



# Indian Synthetic Rubber Private Limited

(Joint Venture of Indian Oil, TSRC- Taiwan)

**Contact Address:**

Opposite Naptha Cracker Polymer Terminal Gate.  
P.O.: Panipat Refinery, Panipat-132140  
Tel.: +91-180-252-9100,9200 & Fax: +91-180-252-9138

## Request for Quotation

<b>Vendor Code :</b> 10000232 <b>Vendor Name:</b> RFQ Fire Crew with Fire Tender <b>Vendor Address:</b> X . 000000  <b>Contact Person:</b> <b>Phone:</b> <b>Email:</b>  <b>Vendor GST No.:</b>	<b>RFQ No:</b> 4100016585 <b>RFQ Date:</b> 20.09.2021  <b>PR No.:</b> 2000001725 <b>Purchase Group:</b> Service  <b>Contact Person:</b>  <b>ISRPL GST NO.:</b> 06AACCI3980J1ZE
	<b>Service to be delivered at:</b> Indian Synthetic Rubber Private Limited Opposite Naphtha Cracker Polymer Terminal Gate P.O. Panipat Refinery, Panipat

**Quotation Deadline Date :** 12.10.2021 **Time :** 1300 Hrs

**Subject:** RFQ for ARC Fire Crew & Fire Tender supply for ISRPL requirement.

Dear Sir,

Bids are invited in Two Bid System at ISRL, Panipat for the above referred subject work.

Last Date and Time for submission of offer: For Last Date and Time please refer page 1 of the tender.

ISRPL take no responsibility for delay, loss or non-receipt of tender documents sent by post or courier. Fax/E-Mail offers shall not be accepted.

The bid shall be submitted in the manner described in other terms & conditions in the tender.

Item	Service	Quantity	UoM	Delivery date
00010	Fire Crew with Fire Tender	1	Activ.unit	15.10.2021
	FIRE CREW with Fire Tender			

1. The personnel to be deputed by the contractor shall observe fire and safety rules of ISRPL.

2. First Aid facilities for fire service employees will be provided by ISRPL.



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### 3. Vendor Qualification:

- A.The vendor should have minimum 05 year or more working experience from Petrochemicals / Oil refinery /Fertilizers /Hazardous Chemicals/Rubber manufacturing industries for same Services.
- B.Contractors must be having Annual Contract either running or completed (not older than 24 months) in similar type of industry.
- C.The vendor should have minimum 03 nos. of own fire tender (Water & foam tender having valid RC and Insurance, copy of the same need to be submitted at the time of technical bidding.
- D.The vendor should have minimum strength of 50 qualified and experienced manpower, The copy of the running contract having strength of 50 nos. (either in one contract or in multiple contracts) to be submitted as evidence at the time of technical bidding.
- E.Executed Work order criteria should fulfil requirement of "Financial PQC "in similar nature of work as mentioned in S. No. 01.
- F.Similar Nature of Contract implies Supply of Fire Crew along with Fire Tender Operations.

### Commercial/Financial Qualification Criteria:

- 1)Vendor must have an Annual Turnover of at least INR 1.35 Crores (Cr)in each of the FY for last 3 financial year ending with FY 2020-21.
- 2)Vendor must have executed minimum 3 contracts of similar nature not less than the value of INR 45 Lacs per year during last 3 financial years ending with FY 2020-21. (Contract details to be submitted).
- 3) The Vendor must have a positive Net Worth for the last three financial years ending with FY 2020-21 (Audited Annual accounts statements are required to be submitted)
- 4) The Vendor's business should not be into losses for any of the FY for last three financial years ending with FY 2020-21.
- 5) The Vendor's must have a current ratio >1.5 for each of the FY for last three financial years ending with FY 2020-21
- 6) The Vendor must not have defaulted under any of the applicable Acts like,Income Tax, GST Act, PF & ESI Act or any other Act which as per the nature of contract is required (Declaration/Return Copies to be furnished).

4. Contractor should ensure that required resources for fire service i.e. Fire Officer, Driver cum Pump Operator; leading fireman and Fireman are to be deputed by him as per the demand of Company. They should train in fire and safety drills from a recognized institute. At present deployment will be as under:

- a.Fire Supervisor:01 No.per Shift/ 03 Nos. per day
  - b.Fire Man : 02 No.per Shift/06 Nos. per day
  - c.Driver cum Pump Operator :01 No.per Shift/03 Nos.per day
- Total: 12 Nos.

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**Tax Details: GST No.:** 06AACCI3980J1ZE **PAN No.:** AACCI3980J **Corporate Identity Number:** U25190DL2010PTC205324



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### 5. Work Timings:-

A Shift : 06.00 AM to 02.00 PM

B Shift : 02.00 PM to 10.00 PM

C Shift : 10.00 PM to 06.00 AM

Man-hour Overtime (OT) to be considered on actual work hours for as per factories Act 1948, as certified by ISRPL Office-in-charge. Holidays for calendar year to be considered as declared by ISRPL admin department and list of the same can be obtained from ISRPL admin department.

6. Contractor should supply uniform to his employees. Deputed fire personnel shall attend duty in uniform. As per reThe contractor shall supply special type the firefighting and general PPE (Safety Helmet, Firefighting Helmet along with Hood (It should made of a hard shell, electrical, heat, and steam burn protection), Fire Hand Gloves, Safety Shoes, Safety Goggles, Face-shield, Ear muff/ear plug safety goggles (Both general as Air shield type) etc., Firefighting clothing (garment assemblies against radiation and against flame) to fire crew as per requirement and also maintain minimum inventory at site to cater the emergency as well as Uniform/liveries to his workers annually. Special items of clothing and other accessories required for efficient fire services should also provide by the vendor.

7. Contractor should arrange to provide proper identification card for his employees to be deputed by him for the work duly signed by the authorized officers. The personnel to be deputed by the contractor shall be fit to attend duties of fire service. The personnel should be medically fit to work at height and contractor has to produce their medical fitness certificates at time of joining. It is the responsibility of the contractor to get the personnel medically examined once in a year.

The physical standard of fire service personnel shall be as listed below:

a.Height 165 cms

b.Weight 50 Kgs Minimum

c.Chest 80 cms

8. Contractor shall be responsible for any damage caused to the property of ISRPL due to the negligence of personnel deployed by him for the job. In case of any such damage he will be charged on account of expenditure arising for repair / replacement of the same.

9. The contractor shall at all times or when required, submit their records, registers or books to duly authorized representative of Company for inspection.

10. A designated Senior Officer of contractor shall visit Company plant site frequently or takes report in routine and check satisfactory performance of

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the activities as per the contract.

11. All material, spares and water except kits and liveries shall be provided free of cost by Company for operation and maintenance of firefighting and fire protection equipments.

12. Maintenance of muster roll will be the responsibility of senior supervisor under the direction of fire officer of ISRL.

12The scope of reliever of manpower shall be under contractor's scope.

### Insurance

1 The contractor shall provide insurance cover to all his employees. All material, machinery and equipment pertaining to ISRPL shall be insured by ISRPL.

2 ISRL shall not be liable to pay any claim for accident / loss during execution of work. The relevant document shall be submitted by contractor to ISRPL before commencement of work.

### Inspection

The work carried out by the contractor will be inspected and certified by the senior fire officer or his representative for the completion of job / part jobs as and when required.

### Scope of Work

1 Fire Fighting

2 Rescue work

3 Cleaning and maintenance of fire station, fire vehicle, fire equipments.

4 Testing and maintenance of fire and safety equipments, fire extinguishers.

5 Imparting training to employees.

6 Conducting mock fire drill.

7 Attending daily routine training program including parade/ fire drill etc.

8 Salvage work.

9 Watering/ De watering in case of emergency.

10 Checking of Fire Water Pumps daily

### Log Books

The following log books are to be maintained at fire control room :

1 Daily occurrence book

2 Fire equipments maintenance record .(First Aid, Fire Fighting equipments ,Hydrant and wet riser system, hose reels, daily pump performance reports).

3 Detection system record

4 Incidental work record.

5 Various fire drills/ demonstration record.

6 Visitor record regarding equipments and manpower performance.

The log books will generally contain status of equipments and systems and

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maintenance carried out daily signed by contractor's personnel/ supervisor certified/ verified by the Officer in charge-HSE time to time.

Duties and Responsibilities towards Fire Fighting Operation and Maintenance of Equipment

All the fire personnel i.e. operation and Maintenance staff should be strictly responsible for entire fire protection. During the actual fire the entire operation and maintenance staff on duty should deploy themselves to suppress the fire under the guidance of the senior fire officer. However a broad guide line towards the actions to be adopted as given below:

1 As soon as information is received in the fire control room on control panel or by telephone or messenger, fire supervisor on duty will rush to the floor, where the call has been received and try to put out the fire, if any, with the help of fireman and fire extinguisher/ hose reels/ fire hoses available on the floors, with the help of voluntary security guards etc. One fireman on duty in control room will attend telephone and control panel, if fire uncontrollable he will report to nearby organization equipped with fire fighting system. For this the contractor shall keep a proper record of fire fighting equipments/ with major units in near Industrial Area and Fire stations with following information: Name of the contact person and his mobile Number.

2 He will use P.A. System if asked for by Senior Fire Officer / supervisor and give the message of evacuation & other instructions from time to time. The technician will switch off power supply of the complete building as the situation demands on the order of Senior Fire officer ensuring the power supply of the fire pump is not affected.

3 After working hours or holidays follow above procedure and information to be conveyed on phone to the following executive at his residence :  
Head-HSE/Officer in charge-HSE.

Duties to be followed by Fire Supervisor / In-Charge

1. In charge of Fire Control Room in his shift duty will be responsible for any Fire incident in his shift.
2. To check uniform, attendance, adjust for absence etc.
3. To check the fire equipments / fittings/ systems in the plant.
4. To check record about any defects/discrepancies/OK position in the occurrence/Log book.
5. To arrange for attending hot jobs/ welding jobs/ carried out in the plant, after taking approval from officer In charge - HSE.
6. To check the building premises for housekeeping and report about any fire hazards for which action is to be taken by officer In charge - HSE.
7. Should know the Topography of the plant, complete Fire Detection/ Fighting

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System/Fire pumps/ Smoke/ Heat Detection System in the campus should be able to train the fire staff under him. Fire staff under him should train the security guards / canteen people in the building so that they can be useful for emergencies.

8. Should see that all the fire systems are in working condition and to arrange the repair/ making up of deficiencies immediately.

9. Should explain the contingency plan/ emergency duties to fire staff in his shift and carry out fire practices on monthly basis.

10. Should explain other duties considered essential for efficient working of fire control room and keep the same operational.

11. To keep work in maintain the systems as well.

12. Should discuss with fire officer about any operational problems/ Fire hazards and try to eliminate the same.

Duties of Driver cum Pump Operator/ Fire Man

1. The DCPO/ Fire Man should obey the orders of Fire Supervisors and assist him in his day to day working so as to have efficient operation of Fire Tender.

2. He will be responsible for the routine maintenance & operation of the Fire Tender, Maintain the Log book for Fire Vehicle, refueling/

3. Any other duties given by the fire supervisor/fire-in-charge/ officer.

4. Maintenance of firefighting equipment and Machinery, if required.

Duties of Fire Man

1. The fireman should obey the orders of Fire Supervisors and assist him in his day to day working so as to have efficient operation of Fire control room.

2. Should know the topography of the plant.

Fire fighting crew shall do the checking, inspection & Testing of fire tender as well as fire protection system in each shift to keep the system healthy for external/internal emergency handling.

. HE shall update the records.

. He shall also responsible for repairing, Refilling & maintain the fire protection system if required. He shall follow the monthly checking and maintenance schedule and same to be documented.

3 Any other duties given by the fire supervisor / in-charge/ officer.

4 To work along with maintenance team as well.

Manpower Mobilization Schedule:

Sr. No./ Categories / 1st Shift / 2nd Shift / 3rd Shift

1 Fire Supervisor: 1 / 1 / 1:

Minimum Qualification & Work Experience:

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Fire sub-officer/Fireman course from recognized institute with Minimum three/five years of experience is must. In any major industries preferable oil & gas sector or power plant.

Reliever for the workmen employed has to be arranged by the vendor at their own cost.No any extra cost shall be paid by the ISRPL for reliever.

2 Driver cum Pump Operator: 1 / 1 / 1:

Minimum Qualification & Work Experience:

The service provider should have six month firefighting course from recognized fire institute with valid heavy vehicle license. The service provider must have a minimum two years of experience in fire department & at least one year as DCO.

Reliever for the workmen employed has to be arranged by the vendor at their own cost, No any extra cost shall be paid by the ISRPL for reliever.

3 Fire Man: 2 / 2 / 2:

Minimum Qualification & Work Experience:

The service provider should have six month firefighting course from recognized fire institute with valid Light vehicle license. The service provider must have a minimum 02 to 03 years of experience in fire department. They should abide by HSE rules in place.

Reliever for the workmen employed has to be arranged by the vendor at their own cost, No any extra cost shall be paid by the ISRPL for reliever.

## II. Specifications for fire Tender

a.Ashok Leyland/Tata 16 Ton (Compliance BS IV/VI)

b.Drive : Rear wheel drive

c. Vintage Model : Fire Tender chassis model should not be older than Jan 2017.

1. Water Tank: capacity 2000L made of 5 mm thickness SS304 Sheet bottom, 4 mm sides and 3 mm baffles, fitted on the chassis so as to allow full flow of water to pump.4 Water Filling inlets of 63 mm size Male Inst. Connection for water tank filling thru Hydrant. Should have Electronic LED Water and Foam Level Indicators as empty,  $\frac{1}{4}$ ,  $\frac{1}{2}$ ,  $\frac{3}{4}$  and full on the pump control panel.

2.Foam tank capacity: 3000 L and made of SS 304 grade of 3 mm bottom, 3 mm

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sides and min 3mm baffles.

3.Foam transfer pump: A suitable transfer pump of semi-rotary type hand operated for transfer of foam compound from drums/jerry cans into foam tank shall be provided.

4.Dry Chemical Powder System (500 Kgs Water Capacity)

a.The design of DCP Vessel shall generally confirm to ASME Sec VIII Div. I of unfired pressure vessel.

b.The vessel shall be designed to carry and discharge DCP confirming to BIS : 4308 / BIS : 14609

c.The system shall be equipped with 2 x 68 L Nitrogen as expellant gas cylinders (main bank + stand by bank), CCE approved of adequate capacity to accomplish 85% discharge within 5-6 minutes (at full discharge) and to meet flushing of DCP powder from lines.

d.Two Hose reels of 30 mtrs length and 25 mm ID with trigger nozzle made of Light Alloy, enabling flow rate of 3 Kg/sec discharge shall be provided.

e.Control Panel consisting of DCP Tank pressure gauge, common manifold with pressure regulator, pressure gauge for regulated flow pressure, cylinder pressure with main ON / OFF valves for allowing flow of DCP to hose reels, flushing valve etc. shall be provided with DCP system.

f.A pressure relieve valve for depressurizing DCP container without loss of powder, a check valve to prevent DCP going to gas line, a safety valve on DCP container for protection against overpressure and a purging valve for purging discharge lines and hoses shall be provided.

5.CO2 capacity : 22.5 kg\*2 no of cylinders along with minimum 30 metre long discharge hose with nozzle.

6.Pump capacity : Discharge Capacity of Min. 2250 LPM @ 7 Kg/cm2 pressure.

7.Around the pump foam proportioner. Should also have facility to fill-up the foam tank directly from external source.

8.Long range Water/Foam monitor: Monitor discharge capacity should be suitable to the pump i.e. Min. 1800 LPM and horizontal throw of the Monitor to be at least 50 Mtrs for water and 40 Mtrs for Foam. Monitor nozzle shall of Jet/Spray type.

9.Accessories :

a.Emergency Light Bar with two tone siren and PA System (GRAND)-1 no.

b.Alu. Extension Ladder 10.5 Mtrs size - 1 no.

c.Head Light - Total 2 Nos.

d.Tail Light -1 No.

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e.	Search Light with 30 Mtrs Wire reel	- 1 no.		
f.	Reversing horn	- 1 no.		
g.	Reversing light	- 2 Nos.		
h.	P.A System-01	No		
i.	Spare Wheel & Jack and tommy with Tool kit (As supplied with Chassis)			
j.	Hydraulic Jack-	20 T		
k.	Suction Hose PVC 2.5 Mtrs length with coupling	- 4 Nos.		
l.	Suction Strainer	- 1 No.		
m.	Basket Strainer	-1 No.		
n.	Suction Wrench	-2 Nos.		
o.	SCBA- (03 Nos.)- Preferably- Make- M/s. Dragger			
p.	Fire Delivery Hose - Type-B-	14 nos.		
q.	Nu-Light branch-	04 Nos.		
r.	Adaptor 63mm (Male to Male)	- 02 Nos.		
s.	Adaptor 63mm (Female to Female)	- 02 Nos.		
t.	Water curtain Branch-	04 Nos.		
u.	Firemen Aux (Rubber Insulated)	- 02 nos.		
v.	Bolt Cutter-	02 nos.		
w.	Torch Light (Intrinsically safe)	- 02 Nos.		
x.	Breeching (Dividing and collecting)	- 01 no each		
y.	Ceiling Hook (Wooden Handle)-	01 no.		
z.	Foam making branch with pickup tube (5X)	- 02 nos.		
aa.	Foam making branch with pick up tube (10X)	- 02 nos.		
bb.	In line inductor with pick-up tube	- 02 nos.		
10.	Vehicle shall have valid RTO Registration, Fitness certificate, PUC and Valid Insurance copy (Full Insurance) and all marking as per RTO Requirement.			
11.	All Refueling, consumables like fuel (Diesel), engine oil, break oil and grease till the vehicle is at ISRPL site to be borne by vendor.			
12.	Vendor should ensure the mobilisation of fire Tender minimum seven days in advance from expiry date of existing contract i.e. 31.03.2018.			
13.	The vendor's scope covers any maintenance including breakdown maintenance, requiring spares. The time frame for doing repair with spares will be not exceed 48 hrs, if it will exceed from said 48 hours, the substitute/alternate vehicle (It should be healthy and operational) should be arranged by the vendor.			
14.	Job Acquaintance: Contractor shall familiarize themselves thoroughly with the job scope, (i.e. Fire Tender and its equipment and manpower's academic as well as technical qualification and their professional experience requirement) before submitting the Bid. All clarification regarding job scope (inclusions and exclusions) and conditions of Contracts shall be obtained before submitting the quotation. If required, the Contractor will visit ISRPL			

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Item	Service	Quantity	UoM	Delivery date
------	---------	----------	-----	---------------

site. No deviations will be entertained after submission of bids and ISRPL's interpretation of the job scope and conditions of Contract shall be final and binding on the agency. For any clarifications on Job Scope, the Contractor to visit site mandatorily.

**The item covers the following services:**

10	10000411	24	MON
Fire Tender			

Specifications & Scope of work as per clause 11.1

20	10003770	2,190	MAD
Fire Supervisor			

Scope of work as per clause 11.2

30	10003771	2,190	MAD
Driver cum Pump Operator/ Fire Man			

Scope of work as per clause 11.2

40	10003772	4,380	MAD
Fire man			

Scope of work as per clause 11.2

**Validity:**

This Contract will be valid for 2 years time period. If services are found satisfactory, Then we can extend the Contract up to further 1 year.

**Submission of offer:**

The offers shall be submitted under two part bidding system. The Part 1 shall be Techno-Commercial Un-priced bid and Part 2 shall be priced bid.

**Part 1 Techno-Commercial/ Un-priced bid:** Techno-Commercial Un-priced bid either to be sent in email to (Varinder.kumar@isrpl.co.in & sachin.verma@isrpl.co.in) or by post / hand in a separate envelope.

**Part 2 Priced bid:** Priced bid either to be sent in email to



# Indian Synthetic Rubber Private Limited

(Joint Venture of Indian Oil, TSRC- Taiwan)

## Contact Address:

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**offer4@isrpl.co.in** without marking copy of the mail to anyone or by post / hand in a separate envelope clearly super scribing on top of envelope "**PRICE PART - DO NOT OPEN**" to the undersigned only. Priced bid shall contain all the details together with the price. Priced bid should be on company's official letterhead, duly signed by the competent authority and company's official seal affixed on all pages. No condition or stipulation shall be taken in this part.

In case of submitting the bid by post (DTDC / First Flight) or by hand, the Techno-Commercial Un-priced bid envelope and Priced bid envelope shall be enclosed in Third envelope super scribing tender no., subject and due date. The full name, address and contact numbers of the bidders shall be written on the bottom left hand corner of all sealed envelopes. Bid shall be submitted to the following address.

### Manager - Materials

Indian Synthetic Rubber Private Limited

Plant Address:

Opp. IOCL Naptha Cracker Polymer Terminal Gate

Village Baljattan, Panipat Refinery

Panipat: 132140, Haryana, India

Techno-Commercial Un-priced bid shall be submitted as per following guidelines.

"Techno-Commercial Un-priced bid shall contain all details of the tender viz. specifications, delivery schedule and other commercial terms and conditions except price.

The "Techno-Commercial Un-priced bid" should not contain any prices or indication thereof in any manner whatsoever.

1. Bidder details for Income Tax, Sale Tax, service Tax, PF, and ESI as per **RFQ Annexure-I**

2. List of reputed clients (either Petrochemicals Companies or Refineries or Big Process Plant) with whom you have executed major similar nature of jobs with copies of Contracts in last **Five (5) Years** as per **RFQ Annexure-II**. If required, ISRPL may visit works of few of your reputed clients. Please mention if there is any overrun of schedule and reasons thereof.

3. Details of present commitment of the bidders as per **RFQ Annexure-III**

4. List of Tools, Tackles, Equipment's required to perform this work & presently available with as per **RFQ Annexure-IV**

5. Statements of audited accounts for the last three (3) years as per **RFQ Annexure-V**

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Tax Details: GST No.: 06AACCI3980J1ZE PAN No.: AACCI3980J Corporate Identity Number: U25190DL2010PTC205324



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## 6. Deviation (if any) as per RFQ Annexure-VI.

## 7. PAN Card & Service tax Registration Copy.

Prospective site organization chart for this Job with details of Manpower with relevant qualification & experience.

Bank Solvency Certificate with name and address of your Official Bankers.

Information of current litigation (if any).

Memorandum of understanding (MOU)/Agreement in case of a partnership firm and also the names of the partners.

Registration under shops and establishment act.

PF and ESI/Workman Compensation Policy.

List of authorized signatories along with copies of signature(s).

All supporting documents to validate Technical Qualification Sheet attached herein.

## 8. Stamped and signed copy of this RFQ.

## 9. Stamped and signed copy of GCC.

**Earnest Money Deposit:** The amount of EMD is Rs 2 Lac which to be submitted along with Techno-Commercial Un-priced bid (on and before the last date of submission of offer). EMD shall be accepted in the form of pay order or Demand Draft or BG (format enclosed). Demand Draft or Pay Order shall be made in favour of "**Indian Synthetic Rubber Private Limited**" payable at Panipat. EMD of unsuccessful bidders will be returned upon award of Contract. However, EMD of the successful Bidder will be returned upon the Bidder executing the Contract, and furnishing the Security Deposit as specified in the General Conditions of Contract.

**Pre-Bid Meeting:** If required, you may contact the undersigned for Pre-Bid Meeting for any clarifications regarding Scope of Work, Schedule of Rates, Site conditions or any other queries with prior appointment from undersigned.

In case of violating the above submission procedure, offer shall be liable for rejection.

ISRPL take no responsibility for delay, loss or non-receipt of bid documents sent by post or courier. Fax offers shall not be accepted.

## Enclosures:

1. Annexure I - Records of Bidder
2. Annexure II - Details of Similar Jobs Executed
3. Annexure III - Present Commitments of Bidder
4. Annexure IV - Details of Tools and Tackles
5. Annexure V - Statement of Audited Accounts of Last Three Years
6. Annexure VI - Deviations if any
7. Format for Price BID / Schedules of Rates (SOR)
8. General Condition of Contracts of ISRPL

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The bid shall be submitted in the manner described in Terms & Conditions in the tender and as per General Conditions of Contract enclosed.

## Terms and Conditions:

### 1.0-Site Particulars:

The intending bidder shall be deemed to have visited the site and familiarized himself with the site conditions before submitting the tender. Non-familiarity with site conditions will not be considered a reason either for extra claims or for not carrying out the work in strict conformity with the drawings and specifications. For site visit, the tenderer may contact representative of ISRPL at plant office of INDIAN SYNTHETIC RUBBER COMPLEX. Quotations to be submitted by the intending tenderers after being satisfied in all respect about the labour conditions including applicable labour wages and benefits for the work force deployed/to be deployed by the Contractor(s)/ subcontractor(s) in the premises of the Company at Panipat. The Company shall not entertain any requests or complaints whatsoever on such account.

### 2.0-Validity of Offer:

Offers shall remain valid for acceptance for SIX MONTHS from the last date of submission of offers, and if accepted, shall remain valid till completion of work. During the validity of the bid, Bidder shall not modify his bid in any way, unless requested by owner in writing. If required, owner may request for extension of validity. ISRPL also reserve its right not to accept the lowest bidder.

**2.1-Price Negotiation:** Negotiations will not be conducted with the bidders as a matter of routine. However, Company reserves the right to conduct negotiations.

**It may please be noted that during or after negotiation, contractor cannot increase their rates (i.e. upward revision) wrt to initial quotes rates. In case of violation, ISRPL reserve the right to forfeit the EMD amount submitted to us along with the offer.**

### 3.0-Deviations to Tender Stipulations:

No deviations shall be acceptable on the following tender provisions.

- a) Defect Liability period and latent defects
- b) Termination
- c) Schedule of Rates

Bidder shall quote strictly based on the terms and conditions in the RFQ documents and not stipulate any deviations. However unavoidable, deviations shall be listed separately as per RFQ **Annexure-VI**.

### 4.0-Taxes and Duties:

The prices shall be exclusive of service taxes but inclusive of all applicable statutory taxes & duties and will be remains firm & fixed for entire period of contract.

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**5.0-Tax Deduction:**

All necessary & statutory tax shall be deducted from your bill amount at the rate prevailing during the time of payment and necessary TDS certificate shall be given to you.

**6.0-Payment Terms:**

Payment shall be made monthly RA bills by crossed cheque (A/c Payee) within 30 days from the date of receipt of certified bills after deducting Income tax & any other taxes at source at the rates prevailing at that time.

**7.0 Splitting of Order:** ISRPL reserves the right to split the procurement quantity between two or more suppliers, in any proportion at its sole discretion with maximum share to L1.

**8.0 Price Reduction schedule for delayed Job completion:**

The date of Job completion as stipulated above shall be deemed to be the essence of the agreement. For any delay in Job Completion or part thereof beyond the Job completion date stipulated, the vendor shall be liable to pay compensation @0.5%contract value per week of delay subject to a maximum of 5% of the contract value.

**9.0 Idle Labour**

Whatever the reasons may be, no claim for idle labour, additional establishments cost of hire and labour charges of tools and plants would be entertained under any circumstances.

**10.0 Clearing Site on Day to Day Basis / on Completion :**

On completion of the works the contractor shall clear away and remove from the site all surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a workman like condition to the satisfaction of the Employer.

**11.0 Dismissal of Workmen :**

The contractor shall on the request of the Employer immediately dismiss from works and remove from site any persons employed thereon by him, who will in opinion of the Employer, be unsuitable or incompetent or who misbehaves. Such discharges shall not be the basis of any claim for compensation or damages against the Employer or any of their officer or employee.

**12.0 Personal Protective Equipment:**

Contractors have to provide all-necessary personal protective equipment's such as helmet, safety shoes, safety goggles & hand gloves etc. to their labours.

**13.0 Safety and work permit:**

Contractor shall have to strictly adhere to all the safety rules of ISRPL and always work with proper permit from the operational department.

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#### **14.0 Safety regulations:**

You shall have to follow all the safety rules and regulations followed by ISRPL and also to ensure that your workers are well equipped with safety shoes and helmets and all other safety appliances required during the execution of the work.

#### **15.0 Penalty for violating safety rules & procedures :**

##### **15.1 In case of different types of injuries:**

- a) First Aid Case (FAC) - Rs. 2000 per incident per person
  - b) Medical Treatment case (MTC) - Rs. 4000 per incident per person
  - c) Restricted Work Case (RWC) - Rs. 8000 per incident per person
- For any subsequent recurring issues, the penalty will be doubled for each case.

The above penalties will be independent of any statutory penalties and/or other action against the service contractors.

#### **Methodology for identification of violation of safety rules and regulations and recovery of penalty:**

1. ISRPL's Occupational Health Centre (OHC) will declare any injury as First Aid Case (FAC), Medical Treatment Case(MTC), Restricted Work Case(RWC), Loss Time Injury(LTI) & (Fatality) FLT.
2. Investigation will be carried out within 24 hours by ISRPL's safety team. For major accidents (LTI / FLT) a cross functional investigation team will be formed by management.
3. ISRPL's Team Leader (TL) - Safety will check the nature & cause of such unsafe act or unsafe condition and whether contractor or contract workers are responsible or not.
4. Finance Department will deduct money from the Bills of the Contractor on the certification / confirmation of the ISRPL's Head - HSEF.
5. For violation of any safety rules and for unsafe act safety personnel at site will issue a penalty slip to the contractor representative at site with a copy to Team Leaders and Finance dept.
6. Contractor representative will have to sign in the penalty slip.

#### **16.0 Labour Laws & Regulations:**

Contractors will have to comply & abide all the Labour laws prevalent/relevant as per the Government guidelines from time to time. It will be the responsibility of contractor at time of inspection by the labour authority to submit the proof of documents and take clearance & certificate of compliance from the authority at time of inspection or when called-for by the labour authority/ISRPL.

All the labour laws will be applicable to contractor as per the rules/guidelines of law from the date of inception. Contractor will have to submit the relevant compliance certificates as per ISRPL requirement. To name



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few (Other laws not mentioned will also be applicable, if as per law advised to do so), labour laws are mentioned below:-

### **16.1 Contract Labour (Regulation & Abolition) Act 1970:**

Contractor shall obtain necessary labour license from Licensing Authority under the "Contract Labour (Regulation & Abolition) Act 1970" and central rules made there under.

### **16.2 Provident Fund:**

The provisions of the EPF & MP Act, 1952 and rules/Scheme framed there under shall be applicable to the eligible contractor and his eligible employees to be engaged for this job. The contractor shall furnish the code no. allotted by RPFC Authority to the Engineer -in-charge. For this purpose, the contractor is liable to submit copy of each wage sheet & challan showing PF deposit with each bill to the Engineer-in-charge duly signed. Upon failure of the contractor to do so the ISRPL shall be entitled to deduct applicable labour emoluments as Indemnity amount and shall be released only upon submission of related documents as proof of PF compliance in respect of the employees to be engaged by contractor for this job.

### **16.3 ESI Scheme:**

Contractor shall also comply with the provisions of the ESI ACT, 1948 and Rules framed there under in respect of your workers to be engaged for this job you shall obtain ESI Code No. from the local ESI Authorities for the said purpose and furnish the Code No. allotted by ESI authorities to the Engineer-in-charge before starting the job.

### **17.0-Statutory Documents:**

#### **17.1 Half Yearly Return under Contract Labour (R&A) Act:**

Xerox copies of Form XXIV mentioned under Contract Labour (R&A) Act, need to be submitted along with the bills for services rendered in January and July every year.

#### **17.2 Other Documents:**

Other documents that may be required to be produced would be communicated from time to time based on statutory requirements subject to subsequent amendments.

#### **18.0 Maintenance of Leave & Attendance data:**

All leave and attendance data pertaining to the personnel to be deployed by the Contractor to carry out the assigned jobs need to be maintained and controlled by the Contractor himself.

#### **19.0 Insurance Cover for Workmen:**

The contractor shall obtain adequate insurance policy in respect of his workmen to be engaged for the work towards compensations as admissible under the Workmen's Compensation Act, 1923 and Rules framed there under upon death

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/disablement of a worker and the same has to be produced to the Engineer-in-charge before start of the work.

In case any person deployed by you or by agencies who have been engaged by you for the execution of this contract suffers work injury or complains of illness within the Plant or in the presence of other ISRPL personnel on duty, the concerned person may be treated by the available medical / Para medical personnel who have been deployed by the Company. Subsequently, subject to the decision and guidance of the Company's Medical Officer, the concerned person may be hospitalized.

In such cases and in the absence of your authorized representatives or of the concerned agencies, all expenses related to the initial treatment and / or hospitalization expenses shall be borne by ISRPL and may be subsequently recovered from your bills. However, ISRPL will arrange to communicate such events to you through any of your personnel or any other suitable medium at the earliest possible opportunity. Once you or your agency takes charge of the situation all relevant medical documents (that had so far been generated) related to the case shall be duly handed over to you to enable you to claim insurance benefits, if any. In such events, all decisions taken by the Company's Medical Officer, related to the treatment and / or hospitalization of the patient may be considered to be final and binding on all concerned.

### 20.0 Site organization:

Contractor should have adequate manpower, equipment, tools and tackles to carry out the job. Bidders are advised to submit the proposed minimum site organization chart and the list of minimum equipment, tools and tackles they are going to maintain at site including the list of equipment's owned by the bidder. However this does not absolve the contractor of his responsibility to mobilize more manpower, equipment, tools and tackles as required to carry out the work. Contractor has to provide adequate skilled worker required for the job including supervisory worker.

### 21.0 ISRPL Environment Related Requirements:

You shall have to follow all the Environment related rules and regulations followed by ISRPL (as per ISO 14001:2015). ISRPL Environment Policy is to Protect, Utilize and manage our Natural resources in order to prevent Pollution and to continually improve the air breathe, the water we drink, and the earth we inhabit.

**22.0 General Conditions of Contract:** Other terms and conditions shall be as per General Conditions of contract enclosed.

**23.0 General:** ISRPL reserves the right to place order of any quantity, which may be higher or lower than as it is appeared in this RFQ. ISRPL also reserves the right to place order of any number of items. ISRPL reserves the rights for Technical Modifications and Commercial Negotiations. ISRPL may accept or reject the offer without assigning any reason what so ever.

Please acknowledge receipt of this enquiry and confirm your participation.

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Thanking you,

**For INDIAN SYNTHETIC RUBBER PRIVATE LTD.**

**Manager - Materials**