

<p>To, M/s. BPCL ESTIMATE MUMBAI . India - 400038. Ph: ,Fax: . Vendor Code:300648</p>	<p>REQUEST FOR QUOTATION</p> <p>Collective RFQ Number/ Purchase Group 1000428115 / N11-ELECT/INST SERVICE</p> <p>Contact person/Telephone THOMAS ANNIE STANLEY/25533291-</p> <p>Fax : -</p> <p>Email:thomasas@bharatpetroleum.in</p> <p>Our ref.:</p>	
<p>RFQ No/Date: 6001822674 / 12.12.2024</p>	<p>Quotation Due Date/Time:07.01.2025/14:00:00</p>	
<p>Material/Services required at: M/s. BHARAT PETROLEUM CORPN. LTD MUMBAI REFINERY MAHUL, MUMBAI - 400074 India</p>		
<p><u>SUBJECT - RENEWAL OF MS & HSD NIR SOFT REV IN PH5 AT BPCL, MUMBAI REFINERY</u></p> <p>The subject tender is for proprietary service of M/s. YOKOGAWA INDIA LIMITED Offer is requested from M/s. YOKOGAWA INDIA LIMITED or their authorized dealers for the same. The authorized dealers should submit tender specific authorization from M/s. YOKOGAWA INDIA LIMITED to participate in this tender.</p> <p>You are invited to quote online through GeM portal "On-Two-Bid-Basis" for above subject as per the enclosed Tender Documents.</p> <p>SUBMISSION OF TENDER ONLINE ON GEM PORTAL (https://gem.gov.in/):</p> <p>TWO BID BASIS:</p> <p>1. UN-PRICED TECHNO COMMERCIAL BID. Un-priced techno commercial bid shall comprise your technical details and confirmations to our tender specifications. Commercial terms shall be clearly mentioned in this bid.</p> <p>2. PRICED BID. You shall submit / upload your Price bid along with all required documents, on or before the due date specified on GeM portal.</p> <p>Note: Quoted prices shall be all inclusive.</p> <p>Hard copies of the bids shall not be submitted to this office, since hard copies shall not be considered for evaluation.</p> <p>GST:- Your quoted rates shall be inclusive of all applicable taxes and duties or as decided by GeM.</p> <p>Any statutory variation in GST (CGST+SGST / UTGST) / IGST or introduction of any new statutory taxes and duties within the contractual completion period</p>		
<p>Page 1 of 20</p>	<p>Vendor Sign & Stamp</p>	<p>For Bharat Petroleum Corporation Ltd.</p>

shall be to BPCL account, against submission of documentary evidence for substantiating the variation by way of relevant notification. However in case of delay in completion period beyond the contractual date, for reasons attributable to contractor, any increase in these rates or any new statutory taxes and duties introduced during the period beyond the contractual completion date shall be borne by the contractor, whereas any decrease passed on to the owner.

GST (CGST+SGST / UTGST) / IGST, if applicable shall be paid after verifying GST (CGST+SGST / UTGST) / IGST Registration no. Invoicing shall be done for the subject job as per approved statutory format for invoice (i.e. invoice should clearly specify billing address of Bidder / Address of service receiver / GST registration nos. of Bidder and service receiver / applicable SAC no. / GST rate applicable / invoice no. / invoice date / etc.

Process for release of GST amount shall be as given below:

- 1) GST amount shall be released only upon reflection of corresponding invoice details in the BPCL GSTR-2B report as made available on the GST portal on or after 14th of the succeeding month.
- 2) For invoices received and processed during any month, if the details of invoices are not appearing in the BPCL GSTR-2B then GST amount shall be with-held till such time the same is reflected in BPCL GSTR-2B.
- 3) In case invoices details are already appearing in the GSTR-2B at the time of processing the payments then for such cases the GST amount shall not be with-held and 100% payment including GST shall be released.

DEVIATION:

You are requested to have all your queries clarified before bidding. However, if you still have deviations from our RFQ and the attachments (specifications / scope of work / Drawings) etc. please indicate deviations in your offer in the bidding form titled 'DEVIATIONS' attached in the etender giving reference to RFQ clause no. Deviations appearing in this attached bidding form of the E-Tender titled 'DEVIATIONS' shall only be considered while evaluating the offer. In case there are no deviations, please submit "NIL DEVIATIONS". Deviations mentioned elsewhere shall not be considered for evaluation.

NEFT PAYMENT:

Payments to contractors etc. shall be made by National Electronic Fund Transfer (NEFT) only. Payment by cheque will be made only to those vendors whose bank is located in the city where NEFT payment facility is presently not available. Bids received from vendors who are not accepting the NEFT payment terms are likely to be rejected.

VALIDITY: Your quotation shall be valid for a period of 120 Days from the Quotation due date.

Building and Other Construction Workers Welfare Cess Act 1996 applies to all construction works carried out in premises not covered under factories Act 1948. BOCW cess shall be deducted @ 1% from the bill at the time of payment.

The cess shall be deducted on value of the contract. This shall not include any free issue material issued for the job/ cost of land. This Cess will be computed before GST.

Definition of Construction Works as per the Act Building or Other Construction Works means the construction, alteration, repairs, maintenance or demolition, of or in relation to building, street, roads, railways, tramways, airfields, irrigation, drainage, embankment and navigation works, flood control works (including storm water drainage works), generation, transmission and distribution of power, water works (including channels of distributing water), oil and gas installations, electric lines, wireless, radio, television, telephone, telegraph, and overseas communications, dams, canals, reservoirs, watercourses, tunnels, bridges, viaducts, aqua-ducts, pipelines, towers, cooling towers, transmission towers and such other work as may be specified in this behalf by appropriate Government, by notification but does not include any building or other construction work to which the provisions of the Factories act 1948 or the mines Act 1952 applies.

BOCW Cess shall be applicable to the following type of projects:-

- a. All Greenfield Projects like:
 - i. New Depots/ Installations/ Terminals/ LPG Plants/ AFS stations
 - ii. New Petrochemical Projects/ Bio fuels projects etc.
 - iii. New Lube hubs/ depots
 - iv. Pipeline Projects
 - v. New Retail Outlets
- b. Office buildings projects/ transit flats
- c. Residential Complexes
- d. Any other project done in a location not registered under Factories Act.
- e. Any major Repair and maintenance and;
- f. The Project/ Establishment employs more than 10 construction workers for the job on any day in 12 months.

Bidders are there for requested to take into consideration above Cess (If applicable) while quoting.

OPENING OF TENDERS:

Both un-priced techno-commercial and priced bid will be opened online on GeM portal.

BPCL reserves the right to cancel this tender without assigning any reasons.

Please submit following details in the E-Tender attachment bidding form titled "Reply of point no.16 of special safety conditions" along with techno-commercial bid:-

A. Total man-hours worked, per year, for the last three years.

B. Contractor's Past Safety Performance

a. Worker's Compensation Payout (last 3 years)

b. Number of Fatal Incidents (last 3 years)

- c. Reportable Lost Time Injury Frequency Rates (last 3 years)
- d. Pending court cases, if any

C. Safety Capabilities Assessment

- a. Contractor's Company Safety Policy
- b. Contractor's Company Safety Organization
- c. Safety Management System Manual of the contractor
- d. Hazard Identification & Risk Management Program
- e. Accreditation (ISO 9001/ ISO 14001/ OHSAS 18001)/ Performance Awards
- f. 3rd Party / Client Audits Report of similar previous jobs undertaken by them

D. Safety assurance plan.

Quotation must clearly indicate the number of Supervisors and skilled or unskilled workers, which will be deployed for the job, from time to time during execution of the contract.

The above information will be taken into view during tender evaluation.

In case, reply to Point No.16 is not submitted, bids are likely to be rejected / bids may not be considered for technical evaluation.

In case of any technical clarification, please contact BPCL Engineer-in-charge.

Mr. VIKAS NAKITWAD
MANAGER (MAINTENANCE) E & I
Tel No. 022-2552 4165, Mob No.7710032409
Email: nakitwadvikasvi @bharatpetroleum.in

In case of any commercial clarification, please contact.

MR. ANNIE S THOMAS
PROCUREMENT MANAGER , MR
TEL.NO.022-2553- 3291, MOB NO. 9967890953
EMAIL:thomasas@bharatpetroleum.in

Other Special Conditions of Contract :

1. BPCL Mumbai Refinery is an ISO:50001:2018 certified Refinery and is focused on energy efficiency. In line with the same, all contractors providing services for BPCL Mumbai Refinery should preferably deploy energy efficient equipments such as energy efficient welding machines, LED temporary lighting and temporary window AC of BEE 4-star rating and above for execution of the work.

2. Contractors / Service provider hereby agrees to ensure that the contract labour engaged by him / her for carrying out his / her contractual obligations will be upto 60 years of age. In case of any deviation the Management reserves the right to take suitable action against the contractor / Service provider.

3. It is advised that all vendor employees / contract employees

The contractor shall be obliged to pay the wages through 'electronic payment mode' in the personal bank account of his/her workmen deployed at the site of BPCL, Mumbai Refinery / MMBPL sites. The wages shall be paid by electronic payment mode within 7 days of the end of previous month.

4. It shall be the responsibility of the contractor to provide documentary and/or any other proof in terms of Payment of Wages and/or any other remittances to workmen through bank account, to the Corporation i.e. BPCL. It shall be obligatory on the Contractor to submit the aforesaid documents etc. as a condition precedent for payment of bill / invoice raised as per the agreed terms.

5. The Bidder, being the employer in the relation to persons engaged/employed by him for providing the services, shall alone be responsible and liable to pay wages/salaries to such persons employed by him from time to time which in any case will not be less than the minimum wage as fixed or prescribed for the scheduled employment of "Construction or Maintenance of roads or Runways or in Building Operations.

The Bidder shall be obliged to pay the wages by electronic payment mode to the personal bank account of the contract labour within 7 days of the end of previous month.

6. Hydra/Crane shall not be used for shifting material, equipment, exchanger bundles, pipelines, etc inside refinery from one location to another location. It can be used only for loading & unloading purpose. This is to be followed strictly for reinforcing safety practices in the refinery. The existing Hydra Cranes can be substituted with suitable/equivalent hydraulically operated cranes that are equipped with rear mounted boom and out rigger supports. Some of the models having these features are mentioned below for your easy reference :

a. Escort Construction Eqpt. Ltd. (ECEL) : TRX Series - K10, F15, TRX 1651, TRX 2319,MAC 1214.

b. Action Construction Eqpt. Ltd. (ACE) : FX 120, FX 150, 15XWE,15XWF, Rhino 110 FC.

7. BID REJECTION CRITERIA FOR TENDER:

The following provisions of the bidding document must be adhered to without deviation, failing which the bid shall be considered to be non-responsive and rejected.

- a) Bid Validity
- b) Time schedule
- c) Security Deposit / Performance Bank Guarantee
- d) Scope of Work / Scope of Supply
- e) Price Reduction Schedule / Liquidated Damages for delay.
- f) Payment Terms
- g) Deviation to terms & conditions of RFQ / and its Addendum /

Corrigendum if any

- h) Presumptions etc. in Price Bid and "terms & conditions of tender".
- i) Defects Liability Period
- j) Schedule of Rates / Prices
- k) Any type of price information in Technical Bid/ un-priced bid.
- l) Bidder does not quote for any service item in price bid
- m) Bidder quotes "zero" for any service item in price bid

8. Contractor shall always examine the drawings and work front released to them. In no case the executed value of the job shall exceed the awarded value of the contract. No cost over run and Time over run will be permitted on Purchase Orders / Annual Rate Contracts. Hence contractor shall ensure that jobs are carried out within the approved contract value and time limit. Additional payment will not be made if the job executed is beyond the awarded contract value.

Vendor should take all necessary prequation of COVID -19 as per government guidelines.

9. Limitation of liability: - This clause mentioned in GCC shall supercede

The aggregate total liability of the Contractor to Owner under the Contract shall not exceed the total Contract Price, except that this Clause shall not limit the liability of the Contractor for following:

- a. In the event of breach of any Applicable Law, liability of the vendor shall be Limited to the cost incurred / to be incurred by BPCL towards payment of any Penalty / fee / interest / professional charges etc.; or
- b. In the event of fraud, wilful misconduct or illegal or unlawful acts, or gross Negligence of the Contractor or any person acting on behalf of the Contractor; or
- c. In the event of any claim or loss or damage arising out of infringement of Intellectual Property, maximum liability shall be restricted to the actual cost of defense and any claim arising out of infringement of intellectual Property.

Neither Party shall be liable to the other Party for any kind of indirect or consequential loss or damage, loss of use, loss of profit, loss of production or business interruption which is connected with any claim arising under the Contract."

Arbitration: The Seat of arbitration shall be at Mumbai.

FIRM PRICES:

The Contract Price shall remain firm and fixed till the completion of Work in all respects.

BASIS OF EVALUATION:

The tender shall generally be evaluated on lowest quote basis.

ATTACHMENTS:

- 1) General Terms and Conditions.
- 2) General Conditions of Contract.
- 3) Special Safety Conditions.
- 4) Financial Deterrent for violation of Safety norms by Contractors.
- 5) Policy of Holiday Listing of Vendors
- 6) Memorandum of Agreement.
- 7) Energy Policy
- 8) QHESS Policy
- 9) IMS POLICY
- 10) Bid Document checklist
- 11) CRFQ 10004281158
- 12) Holiday listing declaration

BPCL reserves the right to cancel this tender without assigning any reasons.

Scope of Work (SOW) for YIL Make NIR PC Upgradation

A. Introduction:

Bharat Petroleum Corporation Mumbai refinery is having M/s Yokogawa Supplied NIR Analyzer systems. The NIR modelling and application PC systems are required for the maintenance of the existing NIR analyzers for MS and HSD.

B. Job details:

1. NIR1 modelling and application PC system is presently working on windows XP. Windows XP operating system is obsolete there is no further support available for the same.
2. NIR2 modelling and application PC system is presently working on Windows7 which is also obsolete, and there is no further support available for the same.
3. Both NIR maintenance PC's are affected by harmful viruses and data are not recoverable.
4. Both NIR PC's are often freezes and affects the daily routine maintenance work.

This tender is being floated for the services & supply of PC Unscramler & Spectland Software Only for two Yokogawa make NIR Analyzer systems.

Vendor shall read all the requirements mentioned in this tender before submitting the offer.

C. Analyzer Details:

The scope shall cover the below listed NIR Analyzers of OMS (Oil Monitoring

Stations)

1. Yokogawa NIR analyzer

a. Plant: BLENDING

b. Service: HSD

c. Tag Name: BAI 7151;

2. Yokogawa NIR analyzer

a. Plant: BLENDING

b. Service: MS

c. Tag Name: AI 301;

D. Scope of Work shall broadly comprise of:

1. Travel, Lodging & Boarding of the service engineers during the service installation and commissioning period shall be under vendor's scope.
2. Vendor visits shall be made as per vendor require days and payment will be made as Lumpsum (LS) for the total job completion of I&C of the NIR PC systems meeting the BPCL E-I-C satisfaction.
3. The scope of work shall be performed by trained analyzer specialists for maintenance, operations and performance improvement of NIR PC analyzers system.
4. Vendor needs to go through BPCL safety training before working in plant area and avail valid safety certificate and gate pass.
5. For any modification in the analyzer system, the same shall be detailed and carried out after approval from M/s BPCL.

E. Scope of Supply

Vendor scope of Supply

1. All tools, test instruments and tackles required to maintain the analyzers shall be in Vendor's scope.
2. Minor consumable like Teflon tape, insulation tape and cleaning agents (except Calibration gas cylinder, instrument spares) shall be arranged by Vendor.
3. All softwares (Specland and Unscrambler etc.) required for the analyzer functioning shall be under the vendor's scope.
4. All personal protective equipments like Boiler suit, safety helmet, personal gas responders, safety shoes and safety belt required for working inside plant area shall be in Vendor's scope.
5. However, for any ongoing and continuation jobs and in situation where analyzers are down due to the upgradation activity, the Vendor is expected to work on need basis with analyzer specialist to meet the scope requirements.

BPCL scope of supply:

1. BPCL has provided the required utilities (230V/110V AC, Steam, Instrument air etc.) at a single point before the sample handling system. Any breakdown on these points (Excluding sample handling system) shall be rectified by BPCL.

2. Loop checking of signal cables between DCS & analyzers and Power cables, repairing of any instrument air and steam lines.

3. In case of equipment breakdown which may require servicing at vendor's place the same will have to be mutually agreed for additional charges for transportation and repairing of the equipment at vendor's works. Also cost of spares / parts replaced if any shall be in BPCL scope and it shall be billed by vendor with necessary price justification.

4. BPCL shall provide additional manpower required for any major modification of the existing system.

5. Vehicle to carry materials inside refinery from Stores to Plant, inside plant area, plant area to workshop etc. for heavier items more than approx. 10 kg.

F. General Terms and Conditions:

1. Vendors engineer shall report to the BPCL engineer/Engineer-in-charge for reporting / performing the activities.

2. Only OEM trained engineer with min 5 years' experience is acceptable with experience of handling similar analyzer and sample handling system. Outsourced engineer shall not be deployed. BPCL shall interview the site engineer and provide acceptance.

3. Vendor shall submit bio-data, training details of the regular site engineers & additional analyzer experts for approval from M/s BPCL end.

4. Vendor shall ensure minimum one experienced engineer duly trained by OEM expert, at BPCL Refinery site during contract period for carrying out the activity and troubleshooting of analyzers and their sampling system as mentioned above. BPCL shall reserve the right for seeking the replacement of another engineer, in case of their deputed site engineer being found not suitable.

5. Deployment on the number of analyzer specialist engineers trained from manufacturer works at BPCL refinery shall depends upon analyzer complexity and shall not be limited to one. No manpower shall be provided by the owner for carrying out maintenance activities.

6. Back office and expert support to be provided for further troubleshooting in case problem is not resolved by site engineer. No additional man days payable for expert visit.

7. Vendor shall carry out the job/activity after obtaining the proper work

permit from the user/ operation department.

8. It shall be vendor's responsibility to train their engineers about the hazards of oil refinery process and environment. Vendor personnel must immediately inform BPCL in-charge of any untoward incident.

9. Vendor Engineers will follow the safety rules of BPCL.

10. Vendor shall follow all statutory rules and regulations, labour laws etc.

11. Any maintenance activity at site through visitor pass is violation of work permit system. Hence, all site activities shall be executed only after obtaining permanent pass from M/s. BPCL.

12. All contract persons shall adhere to Covid 19 safety protocols issued by government bodies. Use of face mask, Sanitizer and social distancing is mandatory. All service engineers shall be vaccinated for Covid 19.

13. Vendor needs to go through BPCL safety training before working in plant area and avail valid safety certificate and permanent pass.

14. For any modification in the analyser system the same shall be detailed and carried out after approval from M/s BPCL for which necessary assistance shall be provided by M/s BPCL.

15. Vendor's engineers to perform general shift duties of 9 hours duration (08:00 am to 5:00 pm) and also attend to the problems on odd hours if required to meet the exigencies. Late reporting (beyond 8.15 am) by site engineer shall be avoided.

16. Vendor visit date shall be freeze with mutual agreement after the award of PO.

17. BPCL list of annual declared holidays to be followed.

Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
00010	RENEWAL OF MS & HSD NIR SOFT REV IN PH5		24.04.2025	
The item 00010 covers the following services:				
10	89003441 INS-MISWK ENGG & SOFTWARE DEV.	1	LS (Lumpsum)	
INSTRUMENTS-MISCELLANEOUS WORKS Engineering and Software development as per the Scope of work.				
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Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
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Service Item 10: Unit basic rate in words _____

State GST % : _____ % Central GST % : _____ % Integrated GST % : _____ %

Union Ter. GST % : _____ % GST Comp. Cess % : _____ %

HSN Code / SAC Code : _____

Billing State : _____

Grand Total (inclusive of all taxes, duties/charges etc)

In figure:

In Words :

To:M/s. BPCL ESTIMATE MUMBAI - 400038 India (300648)

TERMS & CONDITIONS

Blank area for Terms & Conditions.

1.Pricing types

Local :

YOUR PRICES SHOULD BE GIVEN BOTH IN FIGURES AND WORDS.

- 1) Your offer shall be firm in all aspect till complete execution of the order; non acceptance of firm prices shall be liable for rejection.
- 2) Please confirm to all our points in 'Terms & Conditions' or else we will presume that all our Terms & Conditions mentioned in this tender are acceptable to you.
- 3) No advance payment is permitted as per BPCL conditions. Suppliers not accepting payment as per BPCL terms are solely rejected.
- 4) Delay in receiving Invoices or failure of delay or failure in providing copies of dispatch documents/original MTC/ etc. and any demurrage or wharfage or any loss resulting thereby shall be borne by the vendor.
- 5) Price evaluation will be done by GeM on your quoted all inclusive prices. Vendor to submit price break-up if BPCL ask for the same.
- 6) All incidental payment till the delivery of the material or service shall be Bidder's responsibility. No payment shall be made to Third Party for any kind of charges. BPCL shall not be responsible for any expense incurred by bidders in connection with the preparation & delivery of their bids, site visit and other expenses incurred during bidding process and all such expenses shall be borne by the bidder.
- 9) Vendor to indicate the following in the attached un-price bid format.
 1. GSTN Number.
 2. HSN/SAC Code (complete number)
 3. Billing Address (Ex-works location)
 4. Applicable GST rateNo deviations will be accepted.
- 10) BPCL reserves the right to cancel this tender without assigning any reasons.
- 11) Bidder submitting the bid should not be under liquidation or involved in similar proceedings.
- 12) The terms and conditions mentioned in this RFQ/Tender document will supersede the corresponding Terms and conditions in GPC & GCC and other tender

attachments.

2. Deadlines

VALIDITY:

Your quotation shall be valid for period of 120 Days from the bid due date or extended bid due date whichever is later.

3. Terms of delivery

Completion period:

Completion period including supply and installation of software shall be 12 weeks from the date of Purchase order.

LIQUIDATED DAMAGES FOR DELAY:

Refer clause 22 of General Condition of Contract (GCC) i.e. In case the contractor fails to complete the whole work within the stipulated period, he shall be liable to pay liquidated damages of 0.5% of the value of contract per week and / or part thereof of the delay subject to a maximum of 5% of the value of the contract.

GST at the prevailing rate is applicable on "Liquidated Damages" / "Penal Recoveries". This shall be recovered extra from the contractor on the amount of such Liquidated Damages / Penal Recoveries levied as per the contractual terms.

4. Terms of payment

Payment Terms:

100% payment shall be made against supply, installation and commissioning of software in NIR PC upon certification by BPCL EIC.

In lieu of security deposit towards performance / retention money, contractor shall submit bank guarantee (PBG) of equivalent amount of retention money (5% of contract value) before submission of 1st RA bill, valid for defects liability period of six months with further claim period of three months. Such BG can be for 5% of the contract value for the performance guarantee period, upfront, or for 5% value of each running bill valid for the performance guarantee period.

In case the successful contractor is not furnishing the performance security deposit as referred above on award of the job, the same shall be deducted from each running account bills at the rate of 5% of bill value till overall security deposit of 5% as mentioned above is collected.

The security deposit will be retained till the successful completion of the work and thereafter till the expiry of the defect liability period (refer clause-74), if applicable. This retention money/Bank guarantee held shall be released after the expiry of the defect liability period provided that any defects appearing during that period are corrected by the contractor and subject to Clause 18.2 of GCC.

The Bank guarantee if submitted shall be from any Indian scheduled bank or an international bank of repute having a branch in India or a corresponding banking relationship with an Indian scheduled bank. The security deposit/retention money shall be in Indian Rupee in the case of domestic bidders and in US Dollars/EUROS in the case of foreign bidders.

Process for submitting Bank Guarantee / PBG under SFMS (Structured Financial Messaging System) mode as follows:

Vendor shall insist their bank for issuance of SFMS Bank Guarantee for faster payments. Vendor shall provide BPCL's Bank Account No. & IFSC Code (Details given below) to their Bank as beneficiary at the time of application for Bank Guarantee in favor of BPCL. Issuing Bank shall issue the Bank Guarantee & send SFMS message to BPCL's Bank confirming the authenticity of Bank Guarantee who in turn shall send the confirmation to BPCL. Vendor should ensure the following for issue of E-bank guarantee.

- a. The issuing bank is on SFMS platform.
- b. SFMS Message type used is 760 COV and SFMS Delivery report /Message copy is sent along with original BG.
- c. For BG amendment, message type 767COV is to be used.
- d. SFMS contains following details:
 - i. Beneficiary's bank name: ICICI Bank
 - ii. IFSC Code : ICIC0000393

- iii. BPCL's Customer ID : BPCL583493800
- e. BG Issuing bank should send the BG issuance advice through SFMS to BPCL's designated banker : ICICI Bank, Backbay Branch, Mumbai (IFSC: ICIC0000393)
- f. BG Issuance advice should mention applicable Unique Identifier Code (UIC) in row/ field number 7037of SFMS Delivery Report.
 - a. BPCL Location: Kharghar, Navi Mumbai
 - b. Head Office: Ballard Estate
 - c. UIC: BPCL583493800
- g. The original BG should be submitted along with print out of SFMS Delivery report from the BG Issuing Bank Branch.
- h. SFMS BG will help in faster verification of BGs and prompt release of payment to vendors.

5. Other contractual stipulations

For engagement of Workers to carry out Jobs awarded under PO or Contract the Bidder is solely responsible for prior understanding of the Process of issuing Entry Passes and vehicle passes. Bidder has to apply online in the Bidder Management System (CMS) for all passes for his contract staff.

Following Mandatory Documents are required for the issue of access card :

- " Aadhar Card.
- " All contract staff has to undergo Safety training which will be imparted by our safety dept Free of cost
- " Police verification Certificate.
- " Medical fitness certificate carried out by the certified surgeon
- " Enrolment under ESIC/WC policy as applicable
- " PF enrolment is must. Form 11 is not accepted
- " Personal Bank account details are required for transfer of salary
- " Passport size photograph is to be uploaded in the CMS

Below mention is list of documents required for Vehicle pass entry (RFID*) as follows :-

- " Copy of awarded BPCL PO (Front Page)
- " RC Book of Vehicle.
- " One Time Road Tax payment Documents.
- " Valid Insurance copy.
- " Valid PUC Certificate.
- " 'T' Permit (Taxi Permit)
- " Permanent driving License of Driver.
- " Safety training Certificate.
- " A letter from User Department to issue IDL.

*RFID Of Contract vehicle will be issued by concern user Department.

The Bidder shall be solely responsible and liable for losses arising out of delay and / or non-execution of the Job due to inability to produce mandatory documents required for issuance of Entry Passes to his Workers.

Kindly note that as per the new access card policy following are the changes:

For getting entry inside BPCL Mumbai Refinery it is mandatory for each contract person to have Access Card issued by Employees Relation department as mentioned above. This access card is issued on chargeable basis and charges is nonrefundable. Recovery of this charges shall be done through debit entry from respective Bidder account by BPCL. This charge needs to be considered while submitting bid. BPCL will not make any payment for this in any form and needs to be bear by bidder itself.

" There would be payment of Rs 400/- + GST (Per card, Non-Refundable) for all categories of access card.

" After the expiry of the PO new cards would have to be made, same card cannot be used for a different PO.

" Penalty of Rs 600/- +GST Per card would be levied for reissue of card in case of damage/loss.

Bidder shall submit Signed and stamped copies of following mandatory tender documents along with their Techno-commercial offer, failing to which the bid will be considered to be non-responsive and will be rejected.

" CRFQ document / Technical specifications / Scope of work

" BPCL General Contract Conditions (GCC) document

" Undertaking for Land border clause (in given format - on letter head)

" Declaration regarding Holiday listing (in given format - on letter head)

" Special Purchase Conditions (SPC) document

" Technical deviations, in given form (mention 'NIL' in case of no deviation)

" Commercial deviations, in given form (mention 'NIL' in case of no deviation)

" OEM Authorization Letter (on OEM's Letterhead).

* Deviations appearing in the 'DEVIATIONS FORMS' only will be considered while evaluating the offers and Deviations mentioned elsewhere (in any other tender documents) will not be considered.

* Bidder are requested not to take any deviation on the 'Limitation of Liability clause and Termination for convenience clause of BPCL GCC (General Purchase Conditions)'.
'.

BPCL at its own discretion may accept or reject offers received with deviations.

Important Notice

Sr.No	Description
001	Quotation received after due date will not be entertained
002	Your quotation must specify exact amount or percentage discount, GST, Charges, Transport, Packing & forwarding, etc. as applicable.
003	In case you are unable to quote, kindly send the quotation with a regret for our records. Non-receipt of a regret will adversely affect your vendor rating.
004	No quotation will be accepted without your rubber stamp and signature.
005	Your quotation must be strictly in enclosed envelope indicating Collective RFQ No., RFQ No. and due date.
006	For all future correspondences please mention the vendor code Collective RFQ Number & RFQ Number.

LIST OF ENCLOSURES

To:M/s. BPCL ESTIMATE MUMBAI - 400038 India (300648)

-----Tear off Portion to be pasted on the envelope containing offer-----

Collective RFQ No. : 1000428115

Our Reference:

Due Date : 07.01.2025

RFQ No. : 6001822674

Due Time : 14:00:00

Subject:

To,
BHARAT PETROLEUM CORPORATION LTD-MUMBAI REFINERY
P & CS DEPT .SOUTH BLOCK, 2ND FLOOR,
MAHUL, CHEMBUR,
MUMBAI
400074

Purchase Group : N11-ELECT/INST SERVICE