

To, M/s. BPCL ESTIMATE MUMBAI . India - 400038. Ph:,Fax:. Vendor Code:300648	REQUEST FOR QUOTATION Collective RFQ Number/ Purchase Group 1000466899 / J14-HSKG/TRNSPORT/MISC Contact person/Telephone CHAUDHARI DEVESH GANESH/2821647-1647 Fax : - Email:chaudharidevesh@bharatpetroleum.in Our ref.: J14/26059	
RFQ No/Date: 6001972509 / 13.10.2026	Quotation Due Date/Time: 23.10.2026/14:00:00	
Material/Services required at: M/s. Bharat Petroleum Corpn.Ltd KOCHI REFINERY AMBALAMUGAL KOCHI ERNAKULAM- 682302 India		
<u>THIS TENDER IS FOR FINALIZATION OF 3 YEAR OEM SUPERVISORY SERVICES M/s. MEEKA MACHINERY PVT LTD AT BPCL KOCHI REFINERY.</u> EVALUATION METHODOLOGY: OFFERS WOULD BE EVALUATED AND CONTRACT WILL BE PLACED ON OEM BASIS. 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 RATE CONTRACT. THIS IS A NON DIVISIBLE SERVICE CONTRACT JOB. PRICING: FIXED PRICING IS APPLICABLE AS PER ATTACHED TENDER DOCUMENT. EARNEST MONEY DEPOSIT (EMD): NOT APPLICABLE. TIME OF COMPLETION / PERIOD OF CONTRACT: THREE YEAR 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 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.		
Page 1 of 9	Vendor Sign & Stamp	For Bharat Petroleum Corporation Ltd.

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.

RATE CONTRACT CLAUSE: THIS TENDER IS INVITED FOR FINALIZING A RATE CONTRACT. THE QUANTITY MENTIONED IN TENDER DOCUMENT IS TENTATIVE AND ESTIMATED CONSIDERING THE DURATION OF THE CONTRACT AND MAY VARY TO AN EXTENT. HENCE THE SAME SHALL NOT BE TAKEN AS OUR FIRM COMMITMENT. PO QUANTITY / ACTUAL WORK MAY BE CONSIDERABLY LESS THAN THE ESTIMATED QUANTITY. BIDDER WILL NOT HAVE ANY CLAIM WHATSOEVER IF THE QUANTITY IS CONSIDERABLY LESS. THE RATE QUOTED SHALL BE FIRM FOR THE ENTIRE CONTRACT PERIOD. A RATE CONTRACT (VALUE CONTRACT) WILL BE ISSUED TO THE SUCCESSFUL BIDDER VALID FOR THE CONTRACT PERIOD AND SEPARATE RELEASE ORDERS BASED ON PRICING WILL BE ISSUED FOR ACTUAL QUANTUM OF WORK DEPENDS UPON OUR REQUIREMENT. THE TIME OF COMPLETION FOR INDIVIDUAL JOBS MENTIONED IN THE RELEASE ORDERS WILL BE THE BASE DATE FOR LIQUIDATED DAMAGES FOR DELAY.

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 15.10.2026. THE TECHNICAL QUERIES, IF ANY, CAN BE SUBMITTED TO ABHILASHA@BHARATPETROLEUM.IN (TELEPHONE NO. 484-282-4520, Mob: 8547068887) AND COMMERCIAL QUERIES CAN BE SUBMITTED TO CHAUDHARIDEVESH@BHARATPETROLEUM.IN (TELEPHONE NO. 484-282-1647, Mob: 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 16.10.2026 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 AND PRICED BID), FROM OEM / PROPRIETARY VENDORS 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. COMMERCIAL FORMAT
2. POLICY FOR HOLIDAY LISTING OF BIDDERS IN BPCL
3. LAND BORDER RESTRICTION POLICY
4. TENDER ACKNOWLEDGEMENT FORM
5. COMPLIANCE TO BID REQUIREMENT FORM
6. BIDDER DOCUMENT CHECKLIST

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. ADVISORY ON ENVIRONMENTAL CRITERIA
3. ADVISORY ON BANK GUARANTEE
4. GOVERNMENT DIRECTIVES
5. SAFETY & SECURITY REGULATIONS
6. 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	MEEKA CRANES SUPERVISORY SER FOR 3 YEARS		21.04.2027	
The item 00010 covers the following services:				
10	9009398 CONT ASST OEM SERVICE PER MANDAY	72	MDY (Mandays)	
CONTRACT ASSISTANCE OEM SERVICE RATE PER MANDAY FOR OEM PESONNEL TOWARDS SERVICE CHARGES.				
Service Item 10: Unit basic rate in words _____				
20	9009400 CONT ASST OEM SERVICE EXTRA HOUR	120.0	HR (Hours)	
CONTRACT ASSISTANCE				
Page 4 of 9		Vendor Sign & Stamp		For Bharat Petroleum Corporation Ltd.

RFQ Number : 6001972509 To: M/s. BPCL ESTIMATE MUMBAI - 400038 India (300648)			Date : 13.10.2026	
Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
	OEM SERVICE Rate per extra hour per personnel for work beyond normal hours of work.			
	Service Item 20: Unit basic rate in words _____			
State GST % : _____ % Central GST % : _____ % Integrated GST % : _____ % Union Ter. GST % : _____ % GST Comp. Cess % : _____ % HSN Code / SAC Code : _____ Billing State : _____				
* 1 SCOPE OF WORK SPECIAL CONDITIONS OF CONTRACT 1. JOB TITLE: 3 YEAR OEM SUPERVISORY SERVICES M/s MEEKA MACHINERY PVT LTD. 2. INTRODUCTION: THE CONTRACT IS FOR THE EXPERT SUPERVISORY SERVICE ASSISTANCE FOR CONDITION, HEALTH CHECKING AND TROUBLESHOOTING OF EOT CRANES INSTALLED AT BPCL KR. 3. SCOPE OF WORK: 3.1. THE SCOPE OF WORK INVOLVES DEPUTING SERVICE ENGINEER FOR EXPERT SUPERVISION SERVICE ASSISTANCE FOR MAINTENANCE CHECK, BREAKDOWN SERVICING OR TROUBLESHOOTING OF EOT CRANES INSTALLED AT BPCL KR. THE SERVICE ENGINEER SHALL GIVE NECESSARY ADVICE & TECHNICAL GUIDANCE 3.2. NORMALLY ONE ENGINEER / SPECIALISTS IS REQUIRED FOR THE SUPERVISION. HOWEVER AS PER BPCL-KR'S REQUIREMENT MORE SPECIALISTS SHALL BE SENT ON NEED BASIS. THE ENGINEER / SPECIALISTS DEPUTED FOR THE JOB SHALL HAVE SUFFICIENT JOB KNOWLEDGE AND EXPERIENCE FOR DIAGNOSING OF PROBLEMS AND ADVISING ON REPAIRS/ RECTIFICATIONS/ MODIFICATIONS. IF INEXPERIENCED PERSONS ARE DEPUTED FOR THE JOB, NO PAYMENT WILL BE AFFECTED. THE SERVICE ENGINEERS / SPECIALISTS SHALL SUBMIT THE REPORT ON ACTIVITIES CARRIED OUT AND TO RECOMMEND SPARE PARTS THAT MAY BE REQUIRED FOR FUTURE MAINTENANCE ACTIVITIES.				
Page 5 of 9		Vendor Sign & Stamp		For Bharat Petroleum Corporation Ltd.

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Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
	3.3. THESE PERDIEM CHARGES ARE PER DAY BASIS INCLUDING NORMAL DAYS, COMPANY HOLIDAYS & SUNDAYS INCLUDING TO & FRO TRAVELLING CHARGES TO COCHIN & OTHER INCIDENTAL EXPENSES, LODGING, BOARDING AND LOCAL CONVEYANCE. THE PAYMENT WILL BE RELEASED FOR THE DAYS STAYED IN THE REFINERY AS PER TIME SHEET APPROVED AND SIGNED BY BPCL KR ENGINEER IN CHARGE. 3.4) THE EXTRA HOURS PAYMENT WILL BE CALCULATED BASED ON THE NO. OF EXTRA HOURS STAYED BEYOND 8 HRS DURING WEEKDAYS, SUNDAYS & COMPANY HOLIDAYS. 3.5) ALL HOLIDAYS DECLARED BY BPCL KR WILL BE CONSIDERED AS HOLIDAY FOR THE VENDOR ALSO DURING THE COURSE OF WORK. 3.6) SEMISKILLED MANPOWER WITH TOOLS, TACKLES, CRANES, SPARES, SPECIAL TOOLS IF ANY, ELECTRICITY, CONSUMABLES LIKE LUBE OIL, WATER AND OTHER UTILITIES FOR SUCCESSFUL COMPLETION OF THE JOB SHALL BE ARRANGED BY BPCL KR. 3.7) ALL DRAWINGS AND SPECIFICATIONS, TECHNICAL INFORMATION AND EQUIPMENT MANUALS ORIGINALLY SUPPLIED WILL BE PROVIDED BY BPCL KR FOR SUCCESSFUL COMPLETION OF THE JOB. THE SERVICE ENGINEER SHOULD FOLLOW ALL SAFETY PRECAUTIONS INSIDE REFINERY. 3.8) THE VENDOR SHALL MAKE NECESSARY ARRANGEMENTS FOR TRAVEL TICKETS, BOARDING, AND LODGING & LOCAL CONVEYANCE. 3.9) THE VENDOR SHALL NECESSARY ARRANGEMENTS FOR COMPLETING THE SAFETY TRAINING OF HIS PERSONNEL AT BPCL KR BEFORE COMMENCEMENT OF THE JOB AT HIS OWN COST. 3.10) BPCL KR IS AUTHORIZED TO INSPECT THE WORK AT ANY POINT OF TIME. 4. SCOPE OF SUPPLY: THIS IS A SUPERVISORY ASSISTANCE JOB AND HENCE SCOPE OF SUPPLY OF MATERIAL BY CONTRACTOR: NIL SCOPE OF SUPPLY OF MATERIAL BY BPCL KR: NIL 5. SAFETY SECURITY: THE EXPERT DEPUTED FOR THE JOB SHALL BRING THE FOLLOWING PPES FOR EXECUTING THE JOB: - SAFETY HELMET SAFETY SHOES GOGGLES IF REQUIRED 6. DOCUMENTS FOR ENTRY PASS: THE EXPERT DEPUTED SHALL UNDERGO AN HSE TRAINING AT BPCL-KR. THE EXPERT SHALL BRING TWO NUMBERS OF PASSPORT SIZE PHOTOGRAPHS, ESI (IF APPLICABLE) / GROUP INSURANCE DETAILS AND PHOTO IDENTITY CARD 7. PAYMENT: PAYMENT CAN BE AFFECTED ON THE BASIS OF THE ACTUAL QUANTITY EXECUTED AFTER EVERY VISIT BASED ON CERTIFIED TIME SHEET. 8. TIME SCHEDULE:			
Page 6 of 9		Vendor Sign & Stamp		For Bharat Petroleum Corporation Ltd.

RFQ Number :6001972509 To:M/s. BPCL ESTIMATE MUMBAI - 400038 India (300648)			Date : 13.10.2026	
Item	Material Description	Qty	Unit Delivery date	Unit Basic Rate (in Figures)
	THE VENDOR WILL BE INTIMATED THE EXACT DATE OF COMMENCEMENT OF THE JOB AT LEAST BY ONE WEEKS IN ADVANCE THROUGH ANY ONE OF THE COMMUNICATION MEANS LIKE E-MAIL, TELEPHONE, FAX. VALIDITY OF CONTRACT IS THREE YEARS FROM DATE OF AWARD OF THE JOB.			
*	2 GCC AND OTHER TENDER CONDITIONS SEPARATELY ATTACHED			
Grand Total (inclusive of all taxes, duties/charges etc) In figure: In Words :				
Page 7 of 9		Vendor Sign & Stamp		For Bharat Petroleum Corporation Ltd.

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

TERMS & CONDITIONS

Important Notice

Sr.No	Description
001	Quotation received after due date will not be entertained
002	Your quotation must specify exact amount or percentage discount, GST, Charges, Transport, Packing & forwarding, etc. as applicable.
003	In case you are unable to quote, kindly send the quotation with a regret for our records. Non-receipt of a regret will adversely affect your vendor rating.
004	No quotation will be accepted without your rubber stamp and signature.
005	Your quotation must be strictly in enclosed envelope indicating Collective RFQ No., RFQ No. and due date.
006	For all future correspondences please mention the vendor code Collective RFQ Number & RFQ Number.
LIST OF ENCLOSURES 1. SCOPE OF WORK 2. GCC AND OTHER TENDER CONDITIONS	

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

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

Collective RFQ No. : 1000466899

Our Reference: J14/26059

Due Date : 23.10.2026

RFQ No. : 6001972509

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