

HINDUSTAN ZINC LIMITED

Yashad Bhawan, Ext.-CRDL
P.O. Zinc Smelter, Debari – 313 024
UDAIPUR, (RAJ.)
Tel. No. 0294 – 2652159, 2652143

**NOTICE OF INVITATION OF TENDER FOR TRANSPORTATION OF
BULK CHEMICALS & BY PRODUCTS (Miscellaneous Items)**

Tender No.HZL/CONT/BULK/18-20/02

Date: 15.02.2018

LAST DATE OF SUBMISSION: 26th February 2018

M/s _____

Dear Sir (s),

1. Sealed tenders are invited for the Transportation of Miscellaneous Items for two years (May '18 to Apr '20) as specified under "Scope of Work" appended hereto.
2. Tenders must be submitted in sealed envelope only superscripted on the face thereon "TENDER FOR.... & TENDER NO. .. to reach the below given address on or before the closing hours of 26th February 2018.
3. **EARNEST MONEY :-**
 - (i) Participating tenderers must deposit Earnest Money Deposit (EMD) of Rs.2,00,000/- (Rupees Two lacs only) in the form of Demand Draft in favour of "HINDUSTAN ZINC LIMITED", payable at Udaipur, Rajasthan.
 - (ii) Cheque, Bank Guarantee (B.G.) or any outstanding payment with Hindustan Zinc Limited (HZL) shall not be accepted / considered as EMD.
 - (iii) The amount of EMD deposited is liable to be forfeited if successful tenderer(s) do not accept the work awarded.
 - (iv) The EMD amount will not attract any interest and the EMD amount will be returned to unsuccessful tenderers after finalization of Work Order.

Yours sincerely,

For **HINDUSTAN ZINC LIMITED,**

(Authorised Signatory)

Address to submit the tender

Head - Logistics

Hindustan Zinc Ltd.
C.R.D.L. Building
P.O: Zinc Smelter,
Debari-313024, Udaipur (Raj)

Enclose :- Main terms & Conditions, Annexures A, B, C & D.

MAIN TERMS & CONDITIONS

1. SCOPE OF WORK ---

Transportation of the BULK CHEMICALS & BY PRODUCTS (Miscellaneous Items) such as Coke Fines, Met Coke, Zinc & lead Ingots, Bagged Calcine, Bagged Sinter Fines, loose Calcine in dumpers, Sodium Sulphate, Raw Zinc Oxide, Zinc Dust, Zinc Oxide Dust, High Silver Lead, Lead Scrap, Zinc Metallics, Aluminum Cathode, Lime Stone Chips, Lead Anode Scrap, Ausmelt Slag, Iron Flusk, Chemical Quartz Chips, Iron Ore, Antimony Dust, Mixed Coke Fine, Iron Pyrite, Anode Sheet, Anode Lead Silver, High Silver Lead, Refined Dross, Lead Scrap etc. from & to different units of Hindustan Zinc Limited (HZL), to various destinations in India as indicated in the Annexure(s) attached. **Please quote the rates in Annexure(s) itself.**

- i. Transporters have to lift indented quantity as per plan given in writing preferably by mail (no verbal / telephonic message) from Officer In-charge of HZL unit..
- ii. In any case transporter will have to lift indented quantity within 24 hours (one working days). Officer Incharge of the concerned HZL unit will be authorized to arrange lorry / vehicle from open market for any shortfall in placement after 24 hours under risk purchase.
- iii. Vehicle deployed for loading must have good quality tarpaulin and loaded cargo must be covered by tarpaulin, tying it securely and sealed. Failure of this will attract penalty according to the nature of loss to consignment which shall be binding on Service Provider.
- iv. Number of bundles/ bags (intact with strap / stitching, NO loose consignment) and weighment should be properly recorded on the relevant Lorry Receipt (LR) and same would be basis for verification and proper delivery at destination with 0.50% weighment tolerance. In case of loose consignment weighment should be properly recorded and weighment tolerance allowed shall be upto 0.50%.

The weight variation of 0.5 % will be allowed on a monthly basis (not on truck to truck basis)

- v. In transit if the duplicate copy of excise invoice if lost by lorry driver than Service Provider will be penalized Rs.1000/- per invoice and also any loss due to non delivery of excise document will be recovered from the Service Provider.
 - vi. HZL reserve the right to award the contract to any party as parallel as partly or fully or contract / tender can be terminated without assigning any reason to it.
2. Service Providers have to submit the Bank Guarantee (BG) for Rs.2 Lacs as Security Deposit within 15 days on award of contract valid for a period of six months in excess of validity period of the contract.
 3. Contract period will be effective from May 2018 to April 2020.
 4. Service Provider should quote the Freight rate for transportation inclusive of all expenses such as road tax, toll tax, insurance, permit expenses, statutory levies,

demurrage, mathadi union / varai charge (if any) etc. as and where applicable. Service Tax extra as applicable.

5. Loading & unloading shall be in HZL account.
6. Detention at loading point will be not payable.
7. Detention per lorry per day at unloading point is however payable @ Rs.1000/-.
8. Freight Rate will be firm & fixed till the period of contract. However, HZL will make changes in its Basic Freight Rate against escalation in Diesel price as per formula given below and in case of changes in toll charges en-route.
Formula: HZL shall increase/ decrease its Basic Freight Rate by 0.30% proportionately for every 1% change in diesel price
9. Service provider is required to submit Freight Bills with all relevant documents with proof of delivery on a monthly basis to respective Receiving units, for which payment will be released within 15 days after submission of bills. However, delay in payment of bill due to any reason will not vitiate other terms of the contract nor will it give any right to the service provider to suspend the work.
10. Transit time is allowed as given in the Annexure(s) attached including the day of dispatch and reporting at destination. Transit time is the actual running time of vehicle from origin to destination.

In case if vehicle is reporting next working day of Sunday or any national / state holiday at destination than the holiday days would be not considered under transit period for vehicles suppose to report on holiday days. But in case if the vehicle instead of reporting before holiday (actual / theoretically reporting day) reports after holiday in such case for calculating Delay penalty holiday days will be counted. For example :

Assumption : Date - 1st Oct. is Sunday and 2nd Oct. is Gandhi Jayanti (national holiday).

Case 1 : Suppose – Calculated reporting date is 01st Oct., but destination office endorses reporting date as 03rd Oct. In such case 01st & 02nd Oct. will be not considered under transit period and will not attract delay penalty.

Case 2 : Suppose – Calculated reporting date is 30th Sept. and destination office endorses reporting date as 03rd Oct. In such case 01st & 02nd Oct. will be considered under transit period and will attract delay penalty.

Case 3 : Suppose – Calculated reporting date is 30th Sept. and destination office endorses reporting date as 01st Oct. and unloads on 03rd Oct. in such case one day delay will be considered and will attract delay penalty. But service provider will not be liable for any detention as 01st & 02nd is holiday.

Penalty of Rs.1000/- per day per truck will be imposed for every delayed delivery day in reporting of vehicle as per transit period prescribed in enclosed Annexure(s).

In case material is moved out on Saturday from dispatching unit then Sunday to be considered as holiday and not to be considered for transit time calculation.

However, delay in delivery can be condoned on valid ground such as vehicle breakdown or vehicle detained by some agency or natural calamity or force majeure

situations for which information should be furnished within next 2 working days of the happening and bill / document to be submitted as proof of occurrence with the freight bill for the approval of the delay occurred. Service provider has to provide information to the concerned Officer In-charge of HZL unit.

11. Transshipment of goods is strictly not allowed in route unless warranted due to failure of vehicle to move further or accident incurred or vehicle detained by agency for some reason or lorry for a particular destination is not available. In case of vehicle accident / break down / detained service provider has to inform to Officer In-charge of concerned HZL unit through email or fax and get approval prior to transshipment. While submitting freight bill for such vehicles service provider is required to attach the approval provided with proof of documents showing condition of vehicle under accident / break down / detained.

Transshipment without valid approval shall attract penalty of 1/3 of the freight payable for the transshipped lorry.

While carrying out any such transshipment service provider has to take all care so that no damage occurs to the product and its packing. Further, cost of repacking if applicable have to be borne by service provider.

Transshipment done with approval of concerned Officer In-charge to accommodate emergency requirement or to accommodate heavy dispatches will not attract any penalty.

12. Service Provider shall ensure total compliance of Indian Motor Vehicle Act and amendments thereof as made from time to time.
13. Service Provider will take necessary steps to protect the material from loss, damage or deterioration till it gets delivered to destination. Transporter shall be responsible for all loss, destruction, damage and or deterioration of the material from any cause, whatsoever, while in transit or during handling.

14. Service Provider's to ensure:

- Service provider shall provide all necessary safety gadgets like safety shoes, helmets, reflective jackets etc to their employees when they enter in the HZL premises.
- The service provider's employees have to ensure strict compliance of safety measures adopted by HZL.
- The service providers shall be responsible and liable for payment of salary, wages and other legal dues of the employees employed by him for the purpose of rendering service required by company under this agreement.
- The service providers shall maintain books, account, records and documents comply with all statutory rules and regulations which are applicable to the service providers for the fulfillment of the terms of this agreement.
- The service provider shall comply in all respect with the provisions of all statutes, rules and regulations applicable to the service provider and/or to the service provider's employees including but not limited to PF act, minimum wages act , ESI Act & Bonus Act & particular the Contract labour (Regulations & Abolition Act,1970) & the rules made there under.
- Service Provider has to ensure that the wages to their employees is distributed by 7th of every month as per the rates decided by HZL from time to time and the PF and ESI are deposited by 20th of every month. In case of deviation, HZL shall impose suitable penalty on the Service Provider.

- The Service provider is required to furnish that there is no enquiry /investigation pending by the police against their employees deputed to carry out this job.
 - Service provider shall ensure total compliance of Indian Motor Vehicle Act and amendments thereof as made from time to time. The service provider shall be responsible for any breach/es and damages resulting from such breach/es shall be to service provider's account.
 - The service provider shall be responsible to secure compliance with all central and state laws as well as the rules, regulations, bye-laws / notifications and orders of the local authorities and statutory bodies as may be in force from time to time.
 - The service provider shall make good at his own cost, any damages to the property of anybody, persons, local authorities etc. due to or arising from his operations covered by under this contract.
 - Service provider has to follow all applicable EHS Regulations.
15. Transit insurance of material shall be in HZL account. HZL shall take appropriate marine insurance policy to cover the risk for transportation of the goods involved. The service provider shall produce requisite documents and evidences as may be desired for lodging of claims by HZL against partial or total loss. HZL however reserves its right to take or recover such losses from the service provider in the event of loss of goods, loss of value of goods due to negligence of the service provider and the decision of HZL on such recovery shall be final and binding on the service provider. However, under Insurance the Excess clause applicable is as noted below :
- a. Dry Bulk Cargo : 1.00% of the value of consignment.
 - b. Wet Bulk Cargo : 0.50% of the value of consignment.
 - c. Other Cargo : 0.50% of the value of consignment subject to minimum Rs.1.00 Lac.
16. Decision for awarding Contract / Work Order shall be at sole discretion of HZL applying reverse auction / negotiation or both & fitness of the tenderer.

For Hindustan Zinc Limited

For Tenderer

Authorised Signatory

**Authorised Signatory with
seal of the company**

ANNEXURE – “A”

Please submit following details alongwith the tender :

(you can use additional sheet for furnishing full details where ever its required)

1. Name of the Firm and IBA Nos : _____

2. Name of the Associated / Sister Companies :

3. Contact Details / Address (H.O.) :

Telephone(s) _____, Fax _____
Email _____

4. Type of the Firm : Sole Proprietorship
(Please tick) Partnership
Pvt. Ltd.
Ltd.
Others (Pl. specify) _____

5. Locations (other than HO):

Offices : _____

Warehouses : _____

6. Statutory details :

a) Bank Approved : _____

Registration Number : _____

Registration Year / Valid upto : _____

b) Permanent Account No. (PAN) : _____

c) Service Tax Registration no. : _____

FTL (Solids/Liquids) : _____
 LTL : _____
 Parcel Service : _____
 Warehousing/ C& F : _____

12. Staff Strength

Managerial : _____
 Supervisory : _____
 Indirect / Contracted : _____

13. Material Handling Infrastructure

Cranes : _____
 Forklifts : _____
 Stackers : _____
 Warehouse Infrastructure : _____

14. Financials :

(Give Figures in Lacs)

	2015-16	2016-17	2017-18(Estd.)
Freight Turnover			
Net Profit			
Net Worth			
Capital Employed			

15. Major Contracts / Clients:

Name of the Customer	Volume (in Lacs)	Contract – Since(Yrs.)

16. BackLoad Arrangement in different Routes :

17. Claims Record

Number of Trucks Lost in the Last three Years : _____

Total Value of Claims in the Last three years : _____

18. Client Reference : 1) _____

2) _____

3) _____

19. Unions in your Operational Area :

Area	Union	Type of Relationship

20. Relationship with the Vendanta Group

ANNEXURE - "B"

Please quote the rate for the following routes by ROAD :

S.No	From	To	Distance in KM	Product	Transit Days	Quantity Indent 48 Hrs	Basic freight quote Rs/Mt
1	Chanderiya	Debari	120	Coke Fines , Bulk & Other Bulk	1	100	
2	Chanderiya	Debari	120	Moore Cake / Ausmelt	1	100	
3	Chanderia	Dariba	80	BULK and Other Bulk Item	1	100	
5	Debari	Chanderiya	120	BULK and Other Bulk Item	1	100	
6	Debari	Chanderiya	120	ZNO/ Raw Zinc Oxide	1	100	
7	Debari	Chanderiya	120	ZINC/Lead Ingot		100	
8	Debari	Dariba	65	Bulk item	1	100	
9	Debari	Dariba	65	Zinc/lead ingot Zinc oxide dust	1	50	
10	Dariba	Chanderia	90		1	100	
11	Dariba	Chanderia	90	BULK and Other Bulk Item	1	100	
12	Dariba	Debari	65	BULK/Zinc Ingot/Lead Ingot	1	100	
13	Debari	Chanderiya	110	Loose Calcine*	1	100	
14	Dariba	Chanderiya	90	, Cathode by Container	1	100	

*Loose Calcine to be transported in Dumpers as and when required.

ANNEXURE – “C”

S.NO.	VEHICLE CHECK LIST
1	Floor should be even, strong enough and not damaged
2	Vehicle floor should be of Steel
3	Tyres to be in good condition - Vehicles with Torn/damaged tyres will not be allowed
4	Vehicle should have both front & reverse horn
5	Front light, back light & reverse light to be in working condition.
6	Vehicle has 3 pieces mirror
7	Vehicles of model 4018 and 4923 should have THREE AXLES
8	Both paddle & hand brakes to be in working condition.
9	Driver 's seat should be stable & in good condition
10	Drivers's seat should have three point seat belt
11	Rear & side under run protection for wheels
12	Retro Reflective tape all around the vehicle
13	Jack should be in working condition with horn (For Dumpers)
14	Dumpers should have rubber/teflon coating for Concentrate Transportation
15	Vehicle has silencer in ok condition.
16	Both front and rear indicators to be in working condition.
17	Pollution control certificate
18	Vehicle has clean front glass with both wipers in working condition
19	Vehicle should have ISI marked fire extinguisher of 1 Kg
20	All valid RC/ Permit /Insurance should be with the vehicle
21	Vehicle should have good quality Tarpaulin
22	Driver should have valid driving licence and follows safe driving cardinal rules
23	Driver should have medical fitness certificate from Registered medical practitioner
24	Driver should have all mandatory PPEs.

ANNEXURE – “D”

VEHICLE & DRIVING STANDARD

VEHICLES AND DRIVING

All vehicles coming to HZL plant premises should follow below mentioned criteria for Vehicles as well as Drivers. If any vehicle is not fulfilling any of the criteria then it will not be allowed to plant premises.

NO-GO Criteria For Vehicles -

1. **Seat Belt** - Vehicle must have functional seat belts for all Seats & 3 Point Contact type seat belts for driver & helper.
2. **Vehicle Fitness** - Any vehicle contracted to HZL should be certified for fitness on Roadworthiness by RTO (in form 38). New vehicle having RC of less than 2 Year old not to produce any fitness certificate separately.
3. **Tyre** - All Vehicle must comply with HZL guidance on Tyre (should have depth of 1.6mm in the centre of the tyre)
4. **Tractor Trolley** – Tractor with trolley has been banned in HZL .Only Auger with Tractor will be allowed for plantation.
5. **Retro-Reflective Tape** – Retro- Reflective tape required in the vehicle (side/front & back) for easy identification of the vehicle.
6. **Spark Arrestor** - Any vehicles carrying flammable & explosive materials such petroleum products i.e. HSD, FO, tyre oil, propane gas etc.
7. **Run Protection** - Side Run (SUDP) & Rear Run(RUDP) Protection should be available in all HMV.
8. **Third Axial Provision** - Empty truck can have lifted third axial but loaded truck should have third axial on ground with running condition.
9. **RC & Insurance Paper** - Vehicle should have a valid RC copy along with Insurance Paper.
10. **Reverse Horn** - Vehicle must have working & audio-able reverse horn.
11. **Indicators/ blinker & Head lights** - Vehicles must have working indicators/ blinkers and Head lights.
12. **Wiper at driver side** - Vehicles must have working wiper on wind screen at Driver side.
13. **Side Mirrors**- Vehicles must have side mirror at driver & helper sides

14. **Fire Extinguisher** – LMV should have 1KG metal body and HMV should have 4KG metal body type Fire Extinguisher (IS 15683).
15. **Disabled Triangle** – All vehicles (LMV & HMV) should have disabled Triangle which has to be used during vehicle breakdown condition.
16. **First Aid Kit** – All vehicles (LMV & HMV) should have one First Aid Kit for emergency Usage.

NO-GO Criteria For Drivers –

1. **Seat Belt** – Driver has to use Seat belt all the time whenever will be inside the vehicle.
2. **PPE** - Safety helmet, safety shoes, Goggle & reflective jackets (except hazardous goods carrying vehicles)
3. **Medical Fitness** - All Vehicle drivers must have a medical fitness certificate confirming the parameters stipulated by HZL. Please refer to the Annexure-1.
4. **Intake of Alcohol & Drugs** - Drivers will not be allowed to drive vehicle found taking drugs/Alcohol.
5. **Haz-Chem Training** - All Drivers carrying Hazardous chemicals and/or material possess a valid training certificate on Haz-Chem from state Government approved institute or agency(after completion of CMVR training driving licences will be issued by RTO).Driver should have **TREM** Card with them.

Annexure For Drivers Medical Fitness Certificate – (Valid for 6 Months)

MEDICAL FITNESS CERTIFICATE FOR DRIVERS

(To be filled by a registered medical practitioner)

- ❖ Name of the Applicant : _____
- ❖ Name of the Applicant’s Father : _____
- ❖ Age of the Applicant in years : _____
- ❖ Sex: Male / Female
- ❖ Address :

- ❖ Is the applicant ,to the best of your judgement, subject to Epilepsy, Vertigo ,or any other ailment or likely to affect his efficiency: _____
- ❖ Does the applicant suffer from any Heart or Lung Disorder which might interfere with the performance of his duties as a Driver : _____
- ❖ B.P : Systolic _____ Diastolic _____ mm/ Hg
- ❖ CVS : _____
- ❖ Respiratory System : _____
- ❖ Is there any defect of Vision : _____
- ❖ (i) Visual Acuity for Both eyes:
 ❖ Visual acuity (with or without glasses/contact lense /IOL/ Implantable contact lense)

<u>Distant Vision</u>		<u>Near Vision</u>	
<u>Better Eye</u>	<u>Worse Eye</u>	<u>Better Eye</u>	<u>Worse Eye</u>

(ii) Fundus

- (i) Any progressive pathological condition
- (ii) Vitreous or Chorio- retinitis
- (iii) Any Retinal disease in Diabetes, Hypertension, Atherosclerosis
- (iv) Corrected Myopia (including the cylinder) exceeding (-) 6D and Hypermetropia (+) 4D in each eye up to 35 years of age.
- (v) Corrected Myopia (including the cylinder) exceeding (-) 6D and Hypermetropia (+) 6D in each eye beyond 35 years of age.

(iii) Colour Blindness:

(iv) Night Blindness :

(v) Presence of Squint ;.

(vi) Glaucoma

- ❖ Has the applicant possess any deformity or lost any of his limb which would interfere with the efficient Performance of his duties as a driver : _____
- ❖ Does he show any evidence of being addicted to the excessive use of an Alcohol, Tobacco, or Drugs : _____
- ❖ Is he in your opinion generally fit as regards
(a) Bodily Health _____ and (b) Eyesight _____
- ❖ Identification Marks : _____

In addition to the above questionnaire, I certify that to the best of my knowledge and belief the applicant is FIT / UNFIT to be employed as a Driver.

Name of the Medical Officer: _____

Designation: _____

Medical Registration No: _____ : State of Registration /MCI _____

MEDICAL OFFICER

(Signature and Seal of Doctor)