



TENDER ENQUIRY
[PRESS TENDER]

माझगाव डॉक लिमिटेड
(आरत बरकाब का उपक्रम)
MAZAGON DOCK LIMITED
 (A govt. of India Undertaking)
 Dockyard Road, Mumbai 400 010
 Website - www.mazagondock.gov.in
 Certified - ISO 9001 : 2008 for Shipbuilding Division

Tender No : 8000000272 purchasing Officer : VIKAS HURA To Telephone No: Fax No: Email ID:	Department: OTS(OUTSOURCING DEPT.) Purchasing Officer: VIKAS HURA Telephone No:+91 23715059 Fax No:+91 23743198 Email ID: vhura@mazagondock.gov.in Tender Number: 8000000272 Tender Date: 03.05.2012 Tender Closing Date 04.06.2012 Tender Closing Time 15:00:00 RFQ Number: 2100000346
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Tender Fee: Rs 0.00	
EMD Amount: Rs 250,000.00	
Pre Bid Meeting Date	Pre Bid Meeting Time 00:00:00
Tender Opening Date: 04.06.2012	Tender Opening Time: 15:30:00
Offer should be valid up to: 03.10.2012	
Security Deposit: 5.00 % of PO value	Perf. Bank Guarantee: 0.00 % of PO value
<i>(Kindly read and refer relevant terms & conditions for further details. Do ensure to Quote Department Name, Purchase Officer's Name, Tender Number, Closing date & time and RFQ Number in your Quotation & related correspondence)</i>	

Dear Sir / Madam ,

SUB:- E-TENDERING FOR ESTABLISHING TRIENNIAL RATE CONTRACT (TRC) FOR CARRYING OUT THIRD PARTY INSPECTION (TPI), ETC. OF EQUIPMENTS AND MATERIALS FOR NAVAL WARSHIPS (MDL YARD NOS. 12704, 12705, 12706 & 12707) OF MDL PROJECT 15B (P15B) BY CLASSIFICATION SOCIETY.

Mazagon Dock Limited (MDL) invites Competitive - Bid from reputed suppliers for the following in **TWO BID** system (Part I Techno-Commercial Bid & Part II - Price Bid).

Sl.No.	Material/Service Details	Quantity/Unit	Delivery Date
00100	Insp-ItemValueRange>Rs.1Lakh<=Rs.10Lakhs Service Description : Additional item details:- Charges towards Inspection, etc. & Verification of Documents for Equipment, etc. value range > Rs. 1 Lakh <= Rs. 10 Lakhs. Total estimated value of the Equipments, etc. for this range: Rs. 56,75,361.00.	1 Activity unit	09.07.2012

Tender Number:- 8000000272		Tender Date:- 03.05.2012		RFQ Number:- 2100000346	
Sl. No.	Material/Service Details	Quantity/Unit	Delivery Date		
<p>The 'Quantity' here represents the total value (in Rs.) of the Equipments, etc. to be inspected for this range. The unit 'Nos.' mentioned here is to be ignored as the same is due to limitation of the ERP system (SAP).</p> <p>The Line item 00100 covers the following services</p>					
0000000010	Service Number:- Short Description:- Charges towards Inspection	5,675,361 Number			
0000000020	Service Number:- Short Description:- Charges towards Verification of Documents	5,675,361 Number			
00200	Insp-ItemValueRange>Rs.10Lakh<=Rs.50Lakh Service Description : Additional item details:- Charges towards Inspection, etc. & Verification of Documents for Equipment, etc. value range > Rs. 10 Lakhs <= Rs. 50 Lakhs.	1 Activity unit	09.07.2012		
<p>Total estimated value of the Equipments, etc. for this range: Rs. 3,88,93,531.76.</p> <p>The 'Quantity' here represents the total value (in Rs.) of the Equipments, etc. to be inspected for this range. The unit 'Nos.' mentioned here is to be ignored as the same is due to limitation of the ERP system (SAP).</p> <p>The Line item 00200 covers the following services</p>					
0000000010	Service Number:- Short Description:- Charges towards Inspection	38,893,531.760 Number			
0000000020	Service Number:- Short Description:- Charges towards Verification of Documents	38,893,531.760 Number			
00300	Insp-ItemValueRange>Rs.50Lakh<=Rs.1Crore Service Description : Additional item details:- Charges towards Inspection, etc. & Verification of Documents for Equipment, etc. value range > Rs. 50 Lakhs <= Rs. 1 Crore.	1 Activity unit	09.07.2012		
<p>Total estimated value of the Equipments, etc. for this range: Rs. 8,33,08,326.00.</p> <p>The 'Quantity' here represents the total value (in Rs.) of the Equipments, etc. to be inspected for this range. The unit 'Nos.' mentioned here is to be ignored as the same is due to limitation of the ERP system (SAP).</p> <p>The Line item 00300 covers the following services</p>					
0000000010	Service Number:- Short Description:- Charges towards Inspection	83,308,326 Number			
0000000020	Service Number:- Short Description:- Charges towards Verification of Documents	83,308,326 Number			
00400	Insp-ItemValueRange>Rs.1Crore<=Rs.5Crore Service Description : Additional item details:- Charges towards Inspection, etc. & Verification of Documents for	1 Activity unit	09.07.2012		

Tender Number:- 8000000272		Tender Date:- 03.05.2012		RFQ Number:- 2100000346	
Sl. No.	Material/Service Details	Quantity/Unit	Delivery Date		
<p>Equipment, etc. value range > Rs. 1 Crore <= Rs. 5 Crores.</p> <p>Total estimated value of the Equipments, etc. for this range: Rs. 21,41,23,486.40.</p> <p>The 'Quantity' here represents the total value (in Rs.) of the Equipments, etc. to be inspected for this range. The unit 'Nos.' mentioned here is to be ignored as the same is due to limitation of the ERP system (SAP).</p> <p>The Line item 00400 covers the following services</p>					
0000000010	Service Number:- Short Description:- Charges towards Inspection	214,123,486.400 Number			
0000000020	Service Number:- Short Description:- Charges towards Verification of Documents	214,123,486.400 Number			
00500	InspItemValueRange>Rs.5Crore<=Rs.10Crore Service Description : Additional item details:- Charges towards Inspection, etc. & Verification of Documents for Equipment, etc. value range > Rs. 5 Crores <= Rs. 10 Crores.	1 Activity unit	09.07.2012		
<p>Total estimated value of the Equipments, etc. for this range: Rs. 19,89,88,000.00.</p> <p>The 'Quantity' here represents the total value (in Rs.) of the Equipments, etc. to be inspected for this range. The unit 'Nos.' mentioned here is to be ignored as the same is due to limitation of the ERP system (SAP).</p> <p>The Line item 00500 covers the following services</p>					
0000000010	Service Number:- Short Description:- Charges towards Inspection	198,988,000 Number			
0000000020	Service Number:- Short Description:- Charges towards Verification of Documents	198,988,000 Number			
00600	Inspected Item Value Range> Rs.10 Crores Service Description : Additional item details:- Charges towards Inspection, etc. & Verification of Documents for Equipment, etc. value range > Rs. 10 Crores.	1 Activity unit	09.07.2012		
<p>Total estimated value of the Equipments, etc. for this range: Rs. 149,10,79,131.40.</p> <p>The 'Quantity' here represents the total value (in Rs.) of the Equipments, etc. to be inspected for this range. The unit 'Nos.' mentioned here is to be ignored as the same is due to limitation of the ERP system (SAP).</p> <p>The Line item 00600 covers the following services</p>					
0000000010	Service Number:- Short Description:- Charges towards Inspection	1491,079,131.400 Number			
0000000020	Service Number:- Short Description:- Charges towards Verification of Documents	1491,079,131.400 Number			
<p>Terms & Conditions as indicated in Part A of this tender and other enclosures / annexures form an integral part of this tender document. We look forward to receive your most competitive and reasonable offer against this Tender.</p>					
<p>For Mazagon Dock Ltd</p>					



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, Documentation/Procedural requirements, etc. must be got clarified by the prospective bidder through the Purchasing Officer invariably before the submission of the Bid.

Availability of the Tender Enquiry Document & Salient Features of MDL's e-Procurement System for Participating in (this) e-Tender:-

- (1) An unsigned PDF copy of this Tender Enquiry has been made available on & can be downloaded from MDL website <http://www.mazagondock.gov.in> (On the home page, kindly go to **Work/Service Contracts→Tenders**), on NIC Tenders website (www.tenders.gov.in) & on MDL's e-Procurement Portal (<https://mdl.nprocure.com>). Interested Bidder may also collect a signed Tender document in person from the Purchasing Officer by submitting a written application on the Bidder's letterhead (that should indicate complete address, name of contact persons, telephone numbers, fax numbers, e-mail IDs), on all working days (Monday to Friday) between 09:00 A.M. and 05:30 P.M. Alternatively, bidder (s) desirous of obtaining the Tender document by post shall be required to send a request letter in advance so as to reach the Purchasing Officer at least 10 days in advance of the Tender closing date, along with Rs. 100/- towards postage, etc. by crossed DD/PO in favor of "MAZAGON DOCK LIMITED", payable at Mumbai.
- (2) **e-Procurement System:** MDL has implemented e-Procurement (e-Tendering) from 17th November 2011 for purchase of services/items as an alternative to the manual tendering procedure for majority of the future Tenders.
- (3) For facilitating the above, M/s. (n)Code Solutions (A division of M/s. GNFC Ltd.) have been appointed by MDL as the Application Service Provider (ASP). All such MDL e-Tenders shall be also be hosted on the dedicated MDL website hosted by the ASP (<https://mdl.nprocure.com>), besides MDL & NIC websites as above.
- (4) **Submission of bids against e-Tenders:** The bidder is required to quote online on the e-Procurement website 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 by the bidder online in the e-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).
- (5) To be able to participate in e-Tender (s), every bidder must register themselves on the ASP's website (registration is free of any charges) & must possess a legally valid Class-IIIB Digital Signature Certificate (DSC) 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.
- (6) DSC, valid for one year, for purchase is also available from MDL's ASP, M/s. (n)Code Solutions (A division of M/s. GNFC Ltd.), for MDL's Suppliers on specially discounted price.
- (7) In order to familiarize prospective bidders to e-Tendering / e-Procurement's other aspects, etc., regular orientation training programmes (of 2 hours duration) are being organized at MDL. Details of the MDL Officials concerned for conducting the training programme are made available at the top on the web page on MDL's website (<http://www.mazagondock.gov.in>→**Work/Service Contracts→Tenders**). The interested bidders are requested to get themselves acquainted with all the requisite aspects & be prepared by attending the training by contacting the ASP / MDL Official (s). The firms may nominate only one representative from their organization to attend such training.
- (8) Besides the training being organized, online User Manual is available on the website for the guidance of users.
- (9) For participating in the e-Procurement / e-Tendering, the bidder must ensure having the requisite (IT) infrastructure at their office premises.

This **Part-A** of the e-Tender contains the following:

- **ANNEX-1** (Scope of Work, Terms & Conditions, etc.)
- **ANNEX-2** (List of Equipments / Materials that are to be inspected).
- **ANNEX-3** (Format for Price Bid Sheet - Only for illustration purpose; Actual quotes to be entered online).
- **ANNEX-4** {Format of the Work Done Certificate (WDC)}



ANNEX-1

1. GENERAL

- 1.1 The detailed Scope of Work, as tendered, is stated at Para no. 2. below.
- 1.2 Prices for the tendered Services / Items as per Scope of Work are to be quoted **ONLINE ONLY** as per the format of Price Bid Sheet available therein, which is also replicated here at **ANNEX-3**.
- 1.3 The quoted prices must be inclusive of all the expenses to be incurred by the Third Party Inspection (TPI) Agency for the Scope of Work, including the travelling, lodging, boarding, administrative, etc. expenses, except Taxes / Duties, which have to be quoted separately, as provided for, against each of the tendered Services / Items as per the Price Bid Sheet.
- 1.4 Correspondence related to the commercial aspects of the work / Order placed must be made with Outsourcing Department. Copy of all correspondences, relating to the technical/other issues arising in course of execution of the Contract/Order placed, with any authority in the Yard must be forwarded to Outsourcing Dept. by the Contractor.

2. SCOPE OF WORK

- 2.1 **Objective:** Mazagon Dock Limited (MDL) intends to entrust the responsibility of carrying out inspection, QA/QC, etc. functions pertaining to manufacture and supply of materials and equipments going into the construction of Indian Naval Warships (MDL Yard nos. 12704, 12705, 12706 & 12707) of the MDL Project 15B (P15B), including D-448 liabilities of P15B, by a Classification Society {Third Party Inspection (TPI) Agency}.
- 2.2 **Inspection Standards:** The Inspection is to be carried out as per TSPs & QAPs approved by MDL & WOT (MBI) {Warship Overseeing Team (Mumbai) of Indian Navy (IN)}. In a few cases, the TSPs may refer to NES Standard, copies of which will be provided to the Classification Society (TPI Agency) when the work is to be carried out.
- 2.3 **Drawing Verification/Approval:** The MDL Vendor-forwarded drawing (s) shall be approved by MDL. The Classification Society (TPI Agency) has no role to play in the verification/approval of drawings. However, the following procedure for Drawing approval is intimated here only for information of the Classification Society (TPI Agency).

The MDL Vendor shall forward drawings to MDL. The Vendor's drawings of equipments/items/materials will be scrutinized by MDL from installation point of view and will be forwarded to the Production Directorate {DND (Directorate of Naval Design, IN)} with MDL's comments/observations. DND will return these drawings to MDL with comments / observations of their own as well as those of Professional Directorate.

Drawings, along with the recommendations of MDL and IN, will be forwarded by MDL to Vendor for incorporation. After ensuring the incorporation of the consolidated comments/recommendation in the drawings, the same shall be approved and stamped by MDL and copies of the approved drawings shall be forwarded to all concerned.
- 2.4 **Quality Assurance Plan (QAP) Approval:** QAP for manufacture of items/equipments/ materials shall be approved by MDL. The Classification Society (TPI Agency)'s role is limited to providing their comments on the draft QAP forwarded by the Vendor, as per the procedure stipulated below:

The draft QAP shall be prepared by the Vendor and forwarded to MDL / the Classification Society (TPI Agency), as applicable, for comments on the same. As the Classification Society (TPI Agency) shall be directly carrying out inspection of works as per stages outlined in the approved QAP, they are required to submit their comments on the draft QAP to MDL. Simultaneously, MDL shall obtain comments/views on the draft QAP from DND/Professional Directorate. The consolidated comments/views/ recommendations from Inspection Agency, DND/Professional Directorate & MDL's own comments, etc. shall be incorporated in the QAP by MDL & the QAP shall thus be approved by MDL. Copies of approved QAP will be forwarded to all concerned.
- 2.5 **Inspection Activities:**
 - 2.5.1 Inspections are to be carried out for Materials, Components, Sub-assembly/Assembly and related testing, as applicable, which may include review of Test Certificates, witnessing/certifying Physical Testing, Heat treatment, NDT, Shop Performance testing/Trial, etc. to meet the requirements of Purchase Order conditions/SOR, Specifications, approved Drawings and QAP. An indicative list of Equipments/Items/Materials to be inspected is given in **ANNEX-2**.
 - 2.5.2 The Classification Society (TPI Agency) will carry out/witness Inspection/Testing at Vendor's/Sub-vendor's works or at Third-party Laboratory, anywhere in India. In case a Vendor engages a Subcontractor, the inspection of the Subcontractor's work also falls in the scope of the Classification Society (TPI Agency).



- 2.5.3 Approximately 70 % equipments could be of unproven design and after successful test and trials by the Classification Society (TPI Agency); there would be requirement of shock testing, which would be done at Navy-approved labs. These tests need not be witnessed by the Classification Society (TPI Agency). However, some of the tests, which were carried out earlier, would need repetition but for a shorter duration. Further, there may be requirement of endurance test in 30 % (approx.) equipments, which would have to be witnessed by the Classification Society (TPI Agency). Note – MDL or Owner’s reps. (IN) have a right to witness the tests/inspection.
- 2.5.4 The Inspection Call is to be attended to **within 72 hours (three working days)** from the time of receipt of Inspection Call (in the form of e-mail / fax) by the Classification Society (TPI Agency) from the Vendor/MDL. Copy of this Inspection Call (in the form of e-mail/fax) would be simultaneously marked by the Vendor to MDL (as applicable).
- 2.5.5 After every stage/final inspection visit, **within 48 hours (two working days)**, the Classification Society (TPI Agency)’s Engineer/Surveyor would have to generate an Inspection Report/Note duly countersigned by the Vendor. A copy of such Inspection Report/Note would have to be forwarded to MDL by fax/e-mail (scanned copy).
- 2.5.6 Inspected items have to be suitably identified & stamped. In case when stamping is not possible due to valid reasons, the material would have to be sealed with metallic tag duly stamped.
- 2.5.7 Final Inspection Report/Note and Pre-dispatch clearance certificate would have to be issued **within 48 hours (two working days)** after completion of Inspection & acceptance. Thereafter, another Note for Dispatch is to be issued after ensuring that preservation and packing is done by the Vendor as specified in TSP. Copies of these (viz., Final Inspection Report/Note, Pre-dispatch clearance certificate & Note for Dispatch) are to be forwarded directly to MDL by the Classification Society (TPI Agency) through fax/e-mail (scanned copy).
- 2.5.8 Inspection activities should also include observations to provide inputs for Vendor evaluation & quality improvement.
- 2.6 **Documentation:**
- 2.6.1 The Vendor would submit Statutory Documents (Manuals, CPL/PIL, etc.) to Ship Owner (IN) for approval under intimation to MDL and the Classification Society (TPI Agency). The Classification Society (TPI Agency) shall have to ensure that all such documents prepared by the Vendor incorporate all comments/recommendations of Ship Owner and are of the desired quality/standards.
- 2.6.2 All tests and Inspection certificates as indicated in Purchase Order, SOR & QAP are to be reviewed / certified by the Classification Society (TPI Agency). Official seal bearing name, designation, should authenticate all such endorsements & identification stamp as marked on inspected items.
- 2.6.3 Dispatch documents of materials indicating list of deliverables, prepared by the Vendor, are to be verified by the Classification Society (TPI Agency) for completeness including WEIGHT RECORDING SHEET. Weight of the equipment with tolerance will be indicated in the drawing. A dispatch clearance certificate of items / equipments will be issued by the Classification Society (TPI Agency).
- 2.7 **Co-ordination:** The Classification Society (TPI Agency) would
- 2.7.1 Co-ordinate between MDL and Vendors.
- 2.7.2 Attend technical meetings with MDL and / or jointly with Vendors, whenever & wherever called for.
- 2.7.3 Prepare monthly Inspection Schedule with Vendors and intimate the same to MDL.
- 2.7.4 Submit monthly progress report highlighting constraints.
- 2.7.5 Report progress made by Vendor in the Monthly Progress Report and whether it is commensurate with the Bar Chart/commitment made by Vendor. The Bar Charts agreed to between MDL and the Vendors will be provided to Classification Society (TPI Agency) by MDL.
- 2.8 **PROGRESS MONITORING:** The Classification Society (TPI Agency) shall attend all review meetings (in respect of execution of the Order) when called for and also submit any relevant report desired by MDL.
- 2.9 As the Order to be placed through this tendering is proposed to be on Rate Contract (RC) basis, the *Cumulative value of items/equipments to be inspected* is tentative only. Depending upon the requirement of Inspection, etc. for the Material/Equipment, job shall be offloaded to the Classification Society (TPI Agency) & MDL’s Vendor/MDL shall give Inspection Call (s) as per the approved QAP (inspection stages) to the Classification Society (TPI Agency). The Classification Society (TPI Agency)’s Engineer/Surveyor shall have to report at the site for inspection as per the deadlines specified elsewhere in this Order, without fail for independent/coordinated inspection with MDL’s Vendor and complete the inspection and documentation, etc. In cases of non-readiness of the Material/Equipment for inspection or in case of hoax inspection calls, the Engineer/Surveyor shall duly report the matter in writing to MDL. Such cases, however, shall be rare. Payment shall be made as per rates specified in the Order for the value of



- Material/Equipment inspected. Delay by the Classification Society (TPI Agency) in meeting the various deadlines shall attract Liquidated Damages (LD) and to be deducted from the Classification Society (TPI Agency)'s invoices.
- 2.10 For erroneous inspections/acceptance of work, no Work Done Certificate (WDC) will be issued. Additionally, for any Items/Materials/Equipments received & inspected at MDL, which were duly cleared earlier by the Inspector of the Classification Society (TPI Agency) & for which all-clear final/stage inspection reports/notes were issued, and found to have defect due to faulty inspection clearance, LD/Penalty as provided for (refer the relevant Para below) shall be applied to the Classification Society (TPI Agency). Further no Inspection/Document verifying charges for these defective items shall be paid and if paid, shall be recovered from the subsequent invoices/dues payable
 - 2.11 Quality of services is paramount. The best prevailing Inspection & documentation practices should be followed throughout the execution of the Contract. The Classification Society (TPI Agency) will deploy only permanently employed, qualified, competent & experienced personnel (i.e., Engineer/Surveyor having a minimum qualification of duly UGC-/AICTE-recognized B. E. /B. Tech. degree in various disciplines (viz., Mechanical, Electrical, Electronics) to carry out the offloaded job.
 - 2.12 The Classification Society (TPI Agency) must be able to provide coverage of Inspection sites located all-over India & must have their offices located in major cities like Mumbai, Kolkata, Chennai & Delhi.
 - 2.13 The Classification Society (TPI Agency) shall not undertake any additional job w.r.t. the subject work without any specific Order/Order amendment issued by this department to that effect.
 - 2.14 **ADDITIONAL WORK:** MDL shall be at liberty to place additional work to the extent of 15 % (of the RC Order, in value) at the same Rates, Terms and Conditions as of the Order, within the contractual period and the Classification Society (TPI Agency) shall honour it. Such additional work shall be entrusted to the Classification Society (TPI Agency) through a separate Order to that effect or through an amendment to the Order. In any case, the Classification Society (TPI Agency) should not undertake any (additional) work beyond the Contractual period without an Order to that effect from MDL. This additional 15 % work is considered beyond the total Tendered/Order quantity.
 - 2.15 MDL shall not be held responsible, either financially or otherwise, for the safety & security of the Classification Society (TPI Agency)'s Engineers/Surveyors and for any injury, death or health hazards to their Engineers/Surveyors deployed on MDL's jobs at MDL's Vendors' premises. Medical claims, facilities & insurance of the personnel of Classification Society (TPI Agency), if any, shall be the Classification Society (TPI Agency)'s liability only. The Classification Society (TPI Agency) is required to cover their employees under insurance as per statutory requirements.
 - 2.16 The RC Order to be placed would be operated by the P15B's Project Executive (Commercial) {PE (C-P15B)}. For commencement of the work, the Classification Society (TPI Agency) would contact the PE (C-P15B) for a kick-off meeting to discuss & understand the modalities immediately after the placement of the RC Order. For the meeting, the Classification Society (TPI Agency) is required to identify the duly qualified Engineers/Surveyors & the list of such Engineers/Surveyors, with their signatures attested, would be submitted to the PE (C-P15B) in the meeting.

3. PROPOSED CONTRACTUAL DURATION / PERIOD:

- 3.1 **MOBILISATION DURATION:** ONE (1) WEEK. Within one week from the date of placement of the RC Order, the Classification Society (TPI Agency) shall identify & enlist their Inspectors for executing the Order & conduct the kick-off meeting with PE (C-P15B) with that list.
- 3.2 Simultaneously, the Classification Society (TPI Agency) shall complete all post-Order placement commercial (and other) formalities (viz., Forwarding duly signed & stamped Order Acceptance Form, submission of Security Deposit, submission of details / documents / authorization of their Inspectors to be deployed on MDL's job) within the mobilization period. No delay in commencement of work on this account is permissible.
- 3.3 The Rate Contract Order is proposed to be valid/operative for a duration of **three (3) years** during the below-mentioned period:

09th July 2012 to 08th July 2015

- 3.4 The (Inspection) work under this Contract shall be offloaded to the Classification Society (TPI Agency) by designating them as the Inspection Agency in all/part of MDL's Purchase Orders (POs) (for equipments/items/materials) released to various MDL Vendors during the proposed RC Order's validity period. In case of all such MDL POs, the Classification Society (TPI Agency) shall complete inspection of the full Purchase Order (quantities) (i.e., till deliveries of all equipments/items/materials of such POs to MDL are completed), irrespective of the validity of the proposed RC Order.



- 3.5 Inspection work offloaded as per the Inspection Call (s) must be attended to within the prescribed duration/time frame & the Inspection Reports, etc. must also be generated & issued within the prescribed duration/time-frame.
- 3.6 Correspondence related to commercial aspects of the Contract/Order placed must be made with Outsourcing Department. Copy of all correspondences, relating to the technical/other issues arising in course of execution of the Contract/Order placed, with any authority in the yard must be forwarded to Outsourcing Dept. by the Classification Society (TPI Agency).

4. INSPECTION & WORK COMPLETION CERTIFICATION

- 4.1 PE (C-P15B) would be the Inspection Authority & the Work Done Certificate (WDC) {for the Inspection, etc. work completed by the Classification Society (TPI Agency)} shall be issued by an Officer of the rank of Chief Manager or above only of the Commercial-P15B Section.
- 4.2 The WDC shall be issued only after completion of all inspection/documentation (inspection reports, protocols, dispatch release notes) activities as per Inspection Call etc., to the satisfaction of MDL. Requirements of Inspection works & activities to be carried out, documentation procedures, report generation, as specified in the Scope of Work, must be met exactly to the required standards. The work shall not be deemed as completed until the Inspection/Work Completion Certification Authorities are fully satisfied that the work completed meets the required standards as per Scope of Work. The decision of the Inspection Authorities on any question of intent, meaning & scope of the work/documents/specification/standards shall be final, conclusive & binding on the Classification Society (TPI Agency).
- 4.3 While (random) inspection/cross-checking of the works completed by the Classification Society (TPI Agency) may be carried out by the Inspection Authority, MDL reserves the right to carry out random inspection independently to ensure that the Classification Society (TPI Agency) is adhering to the laid down conditions in terms of quality of inspection work/documentation, qualification of the personnel, etc. The Classification Society (TPI Agency) shall facilitate and fully co-operate for such inspection.
- 4.4 For wrong inspections/acceptance of work, no WDC will be issued.
- 4.5 **Work Done Certificate (WDC):** Format of the WDC is enclosed herewith as **Annex-4**. The WDC shall be prepared by the Classification Society (TPI Agency) on their letterhead. The following shall generally apply.
- 4.5.1 WDC should be prepared & got certified only for each lot of only one type of the Item of the Material/Equipment Purchase Order (PO), inspected at a time.
- 4.5.2 WDC should be prepared only after completion of final inspection stage of the item lot of Material/Equipment PO.
- 4.5.3 On completion of the inspection as per Inspection Report and on release of dispatch/inspection note, WDC, duly initiated and completed in all respects and signed by the Classification Society (TPI Agency), shall be submitted by them to the respective PE (Project-Commercial) for certification. An acknowledgement of the received WDC shall be issued by PE (C-P15B) to the Classification Society (TPI Agency).
- 4.5.4 Copy of the acknowledged WDC will be forwarded to Outsourcing Department by the Classification Society (TPI Agency).
- 4.5.5 In case any discrepancy is found in the WDC, the same shall be returned to the Classification Society (TPI Agency) PE (C-P15B) within two (2) days under intimation to Outsourcing Dept. (OTS) for correction and resubmission of the WDC. If the WDC submitted is in order, the WDC, duly certified, shall be forwarded by Project 15B-Commercial Section to the Outsourcing Department within seven (7) days. The Work Completion Certification Authority shall also make relevant "Service Entry" / "Service Confirmation" in the ERP System (SAP) of MDL against the Order for the rendered services described in the WDC. The "Material Document No." (for Service Entry) so generated in SAP (after making the Service Entry) shall also be mentioned on the WDC by the Work Completion Certification Authority.
- 4.5.6 Each WDC must invariably & explicitly mention the following:
- 4.5.6.1 WDC Ref. no., date {to be generated by the Classification Society (TPI Agency)}.
- 4.5.6.2 The MDL (Rate Contract Order) Purchase Order No. & date.
- 4.5.6.3 PO no., date & name of the Vendor (for the Order placed by MDL on Vendor for Material/Equipment) & location of inspection.
- 4.5.6.4 Item no., name & quantity of the Material/Equipment Inspected (as appearing in the PO/Rate Sheet).
- 4.5.6.5 Value of the Material/Equipment Inspected.
- 4.5.6.6 Description of the work (s) carried out as per the Scope of Work (viz., Inspection & Verification of documents, as applicable).
- 4.5.6.7 Ref. no. of the final/stage-wise Inspection Report (s) pertaining to the Material/Equipment (lot).



- 4.5.6.8 Date & time of the Inspection Call (letter/e-mail) for each stage/visit for the item lot sent to the Classification Society (TPI Agency) by MDL's Vendor.
- 4.5.6.9 Date & time of reporting of Inspector of Classification Society (TPI Agency) at the Vendor's works for each inspection stage/visit.
- 4.5.6.10 Date & time of completion of stage/final inspection.
- 4.5.6.11 Date & time of issue of every stage's & final inspection report/note duly counter signed by Vendor & Pre-despatch Clearance Certificate.
- 4.5.6.12 Confirmation whether Liquidated Damages (LD) w.r.t. each of the deadlines are to be levied or not.
- 4.5.6.13 SAP-generated Material Document no. (for Service Entry), generated in SAP, for certification of completed work (s).
- 4.5.7 The certified WDCs shall be collected by the Classification Society (TPI Agency) from Outsourcing Department for raising invoice. The invoice, accompanied by the relevant WDCs & copies of stage-wise/final Inspection Report (s), shall then be submitted to Outsourcing Dept. for payment.
- 4.6 Note that in the absence of any mention regarding the above particulars in the WDC, the delay in clearance of bills of the TPI agency shall not be MDL's responsibility.

5. **EARNEST MONEY DEPOSIT (EMD)**

- 5.1 Exemption from submission of EMD: Firm/bidder falling under the following category is exempt from submission of EMD:-
 - 5.1.1 State Govt. & Govt. of India Departments & Public Sector Undertakings.
 - 5.1.2 Firm registered as a Supplier/Vendor/Contractor with MDL. To qualify for EMD exemption, the bidder must submit in Part-I of their Offer / Bid, copy of valid Supplier Registration Certificate issued by MDL (Note: A firm in the process of obtaining MDL Supplier Registration would not be considered for EMD exemption).
 - 5.1.3 Firm registered with National Small Industries Corporation (NSIC) under its "Single Point Registration Scheme". (Exemption would apply only to items/services for which the firm is registered. To qualify for EMD exemption, the bidder must submit in Part-I of their Offer / Bid, copy of the valid NSIC Registration Certificate along with the list of items / services for which they are registered. (Note: A firm in the process of obtaining NSIC Registration would not be considered for EMD exemption).
- 5.2 All bidders/firms, if not exempted (as noted above) are required to submit the EMD amount stipulated in the Tender. For this Tender, the bidder is required to submit refundable EMD of **Rs. 2,50,000/-** (Rupees Two Lakh & Fifty Thousand only).
- 5.3 Mode & form of EMD: EMD is required to be submitted in the form of crossed Demand Draft (DD) / Pay Order / Banker's Cheque / Bank Guarantee (BG) (as per format OTS-F-05 available on MDL website), drawn in favor of Mazagon Dock Limited, Mumbai, from Nationalized / Scheduled Banks excluding Co-operative Banks. Crossed DD / Pay Order issued by Co-operative Banks, however, may be accepted and subject to the realization of the instrument, the Bid would be considered valid/invalid accordingly. The EMD must be valid up to the bid validity expiry date (as mentioned in the relevant Para below), i.e., up to **03-10-2012. No change/modification in the text of the prescribed format of the BG for EMD is permissible.**
- 5.4 Submission of EMD: For the e-Tenders, along with the Bid, by the e-Tender closing date & time, the EMD BG/DD details (as follows) shall be submitted online by the Bidder by entering into the forms/field created in the e-Tender on the portal (*Details to be entered: BG/DD no.; BG/DD date; BG/DD value; BG/DD issuing Banks' name, address, Tel. no., Fax no. & E-mail ID; BG validity expiry date; etc.*). **If no details of the EMD BG/DD are found in the online submitted Bid, the Bid would be considered invalid & accordingly rejected** (as per the Bid Rejection Criterion, specified elsewhere in this e-Tender). The original BG/DD must be submitted to the Head of Department (HOD), Outsourcing Department, Sixth Floor, Service Block, North Yard, Mazagon Dock Ltd., Dockyard Road, Mazhgaon, Mumbai-400010 without fail by or before seven (7) days from the e-Tender closing date, in an envelope super scribing the e-Tender no., e-Tender date, e-Tender closing date, Purchasing Officer's name & brief description of the services/work tendered. **If the original BG/DD is not received by the Purchasing Officer at MDL within this duration, the Bid would be considered invalid & rejected accordingly.**
- 5.5 EMD of the disqualified/Techno-commercially rejected bidder (s) would be returned (BG)/refunded (DD; by NEFT/RTGS/IFSC to the bidder's Bank Account) within fifteen (15) days from the date of receipt of approval for opening of price bids of the Techno-commercially qualified offers. EMD of other unsuccessful bidder (s) would be returned/refunded after placement of the Order (s). EMD of the firm/bidder, on which the Order is placed, would be returned/refunded after submission of Security Deposit (as applicable) by the firm. The returned/refunded EMD would be interest free.



6. **BID REJECTION CRITERIA**

6.1 Bid with following deviations shall be categorically rejected:

- 6.1.1 Bid received after Tender closing date and time.
- 6.1.2 Bid received without EMD, as detailed in the relevant Para above (for bids other than those exempt from submission of EMD).

6.2 Bid with the following deviation (s) is liable for rejection with due approval of MDL's Competent Authority:

- 6.2.1 Bidder's failure to submit sufficient or complete details for evaluation of the bids within two (2) weeks.
- 6.2.2 Incomplete / misleading / ambiguous bid in the considered opinion of the Technical Negotiation Committee (TNC) of MDL.
- 6.2.3 Bid with technical requirements and/or terms not acceptable to MDL / Customers / External agency nominated, as applicable.
- 6.2.4 Bid received without qualification documents, where required as per the Tender.
- 6.2.5 Bid not meeting the qualification parameters stipulated in the Tender Enquiry.
- 6.2.6 Bid with validity expiry date shorter than that specified in the Tender Enquiry.
- 6.2.7 Bid not agreeing for furnishing of the required Security Deposit (SD) or for not agreeing to extend the validity of the submitted SD BG in case of requirement of extension of validity of the Order/of Completion Period of the Order (refer the relevant Para below).

7. **QUALIFICATION CRITERIA**

7.1 The timely received bids shall be evaluated for Techno-commercial qualification by MDL's TNC for further processing for Order placement under the following qualification criteria. As part of the Bid to be submitted online for e-Tenders, the bidder is required to upload scanned copies of the following necessary documents pertaining to the following qualification criteria to enable MDL to ascertain their qualifying status. MDL reserves the right to verify the authenticity of the documents submitted/claims made by the bidders, whenever felt necessary.

7.2 Criteria to be satisfied/documents to be submitted:

- 7.2.1 The bidder should have a valid Shop and Establishment Registration Certificate / Certificate of Incorporation issued by Registrar of Companies, Ministry of Corporate Affairs, Govt. of India / SSI certificate issued by District Industries Center / Ministry of Small & Medium Enterprises (MSME), Govt. of India / Other equivalent certificate (*This criterion is not mandatory for MDL's Registered Supplier/Vendor/Contractor, in support of which, scanned copy of MDL's Supplier Registration Certificate is to be uploaded as part of the Bid*).
- 7.2.2 The bidder must be a Ship Classification Society & the bidder should have at least **twenty five (25)** qualified, experienced & competent Inspectors/Surveyors/Engineers on their permanent employment rolls, having qualifications & experience as specified at Para no. 2.11 above.
- 7.2.3 The bidder should have their own offices located at the four metropolitan cities of Mumbai, Kolkata, Chennai & Delhi so as to be able to provide coverage of Inspection sites located all-over India.
- 7.2.4 The bidder's average Audited Annual Financial Turnover as per the audited Financial Balance Sheets for the Years 2008-09, 2009-10 & 2010-11 should be minimum **Rs. 10.00 Lakhs**.
- 7.2.5 The bidder's experience of having successfully completed similar works during last seven (7) years ending 31st March, 2012 (i.e., within the period 01st April 2005 & 31st March 2012) should be either of the following:
 - i) Three similar completed works, each costing not less than **Rs. 40.00 Lakhs**.
OR
 - ii) Two similar completed works, each costing not less than **Rs. 50.00 Lakhs**.
OR
 - iii) One similar completed work costing not less than **Rs. 80.00 Lakhs**.
OR
 - iv) Jobs of similar nature, executed in a continuous span of 12 months, totaling not less than **Rs. 16.70 Lakhs**.

The similar works defined above includes the tendered work as per the Scope of Work. The bidder is required to submit information in the form of the table below for the Order (s) as per which they claim to have satisfied the above criteria, as the information in the tabular form, as below, shall hasten the Techno-commercial scrutiny. **The Bidder is also requested to mention the criteria from among Para no. 7.2.5 i), ii), iii) or iv) according to which they claim to qualify against**



this Tender. In case of the qualifying against this criterion, the bidder has to specify the continuous span of 12 months considered.

S. No.	Order No. & date	Work start/completion dates			Order placed by	Description of the work	Order value	Material cost component of the order value for materials/equipments supplied by the contractor (in Rs.) (if applicable)	Labour Cost component of the order value (in Rs.)	Work Completion Certificate (WCC) (issued by customer) ref. no. & date
		Start date as per Order	Completion date as per Order	Actual Completion date						
Criteria {from among Para no. 7.2.5 i), ii), iii) or iv), as per which the bidder is qualifying for the job-----& the 12-month continuous period considered (bidder to specify)										
1.										
2.										

Towards the proof of the Order placed on the bidder & towards the proof of the completion of work by them, the bidder is required to submit the **copies of Work Orders (including the full scope of work & Rate sheet)** attached with **final/stage-wise Work Completion Certificates or Inspection Clearance Reports from the Order placement authority/Agency nominated in the Order, for the completed works.**

8. **BID VALIDITY PERIOD**

The bid submitted by the bidder should be valid up to **03-10-2012**. A bid valid for a shorter period will be liable for rejection.

9. **SUBMISSION & OPENING OF BID ONLINE FOR e-TENDER IN TWO-BID SYSTEM**

9.1 Bid must be submitted online in two parts, Part-I Bid (Techno-Commercial Bid) and Part-II Bid (Price Bid), as explained below.

9.2 The bidder is requested to **ensure that all the documents asked for are submitted** and the submitted documents submitted 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.

Part- I Bid (Techno-Commercial Bid):

9.3 As explained below, as part of the Techno-Commercial Bid, the following documents/inputs need to be submitted, with a few documents to be uploaded on the portal in scanned form & the other few in the form of online forms to be entered on the portal. It may, however, be noted that the maximum size of any scanned document to be uploaded should not exceed **1 MB**, though any number of such documents can be attached/uploaded as part of the bidder's bid.

9.4 **Common Documents/Inputs (to be furnished/submitted by both, registered & unregistered firms):**

9.4.1 **Covering letter** of the Bid/Offer, with Index of the enclosed documents & stating other necessary (following) information/declarations (Bid/Offer ref. no. & date) **(to be uploaded in scanned form)**:

9.4.1.1 Regarding the bidder's Supplier Registration status with MDL (Copy of the Registration Certificate **to be uploaded in scanned form**, as applicable), to claim waiver from submission of EMD.

9.4.1.2 Regarding the bidder's Registration status with NSIC (Copy of the Registration Certificate **to be uploaded in scanned form**, as applicable), to claim waiver from submission of EMD.

9.4.1.3 Acceptance of the following on the bidder's letterhead:

- Validity of the Bid/Offer as per Tender's terms.
- Willingness to furnish Security Deposit (SD) as per Tender's terms in the event of placement of Order & to extend the validity of the SD in case of requirement of extension of validity of the Order/of Completion Period of the Order.

9.4.1.4 Confirmation in writing if the bidder's firm is registered as a Micro/Small/Medium enterprise under the Micro, Small & Medium Enterprises Development (MSMED) Act. If so registered, a copy of the Registration Certificate to be submitted **(to be uploaded in scanned form)**.

9.4.1.5 Duly filled-in table (towards qualification criterion) as at Para no. 7.2.5 above.



- 9.4.1.6 Details of the EMD submitted (if applicable), viz., *BG/DD no.; BG/DD date; BG/DD value; BG/DD issuing Banks' name, address, Tel. no., Fax no., E-mail ID; BG validity expiry date; etc.* (**also to be filled-up online**).
- 9.4.2 Scanned copy of the EMD DD/BG (**to be uploaded**).
- 9.4.3 **Acceptance of TEF, STACS and GT&C:** Deviations to the Terms & Conditions of the Tender, to MDL's Standard Terms & Conditions for Services (STACS) & MDL's General Terms & Conditions for Items & Services (GT&C) are highly discouraged & all doubts of the bidder must be got clarified by them without fail through the dealing Purchasing Officer before submission of the bid. However, if the bidder has any deviations w.r.t. the Terms & Conditions specified in the **ANNEX-1** of Part-A of the Tender Enquiry Form (TEF), w.r.t. STACS and/or w.r.t. GT&C, **the same should be filled-up in online forms** created for the same as part of the Tender.
Against the relevant Para no./Clause no. of TEF/STACS/GT&C (as applicable), the bidder is required to compulsorily select "ACCEPTED" or "DEVIATION" from the drop-down field choices available. 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.
- 9.4.4 **Price Bid Sheet Without Prices:** A replica of the actual Price Bid Sheet form (as per format at **ANNEX-3**) 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.
- 9.4.5 Proof of the bidder being a Ship Classification Society (**to be uploaded in scanned/soft copy form**).
- 9.4.6 Details of the locations of bidder's offices, so as to cover the different Inspection Location Zones **to be uploaded (in scanned/soft copy form)** as part of the Bid.
- 9.4.7 Qualification & experience details of the bidder's manpower (Inspectors/Surveyors/Engineers): Copies of following educational qualification certificates & experience details in respect of at least **twenty five (25) personnel, to be uploaded in scanned / soft copy form.**
- Educational qualification of **Degree** in Mechanical / Electrical / Electronics Engineering from a University (or an equivalent Institution) approved by AICTE / UGC.
 - The personnel's experience in Third Party Inspection jobs as per the Scope of Work of the Tender.
- 9.4.8 CA-certified statement, that the twenty five (25) personnel, in respect of whom the qualification certificate copies have been furnished, are on the permanent employment rolls of the bidder's firm (**to be uploaded in scanned form**).
- 9.4.9 **Copies of Subcontract/Work/Purchase Orders** (including the detailed Scope of Work, Rate Sheet, Order value) and **Work Completion Certificates** for all the jobs (of the Order) executed to meet the requisite Order value execution qualification criteria mentioned at Para 7.2.5 above, along with the duly filled-up tabulated information as given therein (**to be uploaded in scanned form**).
- 9.4.10 Audited Financial Balance Sheets along with Auditors' Report of the bidder's firm for the three financial years indicating turnover, to meet the qualification criterion mentioned at Para no. 7.2 above (**to be uploaded in scanned form**).
- 9.4.11 Photocopy of Registration Certificate of the bidder for the Taxes & Duties quoted in the Price Bid Sheet (**to be uploaded in scanned form**).
- 9.4.12 Details of Orders for (general/other) Inspection works & SIMILAR works under execution by them as on the date of submission of their bid (**to be uploaded in scanned/soft copy form**).
- 9.5 In addition to the common documents as at Para no. 9.4 above, following **documents are to be submitted by a bidder NOT REGISTERED with MDL:**
- 9.5.1 Bidder's Company Profile.
- 9.5.2 Copy of Shop & Establishment Registration Certificate/Certificate of Incorporation issued by Registrar of Companies, Ministry of Corporate Affairs, Govt. of India/SSI certificate issued by District Industries Centre, Ministry of Small & Medium Enterprises (MSME), Govt. of India/Other equivalent certificate.
- 9.5.3 Copy of PAN Card.
- 9.5.4 Track Record as per format OTS-F-04 (*available on MDL website*).
- 9.5.5 Bank details for payment as per format OTS-F-12 (RTGS/NEFT Mandate Authorisation Form (*available on MDL website*)).
- 9.6 **Each and every scanned page of the Bid/Offer (which is uploaded) should be serially numbered and signed and total number of pages to be mentioned on the 1st page (Covering letter of the Bid/Offer).**



Part-II Bid (Price Bid):

- 9.7 Price (s) for the tendered Services/Items & applicable Taxes & Duties are to quote by entering the same online as per the illustrative Price Bid Sheet format (**ANNEX-3**).

Opening of Techno-Commercial Bid (Part – I Bid)

- 9.8 Techno-Commercial Bid (Part-I Bid) will be opened online on the Tender closing date at the declared time/day (or next working day if the closing date happens to be a holiday declared by MDL) by a team of MDL's Tender Opening Officers. The participant bidders can also witness the opening of the bids online from their location by logging on to the portal with their Class-IIIB Digital Signature Certificate (DSC).

Opening of Price Bid (Part – II Bid)

- 9.9 After completion of the Techno-Commercial scrutiny of the received bids, intimation for opening of price bid (s) will be communicated only to the Techno-commercially qualified bidders, with the date & time of opening declared in such intimation. Such intimation may be given at a short notice by Fax, E-mail or even by telephone. The participant bidders can also witness the opening of the bids online from their location by logging on to the e-Procurement portal with their Class-IIIB Digital Signature Certificate (DSC). The lowest bidder (**L1**) would be arrived at based on the amount that works out at (**W**) in the illustrative Price Bid Sheet format (**ANNEX-3**).

10. PRICING

- 10.1 The quoted/Order prices will remain firm & fixed during the currency of Order/Contract execution.
- 10.2 The bidder shall quote for all the services Tendered & Items listed in the Price Bid Sheet. In the event a bidder does not quote for some of the Items/Services, the bidder's prices will be loaded with the prices of the highest bidder for those Items/Services and overall lowest bidder thus worked out will be considered for placement of Order/further processing. If the overall lowest bidder has not quoted for some of the Services/Items, the overall lowest bidder will be given option to accept offer of the lowest bidder for those Services/Items.
- 10.3 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.

11. TERMS OF PAYMENT

- 11.1 100 % payment for the completed works (certified as per the WDC) shall be made through NEFT/RTGS between 25-30 days from the date of submission of invoice, complete with all requisite documents on submission of set of original + 2 copies of the following documents to Outsourcing Dept. The bills/invoices must be raised on monthly basis for all the WDCs received by the Classification Society (TPI Agency) during the month. One bill submitted at the end of the month may contain multiple WDCs.: -
- 11.1.1 Signed Tax Invoice.
- 11.1.2 Work Done Certificate (WDC), duly certified by the Work Completion Certifying Authority as specified elsewhere. In cases of delay in completion of the work by the Classification Society (TPI Agency), the duration as specified in the WDC shall be considered to invoke LD clause and effect recoveries from the Classification Society (TPI Agency)'s invoice.
- 11.1.3 Final/stage-wise Inspection Report (s) pertaining to the Material/Equipment inspected.
- 11.2 Kindly note that submission of the requisite documents with the Invoice is essential for effecting (timely) payment to the Classification Society (TPI Agency).

12. SECURITY DEPOSIT

- 12.1 Submission of Security Deposit is exempted for PSUs. In lieu, Indemnity Bond in favour of MDL is required to be submitted (*Format of the same would be promulgated with the Order*).
- 12.2 Contractor, other than PSUs, is required to submit Security Deposit, in the form of DD / Pay Order / Banker's Cheque / BG in favour of MAZAGON DOCK LIMITED @ 5 % of the Order value (excluding Taxes, Duties, etc.) **within fifteen (15) days** from the date of intimation of the Order/Contract. The Bank Guarantee must be drawn on a Nationalized/Scheduled Bank or a Bank of international repute only, excluding Cooperative Bank and should be valid up to four weeks beyond the end of the contractual/completion/Order validity period. Please refer MDL website for the SD BG format OTS-F-08 (Bank Guarantee for Security Deposit). **No change/modification in the text of the prescribed BG format is permissible.**
- 12.3 Any delay in submission of Security Deposit shall result into charging of interest by MDL on the Contractor @ PLR of SBI + 2 % on the Security Deposit amount for the delayed period. Additionally, in case of failure to submit Security Deposit within twenty five (25) days from the date of intimation of the



Order/Contract, the EMD submitted by the Contractor would be forfeited and the Order would be liable for cancellation/termination with the invocation of Risk Purchase provisions of the Tender/Order.

- 12.4 Additionally, Security Deposit amount could be withheld from the payable Invoice (s) of the Contractor.
- 12.5 In case the completion of work is likely to be delayed beyond the Order completion period/Contractual period or this period is required to be extended, the Contractor shall have to extend the validity of the Bank Guarantee for Security Deposit till such extended period. In case of failure to comply with such extension of the Bank Guarantee for Security Deposit by the Contractor, the Bank Guarantee is liable for encashment by MDL.
- 12.6 Non-performance of the Terms & conditions of Order and/or default/breach by the Contractor will result in forfeiture of the Security Deposit with application of Risk Purchase provisions.
- 12.7 The Security Deposit will be returned/refunded to the Contractor, without interest, on successful execution of the Order.

13. GUARANTEE

The Classification Society (TPI Agency) and all the Engineers/Surveyors/Inspectors deployed by them for MDL's work are accountable for the inspections, documentation carried out by them & for the technical analysis done. They must rectify any shortcomings found in their work and brought to their attention immediately.

14. The bidder/Contractor shall also abide by all statutory requirements, Official Secrets Act 1923, Security & Safety regulations, etc. as per references, which are part of this Tender & also adhere to the health, safety and environment norms, equipping their personnel with suitable safety gears, Personal Protective Equipments (PPEs), etc.

15. TAXES

- 15.1 The Items/Service-wise rates quoted in the Price Bid Sheet should exclude Taxes & Duties. Bidder should indicate Taxes & Duties, as applicable, separately in the same Price Bid Sheet at the designated place, which will be paid extra based on Tax invoice, to the extent applicable.
- 15.2 The bidder must be registered with the Tax authorities concerned, to be able to claim the Taxes/Duties from MDL, and must furnish copy (ies) of the relevant Tax Registration Certificates.

16. PURCHASE & PRICE PREFERENCE

Purchase preference as per extant Government Guidelines. No Price Preference shall be given to any bidder irrespective of their status.

17. MODIFICATIONS OF/TO THE BID

Bidder desirous of submitting modified Bid prior to the Tender closing date & time may do so by making modifications in their Bid submitted online any no. of times before the Tender closing date & time. The last changed Bid shall be considered as the final Bid/Offer.

18. TERMINATION OF PURCHASE ORDER & RISK PURCHASE

- 18.1 If the services ordered or any portion thereof are not delivered / performed by the scheduled delivery date / period or if there is any stoppage or discontinuation of awarded Order without written consent by the Purchaser (MDL) or the services are 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 Terms and Conditions of Order to cancel the Order either wholly or to the extent of such default. Amounts advanced or part thereof corresponding to the undelivered services shall be recoverable from the Contractor at the rate of PLR of SBI + 2 %.
- 18.2 The Purchaser shall also be at liberty to purchase or utilize the services, as it deems fit, from any other source or in the event of the Order being cancelled, the balance of the remaining services to be delivered there under at the risk & cost of the Contractor. Any excess of the purchase price over the Order price shall be recoverable from the Contractor.

19. LIQUIDATED DAMAGES (LD)

- 19.1 Time is the essence of an Order. As the Inspection activities are to be performed in conjunction with MDL's Contractor and/or independently and as the delivery of the completed works is dependent upon Inspection clearance, it is of paramount importance that on receipt of the Inspection Call, the Inspector reports at the site on the scheduled date & time.
- 19.2 Any delay in reporting for the Inspection shall have consequent effects on the production schedule and hence, the delay shall attract Liquidated Damages (LD)/Penalty, as provided for below. Similarly, any



delay in submission of the required reports, documents, etc. to MDL shall attract LD/Penalty, as follows. These amounts shall be deducted from the invoices submitted by the Classification Society (TPI Agency) based on the certification in WDCs.

19.2.1 LD of Rs. 500/- shall be applied to & payable by the Classification Society (TPI Agency) for every 24 hours' delay in attending to each of the (stage/final) Inspection Calls of the Vendor at the inspection site, beyond 72 hours (3 working days) of being given the Inspection Call notice.

19.2.2 LD of Rs. 500/- shall be applied to & payable by the Classification Society (TPI Agency) for every 24 hours' delay in issuing Stage/Final Inspection Reports/Notes (duly counter signed by Vendor) & Pre-despatch Clearance Certificate, beyond 48 hours (2 working days) after completion of inspection.

19.2.3 For the Materials/Equipments/Items for which all-clear Final/Stage Inspection Reports/Notes & Pre-despatch Clearance Certificates were issued by the Classification Society (TPI Agency), LD of Rs. 1000/- shall be applied for every case of such Item/Material/Equipment delivered at MDL in which defective/damaged (excluding damage due to transportation) Item/Material/Equipment is discovered & it is established by MDL that the defect / damage / non-conformity to design & standards was due to lack of / negligence in / deficiency in inspection work carried out. This amount shall be recovered/deducted from the dues payable by MDL to the Classification Society (TPI Agency).

Furthermore, no Inspection / Document Verification charges for such defective Items shall be paid by MDL to the Classification Society (TPI Agency), and if paid, shall be recovered from the subsequent invoices/dues payable.

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

21. **PARALLEL/SPLIT ORDER:** Not applicable.

22. MDL reserves the right to consider placement of Order in part or in full against the Tendered quantity & also to accept / reject any or all Offers in part / full without assigning any reasons whatsoever. In case of any dispute, MDL's decision in this matter shall be final and legally binding on the bidder. MDL also reserves the right to consider cancellation of the Tender without assigning any reasons whatsoever.

23. This Tender, and the subsequent Order to be placed based on this tendering, will be governed by the STACS and the GT & C while executing work. In case of any discrepancy, clauses mentioned in the Tender/Order, Technical Scope and Price Bid Sheet/Rate Sheet will override the clauses mentioned in other enclosures including STACS & GT & C.

24. In the event of placement of Order on a firm not registered with MDL for the services tendered, the firm shall apply for Supplier Registration with MDL through Shri R. R. Halankar, Deputy General Manager, Outsourcing Department, Tel. No. 23738142, within one month from the date of placement of Order.

25. **PUBLIC GRIEVANCE CELL**

A Public Grievance Cell, headed by Mr. R. D. Sardare, General Manager (SB-Works) is functional in MDL. Members of the public having complaints or grievances may contact the Cell between 0900 hours and 1630 hours on 3rd Floor, FOB Building, North Yard, MDL or send their complaints/grievances to the Cell in writing for redress. Contact Telephone no. is 23763008, 23763007 & 23738155.

We look forward to receiving your most competitive and reasonable offer against this Tender.

Annexes:

2. List of Equipments, etc. to be inspected (2 pages).
4. WDC format (1 page).

3. Illustrative Format for the Price Bid Sheet (1 page).

References: (Available on MDL website)

1. OTS - Standard Terms and Conditions (STACS).
3. OTS - Official Secrets Act, 1923.

2. OTS - General Terms & Conditions (GT & C).
4. OTS - Loading Factor.

Formats: (Available on MDL website).

1. OTS-F-05 (Bank Guarantee for E.M.D.).
3. OTS-F-08 (Bank Guarantee for Security Deposit)

2. OTS-F-04 (Track Record).
4. OTS-F-12 (RTGS-NEFT Mandate Authorization Form).



ANNEX-2

LIST OF EQUIPMENTS / MATERIALS / ITEMS TO BE INSPECTED BY CLASSIFICATION SOCIETY (TPI AGENCY)

ELECTRICAL

S. No.	EQUIPMENT / ITEM	Inspection Agency
1	Power Panels & MCB Fuse Panels	Classification Society
2	Emergency Supply	Classification Society
3	SP Telephone	Classification Society
4	Transformer Power Panels 04 Wise System	Classification Society
5	ACO/HCO	Classification Society
6	CABLES	Classification Society/DQA(N)
7	Signaling Projector 5"/15" (2)	Classification society
8	Starters/Control Panel	Classification Society
9	Shaft Speed & Direction Revolution RPM Movement Indicator	Classification Society
10	Battery Charging Equipment	Classification Society
11	SAT Com C Tactical	Classification Society
12	GPS	Classification Society
13	Upper Atmospheric Sounding System	Classification Society
14	Recreation/TV system	Classification Society
15	Misc. System Air Elect Whistle	Classification Society

ENGINEERING

16	STP & Vacuum Sanitation System	Classification Society
17	D/D Fire Pumps 200 TPH	Classification Society
18	D/D Compressor	Classification Society
19	Salvage Pump 310 TPH	Classification Society
20	Fire Pumps (M/D) 150 TPH	Classification Society
21	Oily Water Separator	Classification Society
22	S/W Cooling Pump (M/D) 250 TPH	Classification Society
23	S/W Cooling Pump (M/D) 125 TPH	Classification Society
24	F.O. Stripping Pump 5TPH	Classification Society/TPI
25	Centrifuges (2TPH-LO-4, 5TPH-FO-2) with Heater	Classification Society
26	Bilge Pump	Classification Society
27	FO Transfer Pump 40 TPH	Classification Society
28	AVCAT Filter Water Separator	Classification Society
29	AVCAT Filter Water Absorber	Classification Society
30	LO Transfer Pump 16TPH	Classification Society
31	LO Transfer Pump 4 TPH	Classification Society
32	DD Fire Pump 37 TPH (Portable)	Classification Society/TPI
33	AVCAT Pumps (System) – 360 LPM	Classification Society
34	HP Air Cylinders (Ind/Imp)	Classification Society
35	CO ₂ Fire Fighting System	Classification Society
36	Incinerator	Classification Society



HULL OUTFIT

37	Anchor Capstan	Classification Society
38	Anchor Chain & Mooring System	Classification Society
39	A/C H.E.System Equipment (HVAC)	Classification Society
40	WT Doors	Classification Society
41	GT Doors	Classification Society
42	Warping Capstan	Classification Society
43	AFU Doors	Classification Society
44	Naval Pipes With BellMouth Casting	Classification Society/TPI
45	NWT Doors Category 'A'	Classification Society
46	Modular Accommodation Compartment	Classification Society
47	Bridge Windows	Classification Society
48	Hello Landing Grid	Classification Society
49	Accommodation Ladders	Classification Society
50	RAS Arrangement	Classification Society
51	Deck Covering	Classification Society/TPI
52	Life Saving Equipment (Life Raft, LifeBuoy)	Classification Society
53	Diving Equipment	Classification Society
54	Guard Rails / Safety Net / Scramble Net	Classification Society
55	Boats RIB	Classification Society
56	Gemini Craft	Classification Society
57	RSS Ship side Closure Screens	Classification Society
58	Rigging items (Rigging Warrant)	Classification Society

STRUCTURAL

59	Bull Ring	Classification Society
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ANNEX-3

ILLUSTRATIVE Format for Price Bid Sheet

Item no./ Service no. as in Tender	Work Description	Range of the value of Item/Material/ Equipment to be inspected (in Rupees)	Total value of Equipments, etc. (in Rupees)	Unit rate (in terms of % of the value of Equipment, etc.)	Total value (in Rs.)	Taxes/ Duties applicable (Type & %)
			(a)	(b)	(a x b)	
100/10	Charges towards Inspection of Equipment/ Material.	> 1 Lakh ≤ 10 Lakhs	5675361.00			
100/20	Charges towards Verification of Documents.	> 1 Lakh ≤ 10 Lakhs	5675361.00			
200/10	Charges towards Inspection of Equipment/ Material.	> 10 Lakhs ≤ 50 Lakhs	38893531.76			
200/20	Charges towards Verification of Documents.	> 10 Lakhs ≤ 50 Lakhs	38893531.76			
300/10	Charges towards Inspection of Equipment/ Material.	> 50 Lakhs ≤ 1 Crore	83308326.00			
300/20	Charges towards Verification of Documents.	> 50 Lakhs ≤ 1 Crore	83308326.00			
400/10	Charges towards Inspection of Equipment/ Material.	> 1 Crore ≤ 5 Crores	214123486.40			
400/20	Charges towards Verification of Documents.	> 1 Crore ≤ 5 Crores	214123486.40			
500/10	Charges towards Inspection of Equipment/ Material.	> 5 Crores ≤ 10 Crores	198988000.00			
500/20	Charges towards Verification of Documents.	> 5 Crores ≤ 10 Crores	198988000.00			
600/10	Charges towards Inspection of Equipment/ Material.	> 10 Crores	1491079131.40			
600/20	Charges towards Verification of Documents.	> 10 Crores	1491079131.40			
				TOTAL	(W)	

Total (W): _____ (Rs., in words)

Note: The **L1** bidder would be arrived at based on the amount at (W).



ANNEX-4

Format of Work Done Certificate (WDC)

{WDC to be prepared by the Classification Society (TPI Agency) on their letterhead}

WDC Ref. no.

WDC date:

MDL (Rate Contract Order) Purchase Order no. & date:

MDL Vendor Purchase Order (PO) no. & date	
Name of the MDL Vendor	
Location of Inspection	
Item no. of Material / Equipment Inspected (as appearing in the MDL Vendor PO / Rate Sheet)	
Name of Material / Equipment Inspected (as appearing in the MDL Vendor PO)	
Quantity of the Material / Equipment Inspected	
Value of the Material/Equipment Inspected (in Rs.)	
10-digit Service Entry Sheet no. (from SAP ERP)	

Description of the work (s) carried out (as applicable) (kindly ✓ as applicable):	(a) Inspection.	
	(b) Verification of documents.	

Ref. nos. of the final/stage-wise Inspection Note (s)/Report (s) pertaining to the Material / Equipment:

- a. Stage Inspection:
- b. Stage Inspection:
- c. Stage Inspection:
- d. Final Inspection:

Attending to Inspection call & Issue of Inspection Report/Note & Pre-despatch clearance certificate:

(1) Stage Inspection	Date (& time) of the Inspection Call (letter/e-mail) for each stage/visit for the item lot, sent to the Classification Society (TPI Agency) by MDL's Vendor.		Date (& time) of commencement of Inspection		LD to be applied: Yes / No	Date & time of completion of inspection		Date & time of issue of stage/final inspection report/note duly counter signed by Vendor & pre-despatch clearance certificate.		LD to be applied: Yes / No
(2) Stage Inspection					LD to be applied: Yes / No				LD to be applied: Yes / No	
(3) Stage Inspection					LD to be applied: Yes / No				LD to be applied: Yes / No	
(4) Final Inspection					LD to be applied: Yes / No				LD to be applied: Yes / No	

Sig., stamp of Classification Society (TPI Agency) (representative)

CM (Project 15B-Commercial)