

To, M/s. BPCL ESTIMATE MUMBAI . India - 400038. Ph:,Fax:. Vendor Code:300648	REQUEST FOR QUOTATION Collective RFQ Number/ Purchase Group 1000463899 / J14-HSKG/TRNSPORT/MISC Contact person/Telephone CHAUDHARI DEVESH GANESH/2821647-1647 Fax : - Email: chaudharidevesh@bharatpetroleum.in Our ref.: 14.26033 G	
RFQ No/Date: 6001961007 / 02.09.2026	Quotation Due Date/Time: 23.09.2026/14:00:00	
Material/Services required at: M/s. Bharat Petroleum Corpn.Ltd KOCHI REFINERY AMBALAMUGAL KOCHI ERNAKULAM- 682302 India		
<u>THIS TENDER IS FOR FINALIZATION OF HIRING PRIMAVERA SOFTWARE ENGINEER FOR IA2027 AT BPCL KOCHI REFINERY.</u> EVALUATION METHODOLOGY: OFFERS WOULD BE EVALUATED AND CONTRACT WILL BE PLACED ON OVERALL L1 BASIS. AS THIS IS OVERALL L1 BASIS EVALUATION, THE BIDDERS MUST QUOTE FOR ALL LINE ITEMS; OTHERWISE, THEIR BID WILL NOT BE CONSIDERED FOR EVALUATION. OFFERS WITH NIL VALUE OR ZERO VALUE FOR ANY OF THE ITEMS MAY ALSO LIABLE TO BE REJECTED. TYPE OF JOB: SERVICE. NATURE OF SERVICE: SERVICE BY ONE TIME CONTRACT. THIS IS A NON DIVISIBLE SERVICE CONTRACT JOB AS PER MSE PERSPECTIVE. PRICING: FIXED PRICING IS APPLICABLE AS PER ATTACHED TENDER DOCUMENT. EARNEST MONEY DEPOSIT (EMD): NOT APPLICABLE. BIDDERS ARE REQUIRED TO READ AND COMPLY WITH THE "BID QUALIFICATION CRITERIA" ATTACHED WITH TENDER DOCUMENT AND SUBMIT THE REQUIRED DOCUMENTS. TIME OF COMPLETION / PERIOD OF CONTRACT: SIX MONTHS FROM THE DATE OF CONTRACT. SINCE TIME IS THE ESSENCE OF THIS CONTRACT, EXECUTION OF WORK/SERVICE WITHIN THE ABOVE PERIOD SHALL BE A TENDER CONDITION FOR SMOOTH RUNNING OF THE REFINERY. OFFERS WHICH ARE NOT MEETING ABOVE TIME PERIOD WILL NOT BE CONSIDERED FOR EVALUATION. PAYMENT TERM: PAYMENT SHALL BE MADE ON THE BASIS OF WORK ACTUALLY EXECUTED AND APPROVED BY THE ENGINEER-IN-CHARGE (EIC) WITH ALL SUPPORTING DOCUMENT. 75% PAYMENT OF THE RUNNING ACCOUNT BILL (RA BILL) SHALL BE RELEASED WITHIN 15 CALENDAR DAYS OF RECEIPT OF RA BILL DULY CERTIFIED BY EIC AND THE BALANCE PAYMENT SHALL BE RELEASED WITHIN 30 DAYS OF RECEIPT OF RA BILL BY EIC AFTER DETAILED SCRUTINY. THIS PAYMENT WILL BE MADE AFTER MAKING NECESSARY DEDUCTIONS AS STIPULATED ELSEWHERE IN THE CONTRACT DOCUMENT FOR MATERIALS, SECURITY		
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DEPOSIT OR ANY MONEYS DUE TO THE OWNER ETC. THE FINAL BILL SHALL BE SUBMITTED BY THE CONTRACTOR WITHIN ONE MONTH OF THE DATE OF PHYSICAL COMPLETION OF THE WORK, AND SETTLED IMMEDIATELY BUT NOT LATER THAN 60 DAYS. THE DETAILS OF PAYMENT IS MENTIONED IN CLAUSE NO.75 TO 80 OF THE ATTACHED GENERAL CONDITIONS OF CONTRACT.

THE OFFERS, INCLUDING PRICE, RECEIVED AGAINST THIS TENDER SHALL BE VALID FOR A PERIOD OF 180 DAYS FROM THE BID OPENING DATE. IN CASE OF TWO PART BID SYSTEM, UN PRICED BID OPENING DATE IS CONSIDERED AS THE BID OPENING DATE.

THE BIDDER SHOULD UPLOAD THE ATTACHED DOCUMENT "ITEM WISE PRICE DETAILS OF QUOTE" ALONG WITH PRICE BID ONLY.

DEVIATION TO TENDER CONDITIONS: DEVIATION TO ANY OF THE TENDER CONDITIONS IS NOT AT ALL ACCEPTABLE. BIDDERS ARE REQUESTED TO QUOTE STRICTLY AS PER OUR TENDER CONDITIONS. IN CASE OF OFFER WITH TECHNICAL/COMMERCIAL DEVIATIONS & EXCEPTIONS, PLEASE HIGHLIGHT IT WITH SPECIFIC DETAILS IN THE DEVIATION & EXCEPTION FORM. PLEASE NOTE THAT IF NO DEVIATION & EXCEPTION IS GIVEN, IT SHALL BE PRESUMED THAT YOUR OFFER HAS NO DEVIATION FROM OUR TENDER CONDITIONS. NO AMENDMENT WILL BE ENTERTAINED AFTER PLACEMENT OF ORDER.

THE BIDDER SHOULD UPLOAD ALL THE SUPPORTING DOCUMENT FOR THE TECHNO COMMERCIAL EVALUATION OF THE OFFER. THE BIDDER ALSO NEEDS TO UPLOAD THE SIGNED COPY OF THIS RFQ AND SCOPE OF WORK ALONG WITH TENDER DOCUMENTS.

PRE BID MEETING / SITE VISIT: THE PURPOSE OF PRE BID MEETING / SITE VISIT IS TO CLARIFY ANY DOUBTS OF THE BIDDERS ON THE INTERPRETATION OF THE PROVISIONS OF TENDER. PRE BID QUERIES, IF ANY, CAN BE SUBMITTED BY E MAIL ON OR BEFORE 08.09.2026. THE TECHNICAL QUERIES, IF ANY, CAN BE SUBMITTED TO SACHINVALLIKALA@BHARATPETROLEUM.IN (TELEPHONE NO. 0484-282-4406 / MOBILE NO: 9946418830) AND COMMERCIAL QUERIES CAN BE SUBMITTED TO CHAUDHARIDEVESH@BHARATPETROLEUM.IN (TELEPHONE NO. 484-282-1647/ MOBILE NO: 7020817981). THE E TENDER NUMBER, TENDER CLAUSE, PAGE NUMBER AND POINT NUMBER SHOULD BE CLEARLY MENTIONED WITH THE PRE BID QUERY. THE PRE BID MEETING / SITE VISIT IS SCHEDULED ON 09.09.2026 10:00 HRS AT BPCL KOCHI REFINERY. ALL INTERESTED BIDDERS ARE REQUESTED TO REACH THE SITE HALF AN HOUR BEFORE THE SCHEDULED TIME.

E TENDER - THIS IS AN E TENDER THROUGH GEM PORTAL ([HTTPS://GEM.GOV.IN](https://gem.gov.in)). DIGITALLY SIGNED QUOTATIONS ARE INVITED, IN TWO PART BID SYSTEM (UNPRICED TECHNO COMMERCIAL BID AND PRICED BID), FROM BIDDERS FOR THE SUBJECT SERVICE AS PER THE ENCLOSED TENDER DOCUMENTS.

SUBMISSION OF BIDS ONLINE: BIDDERS ARE REQUESTED TO SUBMIT/ UPLOAD THEIR UNPRICED AND PRICED BID WITH ALL REQUIRED DOCUMENTS THROUGH ABOVE WEBSITE. THE DETAILS ARE MENTIONED IN THE ATTACHED TENDER DOCUMENTS. THE UNPRICED BIDS WILL BE OPENED ON THE TENDER DUE DATE AFTER THE TENDER DUE TIME. THE PRICE BIDS OF QUALIFIED BIDDERS WILL BE OPENED ON A LATER DATE.

LIQUIDATED DAMAGES FOR DELAY: 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 BASIC VALUE OF CONTRACT PER WEEK AND OR PART THEREOF OF THE DELAY SUBJECT TO A MAXIMUM OF 5% OF THE VALUE OF THE CONTRACT. THE DETAILS OF PRICE REDUCTION CLAUSE IS MENTIONED IN CLAUSE NO.22 & 86 OF ATTACHED GCC.

PERFORMANCE SECURITY DEPOSIT / RETENTION MONEY: TO ENSURE PERFORMANCE OF THE CONTRACT AND DUE DISCHARGE OF THE CONTRACTUAL OBLIGATIONS, THE SUCCESSFUL CONTRACTOR WILL HAVE TO PROVIDE SECURITY DEPOSIT OF 5% OF THE BASIC VALUE OF CONTRACT. THIS SECURITY DEPOSIT MAY BE FURNISHED IN THE FORM OF BANK GUARANTEE / INSURANCE SURETY BOND IN THE PRESCRIBED FORMAT. 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 DETAILS OF PERFORMANCE SECURITY DEPOSIT / RETENTION MONEY IS MENTIONED IN CLAUSE NO.18 OF ATTACHED GENERAL CONDITIONS OF CONTRACT. IN THE CASE OF SECURITY DEPOSIT SUBMITTED IN THE FORM OF BANK GUARANTEE / INSURANCE SURETY BOND, THE BANK GUARANTEE / INSURANCE SURETY BOND SHALL BE VALID AND REMAIN IN FORCE TILL THE CONTRACTUAL COMPLETION PERIOD (EXPIRY OF THE DEFECT LIABILITY PERIOD- REFER CLAUSE-74 OF GCC, IF APPLICABLE) AND WITH A CLAIM PERIOD OF SIX MONTHS THEREAFTER. IF THE SUCCESSFUL BIDDER CONTRACT VALUE WITH ALL TAXES AND DUTIES IS BELOW 10 LAKHS, THEN PERFORMANCE SECURITY DEPOSIT / RETENTION MONEY NOT REQUIRED.

DEFECT LIABILITY PERIOD: THE CONTRACTOR SHALL GUARANTEE THE WORK FOR A PERIOD OF 12 (TWELVE) MONTHS FROM THE DATE OF COMPLETION OF WORK.

GENERAL CONDITIONS OF CONTRACT (GCC): - PLEASE FIND THE GCC ATTACHED WITH TENDER DOCUMENTS, SIGN ALL THE PAGES OF GCC AS A TOKEN OF YOUR ACCEPTANCE OF ALL THE TERMS & CONDITIONS AS MENTIONED AND UPLOAD WITH DULY FILLED GCC ACKNOWLEDGEMENT FORM.

BIDDERS ARE REQUIRED TO READ AND COMPLY WITH THE FOLLOWING DOCUMENTS ATTACHED WITH THE TENDER. ALL FORMS, DECLARATIONS, AND CERTIFICATES REQUIRED AS PER THE BELOW DOCUMENTS SHALL BE DULY FILLED, SIGNED, STAMPED, AND UPLOADED ALONG WITH THE TENDER DOCUMENTS. FAILURE TO SUBMIT OR SUBMISSION OF INCOMPLETE DOCUMENTS SHALL RENDER THE BID NON RESPONSIVE AND LIABLE FOR REJECTION.

1. BID QUALIFICATION CRITERIA (BQC)
2. COMMERCIAL FORMAT
3. POLICY FOR HOLIDAY LISTING OF BIDDERS IN BPCL
4. LAND BORDER RESTRICTION POLICY
5. PURCHASE PREFERENCE TO MSE
6. RELAXATION FOR START UP
7. BID REJECTION CRITERIA FORM
8. TENDER ACKNOWLEDGEMENT FORM
9. COMPLIANCE TO BID REQUIREMENT FORM
10. BIDDER DOCUMENT CHECKLIST

IF THE BIDDER IS NOT A REGISTERED BIDDER IN BPCL, PROVIDE DULY FILLED BIDDERS INFORMATION FORM WITH REQUIRED DOCUMENT. THE BIDDERS INFORMATION FORM IS ATTACHED WITH TENDER DOCUMENT.

GST IS APPLICABLE AS PER GCC CLAUSE 86 AND ADDITIONAL TERMS AND CONDITIONS UNDER GST ARE ATTACHED WITH TENDER DOCUMENTS.

CONTRACTOR SHALL AT HIS OWN EXPENSES CARRY AND MAINTAIN INSURANCE WITH REPUTABLE INSURANCE COMPANIES TO THE SATISFACTION OF THE OWNER AS PER GCC CLAUSE 87.

BIDDERS ARE ALSO REQUIRED TO READ AND COMPLY WITH THE FOLLOWING DOCUMENTS ATTACHED WITH THE TENDER.

1. INSTRUCTIONS TO BIDDERS
2. ONE BID PER BIDDER CLAUSE
3. ADVISORY ON ENVIRONMENTAL CRITERIA
4. ADVISORY ON BANK GUARANTEE
5. GOVERNMENT DIRECTIVES
6. SAFETY & SECURITY REGULATIONS
7. INSTRUCTIONS TO CONTRACTORS

THE ATTACHED TENDER DOCUMENT (TENDERDOCS) FORMS AN INTEGRAL PART OF THIS E-TENDER. PLEASE READ, DULY FILL, SIGN, STAMP AND UPLOAD THE REQUIRED DOCUMENTS ALONG WITH YOUR OFFER. OFFERS NOT COMPLYING THE ABOVE POINTS ARE LIABLE TO BE REJECTED.

BPCL-KOCHI REFINERY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL QUOTATIONS, EITHER IN WHOLE OR IN PART, AND TO ACCEPT ANY QUOTATION OTHER THAN THE LOWEST PRICED QUOTATION WITHOUT ASSIGNING ANY REASON. ANY QUOTATION CONTAINING INCORRECT STATEMENT OR INCOMPLETE INFORMATION IS LIABLE TO BE REJECTED.

Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
00010	PRIMAVERA SOFTWARE ENGINEER HIRING TA27		01.12.2026	
The item 00010 covers the following services:				
10	9041894 HIRNG PM MPW 12HR	200	EA (each)	
HIRING OF RESOURCES WITH EXPERIENCE ON PRIMAVERA SOFTWARE RATE FOR HIRING OF ONE (01) MANPOWER RESOURCE PER 12-HOUR SHIFT AS PER THE SCOPE OF WORK.				
Service Item 10: Unit basic rate in words _____				
20	9041895 HIRNG PM MPW 8HR	200	EA (each)	
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Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
	HIRING OF RESOURCES WITH EXPERIENCE ON PRIMAVERA SOFTWARE RATE FOR HIRING OF ONE (01) MANPOWER RESOURCE PER 8-HOUR SHIFT AS PER THE SCOPE OF WORK.			
	Service Item 20: Unit basic rate in words _____			
30	9041896 HIRNG PM MPW EX HR	320.0	HR (Hours)	
	HIRING OF RESOURCES WITH EXPERIENCE ON PRIMAVERA SOFTWARE RATE FOR HIRING ONE (01) MANPOWER RESOURCE PER EXTRA HOUR AS PER SCOPE OF WORK.			
	Service Item 30: Unit basic rate in words _____			
State GST % : _____ % Central GST % : _____ % Integrated GST % : _____ % Union Ter. GST % : _____ % GST Comp. Cess % : _____ % HSN Code / SAC Code : _____ Billing State : _____				
*	01 Scope of work Scope of Work: Hiring of Manpower to Support TA2027 Progress Monitoring Application 1. Objective BPCL Kochi Refinery intends to engage manpower for supporting Turnaround 2027 Progress Monitoring Application at BPCL Kochi Refinery, Ambalamugal, 2. Scope of Work The selected resource(s) shall perform the following activities: 2.1 Assist in Developing work break down structure for different jobs being carried out by Turn Around Management section, Operations, Inspection, Electrical and E&C Jobs.			
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Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
	2.2 Assist in Developing Combined standard primavera/excel template for each Process Plant, Utilities and Offsites. 2.3 Engage at site for data collection and carrying out TA Monitoring Application Installation/Configuration on Mobile Devices. 2.4 Assist in Making Primavera schedule through Excel for Shut down jobs as directed by EIC 2.5 Updating of Daily status of shut down jobs in the BPCL Software for primavera schedule updating and necessary data collection for facilitating the same. 2.6 Assisting in Coordination with Turn around contractors and BPCL Staff to ensure providing support for proper implementation of Primavera Schedule changes and Updates. 2.7 Assisting Preparation of daily shut down reports. 2.8 To get acquainted with the BPCL TA Monitoring Application by undertaking handholding for providing user trainings. 3. Qualification & Skills 3.1 Mandatory Qualification a) The educational qualification of the deputed manpower shall be Bachelor of Engineering (B.E.) or B.Sc. with a minimum of 1 year of overall industry experience, or a Diploma with a minimum of 2 years of overall industry experience. Apprenticeship experience shall be considered as industry experience; however, internships undertaken during the course of education shall not be counted. b) The candidate should be well versed in Primavera P6 and Microsoft Excel. He shall have a basic understanding of mobile applications and possess good verbal and written communication skills, with the ability to collaborate effectively with cross-functional teams. c) The Engineer-in-Charge (EIC) reserves the right to verify educational qualification certificates, conduct a face-to-face interview, and assess whether the candidate possesses adequate experience and competency to meet the job requirements. 4. Deployment Requirements 1. BPCL intends to engage minimum 2 manpower over a Phased Manner for Pre-Turnaround and Turnaround Duration of overall 60 Days (tentative). However, BPCL may require additional manpower to be mobilised as per Site Requirement and shall also not be obligated to engage the full number of resources as per contract for the duration/total mandays as specified in the Purchase Order. 2. The quotation should be: - o 12 Hour rate per Shift - o 8 Hour rate per Shift - o Overtime rate on a per-hour basis for work performed beyond the normal working hours. - o All rates shall remain valid throughout the purchase order period. 3. The Resource is required to work on 8 Hour/12 Hour and Day/Night Shift based on BPCL Requirement for either 5 Days or 6 Days per week work schedule. 4. Depending on project requirements, the resource may be required to work			
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Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
	beyond shift hours. For Normal Working Days as well as Sundays/Holidays, the Rate Per Shift shall be the fixed as per Line Item10 and 20. Any work performed beyond the normal working shift will be paid as per Overtime Hours against Line Item-30. 5. The deployed resource shall not leave the city of posting without prior approval from BPCL. The resource may be required to report to the office whenever demanded by project exigencies. 6. The deployed resource shall comply to all PPE Requirements for Site Visits and Code of Conduct for Dressing at Workplace. 7. Upon receipt of a new manpower requirement from BPCL, the vendor shall deploy the selected resource at Site completing Interview and Pass Formalities within fifteen (15) days. 8. If the performance of any deployed resource is found unsatisfactory, the vendor shall provide a mutually acceptable replacement within 15 calendar days from the date of notification. 9. In the event a deployed resource resigns, a minimum notice period of 15 days shall be applicable. 10. The vendor shall not withdraw any deployed resource without prior written approval from BPCL. 5. Vendor Obligations The vendor shall: 1. Maintain a daily timesheet for each deployed resource indicating: - o Resource Name - o Activities performed - o Working hours The duly certified timesheet shall accompany the monthly invoice. 2. Nominate a single point of contact (SPOC) for all contractual, administrative, and operational communications with BPCL. 3. Ensure that all personnel deployed at BPCL comply with applicable refinery safety, security, and information security policies. 4. Contractor shall ensure that all their personnel deployed by him comply with all safety regulations stipulated by Fire & Safety dept. of BPCL Kochi Refinery. 5. All personnel deployed by the Contractor for the job shall attend safety training program organized by BPCL. No separate payment will be made for this. 6. No transportation, lodging/boarding, local transport and food will be arranged by BPCL KR. Contractor shall arrange all transportation, lodging/boarding, local transport and food for all their staff deputed. 7. Contractor shall arrange the necessary gate passes for regular entry of the manpower to the Refinery as per the rules of the Refinery. Safety training will be given by HSE Dept. However, all other formalities required for preparation of entry gate passes shall be carried out by contractor at his cost. 6. Information Security Requirements Vendor and deployed personnel shall comply with the BPCL Third Party and			
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To:M/s. BPCL ESTIMATE MUMBAI - 400038 India **(300648)**

TERMS & CONDITIONS

Important Notice

[illegible]

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

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

Collective RFQ No. : 1000463899

Our Reference: 14.26033 G

Due Date : 23.09.2026

RFQ No. : 6001961007

Due Time : 14:00:00

Subject:

To,
PROCUREMENT MANAGER, KR
BPCL - KOCHI REFINERY
POST BAG NO 2, AMBALAMUGAL
KOCHI, INDIA
682302

Purchase Group : J14-HSKG/TRNSPORT/MISC