata 700 001

BALMER LAWRIE & CO. LTD.
REFINERY & OIL FIELD SERVICES
PRICE PART – II

PRICE SCHEDULE – 1

A SHIFTING AND PLACEMENT OF PLANT & MACHINERY AT CRUDE TANK NO. T-01D AT CPCL - CBR,NAGAPATTINAM

Sl. No.	Description of work	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1.0	Unloading of following plants & machineries from trailers and trucks using hydra/crane inside the dyke area of Crude Tank No. 9930-013-TF-01D at CPCL-CBR, Nagapattinam as per the direction of Balmer Lawrie's Site in Charge.	LS	1 Item		
(i)	R.O. Tank : 6 Nos.				
(ii)	Module – I : 1 No. (Size : 20'L x 8'W x 9.6'H)				
(iii)	Office-cum-Store Module : 1 No. (Size : 20'L x 8'W x 8.6'H)				
(iv)	Decanter Module :1 No. (Size : 20'L x 8'W x 9.6'H)				
(v)	Loose Materials : 1 Lot (like, Screw Pump, Centrifugal Pump, Pipes, Hoses etc.)				
2.0	Basic Price				
3.0	Add: Service Tax @ 15%			15%	
4.0	Sub-Total				

B. MISC. CIVIL JOB FOR PLACEMENT OF MODULE INSIDE OF DYKE AREA OF CRUDE TANK NO. T-01D AT CPCL - CBR,NAGAPATTINAM

Sl. No.	Description of work	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1.0	Cutting of trapezoidal shape earthen dyke/bund wall (approx. dimension : top width- 1 mtr, bottom width- 4 mtr and height- 1.8 mtr) of 5 mtr width with all labour, tools and tackles complete as per direction of Engineer-In Charge including cleaning the area of all spoils/soil/debris outside the area or shifting & the material placement inside the premises as per direction of the Engineer-In-Charge.	CuM			
2.0	Compaction of the area with good quality earth & sand bags to take the load of trailers/hydra etc of apprx. 20 MT weight including labour, material and transport cost.	sq.mt	25.0		
3.0	Collection of free issued M.S. scrap plates (40 Pcs. of sizes 4.0 x 2.0 Mtr.) from various places of CPCL Refinery premises as it where is basis, transporting and unloading of same near Tank no. T-114. Bidder may please note that issuance of free scrap plates will be taken place in phases from CPCL end. Hydra, truck, tractor trolley etc will require to be deployed accordingly.	LS	1.0		
4.0	Laying the collected M.S. Plates with the help of necessary tools and tackles, suiting the requirement of movement of loaded truck, trailer, hydra etc.	LS	1 Item		
5.0	Basic Price				
6.0	Add : Service Tax @15.0 %				
7.0	Sub-Total				

C. MISC. ELECTRICAL WORK FOR INSTALLATION OF MODULE INSIDE OF DYKE AREA OF CRUDE TANK NO. T-01D AT CPCL - CBR,NAGAPATTINAM

Sl. No.	Description of work	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1.0	Removal of existing Power Cables, Instrument Cables, Cable Trays, Support Trays etc. carefully and laying the same underground for safe approach and movement of Hydra, Trailer etc. with necessary tools, tackles, manpower, tractor etc. complete.	LS	1 Item		
2.0	Supply, laying and termination of 240 sqmm x 3.5 Core aluminium cable from substation 3 (OM&S) to BL's electrical panel and both end termination using FLP double compression gland and proper lugs	RMtr	600.0		
2.0	Construction & installation of Earthpit using 2.5M long, 40NB GI perforated pipe, complete with earth treatment and necessary masonry work.	No.	02		
3.0	Supply, installation & termination of 6 mm thk x 50 mm (W) GI earthing strip	Mtr	120.0		
4.0	8 SWG GI wire for earthing including provision of socket at both end of each piece	RMtr	120.0		
5.0	Cable (Aluminium) termination with supply of double compression type brass gland, lug etc.	RMtr			
(i)	95 sqmm	No.	02		
(ii)	50 sqmm	No.	02		
(iii)	35 sqmm	Nos.	02		
(iv)	16 sqmm	No.	02		
6.0	Installation of Local Control Switch including necessary supporting arrangement and supply, installation of GI make Canopy	No.	04		
7.0	Supply, installation of Sodium Vapour Lamp (500 W) with enclosure set	Nos.	04		
8.0	Supply of 6 kg fire extinguishers (one DCP and one CO2) along with 2 nos. fire hoses (each 30 mtr in length) with required fittings	Sets	02		
9.0	Total basic Value				
10.0	Add : Service Tax @ 10.5%				
11.0	Sub-Total				

**D. MISC. PIPING WORK FOR INSTALLATION OF MODULE INSIDE OF DYKE AREA
OF CRUDE TANK NO. T-01D AT CPCL - CBR,NAGAPATTINAM**

Sl. No.	Description of work	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1.0	Installation and Piping connection of following various capacity positive displacement/centrifugal pumps with motors, baseframe etc. true to line and level with supply of anchor bolts, fasteners, gaskets etc. complete in all respect :				
(i)	Screw/Gear pump assembly with motor, coupling, base frame etc. capacity 20 Cum/ Hr	No.	01		
(ii)	Centrifugal pump assembly with motor, coupling, base frame etc. capacity 15 - 20 cum/hr	No.	04		
2.0	Installation and piping connection of following various capacity tanks with agitator & motors, base frame etc. & other equipment true to line and level etc. complete in all respect.				
(i)	R.O. Tank around 30 KL capacity	Nos.	3.0		
(ii)	Mixing tank around 30 KL capacity	Nos.	3.0		
(iii)	Decanter module with decanter unit & associated tank	No	1.0		
3.0	Installation of Carbon Steel Fittings and flanges including necessary Nuts, Bolts, Gaskets as per following :				
(i)	2" NB 90°Elbow	Nos.	6.0		
(ii)	2" NB SORF Flanges	Nos.	40.0		
(iii)	3" NB SORF Flanges	Nos.	6.0		
(iv)	4" NB SORF Flanges	Nos.	12.0		
(v)	2" NB M.S. B ERW pipe as per IS:1239	Rmtr.	42.0		
(vi)	4" NB M.S. B ERW M.S. pipe as per IS:1239	Nos.	12.0		
(vii)	Pressure Gauge (Glycerine filled) 0-15 Bar (1/2" or 3/4" NPT connection)	Nos.	4.0		
4.0	Carrying out of Butt / Socket / Fillet weld joints with face preparation(as required) as per good engineering practice and instruction of Site in Charge for various pipe diameters (upto 4" NB) with supply of all necessary tools, tackles, consumables, power etc. (1 inch-dia = 1" dia x 1 no. joint)	Inch-dia	300.0		
5.0	Insulation of Steam Pipeline with Rockwool/equivalent and Al. cladding 24G sheet	Rmtr.	80.0		
6.0	Basic Value				
7.0	Add : Service Tax @15.0 %				
8.0	Sub-Total				
9.0	Grand Total of A+B+C+ D (including ST)				

- Notes: (i) Items mentioned under A, B, C & D are estimated and variable. Even some items may not be required. However, quoted rates would be fixed irrespective of such variations.
- (ii) Service Taxes indicated in A,B,C & D will be replaced by Goods & Service Tax from the date of implementation to be announced by Govt. of India. Bidder shall have to comply with the same.

BALMER LAWRIE & CO. LTD.
REFINERY & OIL FIELD SERVICES
PRICE BID – 2

A. MANPOWER (ON DAILY BASIS)

Sl. No.	Minimum Wages & other Component	Manpower Rates for 8 hours shift/day				
		Unskilled (₹)	Skilled (₹)	Supervisor (₹)	Rigger (₹)	Electrician (₹)
1.0	Providing various categories of manpower for Mechanised Cleaning of Crude Oil Storage Tank No. 9930-013-TF-01D at Chennai Petroleum Corporation Ltd., Cauvery Basin Refinery, Nagapattinam, Tamil Nadu					
1.1	Minimum Wage	350.00	494.00	494.00	494.00	494.00
1.2	Provident Fund @ 12%	42	59.28	59.28	59.28	59.28
1.3	EDLI @1.61 (if applicable)					
1.4	Employees State Insurance @ 4.75%	16.63	23.47	23.47	23.47	23.47
1.5	Workmen Compensation Policy, PPE and other non-statutory expenses etc.					
1.6	Contractor's Overhead & Profit					
1.7	Gross Wages per day/person					

B. SAFETY OFFIER (MONTHLY BASIS)

Serial No.	Category	Monthly Rate (in Words & Figures) (Normal upto 8 hours/day)
1.0	Safety Officer	

NOTES :

- (i) Minimum Wages mentioned above is based on Notification No. M92(01)2017-CI dated 20.03.2017 issued by Ministry of Labour & Employment, Govt. of India.
- (ii) Supervisor, Rigger and Electrician have been considered as skilled category.
- (iii) Any revision in Minimum Wages by Govt. of India during the contract period shall be compensated to the bidder. Corresponding effect of PF & ESI contribution will also be given to the bidder. However, other components like WCP, PPE, non-statutory charges and contractor's overhead & profit are fixed throughout the contract period irrespective of increase in Minimum Wages.
- (iv) Category and quantity of manpower will depend on the work and vary as per day-to-day requirement and shall be decided by Balmer Lawrie's site in-charge.
- (v) Service Tax @ 15% shall be deposited by Balmer Lawrie directly with the concerned tax authority. However, in view of proposed revision in indirect tax policy with the implementation of GST, vendors need to comply with the same as per statute for claiming their invoices.

BALMER LAWRIE & CO. LTD.
REFINERY & OIL FIELD SERVICES
PRICE BID – 3

Sl. No	Description of Job	Quantity	Rate
A		KL	(₹)
	Manual Cleaning of leftover solids from Crude Storage Tank No.9930-013-TF-01D, scrapping of tank internals and dumping of residual solids in designated place within CPCL - CBR, Nagapattinam including construction of Pits, removing & storing of Foam Seal and Rim Seal fire protection system, blinding of all oil inlet & outlet nozzles (blind will be provided by BL) and final cleaning by low pressure water jetting to make the tanks hydrocarbon free for internal inspection and hot work as per scope of work and specific requirement of the tender		
(i)	Solid Volume upto 600 KL	600	
(ii)	Solid Volume from 601 KL to 900 KL	300	
(iii)	Solid Volume beyond 900KL		
B.			
	Cutting and removing of steam coils inside 79 dia tank and disposal/stacking at a designated place as per directive of Engineering In-charge of CPCL, CBR, Nagapattinam	L.S.	
C.	Service Tax @ 15.00%		

Note : i) Sludge quantities mentioned above are tentative and may vary to any extent but rates would be fixed.

- ii) The above rate should be inclusive of all statutory payments such as PF, ESI, and Insurance towards workmen compensation for working all days on single shift basis (8 hours duration), any other prevailing Govt. levies, PPE, tools & tackles and any other cost as mentioned in the tender
- iii) The current rate of Service Tax is 15%. However, the existing Service Tax will be replaced by Goods & Services Tax to be effective as per the date of announcement by Govt. of India.