

CORPORATE MATERIALS	TRANSPORTATION OF FURNACE OIL BY ROAD FROM BPCL IRIMPANAM / WILLINGTON ISLAND TO FACT-PETRO PLANTS BY SUITABLE MS TANKER LORRIES	Enquiry.No. MM/180/E26268 Dated 15.10.2022 Page 1 of 37
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NOTICE INVITING e-TENDERS

e-Tenders [online bidding (Two Part system)] are invited from experienced and financially sound parties as per the terms and conditions attached herewith for transportation of total **6050 MT** Furnace Oil which is classified as C class product as per Petroleum Act, by suitable MS tanker lorries from Storage tanks of BPCL-Irimpanam/WI to FACT Petro Plants at Udyogamandal Kochi, Kerala for a period of two years.

PLEASE NOTE THAT ONLY ONLINE BIDS WILL BE CONSIDERED AGAINST THIS TENDER

Visit <https://eprocure.gov.in> for online bid submission

1.0 General Information


Enquiry No.	MM/180/E26268 DTD 15.10.2022
Mode of Tendering	TWO PART SYSTEM Part A: Pre-Qualification cum Techno-Commercial Bid Part B: Price Bid (BOQ)
Due date & time for Submission of bids	29.10.2022 / 03.00 P.M.
Date & Time for opening of Part A of the Bid.	31.10.2022 / 03.30 P.M.
Name of Work/Description	For transportation of total 6050 MT Furnace Oil which is classified as C class product as per Petroleum Act, by suitable MS tanker lorries from Storage tanks of BPCL-Irimpanam/WI to FACT Petro Plants at Udyogamandal for a period of TWO YEARS as per attachments thereto and other terms and conditions.
EMD	Rs. 31,000/- by NEFT/RTGS
Contacts	1) e-Tender Helpline: Mr. Ajino Anandh, Tel: +91 0484 256 8374, 9497334230 2) Mr. Paul P Thomas, Tel: +91 484 256 8629, e-mail: paulpt@factltd.com 3) Mr. Noble Ulahannan, Tel: +91 484 256 8260/254 5196, e-mail: noble@factltd.com

2.0 TENDER DOCUMENTS (e-TENDER)

Visit our website www.fact.co.in or Central Public Procurement Portal <https://eprocure.gov.in> for tender documents. Bid submission shall be in electronic form through <https://eprocure.gov.in> only. See Annexure I 'Instructions to Bidders (e-Tender)'.

3.0 Scope of Work/Quantity:

Transportation of Furnace Oil which is classified as C class product as per Petroleum Act, from Storage Tanks of BPCL- Irimpanam/WI to FACT – PD at Udyogamandal in suitable MS tanker lorries as per following schedule of work:

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Sl. No	Schedule of work	Estimated quantity for two years(in MT)	Average quantity to be moved per day
1	From Storage Tanks of BPCL at Irimpanam / Willington Island to FACT-Petro Plants at Udyogamandal.	6050 MT approx.	28 MT (On the basis of requirement & Plant/Storages conditions)

In the BoQ and while placing the Work Order, the quantity from Irimpanam and Willington Island will be shown as separate items and if the movement requirement for any of the item exceeds the ordered quantity, appropriation from other item of work shall be carried out without exceeding the total contract value.

4.0 Evaluation of Bids:

4.1 Bids will be evaluated based on the pre-qualification criteria and other requirements stipulated in the tender enquiry.

Evaluation of price bids (BoQ) and determination of L1 bidder shall be based on the combined total value of both the items of work, which will be arrived at based on the rates quoted by the bidder for each destination and the corresponding quantities indicated. Bidder shall quote for both the items as per Price Bid Format (BoQ). Bids not complying with the above will not be considered.


4.2 In case more than one bidder becomes L1 based on the evaluation method the contract will be finalised based on revised lower rates which will be obtained from the L1 bidders. However, bidders will not be allowed to increase any of the original rates quoted by them in the revised bid submitted by them as above.

5.0 Submission of the bid implies that (a) all the terms and conditions of FACT have been carefully read and understood by the bidder and (b) all the clarifications required are obtained by the bidder from FACT. Counter conditions by the bidder may render his application liable for rejection. In case the tenderer does not submit the bid as per Instructions to Bidders, the tender is liable to be rejected.

6.0 Bidders quoting with tankers with capacity higher than 16.5KL and/or gross vehicle weight as per RC book exceeding 25000 KG, are advised to verify and confirm suitability of unloading facility at FACT Petro at Udyogamandal for unloading higher capacity tankers.

7.0 GENERAL

7.1 Bids received from any proprietorship / firm / company having the same proprietor or one or more partners/Directors in the business organisation of any other party quoting against this tender (hereinafter called Common Firms), such bids shall be considered having been received from only one applicant in different names and the lowest acceptable quotation of such Common Firm shall only be considered for evaluation.

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7.2 Bids from bidders against whom any criminal case, enquiry or investigation/report by authorities like Vigilance, CBI etc., are pending in relation with FACT or bidders who are defaulting contractors of FACT shall be disqualified and rejected.

7.3 FACT reserves the right to reject any or all bids without assigning any reasons whatsoever, and / or based on the past unsatisfactory performance by bidders at FACT / other PSEs / Govt. Departments. The opinion of FACT regarding the same shall be final and conclusive.

Note:


(1) In case bidders require any clarification on this enquiry please contact-Senior Manager (Materials)-T&S, [Phone- 0484- 254196, 2568260], e-mail:noble@factltd.com or Senior Officer (Materials)-T&S [Phone No.0484-256 8629], e-mail: paulpt@factltd.com, Corporate Materials, PD Administrative Building, FACT Ltd., Udyogamandal P.O, PIN-683 501.

(2) For information on nature of work please contact SMP(OS)Petro, FACT-PD or his authorized representative.

8.0 Pre bid queries if any may be forwarded through Email.

9.0 List of Enclosures of this NIT is as follows:

Sl. No.	Document	TITLE	No. of Pages
1	Annexure I	Instructions to Bidders (e-Tender)	7
2	Annexure II	Pre-Qualification Criteria for bidders	2
3	Annexure III	Vendor Data Updation(Declaration) Form	4
4	Annexure IV	Special Terms & Conditions	9
5	Annexure V	Standard Terms & Conditions	5
6	Annexure VI	Compliance Statement	1
7	Annexure VII	Unpriced copy of Price bid format	1
8	Annexure VIII	Price bid format (BoQ)(Separate Excel Sheet)	1
9	Annexure IX	Proforma of Bank Guarantee for Security Deposit	2
10	Annexure X	Proforma of Agreement	1


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ANNEXURE – I

INSTRUCTIONS TO BIDDERS (OPEN E-PROCUREMENT)

- 1.0 Bidders shall study carefully the complete tender documents viz. NIT with Prequalification criteria, Instructions to Bidders (ANNEXURE-I), Technical Procurement Specifications if any, Terms & Conditions and any other documents forming part of this tender attached herewith. All conditions set out there in shall be binding on the bidders unless conflicting with any conditions expressly stated by FACT while accepting any bid in the event of such acceptance. One signed and scanned copy of the above documents shall accompany their online bids signifying their acceptance of the same. Bidder shall also submit along with his bid Vendor data updation (Declaration) Form, Check list (If applicable) and Compliance Statement duly filled with all details required therein and also attach supporting documents as required.
- 2.0 Before submitting the bid, the bidder shall familiarise himself about the details of the work, operating conditions during different seasons of year, etc., collect all necessary data regarding the facilities available at various points indicated in Special Terms and Conditions, applicable timings, routes etc., and satisfy himself on all aspects relating to this work which he has to handle and execute for the full contract period and shall make due provisions in his rates for any contingency or difficulty involved in the work covered by this enquiry. Claiming lack of knowledge shall not be a reason for exoneration of the bidder of his contractual obligations, if the contract is awarded to him or for demand for increase in rate.
- 3.0 Offers against this NIT shall be submitted online on e-Tendering portal <https://eprocure.gov.in>, with valid digital signature certificate. Offers submitted on any other platform or in any other mode or including e-mails, physical submission of offers etc. SHALL NOT be accepted.
- 3.1 The bidders are requested to register themselves on the above website with their valid digital signature certificate, if not done already. It is mandatory for bidder to have valid digital signature certificate (Class II or Class III) issued by any of the Certifying Authority approved by Govt. of India for participating in the tender. The digital signature certificate shall be arranged by the bidder at his cost. Bidders may refer **Bidders Manual Kit** available on the above website for detailed information and instructions for registration, bid submission etc.
- 3.2 The documents, if any, which necessarily have to be submitted in originals if specified specifically in the enquiry documents, shall be submitted offline. However scanned copies of such documents shall be uploaded along with the offer submitted online.
- 3.3 The cover (s) containing the documents in original etc. to be submitted offline as required in the enquiry documents shall be duly superscribed with enquiry No., due date of enquiry, bidder's name & address and contact details. The documents shall be submitted to the following on or before the due date :
The Sr. Manager(Materials)T&S-c, Corporate Materials,
PD Administrative Building, FACT Ltd., Udyogamandal PO,
Kochi – 683 501, Kerala

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4.0 SUBMISSION OF BIDS: The bid shall be uploaded with all relevant documents before due date and time in the above portal as given above.

5.0 Bid documents shall consist of Part-A and Part B as detailed below:

5.1 Part A (Pre-qualification-cum-Techno Commercial Bid) shall contain:

1. Documentary proof for remittance of EMD such as scanned copy of EMD instrument (UTR No./Payment receipt challan) as applicable or Claim for EMD exemption with documentary proof.
2. Scanned copies of supporting documents for satisfying Pre-Qualification criteria. Also pl. see 3.2 & 3.3 above.
3. Digitally Signed copies of NIT, Instructions to Bidders (Annexure I) and terms conditions.
4. Scanned copy of Signed & duly filled Vendor Data Updation Declaration Form'
5. Signed and duly filled up Check List for Commercial Terms' (if applicable) and scanned copies of attached documents as detailed in Check list.
6. Scanned copy of Signed & duly filled 'Compliance Statement'
7. Scanned copy of Signed "Un-priced bid indicating "QUOTED" in the applicable columns. Rates shall not be indicated in Un-priced Bid.
8. Scanned copy of Integrity Pact (only if specified in the NIT). Pl. see 3.2 & 3.3 above.

5.2 Part-B: shall comprise of the filled Price bid. The filled price bid ie. BoQ attached to the tender shall be uploaded after filling all relevant details such as name and address of the bidder, rates etc. as applicable.

5.3 The priced BOQ shall be uploaded strictly in the format attached, failing which the offer is liable to be rejected. Renaming or changing the format of the BoQ is not permitted and the System will not accept any such changed document.


5.4 Fill-in all the relevant fields of the BoQ either in value or as a percentage as specified in the BoQ. Blank field, if any, in the uploaded BoQ shall be considered as Nil (not Quoted). No claim or revisions shall be entertained in this regard.

5.5 Bidders shall quote prices in the BOQ only and nowhere else. No other documents shall be enclosed with Price Bid (BOQ).

5.6 Rates shall be quoted in the same unit of measure given in the BOQ and shall be considered accordingly.

5.7 Bidders shall ensure that all the required documents as per enquiry are uploaded in the System before due date and time. The System does not allow submission of bids or any other document forming part of the bid after due date & time of bid submission. Non-submission of documents or incomplete documents may result in rejection of offers and no communication in this regard will be entertained. FACT reserves the right to reject any bid not submitted as per instructions at their discretion.

5.8 Timely submission of offers along with all the relevant documents online is the responsibility of the bidder concerned. The bids may be submitted well in

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advance to avoid last minute issues like non availability of internet, server not available, power failure etc. FACT shall not be held responsible for bidder's inability to submit documents in time, incomplete submission of offers or non submission of any documents forming part of the offers etc.

5.9 Bidders shall meet all expenses in connection with submission of his bid, attending the bid opening, meetings etc.

6.0 BID OPENING:

6.1 **Part-A** of the bids of all bidders who submit their Bids as per the instructions on or before the due date and time shall be opened online, on the specified bid opening date and time. Bids submitted not in conformity with the Enquiry instructions are liable to be rejected without further processing.

6.2 **Part-B** - Price bids of those bidders whose Part-A bid is acceptable, based on pre-qualification and techno-commercial evaluation, only shall be opened online on a subsequent date, on completion of evaluation.

7.0 EARNEST MONEY DEPOSIT:


7.1 **Earnest Money Deposit (EMD)** – shall be furnished for the respective amount indicated in the NIT only through **NEFT/RTGS to FACT a/c No. 57017844467 with the State Bank of India, Udyogamandal Branch, IFSC Code SBIN0070158**. A scanned copy of the Payment Receipt /UTR No. shall also be furnished along with Part-A bid. **Bids without EMD or inadequate amount of EMD will be rejected**. No interest shall be paid on the EMD. EMD of the unsuccessful bidder will be refunded after awarding the contract. EMD furnished against one enquiry will not be adjusted against any other enquiry.

7.2 Bids without EMD shall be rejected except in the following cases: EMD will be exempted for Govt. Depts/firms, public sector units, MSE units registered under MSMED Act (subject to Declaration of Udyam Registration Numbers by the vendors on CPP Portal and uploading the copy of latest valid Udyam Registration Certificate along with their bid)/ firms registered under NSIC/Khadi Board etc. as per applicable govt. directions, on submission of valid documents in proof of the same.

7.3 If any bidder retracts from or without request of FACT revises or amends his bid during its validity period or fails to submit Security Deposit within the stipulated time or fails to execute the required agreement when the contract is awarded or fails to commence the execution of the work on the stipulated date, the EMD furnished shall be liable to be forfeited without prejudice to FACT's other right to claim damages.

8.0 PURCHASE PREFERENCE:

This tender shall be based on MSME order dt. 23rd March 2012, and as amended from time to time, pertaining to Public Procurement Policy in respect of procurement of goods and services, produced and provided by micro and small enterprises (MSE), including special benefits to micro and small enterprise (MSE) firms owned by SC/ST and women entrepreneurs, on furnishing relevant documents as proof. Declaration of Udyam Registration Numbers on CPPP is mandatory, failing which bidders will not be able to enjoy

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the benefits as per PP policy. Bidders will get the benefit of PP policy only if they are micro and small enterprise (MSE) bidders at the time of submission of their bids, in proof of which latest valid Udyam Registration Certificate shall be uploaded. Bidders may note that failure to update the relevant information within the period specified in the online Udyam Registration portal will render the enterprise liable for suspension of its micro and small enterprises (MSE) status, in which case they will not be eligible to claim PP benefits/EMD exemption.

In divisible tenders, participating micro and small enterprises (MSE) quoting price within price band of L1+15% shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than micro and small enterprises (MSE). Such micro and small enterprises (MSE) shall be allowed to supply atleast 25% (or as applicable) of the total tendered value. In case of more than one such micro and small enterprises (MSE), the supply will be shared proportionately (to tendered quantity). Special provisions extended to certain categories of micro and small enterprises (MSE) as per the order shall also be applicable.

In case of non divisible tenders, an micro and small enterprises (MSE) quoting in the price band of L1+15% may be awarded for full/complete work of tendered value, considering the spirit of policy for enhancing the Government procurement from micro and small enterprises (MSE) subject to bringing down of price to L1 by the micro and small enterprises (MSE) concerned.

This tender is non-divisible.

9.0 DEVIATIONS:

- 9.1 Deviations in the tender clauses shall not be accepted.
- 9.2 FACT reserves the right to reject the offers with deviations without further correspondence.
- 9.3 Bidder shall clearly indicate the time required for mobilisation /commencement of work from the date of receipt of Letter of Intent (LOI) / Work Order.

10.0 CONFORMITY:

Bids must conform in all respects with the applicable terms and conditions of this enquiry. Bidder must certify in the compliance Statement that his bid complies with all Enquiry documents and technical specifications.


11.0 Rates:

- 11.1 Bidder shall quote his lowest rate for the work strictly as per the BoQ (Price Bid format) . Bids not complying with the above are liable to be rejected.

The Un-priced bid shall be submitted along with Part-A bid duly signed by the Bidder, indicating "QUOTED" in the columns. Rates shall not be indicated in Un-priced Bid.

- 11.2 Bidder shall quote all-inclusive rate for the work, but **exclusive of GST**. GST if applicable, will be payable extra by FACT as per statutory notification.

- 11.3 The rates quoted in the tender are to hold good for a period of four months from

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the date of opening of the Pre-Qualification-cum-Techno-Commercial bid (Part-A). If contract is awarded, the work order rates shall be valid for the entire period of contract inclusive of extension / extensions. **No bidder can withdraw his tender or revoke or revise the rates within the aforesaid period of 120 days.** If the bidder withdraws/revises/revokes OR shows unwillingness to confirm with his offer, the Earnest Money Deposit (EMD) remitted by the bidder against the tender shall be forfeited by FACT, without prejudice to FACT's other right to claim damages.

12.0 SECURITY DEPOSIT:

12.1 The successful bidder (Contractor) shall be required to furnish an interest free Security Deposit (SD) equivalent to **three percent (3%) of the total contract value** by DD/NEFT/RTGS or by Bank Guarantee issued by a Nationalised / Scheduled Bank as per the Proforma prescribed within 15 days of issue of the work order. The Bank Guarantee shall be valid till the expiry of the contract with a claim period of six months thereafter. FACT a/c No. 57017844467 with the State Bank of India, Udyogamandal Branch, IFSC Code SBIN0070158 shall be used in case of remittance of Security deposit by NEFT/RTGS and proof of remittance shall be submitted to FACT.

12.2 In case the bidder whose bid is accepted, fails to deposit the prescribed Security Deposit or fails to execute the agreement or fails to commence the execution of the work within the specified time, the contract issued to him is liable to be terminated and the Earnest Money already deposited by the contractor shall be forfeited without any further reference to the contractor and alternative arrangements made at the risk and cost of the Contractor.

13.0 PURCHASER'S RIGHT:

FACT reserves the right to reject any or all bids without assigning any reason whatsoever. No claims shall lie against FACT on this account and FACT's decision in this regard shall be final and binding on the bidders. FACT reserves the right to negotiate with the lowest bidder.

14.0 CONTRACTOR TO EXECUTE AGREEMENT:

The contractor's responsibility under this contract will commence on the date specified in the Letter of Intent/Work Order. The successful Bidder shall be required to execute an Agreement with FACT, within 15 days of the receipt by him of the Work order issued by FACT for carrying out the work according to the terms and conditions of the contract given along with the Work Order. The Agreement shall be executed on Rs.200/- Stamp paper and shall be in the pro forma as specified by FACT. The provisions contained in tender papers and other documents exchanged between the Bidder and FACT shall form part of the contract. The Earnest Money Deposit is liable to be forfeited in case the contractor fails to execute the agreement within the stipulated period as mentioned above.

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15.0 The bidder shall furnish the following along with the offers.

1. The GST registration Number and details. In the case of Provisional ID, GST Registration Number shall be provided on receipt of the same.
2. Place of supply/Service
3. Address of the supplier/service provider's billing the item if it is different from 2 above
4. GST rates applicable for each item
5. HSN / SAC codes of each of the goods / services quoted

In case of unregistered contractor, a declaration to that effect with reason should be furnished.

FACT's GST No. in the state of Kerala is **32AAACT6204C1Z2**. FACT's GST numbers in other southern states is as follows:

Tamilnadu: 33AAACT6204C1Z0
Karnataka: 29AAACT6204C1ZP
Andhra Pradesh: 37AAACT6204C1ZS
Telangana: 36AAACT6204C1ZU
Puducherry: 34AAACT6204C1ZY

The supplier/contractor shall do the following:

- a) Submit GST compliant tax invoice to FACT along with supply.
- b) Shall ensure uploading the above invoice as per statute &
- c) File monthly returns in time enabling FACT to claim the input tax credit.

In the case of Purchase / Work Orders, payment towards GST portion shall be released only after uploading of invoice details by the supplier/service provider and the same is reflected in GSTR2B.


GST charged by the supplier/contractor shall be released separately to the supplier/contractor only after filing of (i) the outward supply details & the monthly return on GSTN portal by the supplier/contractor and (ii) on matching the input tax credit to such invoice with the corresponding details of outward supply of the supplier/contractor.

In case FACT incurs any liability (like interest, penalty etc.,) due to denial/reversal of such input tax credit in respect of the invoice submitted by the supplier/contractor, for the reasons attributable to the supplier/contractor, the same shall be recovered from the supplier/contractor

Further in case FACT is deprived of the input tax credit due to any reason attributable to the supplier/contractor, the same shall not be paid or recovered if already paid to the supplier/contractor.

16.0 GENERAL:

16.1 FACT reserves the right to extend without giving any reason, the last date for submission and opening of bid, but such extension will be duly intimated to those who have submitted

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online. In case the date of bid opening happens to be a day of strike/hartal etc. due to any reasons or happens to be a holiday for FACT, declared due to unforeseen and emergency reasons or due to any tech problems, the bids will be opened at the same time on the next full working day.

- 16.2 FACT reserves the right to make changes in the tender documents, but such changes will be published in our portal as a corrigendum. Bidders are requested to counter check with portal before submitting their bids.
- 16.3 Mere submission of all the documents will not necessarily mean that the Bidder is suitable. Worthiness assessed by FACT will be final and binding on the Bidder.
- 16.4 FACT may relax condition of prior turnover and prior experience (if specified in the Pre Qualification criteria) with respect to Micro & Small Enterprises (MSEs) subject to meeting of quality and technical specifications.
- 16.5 Except in the cases of items/services related to public safety, health, critical security operations and equipment etc., FACT at its discretion may relax the conditions of prior turnover and prior experience (if specified in the Pre Qualification criteria) for Startups recognised by Dept. of Industrial policy and promotion (DIPP) subject to meeting quality and technical specifications, on furnishing copies of relevant certificates / documents in proof of such recognition by DIPP.
- 16.6 All clarification and correspondence related to this enquiry shall be made only in English to the Sr.Manager(Materials)T&S-c, Corporate Materials, PD Administrative Building, FACT Ltd., Udyogamandal – 683 501, Tel : 0484-2568260/2568273/2545196; Email:noble@factltd.com.
- 16.7 All disputes and questions, claims, rights, matters or things, whatsoever, in any way, arising out of or relating to the calling of bids, evaluation of offers, award of contract, change in structure of bids or any other matter relating to finalization of contract are to be referred to the sole Arbitrator who shall be the General Manager [Materials] of FACT. The award shall be binding on both the parties. The bidders are advised to get informed of all details they require regarding the work before submitting their bids.
- 16.8 Work order shall be issued by Sr. Manager [Materials]c-T&S.


17.0 TENDER UPDATES:

Bidders are requested to visit Central Public Procurement Portal (<https://eprocure.gov.in>) regularly for any updates/corrigendum on the tender, including extension of due date, if any. No other mode of communication shall be made in this regard.

18.0 FRAUD PREVENTION POLICY:

Bidders shall comply with Fraud Prevention Policy of FACT 2012 (FPPF 2012). The said Policy is available in FACT's Website www.fact.co.in.

SR. MANAGER (MATERIALS) c-T&S

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Annexure II**PRE-QUALIFICATION CRITERIA FOR BIDDERS**

The bidder should meet all of the following prequalification criteria for the above work:

1. The bidder must have experience in transporting not less than **2,000 KL** liquid cargo such as acids, chemicals, petrochemicals, petroleum products, etc., in MS/ rubber lined/FRP/SS tanker lorries during any one of the preceding five years as on date of tender.

Documentary evidence in support of the above such as i) Work order supported by corresponding ii) Experience certificate and iii) Performance certificate from organization served, shall be enclosed along with Part A bid as documentary evidence. For this purpose the documents from Government/ Quasi Government/ Public sector under takings/ Private limited companies/ Public limited companies shall be considered for acceptance. In case of running contracts, Performance certificate submitted should have been issued after the date of enquiry.


2. Bidders must own / have control from the date of opening of Part-A bid till the expiry of the contract period, sufficient number of MS tanker lorries, suitable for the work, with a minimum total capacity of **30 KL** for Road transportation of Furnace Oil.

Documentary evidence in support of the above such as lease agreements (for leased vehicles), Copies of Registration Certificate, Permit, Insurance, Fitness certificates etc., shall be furnished along with Part-A Bid. In case of lease, lease agreement in original on Rs.200/- stamp paper shall be enclosed with Part-A Bid.

3. Bidder shall furnish a solvency certificate (original) for a minimum of **Rs.50.00 Thousand** from a Nationalised/ Scheduled Bank along with Part-A (Techno commercial) Bid. The Solvency Certificate issued shall be dated after the date of enquiry.
4. Must have an Office in Kochi / nearby areas or be willing to open one immediately on awarding the contract. The office must have a responsible person with sufficient authority to co-ordinate day-to-day activities with FACT. Details of Kochi office/nearby areas shall be provided to M/s FACT Ltd.

The bidder shall submit the following documents in proof of above, along with Part-A of the bid:

- a) Scanned Copies of Work order supported by corresponding Experience certificate and Performance certificate relevant to that particular Work Order from the clients indicated at Criterion 1 above.
- b) Scanned Copies of the R.C. Book, License, Insurance Certificate, Calibration Certificate, valid permit, fitness certificate for each tanker lorry in proof of Criterion 2 above.

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- c) Scanned Copies of Consent letter / Lease Agreement in Rs.200/- Stamp Paper from the owner's of the tanker lorries to utilise their tanker lorries for the purpose, if tanker lorries are not owned by the bidder.
- d) Scanned copy of Solvency Certificate for a minimum of Rs.50.00 Thousand from a Nationalised/Scheduled Bank issued after the date of enquiry in proof of Criterion 3 above. Original solvency to be furnished offline.
- e) Details of Kochi Office/nearby areas in support of Criterion 4 above.

Note: The offers of such bidders who meet PQ Criteria shall only be considered for technical evaluation and opening of price bids. Offers received without supporting documents or with incomplete form / documents are liable to be rejected. FACT reserves the right to verify the claim of the bidders /documents submitted by them, directly with the clients or any other agency in this regard.

Note for Micro & Small Enterprises and Startups

Prequalification criteria specified above shall also be applicable for Micro & Small Enterprises and Startups without any relaxation.

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Annexure III

VENDOR DATA UPDATION FORM
(PLEASE USE ADDITIONAL SHEETS, IF SPACE IS INSUFFICIENT)

FACT reserves the right to verify the information given as per the format and enclosures. It is the responsibility of the bidder to give the full details asked for as per this format for evaluating his bid as per this Enquiry. Any misrepresentation of facts and withholding of information may result in disqualification

Sl. No.	Description	To be filled in by Vendor
1	Name of the bidder	
2	Name, address and designation of the key person with whom company may correspond	
3	Address:	a. Regd. Office:
4		b. Branch Office:
5	PIN Code	
6	Telephone Nos. (with Country/STD codes)	
7	Tele fax Nos.	
8	E-Mail id	
9	Contact Person	
10	Details of Local Office/ Representatives/ Liaison Agents	
11	Address	
12	PIN Code	
13	Telephones	
14	Fax Number	
15	E-Mail ID	
16	Contact Person	
17	Name of the person authorized to sign the bid and related documents	
18	Date of Registration of Firm	
19	Constitution of the bidder (Strike out which is not applicable)	Proprietorship / Regd. Partnership/ Limited Company
20	Name and address of proprietor/ Partners/ Directors	
21	CATEGORY:	

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a	Whether the entrepreneur comes under the following status (Micro/ Small/ Medium) In case of Micro/Small pl. enclose Udyam certificate. All MSE bidders shall register / declare their Udyam Number on CPP Portal and copy of this registration / declaration shall be attached with the offer; failing which such bidders will not be able to enjoy benefits as per PP Policy for MSME order, 2012	
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b	In case the bidder is an Entrepreneur whether he/she belongs to SC/ST category	
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22. INFRASTRUCTURE/ FACILITIES

i	Own facilities available for repair of tankers:	
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ii	No. of office staff	
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iii	No. of skilled workers	
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iv	No. of unskilled workers	
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v	Quantity (KL) of FO that can be transported from WI to FACT-CD per day computed based on the total carrying capacity of all tankers offered for the work	
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vi	c) Quantity (KL) of FO that can be transported from WI to FACT-UC per day computed based on the total carrying capacity of all tankers offered for the work	
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23. Details of tankers owned / under control with Reg. Nos., Model and capacity:

Owned in the name of proprietor / partner/ Company etc. offered for this work
(Use additional sheets, if required)

Sl. No.	Reg. No. of tanker lorries	Model	Material of tank	Approved carrying capacity of the tank (KL)

Taken of lease:


Sl. No.	Reg. No. of tanker lorries	Model	Material of tank	Approved carrying capacity of the tank (KL)

24. TECHNICAL EXPERTISE

(Proforma for furnishing details of previous experience in transporting not less than **2,000 KL** liquid cargo such as acids, chemicals, petrochemicals, petroleum products, etc., in MS/ rubber lined/FRP/SS tanker lorries during any one of the **preceding five years** as on the date of tender.

Name of Client	Work Order No. & date	Quantity transported in KL				
		Year 1 (specify)	Year 2 (specify)	Year 3 (specify)	Year 4 (specify)	Year 5 (specify)

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Note: Copies of Work order supported by Experience and Performance certificate relevant to that Work Order from the clients indicated above, shall be furnished.

25. FINANCIAL WORTHINESS

Name of the Bank and the Branches with which bidder has dealings

Turn over for the three financial years ending 31 st March in (Rs. Lakhs)	2018-19	2019-20	2020-21

Details of credit / limits facilities enjoyed :

Sl.No.	Name of the Bank	Type of credit (ie. CC/C, O/D etc.)	Amount of credit limit sanctioned Rs.

Details of Profit & Loss Account:

(Copies of audited Profit & Loss Account for the above periods to be enclosed)

S.No.	Year	Total revenue receipts (Rs.)	Profit / Loss(Rs.)
1	2018-19		
2	2019-20		
3	2020-21		

Details of Balance Sheet of the firm for preceding three years:

(Copies of audited Profit & Loss Account for the above periods to be enclosed)

1	2018-19		
2	2019-20		
3	2020-21		

26. OTHER DETAILS:

1	When was the current long term agreement signed with Workers' Union	
2	When is it due for renegotiation	
3	Whether there is any serious labour unrest at present	
4	Have you ever been blacklisted by Government Department, Public Sector, Quasi Government, Undertaking	YES / NO
5	Any criminal cases pending against you / firm	
6	Mobilization period / Time required for commencement of work	
7	Bidder's Registration details with Labour/PF/ESI Depts:(Attach copy of registrations)	

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8	Details of EMD:		
	Name of Bank/issuing Branch	UTR / Challan /Receipt No.	Date

Please furnish the following details along with your Banker's Authorisation letter:

1	Income Tax PAN No.	
2	GST Registration No.	
3	Name of the Bank with address	
4	Name of the Branch with address	
5	MICR Code	
6	IFSC Code	
7	Account Type	
8	Bank Account No.	
9	Account holder's Name	
10	Vendor email address	

DECLARATION

I/We hereby declare that the particulars furnished above are true to the best of my/our knowledge and belief. I/we hereby agree that FACT shall have the right to visit my/our office/works to satisfy themselves that the particulars furnished above are correct and I/we shall furnish any additional information/documents that may be required by FACT. I/we understand that suppression of any facts/furnishing false information shall render us liable for disqualification.

Authorised Signatory,

Date:


Name :

Place:

Designation :

Signature :

(Seal)

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ANNEXURE -IV**Special Terms and Conditions****1.0 Scope of Work :**

Transportation of Furnace Oil which is classified as C class product as per Petroleum Act, from Storage Tanks of BPCL- Irimpanam/WI to FACT – PD at Udyogamandal in suitable MS tanker lorries intended for such service.

1.1 Loading Point: Storage tanks of BPCL at Irimpanam/WI.**1.2 Unloading Point: FACT Petrochemical division-(FACT-PD), Udyogmandal**

The tankers are to be connected to the flexible hoses of 80 NB size with flanged connection at the end provided at the site. The tankers are to be placed on the ramp with the slope towards the connecting hoses, to ensure complete draining of FO from the tankers. The tankers shall be able to drain out the entire quantity of FO.

1.3 The Contractor shall provide only tanker lorries which are properly calibrated / stamped as per the Weights & Measures Act. These shall be calibrated for single capacity up to maximum permitted under Motor Vehicles Act.**1.4 The tankers should be complete with all safety as well as operational accessories including suitable hoses for transfer of Furnace Oil both at the loading point and at the unloading point, pipes with fittings and dip-rods duly certified by Weights & Measures Department. Connecting of hoses at loading point and disconnecting of hoses at unloading point are the responsibility of the contractor.****1.5 The Contractor or his authorised representative shall call on SM(OS)Petro to receive instructions regarding the transport of furnace oil to be undertaken by him/her and arrange to work accordingly. The above Officer or his/her authorised representative will inform the quantity to be transported and the time of loading well in advance and the Contractor shall mobilize sufficient number of tanker lorries accordingly.****1.6 The contractor shall ensure that the product is safely transported to the destinations through the specified route without any deviation. The specified route for each destination is as below:**

Sl.No	Source point to delivery point route	Distance (Km)
a)	From BPCL Irimpanam to FACT PD : Sea Port/Airport Road--→ HMT jn-→ Kalamassery Premier Jn.-→ Vallarpadam road---→ Old FACT Gate--→ Pathalam Jn.--→ FACT-UD/PD	24KM
b)	From BPCL W. Island to FACT PD : BPCL(GBL) loading point at W.I → Mattanchery bridge → Kundanoor Jn. → Vytilla Signal point-→ Edappally Bye pass Signal point→ Cochin University (CUSAT Jn.) Signal point→ Kalamassery Premier Jn.→ Vallarpadam road → Old FACT Gate (Anavathil)→ Pathalam Jn. →FACT-UD/PD	24.6 KM

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2.0 Quantity:

2.1 The estimated total quantity of Furnace Oil to be transported from storage tanks of BPCL Irimpanam/WI to FACT-PD is 6050 MT.

During the contract period, if the quantity exceeds for any of the item, it can be re-appropriated without exceeding the total contract value.

2.2 The average quantity of Furnace Oil to be moved per day from BPCL-Irimpanam/ Willingdon is approx. 28 MT per day on the basis of requirement and Plant/Storages conditions.

2.3 FACT reserves the right to reduce or increase the estimated quantity as in para 2.1 & 2.2 above at any time without assigning any reason whatsoever and does not give any guarantee regarding the quantity to be transported. FACT cannot guarantee to the Contractor, either continuity of work or any definite or minimum quantity for transportation at any time or during the contract period. The Contractor shall have no right to claim damages including idle time or loss of profit on account of reduction in revenue arising out of variation in quantity made available for transport.

3.0 **Period of Contract :** The period of contract shall be Two years from the date of commencement of work.

4.0 Rates:


The rates shall be for per MT of Furnace Oil transported from Storage tanks of BPCL-Irimpanam/ Willington Island to FACT-PD.

The rates shall be firm for the period of contract. However, during this period increase / decrease in the transport rates shall be applicable if the price of High Speed Diesel (HSD) oil is increased/decreased. The revision formula applicable shall be at the rate of 2.5 paise per MT per KM for 1 Rupee per Litre increase or decrease in price of HSD oil calculated for two-way distance. The revision in the contracted rate shall be calculated in this proportion i.e. if the increase or decrease is only 50 paise per litre, the rate shall be increased/decreased by 1.25 paise per MT/KM calculated for two-way distance. Diesel price variation shall be averaged (Simple) for the completed billing period and revised rates shall be applicable for that completed billing cycle.

Request for rate revision shall be submitted by the Contractor based on the revised retail price of HSD at Cochin and the revision if approved, shall be effective from the date of HSD price variation. The HSD price at Cochin on the date of bid opening (Techno-Commercial Part) shall be the base rate for the above purpose. In case of revisions from the date of bid opening to the date of issue of work order, work order shall be issued after adjusting the rate as per the above formula.

5.0 Capacity of Contractor:

5.1 Contractor shall own/control adequate number of suitable tankers and other resources to discharge their transport obligations to FACT as detailed in clauses 6.1 to 6.32

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below. The tanker lorries shall have all valid statutory license / documents required for transport of Furnace Oil.

5.2 If tankers are not owned by the contractor, consent letter / lease agreement in Rs.500/- worth Non-Judicial Stamp paper and proof of ownership and other documents shall be produced from the lawful owners permitting the use of their tankers / equipment for transportation of Furnace Oil for the contract period without any liability to FACT for any damage, loss that may be incurred by the owner during operations connected with the contract. Statutory obligations with regard to tankers / equipment and its drivers, operators etc., shall be complied with by the Contractor.

6.0 **Liability to move Furnace Oil:**

6.1 The Contractor or his authorised representative shall call on SMP(OS)Petro for FACT-PD to receive instructions regarding the transport of furnace oil to be undertaken by him and arrange to work accordingly.

6.2 The Contractor shall provide only tanker lorries which are properly calibrated / stamped as per the Weights & Measures Act. These shall be calibrated for single capacity up to maximum permitted under Motor Vehicles Act. The Contractor shall carry copy of valid Calibration Certificates for tanker lorries issued by Legal Metrology department all times.

6.3 The Contractor shall provide dip hole / Dip pipe in center of manhole of fitting duly welded. The dip rod for measurement shall be duly stamped by Legal Metrology Dept.

6.4 Datum Plate height should not be more than 10mm from the bottom plate and should be shown in the drawing.


6.5 Contractor, if found tampering with calibration of vehicle in any manner resulting in malpractice and loss of product will be liable for recovery for the alleged losses from the date of last calibration.

6.6 The Contractor shall provide dedicated tankers which shall not be diverted for any purposes without the consent of FACT. The Contractor shall place only totally clean and suitable tankers to transport quality Furnace Oil. Before commencing work, the contractor shall get clearance from FACT for the tankers that would be engaged for transportation.

6.7 The tanker Lorries once cleaned and approved for transportation of quality Furnace Oil shall not be engaged for any other work without written consent from FACT.


6.8 No deviation is taken from specified route from the loading point to unloading point without prior approval from FACT. Deviation without permission can lead to cancellation of contract without notice.

6.9 The Contractor shall make available the sufficient number of tanker lorries and transport the required quantity of Furnace Oil as per oral / written instructions from the above mentioned officers or any other officer authorised by them.

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- 6.10 In case the contractor fails to transport the required quantity as stipulated in 6.9 above, FACT shall have the right to make alternative arrangements to transport the furnace oil and realise from the Contractor any loss sustained by FACT on account of such alternative arrangements. In addition to FACT shall have the option to claim liquidated damages at Rs.50/- per MT for the shortfall in the quantity (i.e. quantity requirement indicated by FACT per day to the Contractor minus actual quantity transported per day) from the bills of the Contractor or from any amounts due to the Contractor. The maximum LD applicable shall be limited to the daily maximum quantity offered for transportation by the Contractor.
- 6.11 In case, the contractor fails to carry out the works satisfactorily as per contract, FACT may give 24 hours notice in writing to the contractor calling him to make good the failure, neglect or contravention complained of within the said time. In default of compliance of said notice, the company shall have the option and be at liberty without prejudice to its rights, to arrange to complete the work by other means/other agencies and the loss or damage or extra expenditure incurred in this connection shall be debited to the contractor's account as already mentioned. The cost of such removal shall be in addition to Liquidated Damages as per terms under Clause 6.10 above.
- 6.12 When tankers have to be taken out of service for statutory inspection or repairs, Contractor shall obtain prior permission of the concerned as in 6.1 above, and shall make alternative arrangements to transport Furnace Oil without additional cost to FACT with the prior permission of FACT, failing which FACT shall have the right to make alternate arrangements to transport Furnace Oil at the risk and cost of the Contractor and realise from the Contractor any loss sustained by FACT on account of such arrangements.
- 6.13 The Contractor shall maintain his/her authorised representative at loading/unloading points to receive and acknowledge instructions and documents. Orders given to the Contractor's representative shall be considered to have the same effect as if they have been given to the Contractor himself/herself. The appointment of the authorised representative shall be approved by the Contractor to SMP (OS)Petro .
- 6.14 The Contractor, at the time of accepting the consignment, shall ensure that all necessary documents are collected to avoid detention at check posts / unloading point.
- 6.15 No detention charges shall be paid by FACT for any delay at loading and unloading points.
- 6.16 After loading the tanker Lorries with Furnace Oil, the outlet and inlet pipes shall be sealed at the loading point with tamper proof seals. Sealing materials shall be arranged by the supplier. The sealing shall be done in the presence of the representative of the supplier/ FACT. The seals shall be removed only in presence of the representatives of FACT just prior to unloading the materials. In case the seals are tampered enroute and/or if there is a shortage in the quantity transported, the cost

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of the short delivered material shall be recovered from the Contractor. Proper sealing has to be done at the loading point. Any tampering with the seal shall be viewed seriously and FACT may terminate the contract without notice and without prejudice to FACT's right to claim damages for all losses to FACT from the Contractor arising out of such act. FACT also reserves the right to blacklist the contractor from all future contracts of FACT.


- 6.17 If Furnace Oil entrusted to the contractor is found short at the time of delivery, FACT will have the right to recover value of such shortage at twice the actual cost of the material.
- 6.18 Any additional or alternate Security system suggested by FACT like LOCKING SYSTEM to guard against malpractices shall be unconditionally accepted by the Contractor. Cost of modification / modifications of fittings if any on tanker lorries shall be borne by the Contractor.
- 6.19 The Contractor or his duly authorised representative shall take delivery of material for onward movement and the Contractor shall always be responsible for safety and preservation of Furnace Oil till it is duly delivered at the destination points.
- 6.20 The signing of FACT's transit documents by the Contractor's representative shall be deemed to be acknowledgement of receipt of goods on behalf of the Contractor.
- 6.21 All fittings in tanker lorries shall be ISI marked and each tanker lorry shall carry one portable ISI marked 10Kgs DCP fire extinguishers in an easily accessible position away from the discharge faucets and one portable 1kg CO2 / DCP/Approved equivalent fire extinguisher in drivers cabin.
- 6.22 The Contractor shall ensure that all the tankers carrying Furnace Oil carry copies of Transport Emergency Card [TREM Card] printed and issued by FACT. The crew shall be well versed with the contents of the card and should be able to act as per instructions therein.
- 6.23 The contractor shall ensure that the vehicles engaged by him for transportation of Furnace Oil have all statutory licences, fitness certificate etc. and shall carry copies of all such licences/certificates while transporting the material.
- 6.24 The Contractor shall be responsible for all shortages, loss or contamination from the time the consignments are received to the time they are delivered at the stipulated destination. If any shortage/loss/contamination etc. occurs after the Furnace Oil is handed over to the Contractor, he shall compensate such shortage, loss, contamination etc. including non-delivery of material at rates decided by FACT. FACT reserves the right to realise such compensation by appropriating from the Contractor's bills/Security Deposit without prejudice to FACT's right to claim balance amount, if any, from the Contractor.
- 6.25 The contract shall not mean continuous work for the Contractor. The Contractor is expected to take up the work as and when required by FACT whether or not there is

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full day's work for his men/tankers.

- 6.26 FACT shall have the right to object to any unsafe practice used or resorted to by the Contractor and to direct the Contractor to carry out the job in a manner considered safe by FACT. Notwithstanding any instruction given by FACT in this respect or in any other respect, the responsibility for the safe and prompt delivery of the materials shall be that of the Contractor.
- 6.27 In case the goods are held up en-route due to any break-down or accident or force majeure condition the matter shall be intimated to the concerned Officer SMP(OS)Petro, FACT-PD or their authorised representative over telephone or in person immediately and confirmed in writing thereafter. Tankers shall not stop anywhere enroute other than for reasons mentioned above.
- 6.28 FACT shall arrange insurance coverage for the product transported from the respective storage point till the product is unloaded into the storage tanks at the unloading points. FACT shall also arrange Public Liability Insurance to meet any liability under the Public Liability Insurance Act 1991. However, it is made clear that the Contractor has to compensate FACT for any loss sustained by FACT towards damages, shortages, losses, contamination, non-delivery of products etc., for reasons that are attributable to the Contractor. FACT's decision on the above shall be final and binding on the Contractor. FACT reserves the right to realize such compensation at rates decided by FACT by appropriating from the Contractor's bills/ security deposits without prejudice to FACT's rights to claim balance amount, if any, from the Contractor. FACT shall have recourse to the Contractor for any costs, claims, demands, proceedings, damages and expenses whatsoever arising out of or in connection with any failure of the Contractor to perform any of the obligations under the terms of the contract.
- 6.29 Insurance coverage for the Contractor's Tanker(s), all equipments, crew and all belongings engaged for the work shall be arranged by him at his own responsibility and cost. The Contractor shall be fully responsible for all damages to the tanker, personnel deployed by him, and also for liabilities on account of third party claims, if any, arising on account of accidents or any other calamities during the pendency of the contract.
- 6.30 The workers deployed by the Contractor for the work shall be covered under the PF & ESI Acts. The Contractor shall ensure full compliance to the above Acts. The Contractor shall be responsible for making all payments to his workmen, including ESI and Provident Fund benefits etc., as applicable. Deductions towards PF & ESI contributions on behalf of the workers will be made from the Contractor's bills, if applicable, and remitted to the concerned Departments by FACT based on wage roll cum attendance roll to be furnished by the Contractor. If the workers are not presently registered with PF & ESI, necessary applications signed by the workers shall be submitted by the Contractor for enabling their registration. It is also made clear that FACT shall not make any payments to the Contractor other than the rates agreed for the work. All extra payments, if any, to be made to the Contractor's workmen during the course of contract period shall be borne entirely by the Contractor. In case the Contractor fails to discharge his statutory obligations leading to a situation wherein

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FACT is to incur any expenditure/loss in their capacity as the Principal Employer, such expenditure/loss shall be realized from the Contractor.

6.31 During the pendency of this work order, if the Contractor uses tankers not owned by him, consent letters shall be produced from the owners permitting the use of their tankers, without any liability to FACT for any damage, loss that may be incurred by the owner/contractor during operations connected with the order. Statutory obligations regarding these tankers, personnel working in it etc. shall be complied with by the contractor as if the tankers were owned by him.

6.32 The security and safety of the Contractor's belongings shall be arranged by him at his own responsibility and cost.

7.0 Quantity Assessment:

7.1 Before commencement of transportation, the contractor shall furnish calibration chart for the tanker certified by a Legal Metrology Dept. for dip measurements.

7.2 The quantity loaded, transported and unloaded will be determined by means of weighment. The tankers shall be weighed before and after loading at W/Island & Irimpanam and before and after unloading at FACT-PD. Dip measurement shall be taken at the loading point. The dip measurement at the unloading point shall be taken by FACT's representatives. Contractor's representative may witness the dip measurement.

7.3 Billing shall be based on the loaded quantity. A per trip variation up to (-) 0.5% of the loaded quantity per trip shall be allowed in the weighment of the tankers at the unloading point. In case shortages beyond the tolerance as above is found during unloading, transport charges shall be limited to the actual quantity unloaded. However, in case the weighbridge report indicates excess quantity during unloading, transport charges shall be limited to the loaded quantity. The officer-in-charge or his authorized nominee at the unloading point shall record the net quantity unloaded. The trip – wise shortage / excess above 0.5% will be assessed on a monthly basis and for net of the shortage, cost of material shall be recovered from the Contractor. However, no payment will be given for net excess, if any.


8.0 Settlement of Bills:

8.1 Transportation charges shall be paid only for the quantity of Furnace Oil transported as per clause 7.3 above

8.2 Payment will be made for the bills duly certified by SMP (OS) Petro or their authorised nominee after deducting liquidated damages for short fall in movement quantity for reasons attributable to the Contractor or any other amounts due from the Contractor.

8.3 The Contractor shall not be eligible for any other charges on any account other than that specifically mentioned in the work order.

8.4 The Contractor shall submit his bills together with supporting documents within 30 days of his taking up of the goods for transportation.

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8.5 Payment shall be made within two weeks after submission, subject to compliance with terms & conditions of the order.

8.6 Payment will be credited to Contractor's bank through National Electronic Fund Transfer or RTGS. Contractors are required to furnish the following details along with their Banker's authorisation letter:

a) Bank Name, b) Branch Name, c) MICR Code, d) IFSC code, e) Account type f) Account No.

9. GST: The rate quoted by the Bidder for all the works as per this tender shall be exclusive of GST. GST, if applicable for the work as per any statutory notification, shall be extra and borne by FACT.

10. Working Hours:

Unloading of tankers with Furnace Oil at FACT – PD shall be done up to 8:00 PM.

11. **Passes:**

The Contractor shall obtain passes for himself, his workers and representatives for entry inside the premises of FACT and where loading / unloading points are located. Passes are not transferable and shall be renewed on expiry. Passes must be surrendered to FACT's Security Department, when workers/representatives are changed or when the contract is completed/terminated, failing which amount as fixed by the FACT shall be payable for every pass thus not surrendered.


12. The contract is not a guarantee to the Contractor either for continuity of work on all days or any definite volume of work at any time.

13. FACT reserves the right to suspend or terminate the contract partially or wholly at any date during the validity period of the contract.

14. If the Contractor fails to submit Security Deposit and execute the required agreement when the contract is awarded or fails to commence the execution of the work on the stipulated date, the EMD furnished shall be liable to be forfeited without prejudice to FACT's right to claim damages.

15. **Termination:**


If the Contractor becomes insolvent or in the event of his going into liquidation or winding up his business as the case may be, or if in the opinion of the company if the Contractor fails to fulfill his obligations in the execution of the work to the company's satisfaction, the company may forthwith terminate the contract or take it over in whole or in part and employ any other agency or agencies to continue the work and forfeit the contractor's security deposit and retention of money without prejudice to the company's rights to claim compensation from the contractor for losses or damages suffered by the company as a result of the above arrangements. The contractor shall have no claim to compensation for any loss that may occur consequent to the above arrangements. Evaluation of the Contractor's performance by FACT and decisions taken

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thereon shall be final and binding on the Contractor.

16. In case the Contractor failed to perform the contract as per the terms and conditions of the contract, FACT shall have the power to terminate the contract and make alternative arrangements to carry out the work for the remaining period at the risk and cost the Contractor. In such case, the Contractor shall be liable for any expenses, loss or damage, which FACT may incur or sustain by reason of or in connection with the Contractor's default. FACT will also have the option to put the vendor on Enquiry Holiday for a minimum period of three years.
17. Giving or requesting any type of illegal gratification to/from any person / agency inside or outside FACT premises will be viewed very seriously and FACT reserves the right to take suitable action against the Contractor indulging in such practices, including termination of contract without notice, and the remaining work in such cases will be arranged by FACT through other parties at the contractor's risk and cost.
18. The contractor shall be liable for payment of all claims, compensation or expenses payable as a result of any accident or injury sustained by workmen employed or hired by the contractor in the execution of the contract, which the contractor is liable to pay by rule, law and order of Government. The expenses, if any, incurred by FACT on the above will be realized from any amount that may be due to the contractor from FACT.
19. Strike etc. by Contractor's labour owing to any dispute pertaining to the wages or otherwise will not be deemed to be a reason beyond the control of the Contractor.
20. The Contractor shall assume all liabilities for, and keep FACT wholly indemnified against, all actions or suits, costs, damages, changes and expenses arising out of or in connection with carrying out of the work covered by the contract with respect to the equipments/crew deployed by the contractor for the work as per this contract.
21. It is to be understood that FACT shall not provide any other services except as specifically defined. Contractor shall render all other services/carry out all incidental works whether mentioned herein or not, for executing the contract to the satisfaction of FACT.
22. Contract Administration: This contract shall be administered and executed by SMP(OS)Petro or his authorized representative.

OTHER TERMS AND CONDITIONS: All other terms and conditions shall be as per our "Standard Terms and Conditions of Contract - Annexure -V. In case of any contradiction between Special Terms and Conditions - Annexure - IV and Standard Terms and Conditions of Contract - Annexure - V, Annexure - IV will prevail.

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ANNEXURE-V**STANDARD TERMS AND CONDITIONS OF CONTRACT****00. CONTENTS :**

01. GENERAL:
02. SECURITY DEPOSIT:
03. RATES:
04. PAYMENT:
05. QUANTITY:
06. CONTINUITY OF WORK:
07. RESPONSIBILITY FOR MATERIAL:
08. SECURITY & SAFETY REGULATIONS:
09. STATUTORY OBLIGATIONS:
10. CONTRACTOR'S WORKMEN:
11. DEFAULT:
12. TERMINATION:
13. FORCE MAJEURE:
14. ASSIGNMENT:
15. APPLICABLE LAW & SETTLEMENT OF BILLS:
16. ENVIRONMENT MANAGEMENT SYSTEM:
17. FRAUD PREVENTION POLICY OF FACT:
18. ENTIRETY OF CONTRACT:

01. GENERAL:

"FACT" shall mean the Fertilisers and Chemicals Travancore Limited, with registered office at Udyogamandal and its operating Divisions at Udyogamandal and Ambalamedu.

"Contractor" shall mean the firm/company/individual, who has been awarded the work order (Contract) against their bid in response to the enquiry issued by FACT.

The Contractor shall return to FACT the duplicate copy of the work order with terms and conditions duly acknowledged and signed in confirmation of having accepted the order as per terms and conditions mentioned.

The Contractor shall execute within 15 days from the date of receipt of FACT's Letter of Intent, an agreement in stamp paper in the form prescribed by FACT and shall bear all expenses incidental thereto.

The contract once awarded will not imply that the Contractor has exclusive right for the particular job.

The Contractor is deemed to have carefully examined and satisfied himself on the nature and extent of work to be executed and no claims for any extra payment shall be admissible under any circumstances.

FACT shall not in any way be responsible to the Contractor for payment of compensation for hold up of work, if any, due to any situation beyond the control of FACT.

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02. SECURITY DEPOSIT :

The contractor) shall remit interest free Security Deposit (SD) equivalent to **three percent (3%) of the total contract value** by DD/NEFT/RTGS or by Bank Guarantee issued by a Nationalised / Scheduled Bank as per the Proforma prescribed within 15 days of issue of award of Letter Of Intent or contract, whichever is earlier. The Bank Guarantee shall be valid till the expiry of the contract with a claim period of six months thereafter.

The EMD (if applicable) remitted by the Contractor can be adjusted towards security deposit, if so desired by him. Such EMD shall be returned only on remittance of requisite Security Deposit.

The Security Deposit shall not be released until the work as per the Contract is satisfactorily completed and accepted and final bills paid. Any amount due from the Contractor to FACT shall be deducted from the Security Deposit without prejudice to FACT's right to claim balance amount, if any, from the Contractor.

The violation of any of the terms and conditions of Contract by the Contractor shall be liable to forfeiture of the Security Deposit and disqualification from further work with FACT without prejudice to FACT's right to avail other remedies.

03. RATES:

The rates shall be inclusive of all incidental and other charges excluding GST which may have to be incurred by the Contractor in execution of the work as per this contract. The rates shall be firm for the period of contract.

Rate revision on account of changes in the price of High Speed Diesel (HSD) oil shall be effected only if specified in the Special Terms and conditions.

04. PAYMENT :

Payment shall be effected, on presentation of the bills to the Chief Manager (Fin)-Bills duly certified by the authorised person specified in the special conditions attached. Final settlement of contractors bill shall be made after deduction of (1) amounts due from them to FACT on account of shortage / damages / loss to the goods entrusted to them, (2) statutory levies such as PF liability, Income Tax, TDS on GST etc. if any and (3) any other amount due from the contractor for any other reason. If the amount due from the contractor is more than the amount due to the contractor, the contractor shall arrange to pay FACT the difference without delay.

05. QUANTITY :

Quantity given in the contract is only an approximate indication and FACT does not guarantee the total quantity to be transported. FACT reserves the right to reduce or increase the quantity at any time without assigning any reason whatsoever and does not give any guarantee regarding the quantity. The Contractor has no right to claim loss / loss of profit on account of reduction in revenue arising out of variation in quantity made available for transport.

06. CONTINUITY OF WORK :

The contract shall not mean continuity of work for the Contractor. The Contractor shall contact the authorised representatives of FACT for obtaining instructions. The instructions

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given over telephone have also to be complied with.

07. RESPONSIBILITY FOR MATERIAL:

The Contractor shall be responsible for the material entrusted to him and shall compensate FACT for any shortage or damage while the goods are in his custody.

08. SECURITY & SAFETY REGULATIONS :

The Contractor shall strictly observe the Security and Safety Regulations of FACT. Any loss or damage incurred by FACT, on account of the neglect or failure of the Contractor or the Contractor's employees, representatives including the crew of the vehicles/tankers to observe the security and safety regulations shall be to the Contractor's account.

Smoking and carrying smoking material (including matches) inside FACT premises is prohibited due to safety reasons and the Contractor shall ensure that his employees, representatives and crew comply with this.


Any damage caused to any of FACT's buildings, equipment, vehicles, crafts etc. and that of any other contractor/s due to the negligence of the Contractor, his employees, his representatives and crew shall be to the account of the Contractor and FACT shall be indemnified and compensated in all such respects by the Contractor.

All precautions in transporting and handling whether stipulated or not shall be adhered to by the Contractor. The Contractor shall exercise care, diligence and promptness in the work and adhere to transport Rules and regulations, statutory obligations and all other Rules and Laws that have a bearing on the work. Any damages/shortages/penalties or any action legal or otherwise arising out of the Contractor's delay or failure or negligence or breach of statutory obligations shall be to the Contractor's account. If any loss/expenditure arising from the breach thereof is not met satisfactorily by the Contractor, FACT reserves the right to withhold payment of bills/Security Deposit and discharge the obligations of the Contractor without prejudice to FACT claiming from the Contractor full value of damages/compensation. The account rendered by FACT in this connection shall be treated as final.

The vehicles/tankers, if any, employed during the course of the execution of the Contract, shall have valid permits for carrying out the intended task.

Due safety requirements in handling and transporting hazardous chemicals like liquid Sulphuric Acid, Sulphuric Acid etc. filled in tankers, as provided vide Motor Vehicles Act 1988 and the Central Motor Vehicle Rules 1989 and regulations formulated from time to time by the proper authority, shall be adhered to by the Contractor at his own expense. The vehicles shall be legibly and conspicuously marked with an emergency information panel, as applicable, in each of the three places as per Rule 134 of the Central Motor Vehicle Rules 1989. Further any person driving the vehicle employed in the work as per the Contract shall have the ability to read and write at least one Indian language as per rule 9 of the Central Motor Vehicle Rules 1989 and Rules 4 of the Central Motor Vehicles (amended) Rules 1993.

The vehicles shall be equipped with all the necessary safety appliances/equipment for emergency and rescue purpose as stipulated in Motor Vehicles Act 1988 and rules thereto.

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09. STATUTORY OBLIGATIONS

The Contractor shall comply with the requirements of all Local, State and Central Govt. Acts, Rules Regulations, By-Laws, Orders etc, in force from time to time and in particular Indian Factories Act, Workmen's Compensations Act, Contract Labour (regulations and abolition) Act 1970, Minimum Wages Act 1936, The Mines Act 1952, The Explosives Act 1884 and all other relevant Acts and Laws as amended from time to time in so far as they are or may be applicable to the execution of works as per this contract.

The Contractor shall obtain at his cost all permits, license and other authorisation, as required for his work, from Govt. authorities. The Contractor shall maintain proper records & registers as required by the concerned statutes and submit them to FACT as and when required.

Proper records of payment of wages to workers/labourers/crew etc. engaged in the work shall be maintained by the Contractor and produced for inspection when required by FACT.

The Contractor shall be responsible for all payments to his workmen including Employees State Insurance and Provident Fund benefits etc., if any, i.e. FACT shall not make any payments to the Contractor other than the rates agreed for the work. All extra payments, if any, to be made to the Contractor's workmen during the course of contract period shall be borne entirely by the Contractor.


The Contractor shall obtain valid registration under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (PF) & The Employees' State Insurance Act, 1948 (ESI) and shall ensure full compliance with the above Acts. The workers deployed by the contractor for the work shall be covered under the Acts. The contractor shall regularly remit the PF/ESI contributions in respect of their employees and file regular returns, as prescribed under the respective acts. The copy of monthly PF/ESI remittance challans along with periodic returns shall be furnished together with the subsequent monthly bills. In case FACT is to incur any expenditure/loss in the capacity as Principal Employer due to non-compliance on the part of the contractor of these Acts, such expenditure/loss shall be recovered from the contractor.

Tenderers shall submit the registration certificate with Labour dept./PF/ESIC if available. If the tenderer is not registered under ESI/PF Act, tenderer shall submit PF/ESI Registration certificate before commencement of work. Failure to produce the original certificates at the stage of starting the work would result in disqualification and forfeiture of EMD and also liable for debarring from participation in future tenders.

The workers deployed by the contractor for the work shall be covered under the PF & ESI Acts. The contractor shall ensure full compliance to the above Acts. The Contractor shall be responsible for making all payments to his workmen, including ESI and Provident Fund benefits etc., as applicable.

Payment of PF & ESI for the month, both the employer's (in this case contractor) and employee's (in this case workmen employed by the contractor) contributions should be deposited in the bank in the permanent PF code number and challan obtained before the 15th of the subsequent month should be forwarded to the company.

The contractor will, in turn, submit the documentary evidence in support of payment of PF &

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ESI of each month along with subsequent month RA Bills.

In case the Contractor fails to discharge his statutory obligations leading to a situation wherein FACT is to incur any expenditure/loss in their capacity as the Principal Employer such expenditure/loss shall be realised from the Contractor.

10. CONTRACTOR'S WORKMEN

FACT shall have no dealing with the Contractor's workmen or their Union. FACT reserves the right to debar any of the contractor's employees/workmen/crew from entering FACT premises for whatever reason FACT deems fit.

11. DEFAULT:

In the event of failure on the part of the Contractor to execute the Contract to FACT's satisfaction, FACT may, at their option, either recover from the Contractor liquidated damages as prescribed in the "Special Conditions", if any, or at the risk and cost of the Contractor and without prejudice to FACT's other rights as per the Contract, terminate the Contract wholly or partially and carry out the work through other contractors or by themselves.

12. TERMINATION :

If any work entrusted with other contractors by FACT is obstructed by, interfered with or caused to be interfered with by the Contractor, his employees, his representatives or crew, the contract shall be terminated without notice and the remaining work for the unexpired portion of the contract arranged by FACT through others at the Contractor's risk and cost. The contract can be terminated by FACT with one month's notice at any time during the pendency of the contract.

13. FORCE MAJEURE:


Neither the Contractor nor FACT shall be considered in default in the performance of their obligations under the Work Order so long as the performance is prevented or delayed because of Force Majeure conditions like war or hostilities, riots or civil commotion, earth quake, flood or tempest, drought, accident, fire or explosion, labour strike or lock-out or Act-of-God or because of any law and order proclamation, regulation or ordinance of Government or subdivision there of and situation arising out of our plant break downs. Notice of a Force Majeure situation shall be given by the affected party to the other party within one week of its occurrence. Should such a delay be for more than three months, FACT shall have the right to cancel the Work Order at no charge to FACT and FACT shall be entitled to reimbursement of any amount due from the Contractor.

14. ASSIGNMENT :

The Contractor shall not assign, transfer or sub-let this work order without the prior written approval of FACT.

15. APPLICABLE LAW & SETTLEMENT OF DISPUTES:

This contract shall be subject to and shall in all respects be governed by Indian law. If any dispute arises out of or relating to or in connection with this contract, between the contractor and the owner/FACT, the same shall be amicably settled through mutual discussions, failing which, the unresolved dispute (s) shall be referred to arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996, as amended

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from time to time and number of Arbitrator shall be one. The Venue of the Arbitration shall be at Ernakulam and the proceeding shall be in English.

Any legal proceedings relating to or in connection with this contract shall be limited to the exclusive jurisdiction of the High Court of Kerala.

16. ENVIRONMENT MANAGEMENT SYSTEM :

FACT is a company having Environmental Management System according to ISO 14001 standard. The Contractor shall ensure that none of their activities cause damage to the environment.

17. FRAUD PREVENTION POLICY OF FACT:

FACT a Central Public Sector Undertaking (PSU) follows Corporate Governance principles proactively and has formulated a Fraud Prevention Policy. Details of Fraud Prevention Policy of FACT-2012 can be viewed in FACT's Website www.fact.co.in. Contractors shall make themselves aware and also ensure compliance of the same.

18. ENTIRETY OF CONTRACT :

All of the terms agreed to between the Contractor and FACT are included in the Work Order and no other communication, written, oral, or implied shall be considered to be included in the Work Order or form part of the Work Order, unless specifically agreed to in writing by FACT.

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Annexure VI

COMPLIANCE STATEMENT

We state that Enquiry No. MM/180/E26268 DTD 15.10.2022 is in full compliance with the documents issued against the Enquiry No. MM/180/E26268 DTD 15.10.2022 and we have read and understood all documents (ie. NIT, Instructions to Bidders, Special terms and conditions and Standard Terms and conditions etc.) of this enquiry and hereby confirm our acceptance to the same.


Name of bidder:

Signature of the Bidder:

Place:

Date:

(Seal)

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Page 33 of 37**ANNEXURE – VII****PROFORMA OF UNPRICED COPY OF PRICE BID**
(To be submitted with Part-A Bid)**Sub: TRANSPORTATION OF FURNACE OIL BY ROAD FROM BPCL IRIMPANAM / WILLINGTON ISLAND TO FACT-PETRO PLANTS BY SUITABLE MS TANKER LORRIES FOR A PERIOD OF TWO YEARS.****Tender. No. MM/180/E26268 DTD 15.10.2022**

Note: Please **do not fill Rates in this format**. Please fill in “**Quoted**” in the blank column provided against each. We here by quote our competitive rate as below for both the items of work cited above in compliance with the enquiry documents without any deviation

Sl. No.	Schedule of Work	Estimated quantity for 2 years (In MT)	All-Inclusive rate excluding GST(Rs./ MT)
			Indicate “Quoted”
1	Transportation of Furnace Oil from Storage Tanks of BPCL at Irimpanam to FACT-Petro plants at Udyogamandal by suitable MS tanker lorries.	3025	
2	Transportation of Furnace Oil from Storage Tanks of BPCL at W.Island to FACT-Petro plants at Udyogamandal by suitable MS tanker lorries.	3025	

GST shall be extra as applicable based on statutory notifications.

This bid is submitted in compliance with the enquiry documents and accepting all the requirements, instructions, terms and conditions, proforma of bank guarantee and proforma of agreement etc. without any deviation.

(Signed by)

Authorised Signatory:

Name and address of the Bidder:

Place:

Date:

(Stamp)

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ANNEXURE: VIII

Part -B

PROFORMA OF PRICE BID

Please visit <https://eprocure.gov.in> and search using the tender **ID:** under FACT Tenders to see the price Bid (BOQ-EXCEL SHEET)

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ANNEXURE-IX

(To be given on Rs.500/- stamp paper)

PROFORMA OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT

(To be obtained from a Nationalised/Scheduled bank in India)

The Fertilizers And Chemicals Travancore Ltd.,
Udyogamandal

WHEREAS FACT (Fertilisers and Chemicals Travancore Ltd., Udyogamandal P.O., Kerala, (hereinafter referred to as the Company) has placed an Order No.....dated with M/s..... (hereinafter called the Supplier/Contractor) for the supply/work of.....and where as it is one of the conditions of the said Order that the Supplier/Contractor shall either remit a sum of (Rupees.....only) or furnish a Bank Guarantee for.....(Rupees.....) as security deposit for the due fulfilment of the said Order by the said Supplier/Contractor.


In consideration of the Company having agreed to accept a Bank Guarantee from us towards such security deposit in lieu of the cash deposit in accordance with the terms and conditions of the above Order, we,....., the Bank (hereinafter referred to the Bank) do hereby undertake to pay the Company merely on demand any sum or sums from time to time demanded by the Company up to a maximum of `..... (Rupees.....only) being the amount of the security deposit against any loss or damage caused to or suffered by or would be caused to or suffered by the Company by reason of any breach by the said Supplier/Contractor of any of the terms and conditions contained in the said Order.

We, the said Bank, do hereby unconditionally and irrevocably undertake to pay the amount, upon first written demand from the company, without any demur or protest. We, the bank further confirms that the company is not required to state the reasons or show grounds for such demand. Any such demand made by the Company shall be binding and conclusive as regards the amount due and payable by the Bank under this guarantee.

We undertake to pay to the Company any money so demanded notwithstanding any dispute or disputes raised by the said Supplier/Contractor in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this guarantee shall be valid discharge of our liability for payment there under and the said Supplier/Contractor shall have no claim against us for makingsuch payment.

We,, further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Order and that it shall continue to be enforceable till all the dues of the Company under or by virtue of the said Order have been fully paid and its claim satisfied or discharged or till the Company certifies that the terms and conditions of the said Order have been fully and properly carried out by the said Supplier/Contractor and accordingly discharges this guarantee.

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We,, further agree with the said Company that they shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Order or to extend time of performance by the said Supplier/Contractor or to postpone for any time and from time to time any of the powers exercisable by it against the said Supplier/Contractor and either to enforce or forebear from enforcing any of the terms and conditions governing the said Order or securities available to the Company and the said Bank shall not be released from its liability under these presents by any exercise by the Company of the liberty with reference to the matters aforesaid or by reason of time being given to the said Supplier/Contractor or any other force-bearance, act or omission on the part of the Company or any indulgence by the Company to the said Supplier/Contractor or any other matter or thing whatsoever which under the law relating to sureties, but for this provision, have the effect of so relieving us.

This guarantee shall not be affected by any change in the constitution of the Bank or the Company or the said Supplier/Contractor nor shall this guarantee be affected by any change in the constitution of the Company or the said Supplier/Contractor by absorption with any other body or corporation and this guarantee shall be available to or enforceable by such body or corporation.

Our guarantee shall remain in force until..... Unless a claim or demand is made within six months after the expiry of the above date, all the Company's rights under the guarantee shall be deemed as waived/forfeited and we shall be relieved and discharged from all liabilities there under. Notwithstanding anything contained hereinbefore, our liability under this guarantee shall be limited to an amount not exceeding `..... (Rupees..... only).

Any notice by way of request, demand or otherwise hereunder may be sent by post to the Bank addressed as aforesaid and if sent by post or submit to the Bank addressed as aforesaid or any local branch of the Bank in Ernakulam Dist / Kerala State and if sent by post, it shall be deemed to have given at the time when it would be delivered in due course of post and in proving such notice when given by post, it shall be sufficient to prove that the envelope containing the notice was posted and certificate signed by an officer of the Company that the envelope was so posted, shall be conclusive.


Disputes/differences, if any, relating to or arising out of this Bank Guarantee, shall be settled by courts having Jurisdiction over Udyogamandal, in Kerala State, where the registered office of the Company is situated and no other court shall have jurisdiction in the matter.

We,, Bank lastly undertakes not to revoke this guarantee during its currency except with the previous consent of the Company in writing.

Dated this day of Two Thousand.....

For (Name of Bank)
Authorised Official Name:
Designation:

Place:
Full address of the Branch issuing this guarantee

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ANNEXURE-X

AGREEMENT

(Proforma of Agreement to be executed in Rs 200/- Non Judicial stamp paper)

ARTICLES OF AGREEMENT made this day the Between THE FERTILISERS AND CHEMICALS TRAVANCORE LIMITED, a Company registered under the Travancore Companies ACT IV of 1114 (Malayalam Era) and having its registered office at Eloor, Udyogamandal P O Ernakulam District, Kerala State(hereinafter called the FACT) on the one part and M/s.... (hereinafter called the Contractor) which expression shall where the context so admits or applies be deemed to include their heirs, executors, administrators, successors interest and legal representatives as well) on the other part.

WHEREAS the Contractor has agreed with M/s FACT for the due performance of work as set forth in the Work Order No..... dt... and accompaniments upon the terms and conditions therein mentioned as accepted vide their endorsements in the aforesaid work order.

NOW THESE PRESENT WITNESS THAT in consideration of the payments to be made by M/s FACT mentioned in the aforesaid Work Order no..... dt..... and accompaniments thereunto the Contractor shall duly perform the said works, fulfil and keep all conditions in the work order which will be deemed and taken to be part of this contracts as if the same had been fully set-out herein and FACT hereby agree that if the Contractor shall duly perform the said works in the manner aforesaid and observe and keep the said terms and conditions, FACT will pay to the Contractor at the time and in the manner set forth in the aforesaid work order and in the Annexure thereunto as accepted by Contractor vide his endorsement in the aforesaid work order, the amount or amounts calculated at the rate mentioned and as per terms stipulated therein as payment for the work. This agreement shall be in force up to ...

THE SAID CONDITIONS shall be read and construed as forming part of this Agreement and the parties thereto will respectively abide by and submit themselves to the conditions and stipulations and perform the agreement on their parts respectively.

UPON THE TERMS AND CONDITIONS of this Agreements being fulfilled and performed to the satisfaction of Officer of the Company empowered by the Company in this behalf, the Security Deposit remitted by the Contractor or such position thereof as he may be entitled to under the said condition shall be returned to the contractor.

IN WITNESS thereof the Contractor, M/s.... and The Sr. Manager Purchase(TS) of M/s The Fertilisers and Chemicals Travancore Ltd, For and on behalf of the Company have hereunto set their hands this day and year first above written.

For

In the presence of witnesses:

- 1.
- 2.

In the presence of witnesses: for and on behalf of the Company.

- 1.

PRPD. BY :	CHKD. BY :	APPRD. BY :	DATE : 37
Transport Services	FERTILISERS AND CHEMICALS TRAVANCORE LIMITED		