



कोचिन पत्तन प्राधिकरण  
**Cochin Port Authority**  
समुद्री विभाग /Marine Department



Office of the Deputy Conservator,  
Cochin Port Authority,  
W/Island, Cochin, 682009, KERALA  
Tele: 91-0484-2666417/0484-2582500,0484-2666018  
website: [www.cochinport.gov.in](http://www.cochinport.gov.in)  
E- Tender No. MD/MES/TECH/153/2023

Dated: 12-09-2023.

### **NOTICE INVITING TENDER**

**1.1. Electronic Tenders (e-tenders)** in Single Stage Two Cover bidding procedure [Technical Bid and Financial Bid], are invited by the Deputy Conservator, Cochin Port Authority, Willingdon Island, Cochin-682009 from reputed firms meeting the Minimum Eligibility Criteria specified below for “**Ten yearly inspection, servicing and certification of the fixed CO2 fire fighting system of CoPA vessel GHD Nehru Shatabdi as per the statutory requirement (DG Shipping Engineering Circular No.1 of 2022)**”

**1.2. Minimum Eligibility Criteria (MEC):** Tenderer must fulfill the following Minimum Eligibility Criteria to prove the techno-commercial competence and submit the documents in support thereof:

- (i) **Average Annual financial turnover** of the tenderer during the last three Financial Years, ending 31<sup>st</sup> March 2022 (ie. 2019-20, 2020-21 and 2021-22) should be at least Rs.1,72,500/-.
- (ii) Tenderer should possess a valid certificate of Registration as Fire Fighting Appliances (FFA) service station issued by Directorate General of Shipping, India. Copy of the above Registration Certificate shall be furnished along with the tender.

#### **List of documents to be furnished along with the tender to prove the Minimum Eligibility Criteria:-**

1. A statement duly certified by the Chartered Accountant (his Registration Number should be shown) showing the Annual Financial Turnover during the last three financial years ending 31-03-2022 (viz. 2019-20, 2020-21 and 2021-22) should be furnished as per Annexure-3 along with copies of the audited Annual Balance sheet including Profit & Loss Account Statements for the above period.
2. Copy of valid certificate of Registration as Fire Fighting Appliances (FFA) service station issued by Directorate General of Shipping, India shall be furnished along with the tender.

#### **1.3. Other Eligibility Considerations**

- 1.3.1. Even though the Bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- i) Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements; and/or
  - ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, barred by the Central / State Government or organizations under them, from participating in any project or financial failures etc.
- 1.3.2. The Bidder should have valid GST Registration Certificate and PAN. Copies of supporting documents to be attached.
- 1.3.3. The Bidder should not have been blacklisted /debarred by any Govt. of India Organizations / PSU/ PSE / Govt. Depts. etc. for breach of any applicable laws or violation of regulations or breach of contractual agreement or rendering unsatisfactory services during the last 3 (Three) years. (Self- declaration to be submitted by the bidder along with their bid as per Annexure -5).
- 1.3.4. The Bidders shall furnish copy of EPF and ESI registration certificate if applicable to the bidder.

**1.4. Pertinent information to the tender is given in the following Tables:**

- (i) Schedule of different activities till submission of the bids:

**Table 1.2**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Date and Time</b>
1	Tender e-publication date	12-09-2023
2	Download period of Bid Documents	13-09-2023 to 28-09-2023 up to 14:00 hrs.
3	Last date and time of submission of Bid	28-09-2023 up to 15.00 hrs.
4	Date and time of opening the Technical Bid	28-09-2023 after 15.30 hrs.
5	Date and time of opening of Financial Bids of technically qualified bidders	Will be announced after completion of technical evaluation and pre-qualification of bids.

(ii) General Information:

**Table 1.3**

<b>Sl. No.</b>	<b>Item</b>	<b>Details</b>
1	Name of the work to be carried out	Ten yearly inspection, servicing and certification of the fixed CO2 fire fighting system of CoPA vessel GHD Nehru Shatabdi as per the statutory requirement (DG Shipping Engineering Circular No.1 of 2022)”
2	Employer	Cochin Port Authority
3	Employer’s Representative	Deputy Conservator
4	Executing Authority	Deputy Conservator, Cochin Port Authority

**1.5. Bid information :**

**Table 1.4**

i)	Estimated Amount put to Tender	<b>Rs. 5,75,000/-</b> (Rupees Five Lakh Seventy Five Thousand only) excluding GST
ii)	Earnest Money Deposit	<b>Rs.11,500/-</b> (Rupees Eleven Thousand Five Hundred only)  Banker’s Cheque or Demand Draft issued by Nationalized/ Scheduled banks, en-cashable at Cochin, drawn in favour of F.A. & C.A.O, Cochin Port Authority or Online payment through RTGS to the below mentioned bank account of Cochin Port Authority.  <b><u>BANK DETAILS:-</u></b> Name of the Bank: State Bank of India Name of the Branch: Cochin Port Authority Branch Beneficiary : Cochin Port Authority Account No.: <b>10601197375</b> IFSC Code:SBIN0006367

iii)	Cost of Bid document	Rs.2,360/-(2000+18%GST) (Non- refundable) furnished either through Demand Draft /Pay order/ Banker's Cheque drawn in favour of the FA & CAO, Cochin Port Authority, payable at Kochi, from any Commercial Bank in India or payment online, being the cost of single copy of the tender document.
iv)	Validity period of Tender	90 days from the Last Date for Receipt of Tenders.
	Completion Period of Contract	Thirty days from the date of LoA/Work Order
vi)	Name , Designation, Address and other details (For Submission of Bid in response to NIT)	Capt. Joseph J Alapat Deputy Conservator Cochin Port Authority, Willingdon Island, Kochi, 682009, Kerala.  Email: dc@cochinport.gov.in

- 1.6.** Bid Document can be downloaded from the e-Tendering portal [www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT) on the dates specified above by making online requisition. Bid Document will also be available in Cochin Port website ([www.cochinport.gov.in](http://www.cochinport.gov.in)) as well as Central Public Procurement Portal (CPP Portal) [www.eprocure.gov.in/cppp](http://www.eprocure.gov.in/cppp) , which can be downloaded for submission. The cost of Bid Document shall be furnished in the form of Demand Draft/ Pay Order/ Banker's Cheque drawn in favour of FA & CAO, CoPA, along with the submission of Bid. Bidders are also permitted to pay the cost of Bid Document by online mode (NEFT/RTGS). Bank Account details of Cochin Port Authority is furnished in the below Table. The Bidders shall upload the proof of payment made towards cost of Bid Document along with the Bid Document while submitting the Bid electronically in the e-Tendering Portal.
- 1.7.** In case of online payment of Cost of Tender Document / EMD, UTR number of the transaction should be communicated to the Deputy Conservator's e-mail of Cochin Port Authority as mentioned in Table 1.4 above, well in advance before opening of e-tender. Cochin Port Authority will verify the receipt of Cost of Tender Document /EMD as referred in UTR number in the Bank Account Number mentioned below. If cost of tender document/EMD has not been reflected in the Bank Account of Cochin Port Authority, the bid will be rejected. Bank Details of Cochin Port Authority are given below:

**Table 1.5**

Name of Bank	State Bank of India
Name of Branch	Cochin Port Authority
IFSC Code	SBIN0006367
Account No	10601197375
Account Holder's Name	Cochin Port Authority

- 1.8. The bidders need to obtain the one time User ID & password for log-in to e-Tendering system from the service provider M/s. KEONICS by paying the registration amount of Rs. 1180/- by online payment using Credit/Debit Card/Net Banking or DD in favour of “KSEDCL, Bangalore”.
- 1.9. The intending bidder must have valid Class II or Class III digital signature certificate to submit the bid. For further details and to obtain the digital signature, please contact e-Tender Help Desk No. 080-49352000 / 9605557738.
- 1.10. The bidder is responsible to download the Tender Document, all Addenda / Amendments / Errata / Replies to the queries of bidders etc., if any, issued by CoPA, from the e-Tendering Portal / Cochin Port Website / CPP Portal before submission of the bid. Any shortfall in submission of the said Tender Document/Addenda / Amendments / Errata / Replies to the queries of the tenderer etc. duly signed along with the downloaded documents while uploading the bid, will render the Bid incomplete and incomplete Bid documents may be rejected.
- 1.11. All bids shall be submitted online only, on the website [www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT), strictly in accordance with the Instructions to Tenderers and Terms and Conditions given in the tender document. No bids shall be accepted off-line (Hard copy).
- 1.12. Cochin Port Authority will not be held responsible for any technical snag or network failure during online bidding. It is the bidder’s responsibility to comply with the system requirement, i.e. hardware, software and internet connectivity, at bidder’s premises to access the e-Tender portal. Under any circumstances, Cochin Port Authority shall not be liable to the bidders for any direct/indirect loss or damages incurred by them, arising out of incorrect use of the e-Tender system or internet connectivity failures.
- 1.13. The Bidder shall submit Originals of: (i) DD /Pay Order/ Banker’s Cheque towards the Cost of Bid Document; (ii) EMD (iii) Power of Attorney in favour of signatory(s) to the Bid; iv) Notarised copy of partnership deed, if applicable (v) Copy of documentary proof of MSME/NSIC registration (if applicable) along with letter of submission in a sealed cover superscribing thereon the Tender Number, Name of Work, date notified for submission of tender and the name and address of the tenderer, to the Deputy Conservator, Cochin Port Authority, W/Island, Cochin – 682009, KERALA, on or before the last date and time of submission of bids. Non submission of original financial instrument towards cost of Bid Document, EMD, Power of Attorney as stated above on or before the last date and time of submission of Bids, will make the tender liable for rejection.
- 1.14. The Contractor’s Scope of Work is **“Ten yearly inspection, servicing and certification of the fixed CO2 fire fighting system of CoPA vessel GHD Nehru Shatabdi as per the statutory requirement (DG Shipping Engineering Circular No.1 of 2022)”**.
- 1.15. Works detailed in the Price Schedule (BOQ) comprises of various works connected with the Ten yearly inspection, servicing and certification of the fixed CO2 fire fighting system of CoPA vessel GHD Nehru Shatabdi as per the statutory requirement (DG Shipping Engineering Circular No.1 of 2022)”.
- 1.16. The details given in the Scope of Work and Special Conditions of Contract etc are indicative and the Bidders have to assess the exact work requirement through their own means and sources and accordingly, costing shall be done for the work. It is made clear that the above said statement regarding indicative details of works to be executed does not attract any liability on the Port and the Port cannot be held responsible with any liability on the strength of the said statement.

- 1.17.** The bidders can inspect the fixed fire fighting system in the vessel berthed at CoPA berth before preparing the bid, with the prior confirmation of Cochin Port Officials (Sri. Thomas Mathew, MES, Mobile No. 9447290256, email- [mes@cochinport.gov.in](mailto:mes@cochinport.gov.in), Sri Peter Thomas, CE, GHDNS Mob. 9995043407. Cochin Port will not be responsible for any cost or expenses incurred by the Tenderer in connection with the preparation or delivery of the tenders including cost and expenses related to visits to the sites.
- 1.18.** Exemption from the payment of Cost of Tender document and EMD shall be given to Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the NSIC or the concerned Ministry or Department as provided in GFR 2017. They are required to submit documentary proof of such registration along with the original documents as specified in Clause 1.13 above, for claiming the available exemptions and a scanned copy of Exemption Certificate shall be uploaded in the e – Tender Portal.
- 1.19.** The bidder should not have been blacklisted or debarred by any Central / State Government / Agency of Central / State Government / Public Sector Undertaking / Regulatory Authority of India at the time of submission of this bid.
- 1.20.** The undersigned reserves the right to reject/cancel/postpone/amend/ annul any one or all Bids at any stage of the Bidding, which shall be binding on all Bidders without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.
- 1.21.** This tender notice shall form part of the tender document and are to be signed and uploaded along with the technical bid.

Sd/-

**DEPUTY CONSERVATOR**

Cochin Port Authority  
Willingdon Island,  
Cochin-682009, Kerala  
Email:dc@cochinport.gov.in  
[www.cochinport.gov.in](http://www.cochinport.gov.in)