



कोचिन पत्तन प्राधिकरण
Cochin Port Authority
समुद्री विभाग /Marine Department



Office of the Deputy Conservator,
Cochin Port Authority,
W/Island, Kochi 682009, KERALA
Tele: 91-0484-2666417/0484-2582500
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No. MD/DM/MLA Greasing/2025

Dated : 29-01-2025

REQUEST FOR QUOTATION (RFQ)

Sub: Quotation for carrying out Greasing, air bleeding and other allied works of Marine Loading Arms at Cochin Oil Terminal (COT), Cochin Port Authority- Reg

Cochin Port Authority invites competitive quotations in sealed cover from reputed firms for the work of “Greasing, hydraulic cylinder air bleeding and allied works of 3 Nos. Marine Loading Arms at COT” as per the Scope of Work subject to the terms & conditions attached.

The bidder should visit COT with prior intimation to the undersigned for assessing the quantum of work before submission of quotation.

The bidders are requested to submit the Quotation in the attached Price Schedule format and may be sent in sealed cover superscribing “Quotation for Greasing, hydraulic cylinder air bleeding and allied works of 3 Nos. Marine Loading Arms at COT”, to “the Superintending Engineer(M) Tanker Terminals, Dock Master’s Division, Deputy Conservator’s Office, Cochin Port Authority, Cochin-682 009” so as to reach on or before 06/02/2025 at 14:00 hrs. The quotations will be opened at 15:00 hrs on the same day.

Sd/-

S E (M) TT

Cochin Port Authority
W/Island, Kochi- 682009
Phone: 0484-2582521/2522

PRICE SCHEDULE

Name and address of tenderer :

Mobile Number & email id of tenderer :.....

Sl. No.	Description of work	Total Lump sum cost excluding GST in Rupees (in figures)
1	“Greasing, hydraulic cylinder air bleeding and allied works of 3 Nos. Marine Loading Arms at COT” as per the Scope of Work and Terms & Conditions of COPA’s RFQ .	
	Total Lumpsum cost excluding GST in Rupees (in words)	

Signature of the Tenderer

SCOPE OF WORK:-

Scope of Work is as given below:-

Sl. No.	Scope of Work	Arm No.
1	<p>Greasing Wire ropes, Triple swivel Assembly, QCDC, Locking system etc.</p> <p>Pantograph ropes and ropes connected to pistons of Inboard arm/Outboard arm / Skew cylinders have to be properly greased.</p> <p>Loading arms are having swivel joints at Riser, Inboard/Outboard arm (Apex) and on Triple swivel assembly which have to be greased properly using bucket grease pump (available with COPA) after fitting new grease nipples. During greasing, clear grease should ooze out at the other end. Make sure that no bearing balls fall out of the swivel joint.</p> <p>Grease also have to be applied on Loading arm (Inboard Arm/Skew) Locking arrangement , vacuum breaker ropes piston surfaces, support jack etc.</p> <p>Grease and Grease Nipples will be supplied by Cochin Port Authority on Port account.</p>	Total 3 Nos. Marine Loading Arms. (No.3,4 and 6)
2	<p>Air bleeding</p> <p>All the double acting cylinders have to be ventilated to release trapped air in the cylinder adhering to safe operating practice. (Total 4 Cylinders per Arm)</p>	Total 3 Nos. Marine Loading Arms. (No.3,4 and 6)
3	<p>Fastening:-</p> <p>Loose/hanging communication cables and hydraulic hoses have to be tied together with SS cable ties and clamps. (Cable Ties and Clamps will be supplied by COPA on Port account)</p>	Total 3 Nos. Marine Loading Arms. (No.3,4 and 6)
4	<p>Tightening of Skew Cylinder Ropes (only for one MLA)</p> <p>Slackness of Skew Cylinder Rope to be adjusted by tightening the lock nuts provided in the Piston Bracket.</p>	Arm No.6 only
5	<p>Setting of Scaffold</p> <p>In order to carry out the work at Sl. No.4 above for MLA No.6, scaffolds have to be erected around the Loading Arm No.6 upto a height of about 12 meters. The Contractor has to mobilize sufficient scaffolding sets and shift the same to Cochin Oil Terminal through NTB gate or Embarkation Jetty , Willingdon Island with his own Transport arrangement through Boat to COT. After completion of work, the Scaffoldings are to be immediately removed from COT without any delay.</p> <p>In order to avoid delay in carrying out the work at Sl. No.4, the Contractor may set the Scaffoldings in advance without hindering the</p>	

	operation of the Arm No.6 and the nearby Arm No.7. Maintenance work shall be carried out only when there is no cargo activity for the particular arm and the date of availability of Arm for maintenance work will be intimated to the Contractor in advance.	
	Note:- All the works mentioned above from (1) to (4) above, are to be carried out when there is no cargo handling operations at COT.	

TERMS & CONDITIONS

- 1) The Contractor shall provide appropriate man-power for carrying out the work as per the Scope of Work;
- 2) Work shall be carried out as per the direction and to the satisfaction of Engineer in-charge at COT.
- 3) Grease and other consumables such as Cotton waste, grease buckets, hand glove etc. required for greasing will be provided by COPA on Port account;
- 4) All the safety gears for working at height such as safety belts, helmet, safety shoes required for the work shall be provided to the Contractor's workers by the Contractor. Prior to use of the Safety gears by Contractor's employees, the same shall produced to the Engineer in-charge of COT for inspection. All safety precautions for working at height shall be taken by the Contractor and his Workers.
- 5) The contractor has to carry out the work whenever the berth is free of ship which will be communicated by Shift-in-charge, COT in advance;
- 6) Entire work of all the three Marine Loading Arms as per the Scope of Work shall be completed within 30 days from the date of issue of work order by COPA. For the purpose of calculating the completion period, vessel free days of the berth will only be considered.
- 7) The Contractor has to take wharf entry pass for the workers/supervisors as necessary;
- 8) The Contractor and his workers can utilize the service of COT crew changing boat for transportation of men and safety gears during the scheduled trips of boat. However, the Contractor has to make his own arrangements/boat for the to and fro transportation of Scaffoldings at his cost and risk.
- 9) The work shall be carried out during day time only ie; from 9:00 AM to 5:00 PM.
- 10) Supervisor of the Contractor shall be available at site while carrying out the works.
- 11) The contractor himself has to ascertain the labour/trade union situation prevailing at the CoPA site and is liable to sort out the problems if any at his level, so as not to affect the work;
- 12) Contractor's workers and supervisor shall comply with the safety requirements of Tanker Terminal handling hydro-carbons.
- 13) The Workers /Supervisor engaged by the Contractor for this work shall be covered under Insurance through an appropriate Personal Accident Insurance (Individual) Policy with sum insured not less than Rs.10,00,000/- (Rupees Ten Lakhs only) per

person. Sum insured against permanent disability/death should not be less than Rs.5,00,000/-(Rupees Five Lakhs only) The Insurance Policy shall be valid for the entire completion period of works. Original Insurance Policy shall be submitted to the Engineer in-charge of work for verification prior to commencement of Works.

- 14) The contractor shall be responsible for any injury caused to their workmen, any person or things and shall indemnify and hold the COPA harmless in respect thereof any claim which may be made by any person of the contractor for damage or injury.
- 15) Workmen Compensation: The contractor shall indemnify the Employer in the event of COPA being held liable to pay compensation for the injury to any of the contractor's servants or workmen under the Indian Workmen's Compensation Act, 1923 as amended from time to time.
- 16) The Contractor shall comply with all the provisions of the Indian Employees Compensations Act, Provident Fund Regulations, Employees Provident Fund Act, ESI Act, the Minimum wages Act and other applicable labour laws etc. amended from time to time and rules framed there under and other laws affecting the contract labour that may be brought in to force from time to time.
- 17) The Contractor shall be registered under GST and shall furnish documentary evidence in support of valid GST registration.
- 18) **Payment Terms:** 100% Payment will be made within three weeks on satisfactory completion of work and submission of Invoice to COPA. IT , GST and TDS if applicable will be deducted as per the prevailing rates in force at the time of payment of bills.
- 19) Submission of Quotation: The Quotation should be prepared as per the Price Schedule format given and to be sent by post or directly to "Superintending Engineer(M), Tanker Terminals, Office of the Deputy Conservator, Cochin Port Authority, Cochin - 682 009" in sealed cover superscribing quotation No. MD/DM/MLA Greasing/2024 so as to reach on or before **06/02/2025 at 14:00 hrs.**
- 20) Cochin Port Authority reserves the right to reject/cancel/postpone any one or all Bids at any stage of the bidding , which will be binding on all Bidders.
- 21) Legal jurisdiction of this contract shall be Kochi City only.

Signature of Tenderer