



MAZAGON DOCK SHIPBUILDERS LIMITED

(A Govt. of India Undertaking)

Dockyard Road, Mazagaon, Mumbai-400 010, INDIA.

Certified to ISO 9001 : 2008 For Shipbuilding Division

CIN :U35100MH1934GOI002079

**OUTSOURCING DEPARTMENT
WEB/E-TENDER**

Tel. No.: 2376 2000 / 3000 / 4000 Ext. 3299, 3326

Fax No.: (022) 23743198

E-Mail mskhandale@mazdock.com

Website : www.mazdock.com

Ref
No.

**Tender No.600000869/Rfq No.2110001095 dated 04.07.2017 , Closing Date
25.07.2017,15.00 Hours ,Opening on 26.07.2017,15.30 Hours.**

Sub : Services for Overhaul & Calibration of Pall Make PCM 400 Cleanliness Monitor (Engineering Department East yard),Sr.No.1282.

MAZAGON DOCK SHIPBUILDERS LIMITED INVITES ON-LINE COMPETITIVE BIDS from reputed Bidders / Suppliers in TWO BID SYSTEM (Part-I Techno Commercial Bid and Part-II Price Bid) on our e-procurement portal <https://eprocuremdl.nic.in> for the following Scope of Work / Supplies, terms and conditions:

1. DESCRIPTION OF WORK / SUPPLIES / SERVICES:

Services for Overhaul & Calibration of Pall Make PCM 400 Cleanliness Monitor (Engineering Department East yard),Sr.No.1282.

1.1 The detailed scope of work is as per Enclosure-1

2. PRE- QUALIFICATION CRITERIA:

2.1 Scanned image of following documents to be uploaded by Bidders along with their offer:

- i. Bidders Company Profile and Shop & Establishment registration certificate.
- ii. Bidder shall submit the at least one work order copy along with work completion Certificates for similar kind of job undertaken by them.

Note: MDL has a right to verify / cross verification of authenticity of the said documents whenever felt necessary.

Note: a) Sr. no. (i) and (ii) above not required for permanent registered vendors.

b) Bidders need to Upload supporting documentary evidence in support of the Pre-Qualification Criteria viz. **Work Order, Work Completion Certificate** issued by the party for whom the work is done. MDL has a right to verify / cross verification of authenticity of the said documents whenever felt necessary.

c) It is clarified that the work executed by the contractors for their in-house or capital use need not be considered for the purpose of bidders' experience of completion of similar works.

3. VALIDITY PERIOD: Bids / Offers shall have the validity period of **120 Days** from the tender closing date.

4. ONLINE SUBMISSION OF OFFER IN TWO-BID SYSTEM: Offer must be submitted in two parts, Part - I (Techno-Commercial Bid) & Part II (Price Bid) on the MDL's e-Procurement website <https://eprocuremdl.nic.in> **Offer in any other form will not be considered.**

Techno-Commercial Bid Part-I: This part should contain the following:

i)	Online Acceptance on clauses of Tender Enquiry, General Terms & Conditions (GT&C), Standard Terms & Conditions (STACs) in the Prescribed Formats stating 'Accepted OR Deviation' as applicable for each of the clause.
ii)	Deviation sheet in case of any deviations from Terms, Conditions specified in the Standard Terms and Conditions, Tender Enquiry & General Terms & Conditions shall be uploaded online.
iii)	Any deviation with respect to Technical requirement shall be uploaded online by the bidder.
iv)	Scanned image of Valid Service Tax registration certificate. In case of any cash transactions made for order/s executed against para 2 (iv) above, proof of tax paid for such order/s is to be submitted.
v)	Price schedule BLANKING the PRICES but clearly indicating ' QUOTED / UNQUOTED ', also indicating the % of actual taxes/ duties applicable, in the prescribed format available on MDL's e-Procurement website https://eprocuremdl.nic.in
vi)	Bidders / Vendors should upload scanned documents as per Para 2.1 (1 i & ii) in Part-A of the tender.
vii)	Scanned Image of valid Registration or Approval certificates in case of Bidder's/ firms registered with MDL/ NSIC/ Micro or Small Enterprises/Industries.
viii)	Scanned image of Vendor Declaration in bidder's letterhead as per the format at Enclosure-3 .
ix)	Scanned image of duly filled RTGS/NEFT as per Enclosure- 2 .

Note: i) MDL has a right to verify / cross verification of authenticity of the scanned documents with respect to original submitted against this tender.

ii) The bidder is requested to **ensure that all the documents asked for are submitted** and are clear, legible & duly signed (i.e. self-attested), as it would save considerable time without necessitating the need for furnishing of the documents again by them. The bidder is also requested **not to submit unnecessary documents not asked for**, like signed & stamped copy of this Tender document, etc.

iii) The bidder is required to compulsorily select 'ACCEPTED' or 'DEVIATION' from the drop-down field choices available against the relevant Para no. /Clause no. of TEF/STACS/GT&C (as applicable). In case 'DEVIATION' is selected against a particular Para no. /Clause no., it would be mandatory to explain the deviation proposed by the bidder in the adjoining text field. Any deviation (s) mentioned elsewhere in the Offer/Bid, other than in the said forms, will not be considered.

iv) Blank Rate Sheet form is required to be filled-up by the bidder online by selecting 'QUOTED' or 'NOT QUOTED' from the drop-down field choices available, depending upon whether the bidder has quoted for the particular Service/Item tendered. Therein, the bidder is also required to specify the Taxes & duties (if any) quoted & the rate of the Taxes/Duties.

Part-II: In this part bidders are requested to fill the PRICES for each of the listed items strictly in the prescribed format/ Rate sheet provided in E-Procurement Portal. **Offer in any other form will not be considered.**

5. BID REJECTION CRITERIA:

a. Following bids shall be categorically rejected:

i)	The Bids received after tender closing date and time.
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ii)	Bidders not quoting for all the items in the Rate Sheet in the prescribed format available on MDL's e-Procurement website https://eprocuremdl.nic.in
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b. Following bid rejection criteria may render the bids Liable for Rejection.

i)	Bidder's failure to submit sufficient or complete details for evaluation of the bids within the given period which may range in between two to three weeks depending on the deficiencies noticed in the drawings / technical data which shall not however conflict with validity period. However, over all time allowed in respect of normal procurement shall not exceed 3 weeks and one week in case of emergency procurement.
ii)	Incomplete / misleading / ambiguous bids in the considered opinion of TNC.
iii)	Bids with technical requirements and or terms not acceptable to MDL.
iv)	Bids received without scanned copies of pre-qualification documents wherever required as per the tender.
v)	Bids not meeting the pre-qualification parameters stipulated in the tender enquiry.
vi)	Validity period indicated by bidders is shorter than that specified in the tender enquiry.
vii)	Bidders not submitting documents as per clause 4.

6. Bid Evaluation Criteria: Technically qualified overall lowest offer (L1 bidder) indicated in the Price Bid on MDL's e-procurement portal will be considered for awarding the contract.

The ranking of the price bid will be done on all inclusive basis including taxes, duties, loading parameters etc as per rate sheet.

Note: In case of any discrepancies observed in any Rate Sheets, or against each item and / or in Grand total in the price bid, evaluation would be carried out by arriving on the grand total by considering the unit rate and quantity indicated in Rate sheets.

7. Contract Period: One time contract. Delivery will be within 15 days after placement of Purchase Order.

8. Mobilization: The successful bidders shall mobilize the required Manpower / Tools / Materials within 7 days from the placement of LOI/ Order whichever is earlier.

9. PRICING: Bidder shall quote the prices of all items listed in the tender enquiry which will be inclusive of all costs such as labour, material, packing charges, transportation, incidental expenses etc. However the applicable taxes/duties & levies will be indicated separately in the rate sheet. The prices quoted shall remain firm and fixed during the currency of the order/contract.

MDL shall not be bound by any printed conditions or provisions in the bidder's bid forms or acknowledgement of Order/Contract, invoices, packing list and other documents which purport to impose any conditions at variance with or supplemental to Order/Contract.

10. TAXES & DUTIES: Bidder shall indicate separately the percentage of the applicable taxes and Govt. levies in blank Price Bid submitted in Part I (Techno Commercial Bid) as well as in Part-II Price Bid.

Applicable GST may be indicated along with HSN/SAC number and your GST provisional ID, which is mandatory for considering your offer.

MDL GST Provisional ID number is 27AAACM8029J1ZA.

11. Free Issue Material : If instruments to be taken outside MDL for calibration successful bidder shall provide Indemnity Bond ,as per MDL format ,along with provision of Insurance cover for total value of

items while taking out items for calibration outside MDL with MDL as beneficiary valid till completion of contract .The same shall be returnable after successful completion of job.

12. TERMS OF PAYMENT: -

a) Payment will be made through NEFT/RTGS within 25 to 30 days on submission of bills in triplicate to Invoice Receipt Section along with work completion certificate (SAP Service Entry Sheet copy) duly signed by Chief Manager or officer of above level of Engineering East Yard dept.

b) No advance will be paid in any manner against the Contract.

13. SITE VISIT FOR QUOTING: Prior to submission of your quotation, bidders are requested to visit the site and if any clarification is required bidders may contact **Shri.Mayur Patil –M (Engg - EY)** on Telephone No.23763552 or **Mr. C.Sunil Kumar , DGM (Engg - EY)** on Telephone No. 2376 3530 or Direct No.23719610 and submit duly filled Vendor declaration as per format at **Enclosure –3** along with the offer.

14.Modifications to the Bids: -

Bidder will not be allowed to bid after the closing time is over. Bidder can change the submitted bid any Time till the closing time through e-portal only and the last changed bid will be considered for ranking of the bids.

15.Inspection:-

Final work completion certificate in respect of completion of entire scope of work will be certified by MDL East Yard Maintenance dept. Any objection raised by MDL inspection team against quality of material or workmanship shall be satisfactorily corrected by the Vendor at his expenses including replacement as may be required within shortest possible time within 7 days.

16.SECURITY DEPOSIT (SD): Not Applicable

17.Guarantee/Warranty: Calibration certificate issued should be valid for one year from date of issue.

18.Performance Bank Guarantee (PBG): Not Applicable

19.Liquidated Damages or Penalty: Time is an essence of the contract therefore the job, as ordered, should be completed on the dates mutually agreed upon in accordance with the delivery schedule. In cases of delay not attributable to Purchaser beyond the agreed schedule, the Supplier / Contractor shall pay liquidated damages, a sum representing 0.5% (Half per cent) per week or part thereof, subject to maximum of 5% of the final Order / Contract value.

20. RISK PURCHASE: If the article / service or any portion thereof be not delivered / performed by the scheduled delivery date / period, any stoppage or discontinuation of ordered supply / awarded contract without written consent by Purchaser or not meeting the required quality standards the Purchaser shall be at liberty, without prejudice to the right of the Purchaser to recover Liquidated Damages / penalty as provided for in these conditions or to any other remedy for breach of contract, to terminate the contract either wholly or to the extent of such default. Amounts advanced or part thereof corresponding to the undelivered supply shall be recoverable from the Contractor / Bidder at the prevailing bank rate of interest.

MDL shall also be at liberty to purchase, manufacture or supply from stock or utilize the services as it deems fit, other articles of the same or similar description to make good such default and/or in the event of the contract being terminated, the balance of the articles of the remaining to be delivered there under. Any excess over the purchase price, cost of manufacture or value of any articles supplied from the stock, as the case may be, over the contract price shall be recoverable from the Bidder / Contractor.

21. LOADING CRITERIA: Deviations sought by the bidder in respect of Payment terms and delivery period shall be loaded on the bidder/s quoted prices during price evaluation by MDL as per MDL Norms. It is desirable that the bidder accepts the Payment Terms indicated by the company in the Tender document. Varied payment terms quoted by bidders as compared to the terms stated in the Tender document shall be normalized by loading the Prime Lending Rate of State Bank of India plus 2% on the quoted price.

Note: Online ranking visible to bidders after opening part II price bids is without loading parameters. However the L1 bidder will be evaluated offline by applying all applicable loading parameters as mentioned in the tender document.

22.FREAK LOW QUOTES: In case after opening of price bid of technically cleared firms, it is noted that L-1 firm has quoted very low rates and indicates to withdraw from the tender then EMD shall be forfeited and firm may be given tender holiday including intimation to other PSUs. If the rates quoted are less than MDL estimates by 40% or so and if the difference in rate between L1 and L2 is 30% or more then the firm will have to give additional BG of 20% of the PO value as additional security. Bank charges for this additional BG shall be borne by MDL and reimbursed against proof of payment.

23. Hindrance Register :

All hindrances with date of occurrences and removal shall be noted in the Hindrance Register. The Hindrance Register shall be signed by the reps of both MDL as well as Contractor.

24. PUBLIC GRIEVANCE CELL: - A Public Grievance Cell headed by **Shri S. D. Kajawe, General Manager (F-Accounts)**, 3rd floor, Mazdock House has been set up in the Company. Members of public having complaints or grievances are advised to contact him on Wednesday between 10.00 hours and 12.30 hours in his office on 3rd floor, Mazdock House or send their complaints / grievances to him in writing for redressal. His Telephone No. is 23762184 or 23759793.

25. Working on MDL Holidays: Request for permission for working on Saturday / Sunday / holidays if required, should be submitted 3 working days prior to the date of holiday, to Personnel department and Security through concerned Dept.

26. Instructions to the Bidders:

Note: Before quoting against this Tender, the prospective bidder is requested to go through the Tender Enquiry document (& Annexes, if any) thoroughly & carefully. Deviations to the Terms & Conditions of the Tender are highly discouraged. Therefore, any doubts arising in respect of any of the Terms & Conditions stipulated, Qualification Criteria, Eligibility for exemption from submission of EMD, clarification if any w.r.t Documentation / Procedural requirements, etc. shall get clarified by the prospective bidder through the Dealing Executive invariably before the submission of the Bid.

26.1 Submission of bids against e-Tenders: The bidder is required to quote online on the e-Procurement website (www.eprocuremdl.nic.in) by the deadline, by submitting the Techno-commercial Bid & Price Bid in Electronic format only. The prices/quotes & a few declarations shall have to be entered/uploaded by the bidder online in the Tender's entry forms & other bid documents scanned /soft copies shall have to be uploaded as part of the bid. All bids should be digitally signed using DSC (as explained below).

26.2 To be able to participate in e-Tender (s), every bidder must register themselves on the ASP's website (*registration is free of cost*) & must possess a legally valid Class-II B or above Digital Signature Certificate (DSC) (*also known as Class-II B or above DSC with encryption & signing authority*) as per IT

Act-2000, using which they can sign their electronic bids. The DSC can be procured from any Certifying Authority (CA) authorized by Controller of Certifying Authorities (CCA) of Govt. of India.

26.3 National Informatics Centre (NIC) have been appointed by MDL as the Application Service Provider (ASP).

26.4 In order to familiarize prospective bidders to e-tendering / e-procurements other aspects, etc., regular orientation training programs {of two(2) hours duration} are being organized at MDL. The interested bidders are requested to get themselves acquainted with all the requisite aspects & be prepared by attending the training by conducting the ASP/MDL official(s). The firms may nominate only one representative from their organization to attend such training. Training shall be conducted every Friday between 2 & 4 PM in MDL.

26.5 Besides the training being organized, Online User Manual is available on the website for the guidance of users & for participating in the e-Procurement/ e-Tendering, the bidder must ensure having the requisite (IT) infrastructure at their office premises.

26.6 For any further details of e tendering & digital signatures, please contact 0120- 4200462, 0120-4001002, 8826246593, eproc-support@gov.in OR Mr M S Kumbhare DGM (C-MP) Phone - 2376 3252 or mobile: 9769327576, miskumbhare@mazdock.com

26.7 Bidders in their own interest are requested to upload their bids well in advance of tender closing date to avoid the last minute difficulties in uploading the bids. Request for extension, if at all to be made, shall be forwarded at least 3 working days in advance to the tender closing date / time with proper reasoning. MDL reserves all rights in this regard & decision of MDL shall be binding to the applicant. Problems in hardware/software, internet connectivity, system configurations, Browser setting etc, for whatsoever reason shall not be considered for extension of tender closing date and time.

26.8 MDL will not be responsible for an error in downloading of tender documents from web by the bidders. The version appearing on MDL website will be considered final and authentic.

26.9 All bidders are requested to get their technical queries, if any, clarified in advance (3 days in advance to tender closing date) before bidding to avoid last minute delay. For any technical clarification, bidders are requested to contact Mr. M.S.Khandale CM. (OTS), Tel. no. 23763299.

26.10 Entry Pass for Contractors and their workmen: Bidders shall comply with the MDL Security Procedures laid down in MDL for entry passes in respect of Contractors and their workmen which is available in the home page of OUTSOURCING DEPT. of MDL Website www.mazdock.com Tenders Outsourcing- Notification Page. A copy of same (11 pages) is attached herewith at Enclosure - 5

26.11 Bidders can participate in online bidding
ÉBy registering with <https://eprocuremdl.nic.in> for User ID and password.
ÉBy obtaining class IIB or above DSC (Digital Signature Certificate) with encryption & signing authority (for secured bidding).

26.12 Bids received against online participation shall only be accepted. Bids submitted in any other mode will not be considered.

26.13 MDL bidderø earlier quoted for MDL tender on website <https://mdl.eprocure.in> have to register again (free of cost) on website <https://eprocuremdl.nic.in>

26.14 MDL reserves the right to consider placement of Order / Contract in part or in full against the tendered quantity or reject any or all tenders without assigning any reason.

26.14 MDL reserves the right to consider placement of Order / Contract in part or in full against the tendered quantity or reject any or all tenders without assigning any reason.

We look forward to receive your most competitive and reasonable offer against this tender.

Yours faithfully,

For MAZAGON DOCK SHIPBUILDERS LIMITED,

Chief Manager (OUTSOURCING)

M.S.Khandale, Phone No.022-
23763299

Enclosure 61 Scope of Work
Enclosure 62 RTGS/NEFT Form
Enclosure 63 Vendor Declaration

References: Terms & Conditions (Available on MDL Website - www.mazdock.com Tenders
Outsourcing-Notification Page

- 1) Standard Terms & Conditions (STACS)
- 2) General Terms And Conditions (GT & C)
- 3) Official Secrets Act 1923 (Extract).

Formats: (Available on MDL Website - www.mazdock.com Tenders Outsourcing-
Notification Page

- 1) OTS -F-07 Order acceptances Format

Services for Calibration of Pall Make PCM 400 Cleanliness Monitor
(Engineering Department East yard)

Scope of Work:

Item No.1: **Calibration of Cleanliness Monitor** for Checking Contamination of Hydraulic Oil
Make ó Pall
Model ó PCM 400
Qty ó 1 No
Sr No ó 1282

System Components per Machineó

- a) PCM 400 Cleanliness Monitor
- b) Power Supply Unit
- c) Integrated battery pack
- d) PCM 400 Hand held Display
- e) Set of Hoses for Intake & Discharge of Oil

The Bidder will collect the above equipment from MDL Premises and return back the equipment after calibration

Duly calibrated Certificate valid for Period of One year from Date of Calibration to be issued after Calibration along with traceability Certificates of Master Used for Calibration

Medium ó FHARI (Water based Glycol Hydraulic Oil)

Accuracy Required-

- 1) Particle Count # +/- 0.2 ISO 4406 Counts of Reference Instrument when Tested with ISO Medium Test Dust (ISO MTD)
- 2) Temperature Calibration of Within +/- 2Deg Celsius of Reference Instruments

The Calibration Service must include

- É Analysis of engineerø diagnostic report and rectification of any faults found
- É Battery, Power supply and clock check
- É Performance evaluation on calibration fluid
- É Software update to latest release level
- É Check for oil leaks and rectification as necessary
- É Last chance filter replacement
- É Flush, strip and clean all internal components
- É Relief valve check and reset
- É If appropriate, the incorporation of any design enhancements introduced since built
- É Replace 6 micron and 14 micron meshes and flush housings
- É Transducer calibrations
- É Perform production validation procedures
- É Software menu checks
- É Return Equipment to customer

MDSL Representative will witness the Test results of PCM 400 & Master used for Calibration at the Calibration Premises

Item No.2: **Calibration Service kit** comprising of following parts to be replaced during the calibration process

- 1) Hose for Oil Intake.
- 2) Hose for Oil Discharge.
- 3) Last Chance Filter.
- 4) 6 Micron Filter Mesh

- 5) 14 Micron Filter Mesh
- 6) Software package updated to latest release level.

Item No.3:New Thermal Printer Kit for Pall PCM 400

Wireless Thermal printer kit for PCM 400 with rechargeable battery.

Model of Printer -PCM 400 PRT Printer kit must contain:

- i.Printer Module
- ii.Mains Lead
- iii.Charger
- iv.RS 232 Lead
- v.Pouch for Printer.
- vi.2 off M4 x 16 Screws for Holder.
- vii.Holder
- viii.Spare Recording Paper Rolls (30 Nos)
- ix.Printer Instructions Manual.

Item No. 4: Switching Power supply unit for PCM 400 Contamination Monitor

(New power supply unit required as old one not working properly and has undergone many repairs)

Input 100-200 V-47-63 Hz,32.2A

Output 48V,2.7A Max

Part No.-PSE130-48

**MAZAGON DOCK LIMITED
DOCKYARD ROAD,
MUMBAI – 400 010**

RTGS / NEFT – Mandate Authorisation Form

1.	VENDOR NAME	
2.	PAN No.	
3.	VENDOR ADDRESS	
4.	VENDOR'S TELEPHONE	
5.	E-MAIL ADDRESS	
6.	BANK NAME	
7.	BANK ADDRESS	
8.	ACCOUNT NO.	
9.	ACCOUNT TYPE	
10.	NEFT CODE	
11.	RTGS CODE	
12.	MICR NO	
13.	VAT NO.	
14.	CST NO.	
15.	EXCISE NO.	
16.	SERVICE TAX NO.	

We hereby declare that the particulars given above are correct and complete. If the transaction is delayed for reason of incomplete or incorrect information, we would not hold MDL responsible.

Date **Suppliers Seal** **Authorised Signature of the suppliers**

Certified that the particular as per Serial No. 1 & 6 to 12 are correct as per our records.

Date **Bank's Stamp** **Authorised Signatories of Bank Officers**

VENDOR DECLARATION

Sub: Services for Overhaul & Calibration of Pall Make PCM 400 Cleanliness Monitor (Engineering Department East yard)

We have understood the Scope of Work and requirement given in the tender, discussed with East Yard-Engineering Department. We also confirm herewith that our quoted price/rates are in line with the above scope of work.

M/s.

SIGNATURE

NAME

DESIGNATION

STAMP

DATE:

RATE SHEET FORMAT

Services for Overhaul & Calibration of Pall Make PCM 400 Cleanliness Monitor (Engineering Department East yard)

Sr. No.	Description	Qty in Nos	Unit rate (in Rs.)	Applicable Tax %	Applicable Tax Rs.	Total Amount Rs.
1	Calibration of Pall PCM 400 as per Item No.1 of Scope of work	1				
2	Calibration Service Kit as per Scope of work Item No.2	1				
3	Additional items - Wireless Thermal Printer kit as per Scope of Work Item No.3	1				
4	Switching Power supply unit for PCM 400 Contamination Monitor as per Scope of work item No.4	1				
	Total Rs.					

Note: (i) Bidders are requested to fill the PRICES for each of the listed items strictly in the prescribed format/ Rate sheet provided in E-Procurement Portal. **Offer in any other form will not be considered**

ii) In case of any discrepancies observed in Grand Total or Total value against item under description in the price bid, evaluation would be carried out by arriving on the Grand total value by considering the Total Services/Qty and Unit Rate.

(iii) Bidders to refer Enclosure-1 (scope of work) before quoting.