



**DURGAPUR CHEMICALS LIMITED**  
**(A Govt. Of West Bengal Enterprise)**  
**P.O. Durgapur-713215, Dist. Burdwan.**  
**AN ISO 9001-2008 & 14001-2004 CERTIFIED COMPANY**

Phone No : 0343-2559580/08170017902  
Fax No. : 0343-2556667  
E mail : dclgdppurchase@rediffmail.com

NOTICE INVITING QUOTATION No. – DCL/CCP/JC/CSS/18-19

Date: 08/03/2018

E- offers /online quotations are hereby invited by the AM (Production)/CCP Durgapur Chemicals Limited (DCL) from the bonafide, reliable, resourceful and experienced Vendors for supply of Annual contract for Salt Handling & Cleaning, operation in Brine and Chlorine Section & Misc Jobs at CCP,ETP, cooling Tower & Dispatch section & Civil Jobs in DCL Durgapur, West Bengal. in the list attached herewith (BOQ) through electronic tendering (e-tendering) process:-

1.	Quotation No.	DCL/CCP/JC/CSS/18-19
2.	Name of work	<b>Annual contract for Salt Handling &amp; Cleaning, Operation in Brine and Chlorine Section &amp; Misc Jobs at CCP, Misc. Civil jobs ,ETP, cooling Tower &amp; Dispatch</b>
3.	Period of supply	<b>From 01.04.2018 to 31.03.2019</b>
4.	Earnest Money & Tender Fee	Rs. 30,000/- (EMD), Rs. 1000/- (Tender Fee)
5.	Tender Uploading date online	08/03/2018
6.	Document Download Start Date.	09.03.2018 at 12 p.m Pre bid discussion on 10.03.2018 ( Pre bid discussion is the pre-condition for submitting Price bid.) at 11 a.m.
7.	Start Date of bid submission online	10.03.2018 at 2 p.m.
8.	End Date of Bid Submission Online	24.03.2018 upto 12.00 noon.
9.	Physical submission of EMD & TENDER FEE Offline	From 11/03/2018 to 24.03.2018 up to 5:00 p.m. Tender Fee- To be submitted by participating tenderer in prebid discussion. [No tenderer shall be allowed to attend the meeting without Tender fee.]
10.	Date & time of opening of tender online.	Cover-I (Qualification Documents):- 26.03.2018, after 02.30pm. Cover-II (Price Bid ) :- to be notified later
11.	Download & Upload of Tender Documents	Intending tenderers have to download the tender documents from the link <a href="https://wb-tenders.gov.in">https://wb-tenders.gov.in</a> using the Digital Signature Certificate. This is the only mode of collection of tender documents. The required filled/digitally signed documents are to be uploaded through the same link.
12.	Registration of Bidders	Intending tenderers willing to take part in the process of e-tendering will have to be enrolled and registered with the Government e- Procurement System through respective helpdesk situated in Jalasampad Bhawan 7 <sup>th</sup> Floor DVC Study Cell, Salt Lake, Kolkata-700091.
13.	Digital Signature Certificate (DSC)	Intending tenderers is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders.
14.	Attending Pre Bid Discussion	Tenderer have to bring the documents mentioned in point no2 .a,b,c,d,e,f,g of General Terms & Conditions on dated 10/03/2017 at the time of Pre Bid meeting.

**Name of the Job: Annual job contract for Salt Handling & Cleaning, Operation in Brine and Chlorine Section & Misc Jobs at CCP, Misc. Civil jobs ,ETP, cooling Tower & Dispatch section of DCL.**

**SCOPE OF WORK:**

**A. Salt Handling at CCP:**

- 1) Salt loading to the saturator through the belt conveyor or bucket elevator as per requirement of the plant to maintain production level of Caustic Chlorine Plant. For this, the concentration of brine at the saturator outlet should not go below 300 GPL as per requirement of the plant.
- 2) If concentration of brine goes below 300 GPL without any reason from plant side for which DCS has to reduce the load of the plant causing production loss, then deductions will be made from your monthly bill to compensate the actual loss of production.
- 3) Salt salvaging / collecting recovery to be made from spillage areas like above saturator, near the bottom of bucket elevator, below belt conveyor, charging point and other areas as directed by the plant authority.
- 4) General housekeeping of the area in and around salt godown, saturator, bucket elevator and belt conveyor has to be maintained by you.
- 5) Draining of water from bucket elevator bottom in rainy season in case of water logging etc.
- 6) Cleaning of any salt blockage areas in case it has jammed / choked because of salt, like bucket elevator, saturator inlet pipe etc.
- 7) Any other materials noticed in the salt then that should be removed before charging to avoid any choking of salt system and to avoid any damages.
- 8) All tools & tackles, required for salt feeding to be arranged & maintained by the agency.
- 9) Salt feeding from godown is to be performed as per requirement of the plant keeping in view quality, space requirement for movement of trucks of incoming salt etc.

**B. Miscellaneous Jobs at CCP:**

- 1) Various jobs at CCP for smooth running of the plant.
- 2) Handling of various chemicals for the quality maintain of the product with the help of the operator.
- 3) Sample transfer to Laboratory for testing.
- 4) Housekeeping of the plant.

**C. Salt Recovery & Cleaning:**

- 1) The area of the salt dumping pit to be cleaned for maintenance & any requirement of the plant.
- 2) The salt scattered below the conveyor belt & bucket elevator to be recovered.
- 3) Vertical saturator top & bottom zone scattered mud, sand, brick, stones, sutli and any other garbage to be removed & shifted to the disposal area.

**D. Vacuum Drum Filter Operation:**

1. Operation of vacuum drum filter, Pit-145 slurry pumps in 24 hours (A,B & C shift)
2. Disposal of brine mud with the help of trolley only to the designated place specified by HOD.
3. Maintaining record of sludge disposal with respect to no. of trolley containing sludge disposed in every shift.
4. During transportation of sludge to the disposal area no sludge should be scattered in the road.
5. Sludge settled to pit-145 will be cleared as when required /getting instruction from plant HOD,s
- 6 If any system gets choked because of any reason it will have to get cleared by the contractor worker.
7. Recovery of Brine by pump.
8. Any other jobs as directed by authorized person.

**E. Chemical preparation:**

- 1) Shifting of chemicals like soda ash, Barium carbonates sodium sulphite, Alfa cellulose, Magnafloc, Hallon-22 cylinders.
- 2) Lifting the chemical bags by means of lifting tackles/or by any other means up to the suitable position for dosing.
- 3) Cutting the bags from one end after lifting to the suitable place for dosing.
- 4) Dosing of all above mentioned chemicals in the respective tanks as per requirement of plant.
- 5) Any spilled chemical of good quality from any system will be collected & poured to the preparation tank to avoid wastage.
- 6) Empty chemical bags to be collected at a designated place in the plant with proper display

- 7) If any system gets choked because of any reason it will have to get cleared by the contractor worker.
- 8) Cleaning of equipments is to be done as and when required.
- 9) Any other jobs as directed by authorized person.

**F. Chlorine Cylinder Testing& Chlorine filling:**

- 1) Degassing of Chlorine cylinders for testing purpose.
- 2) Washing and air drying of the cylinders for testing.
- 3) Hydraulic pressure testing.
- 4) Cylinder valve changing.
- 5) Cylinder handling & miscellaneous job as per requirement of the in charge of CCP.
- 6) Chlorine Cylinder filling.
- 7) Any other jobs as directed by authorized person.

**G. ETP:** Various jobs to be done by the concerned person for Effluent treatment plant as directed by the Environmental Engineer for discharge of effluent free from pollution.

**H. Cooling Tower:** Various jobs to be done at Cooling Tower area for smooth operation as directed by Incharge of Cooling Tower.

**I. Dispatch section:** Miscellaneous jobs to be done at finished product dispatch section as directed by Incharge dispatch section.

**J. Civil Jobs in DCL Works:**

All works covering general repair/ maintenance of masonry, carpentry & plumbing including other allied jobs as per instruction of HOD/Civil to be executed in DCL works & outside of DCL.

**H. Miscellaneous Jobs:** - Any other jobs should be done as directed by HOD as per the requirement for smooth and safe running of the plant.

HOUSE KEEPING OF THE ENTIRE AREA OF WORK IS THE RESPONSIBILITY OF THE CONTRACTOR. ANY MANPOWER CAN BE UTILISED AT SAME/OTHER UNITS OF DCL AS PER REQUIREMENT.

**Manpower:**

- 1) Salt Handling=07 heads (02 heads /shift, A, B, &C with one Reliever)
  - 2) Salt Cleaning & recovery=02 heads (General shift)
  - 3) CCP plant misc jobs= 05 heads.
  - 4) Cooling Tower=03 heads
  - 5) ETP=01 head
  - 6) Despatch section=01 head
  - 7) VDF operation, Brine recovery & sludge disposal=07 heads (02 heads /shift, A, B, &C with one Reliever)
  - 8) Chemicals shifting from store, Chemicals preparation & misc. materials handling=04 heads (General shift)
  - 9) Chlorine Cylinder testing, filling & misc jobs= 04 heads (General Shift)
  - 10) Chlorine Cylinder Filling, Loading, Unloading & misc. jobs=04 heads
  - 11) Civil Jobs inside the Works: 02 heads
- Total heads= 40 /day

## GENERAL TERMS AND CONDITIONS:-

1. The contract will be for a period of one Year (From 01-04-2018 to 31-03-2019). In the event of failure to execute the contract the company reserves the right to terminate the contract without notice and forfeit the security deposit.

### 2. Technical Bid

The intending bidder has to upload the scanned copy of the following documents for Evaluation of their eligibility.

- a) Service tax registration certificate.
- b) Valid trade License
- c) PAN Card and latest IT return.
- d) Registration certificate with ESIC.
- e) Registration certificate with EPFO.
- f) Scan copy of tender fees
- g) Scan copy of bank DD for EMD
- h) EMD- To be submitted by selected tenderer after prebid discussion
- i) Any other document as may be decided in prebid meeting.

3. It will be observed from the scope of work that quantum of work that may be required to carry out during the course of tenure of contract is based on estimation, subject to increase or decrease due to shut down and or stoppage / breakdown of plant / plants, change in or modification of manufacturing processes and even the exigency may arise due to trouble in plant and for any other cause or causes on account of non availability of raw materials and above all due to force majeure circumstances. In view of the above DCL does not bind itself for making good any loss / losses that may have to be incurred by you.

4. The Management of Durgapur Chemicals Limited through its authorized representative reserves the rights to make any alteration in omission from addition to or substitution for the original description of scope of work that may appear to be necessary or advisable during the tenure of contract and you shall be bound to carry out the work in accordance with any instructions which may be given to you by the authorized representative. And if the altered, additional or substituted work including any class of work for which no rate has been specified in the contract then such class of work shall be carried out at the rate to be negotiated with you by authorized representative of Mechanical department and accounts department and finally approved by competent authority of Durgapur Chemicals Limited.

**5. The Contractor must have the P.F. Registration No., ESI Registration No. and Labour license and the copy of the said Registration and License should be submitted for verification. The Contractor should maintain all Registers and Documents as required by the statute as per present and future.**

6. You should well conversant with statutory laws in respect of contract labour (regulation & abolitions) act 1970.

7. You should well conversant with provisions of minimum wages act 1948 and Indian factories act 1948.

8. No female labor should be detained in the night shift and that no labor below age of eighteen should be engaged by you for the work of Durgapur Chemicals Limited. List of employees should be submitted to the Mechanical department for obtaining monthly gate passes from the security department, a copy of such list also be handed over to Mechanical department.

9. No price escalation will be entertained during the tenure of contract under any circumstances what so ever.

10. You have to abide by statutory laws and other laws as may be prevalent in the factory.

11. You should have to arrange for the accommodation of their staff and supervisors and no accommodation what so ever will be provided Durgapur Chemicals Limited. Similarly transportation of staff from their residence to work site and back will also be the responsibility of you.

12. Durgapur Chemicals Limited has no liability in case of any fatal / non fatal accidents and you should have to provide for adequate compensation to the victim(s) as per rules. Durgapur Chemicals Limited has no liability and accident caused for the negligence of you.

13. It should be noted that it is not possible to lay down the scope of work in details of the job to be carried out. Therefore the scope of work is intended to give an indication of nature and volume of work involved but it is not conclusive and comprehensive. Any work as may be required and incidental to it whether specifically prescribed or not in scope of work will be deemed to be part of scope of services to be rendered by you and will be undertaken by you without any additional cost.

14. Bill shall be submitted by you each month on or before the date fixed by Durgapur Chemicals Limited for the work executed in the previous month. You shall submit all bills in printed forms.

15. You shall be responsible for all and shall take proper care in respect of all machineries, tools and implements as may be made over by Durgapur Chemicals Limited to you for use in execution of work and shall be liable for any loss or any damages caused to the said machineries under this contract and tools and implements by any reason what so ever during the period the same are in possession of you and shall on demand pay to Durgapur Chemicals Limited such amount as may be fixed by Durgapur Chemicals Limited for such loss or damages, the decision of Durgapur Chemicals Limited in that respect is final. Should you fail or neglect to pay such amount on demand, Durgapur Chemicals Limited shall have the right and be entitled in addition to other rights and remedies available to it, to deduct such amount from the amount of security deposit by you or any amount remaining payable to you under this contract or otherwise for any work by you.

16. Durgapur Chemicals Limited reserves the right to terminate the entire contract with one month notice within contract period.

17. Your workmen may be utilized in some other plants/site of DCL as and when required.

18. All Safety materials like Hand gloves, Duster, Gumboot, Goggles, etc. are to be provided by the Contractor to its workmen as per The Factories' Act 1948.

19. Your EMD will be kept as security deposit and will be released after successful completion of job.

20. The tenderer shall have to produce attested copies of income tax clearance certificate with the tender and original of the same shall be produced before the tender committee for final inspection.

21. The tenderer may visit the plant earlier before prebid meeting to understand the scope of work properly. The tentative date of visit will be 10/03/2017 from 10 AM to 12 Noon. To take appointment tenderer are requested to contact to- **Mr. M.K.Laha (Security Officer)- 9933381212.**

## **22. PENALTY CLAUSES:**

Penalty will be imposed in the following situations:

- 1) Damage of any equipment/machinery by your person/labors.
- 2) Delay in production & dispatch due to labour oriented problems.
- 3) Improper Housekeeping of the whole plant.
- 4) Mal operation of unit.
- 5) In case of less manpower/labor deployment on daily basis

**23. VALUE of CONTRACT:** Total financial involvement will be for one year (12 months, for the financial year, 2018 to 2019) + GST as per rule.

## **24. PAYMENT:**

1. Certified bills to be submitted along with two copies of the bill to the HOD (A & T) within 10<sup>th</sup> of the every month.
2. Payment will be done on month basis including the service tax after completion of job for the month. The Xerox copy of the daily attendance card of contract labour to be submitted along with the bill to AM (P).
3. The Contractor has to disburse wages to the labour within 5<sup>th</sup> of the every month.
4. Copies of the PF & ESI challan"s for the previous month must be attached along with the bills & other relevant documents.
5. Deduction may be made if any, from your bill as per the non fulfillment of the workorder.
6. Contractor should provide minimum wages to the labour as per Govt rule.

## **25. To be submitted by the tenderer:**

**(i) Credential:** Credential towards the similar type of jobs is essential during the last 2-3 years in Govt. Companies.

**(ii) Evaluation & Submission:** Price bid of the techno commercially qualified bidders will be opened after evaluation of the Techno commercial bids, subject to physical submission of EMD.

**(iii) Acceptance:** The **lowest offer of individual items** will be accepted among those techno commercially qualified bids.

**(iv) Paying Authority:** HOD (A & T), Durgapur Chemicals Limited, Durgapur-713215. West Bengal.

**(v) Award Of Contract:** The company reserves the right:

- (I) To accept at its sole and un-fettered discretion, any tender or whole or part or reject any or all tenders without assigning any reasons thereof.
- (II) To award the contract to one or more number of firms either at equal price or at equal prices.
- (III) The company does not bind to accept the lowest tender or assign any reason for non-acceptance of the same.
- (IV) Ten percent (10%) of the Contract value must be submitted as Security Deposit to the DCL after getting the Work Order from DCL.

**(vii) Validity of Offers:** Tenders shall remain open for acceptance for 15 Days from the date of opening of the Tender. No revision/ Modification in the Tender Rate will be allowed during the validity period of the Tender.

**(viii) Arbitration:** In the event of any dispute or any difference arisen in respect of the meaning and scope, Terms and Conditions herein contained in connection with the contract the same shall be referred to the award of an arbitrator to be nominated by the Co.(DCL) as sole arbitrator. The award of the sole arbitrator shall be final and conclusive according to the provisions of The Arbitration And Conciliation Act, 1996 and the rules there under and any statutory modifications thereof shall be deemed to apply and to be incorporated in this contract.

**(ix) Jurisdictions:** Courts at Kolkata/Durgapur shall have Jurisdiction to decide or adjudicate upon any dispute which may arise out of or be in connection with the contract.

The Bidders are requested to upload the Documents in the Format Given Below:

**Statutory Documents/ Technical Packet:**

- (i) **NIQ:** The NIQ must be downloaded properly, and the same must be Digitally Signed and Uploaded.
- (ii) **EMD & TENDER FEE:** Rs. 30000/- (EMD) & Rs. 1000/- (tender fee).

**Financial Packet:** The price should be quoted in the BOQ format which should be downloaded from the website. The filled in BOQ should be uploaded in the Financial Packet.

**Non Statutory/ My Document/ Other Important Documents:**

- (i) **Certificates:** PAN Card, Vat/CST/ST Registration Certificate, P tax Certificate and Last 3 years IT Return, PF, ESI certificates and other relevant certificates, if any.
- (ii) **Company Details:** Valid Trade License and Partnership deed/Memorandum if any.

AM (PRODUCTION)/CCP  
Durgapur Chemicals Limited