Ref No: APL/C&P/Elect-Proj/2026-27/677

ASSAM PETRO-CHEMICALS LIMITED
NAMRUP

NOTICE INVITING TENDER

FOR

ANNUAL MAINTENANCE CONTRACT FOR 01 (ONE) YEAR FOR MAINTENANCE OF 04 (FOUR) NOS. EOT CRANES, MAKE: GRIP ENGINEERING, SAFEX ELECTROMECH, EDDYCRANES ENGINEERS PVT. LTD. LOCATED IN DIFFERENT LOCATIONS OF THE 500 TPD METHANOL PLANT AT APL, NAMRUP

TENDER NO: APL/C&P/Elect-Proj/2026-27/677

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Ref No: APL/C&P/Elect-Proj/2026-27/677

NOTICE INVITING TENDER

Assam Petrochemicals Limited (APL) invites limited tenders from competent & experienced contractors for the under mentioned job in **Single stage Two bid system** comprising Techno-Commercial Bid & Price Bid.

NAME OF WORK	EARNEST MONEY	TENDER PROCESSING FEES
ANNUAL MAINTENANCE CONTRACT FOR 01 (ONE) YEAR FOR MAINTENANCE OF 04 (FOUR) NOS. EOT CRANES, MAKE: GRIP ENGINEERING, SAFEX ELECTROMECH, EDDYCRANES ENGINEERS PVT. LTD. LOCATED IN DIFFERENT LOCATIONS OF THE 500 TPD METHANOL PLANT AT APL, NAMRUP	**INR 6,015.00**	**INR 60.00**

BID DOCUMENT ISSUE PERIOD	**From 15:00 Hrs on dt. 26.10.2026 up to 17:00 Hrs on dt. 09.11.2026**
LAST DATE OF BID SUBMISSION	**Up to 15:00 Hrs on dt. 09.11.2026**
BID OPENING DATE	**At 15:00 Hrs on dt. 10.11.2026**
BID SUBMISSION	**In e-tendering portal https://assamtenders.gov.in/nicgep/app**
AVAILABILITY OF TENDER DOCUMENTS	**1. https://assamtenders.gov.in/nicgep/app** **2. www.assampetrochemicals.co.in**

Sd/-
Managing Director

Ref No: APL/C&P/Elect-Proj/2026-27/677

1. INTRODUCTION

1.1. Assam Petrochemicals Limited (APL) was set up to utilize the huge reserve of Natural Gas in the Upper Assam oil fields and also to meet the requirement of increasing national demand for Methanol and Formalin. Incorporated in 1971, the company was a pioneer in the field as it was the first to manufacture petrochemicals in India using natural gas as feedstock. Its Petrochemical plant was set up in Namrup, Dibrugarh Dist. of Assam.

Assam Petro-Chemicals Ltd. is now implementing a mega project of 500 TPD Methanol and 200 TPD Formaldehyde plant as an expansion project of the company at a total cost of Rs. 1709 crores. The Hon'ble Prime Minister of India, Shri Narendra Modi virtually dedicated the 500 TPD Methanol Plant of the Company in service to the Nation on 14.04.2023. Besides the project work of 200 TPD Formalin Plant in Boitamari of Bongaigaon district is well in progress. Government of Assam, Oil India Limited and Assam Gas Company Limited are investing in equity capital for implementation of 500 TPD Methanol and 200 TPD Formalin project. Government of Assam along with Assam Gas Co. Ltd and AIDC Ltd. will hold 51% of shares and Oil India Ltd. will hold 49% of the equity capital of the company.

1.2. The site for the New Plant:

The new 500 TPD Methanol Plant is set up in the land area adjacent to existing location of APL factory at Namrup.

1.3. Approach to site:

The APL factory is situated at Namrup in the district of Dibrugarh, Assam, India. Namrup is connected with Dibrugarh by national Highway NH-37 and is at a distance of around 70 KM from Dibrugarh and around 65 KM from Dibrugarh Air Port. The nearest railway Station is Namrup Station and is at a distance of 9 KM. The Station has siding facilities suitable for handling Project equipments. The Railway Track is Broad Gauge.

1.4. The Plot area has an existing Natural ground level of 124.4 m from the MSL.

2.TERMS AND CONDITION OF WORK:

1. **Details Area wise EOT Cranes are as follows:-**

Sl. No.	Item Description	UOM	Qty.	Make	Location
1.	Double Girder EOT Crane Capacity – SWL 10 Ton.	No.	01	SafexElectromech	NitrogenUnit Compressor house.
2.	Double Girder EOT CraneCapacity – SWL 10	No.	01	Eddycranes Engineers Pvt. Ltd.	CPP STG House.

	Ton.				
3.	Double Girder EOT Crane Capacity – SWL 15/3 Ton.	No.	01	Eddycranes Engineers Pvt. Ltd.	CPP GTG House.
4.	Single Girder EOT Crane Capacity – SWL 15/5 Ton.	No.	01	Grip Engineers	Syn Gas Compressor House.

3. SCOPE OF WORK:

A. MECHANICAL: INSPECTION AND MAINTENANCE FOR HAZARDOUS CRANE OPERATION:

PART A – GENERAL:

1. **SUGGESTED FREQUENCY OF INSPECTION:**
   Table-1:

SL. NO.	COMPONENTS	FREQUENCY OF INSPECTION
1	Hoist System Motor Shaft & Couplings Hoist gearing Drum, Drum Shafts, & Bearings Sheaves and Pins Block	Inspect quarterly
2	Hoist Motor Brake(s) Rope Damage – Such as: Worn, cut, crushed, kinked, un-stranded, corroded, loss of lubricant; bird-caged, heat damage,	Inspect quarterly
3	Hook : Cracked, bent, spread	Inspect quarterly

Note:

a) Visual inspection is intended throughout this Section, except where stated otherwise. Such a Crane should be cleaned effectively from dirt or grease cleaned before inspection.
b) An itemized and signed inspection record should be made for each crane. Prompt action should be taken for repair or replacement of worn or damaged parts.
c) A typical inspection check list for structural and mechanical parts is shown in **Table-2**

2. CHECK LIST – MECHANICAL PARTS

Table-2:

CHECK COLUMN	OK	Needs Lubrication	Needs Adjustment	Needs Replacement	Needs Cleaning	Noisy	Loose	Bent or Broken	CHECK COLUMN	OK	Needs Lubrication	Needs Adjustment	Needs Cleaning	Noisy	Loose	Bent or Broken
Bridge									Hoist	M A	M A	M A	M A	M A	M A	M A
Alignment									Hook							
Girders (camber)									Hook bearing *							
Rails									Sheaves *							
Walks, ladders, railings									Sheave bearings *							
Truck to girder connection									Equalizer Sheave *							
Trucks									Rope ■ *							
Wheels, driver *									Rope anchor							
Wheels, idler *									Drum grooving							
Wheel bearings *									Drum oil-seal							
Axles * & couplings									Drum shaft							
Squaring shaft									Drum shaft bearing *							
Squaring shaft bearings *									Motor pinion							
Squaring shaft coupling *									Motor gear							
Motor coupling *									Intermediate pinion							
Motor pinion									Intermediate gear							
Motor gear									Drum pinion							
Axle pinion									Drum gear							
Axle gear									Hoist case bearings							
Gear case bearings									Mech. Load brake *							
Hydraulic brake *									Friction discs. *							
Break linings *									Pawl *							
									Pawl shifter							
									Ratchet or band							
Trolley Drive									Motor coupling *							
Wheels, driver *									Hoist case coupling *							
Wheels, idler *									Cable reel							
Wheel bearings *									Springs							
Axles & couplings									Sprockets							
Motor coupling *									Chain							
Motor pinion									Contact fingers *							
Motor gear									Collector rings							
Axle pinion																
Axle gear																
Gear case bearings																

Note:

a) This checklist includes instructions for a variety of equipment. It should be understood that all information does not apply to all equipment, and there might very well be other important items requiring frequent inspection which are not covered by this checklist. It is recommended to use only factory authorized repair parts.

b) A formal schedule of inspection should be established with the designated inspector completing, signing, and dating the checklist after each inspection. Separate inspection files should be maintained for each crane.

PART B – RUNWAYS AND RAILS:

1. Checking for Runway girders and columns which should be reasonably straight and parallel. Girders should be a sized to deflect not more than 1/800 of their span under maximum wheel load.

2. Checking for cracked, spelled nor mashed to a sharp cutting edge of rail heads as it will quickly destroy wheel flanges.

3. Checking for clean and free of paint, oil and grease of Rails. If found paint, oil and grease then it should be cleaned as these contaminants may cause drivewheels to slip, skid, and chatter, causing rapid tread wear, premature failure of bearings, shafts and gearing, and skewing of the bridge due to different friction conditions at opposite ends of the crane.

4. Rails must be straight, level, and set at the correct span within + 3mm. Rails must be securely fastened to the girders.

PART C – STRUCTURAL:

1. **CHECKING OF SQUARENESS:** Cranes when assembled at the factory are aligned for parallelism, with the end trucks squared such that diagonals between corner wheels are equal within 6mm. This square ness is maintained by use of reamed holes and tolerance body bolts.

2. Also, if loose bolts are found in girder-to-truck connections or girder end ties, it is important to correctthe cause of the conditions, not just tighten the nuts. Otherwise the problem will quickly return and continue to get worse.

3. **CHECKING FOR STRUCTURAL DAMAGE AND CRACKS:** Examine girder ends for cracks in webs, truck flanges, and truck webs. If these conditions are found, then to be repaired in consultation with the manufacturer or replacement of parts.

4. Checking for Loss of camber to be checked and if found to be rectified.

5. Examine gear unit and motor supports for loose bolts, structural cracks, or cracked weld and if found, it is to be repaired.

6. **CHECKING OF FOOTWALKS AND LADDERS:** Foot-walks, toe-boards handrails and ladders should be inspected monthly to assure that they are in sound structural condition and are not bent, loose, broken, or missing. Foot-walks must be kept clean and free of debris, such as grease, oil, loose parts or tools, rusting or corrosion etc.

7. **CHECKING FOR RATED LOAD MARKING:** Check that load rating signs are visible from the floor and are clean. The rated load must be marked on each side of the crane. If the crane has more than one hoisting unit, each hoist and / or block must be marked with its load rating.

PART D – MECHANICAL:

1. During testing and Operation it should be checked regarding any unusual noises such taken in inspection of areas where impending trouble might be suspected, if any observation mentioned in the operator's report.

2. Gear unit inspection covers should be cleaned and opened. Visually or audibly check for excessive backlash, wear, or cracks in gears and pinions. Check for broken or worn bearings or misalignment. Use care to avoid getting dirt in the gear units when removing covers.

3. Checking for oil in gear units for foreign material or leakage. Fill to proper level, if needed. Wear can be detected by metal particles in the oil.

4. Gears should be rotated slowly so that all teeth on all gears can be inspected for pitting on flanks and along the pitch-line, and for featheredges at the tips of teeth. This can be accomplished by manually releasing the brake and rotating high speed coupling by hand.

5. Checking of couplings for tight bolts, elongation of holes, and tightness of keys in keyways.

6. Checking wheels for excessive flanging and flat spots.

7. Visually checking of machinery welds.

8. Checking of sheaves for excessive wear. Lift wire rope out of the sheave groove at a few typical points to inspect contact surfaces.

9. Make sure that bumpers are intact and securely bolted to the trucks, springs are not broken and that restraining cables are intact.

10. Inspection of wire rope for broken strands, reduced diameter, twisting, kinking, or excessive wear.

11. Any deterioration resulting in appreciable loss of original strength should be noted and determination made as to whether further use of the rope would constitute a hazard.
12. Checking of wire rope wear and tear and checking of strength of the used rope.

However, some of the following conditions should be sufficient reason for questioning continued use of the rope or for increasing the frequency of inspection:

a) Twelve randomly distributed broken wires in one strand in one rope lay.
b) Wear of one-third the original diameter of outside individual wires.
c) Kinking, crushing, bird caging, or any other damage resulting in distortion of the rope structure.
d) Evidence of heat damage.
e) Reductions from nominal diameter of more than 0.4mm for diameters up to and including 8mm, 0.8mm for diameters 10mm to and including 13mm, 1.2mm for diameters 14mm to and including 19mm, 1.6mm for diameters 22mm to and including 28mm, and 2.4mm for diameters 28mm to and including 38mm.
f) Check that rope leaves drum in correct direction (has not been reversed due to over-lowering).

13. Checking of hoist drums for wear, such as some grooves worn deeper or sides of grooves worn to a point. If the groove root diameter is worn ¼ of the rope diameter or more, the drum should be replaced.

14. Crane blocks should be inspected monthly basis for worn sheaves or bent housing. It should be pay particular attention to the hook. Checking for excessive wear, gouging, or visible cracks in the bowl and back of the hook to be carried out.

15. Checking of nut on the hook shank for secure and has not turned on the shaft. If it is secured with a pin and others by a set screw then it is to be make sure these are intact. Checking of hook to see for it's swivels easily.

16. The dimension should be checked at least once a year.

17. **RECOMMENDED INSPECTION OF CRANE HOOKS AS PER O&M MANUAL:**

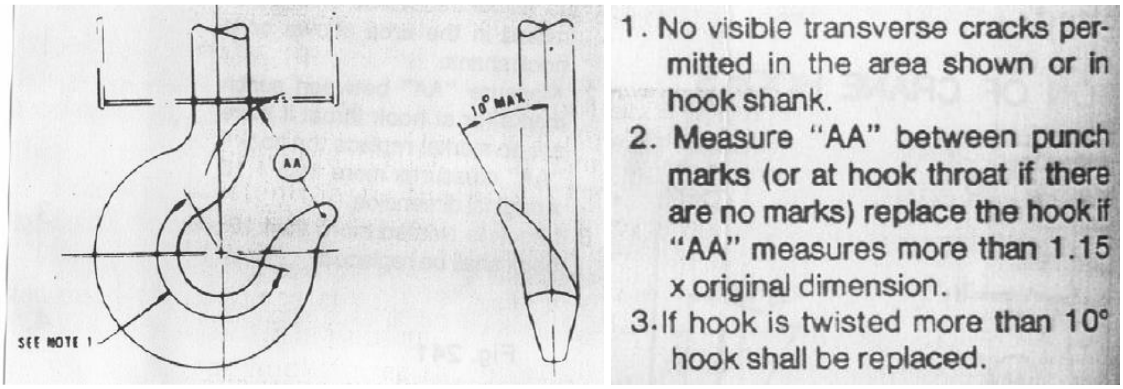


Figure 1

a) No visible transverse cracks permitted in the area shown or in hook shank.

b) Measure "AA" between punch marks (or at hook throat if there are no marks replace the hook if "AA" measures more than 1.15 x original dimension.

c) If hook is twisted more than 10°, hook shall be replaced.

18. Checking of lubrication for Gears wherever it is necessary with proper cycle and proper recommended grade.

19. Checking of Greasing on axle bearings wherever it is necessary with proper cycle and proper recommended grade. All excess grease should be removed with a rag each time the crane is greased. To be keep all fittings clean so that dirt is not forced into the bearing.

20. The crane manufacturer's recommendations should be followed as to the type of oils and greased to be used.

21. **PERMISSIBLE WEAR:**

As per recommendation of Manufacturer it is not recommended to use the parts of the Crane over the following limits of wear. The parts which are worn out over these limits should be replaced immediately.

Part	Description	Permissible wear limits (decrease in size)
Gears	First pair of gearing Other gears	10% of tooth thickness on the p.c.d. 20% of tooth thickness on the p.c.d.
Wheels	Flanges Tread	50% of full size 30% of full size. When the difference in diameter between right side and left side wheels exceed 1.5 % Re-machine to rectify.
Sheaves	Groove Diameter	50% of wire rope diameter
Brake lining	Thickness	50% of full size
Wire rope	No. of breakages of steel wires	10% of total strand per every 300 mm length over the entire length.

22. **LUBRICATION CHART:**

S.No.	Parts to be Lubricated	Method of Application	INTERVAL INDOOR	OUTDOOR	RECOMMENDED LUBRICANTS I.O.C.L.	GRADE	FILLING QTY.
1.	ENCLOSED GEARING						
	a) Hoist Gear Box Ambient temperature - 50° C	Splash	A	B	Servo	320	50 Ltr (MHT) 10 Ltr (AHT)
	b) CT Gear Box Ambient temperature - 50° C	Splash	A	B	Servo	320	5 Ltr.
	c) LT Gear Box Ambient Temperature - 50° C	Splash	A	B	Servo	320	8 Ltr.
2.	BALL BEARING	Grease Nipple	A	B	SKF	NLGI-3	-
3.	WHEEL BEARING						
	a) Antifriction	Grease Nipple	A	B	SKF	NLGI-3	-
4.	BALL BEARING						
	a) Antifriction Bearing	Grease Nipple	A	B	SKF	NLGI-3	-
	b) Hook swivel	Grease Nipple	D	C	SKF	NLGI-3	-
5.	WIRE ROPE	Manual	C	C	CARDIAC COMPOUND		

LEGEND:

A-Check and lubricate monthly Change after 2000 hrs. of operation or every six months
B-Check and lubricate monthly Change after 1500 hrs. of operation or every three months
C-Apply monthly or every 50 hours
D-Apply monthly or every 50hrs

23. **As per guidelines of O&M manual the Inspection & Maintenance of Wire Ropes is given as below:**

a) Inspection:

Rope, Sheaves, Drums and related attachments should be regularly inspected for wear and damages. Observations should be periodically logged. Observations should be made to check the rubbing of ropes with flanges, adjacent layers etc. Inspection includes not only visual examination but also non destructive examination like electromagnetic testing. Tabulating the results can make us estimate effective life span of a rope. Corrosion, wear and tear, fatigue and damages should call for immediate attention of the responsible person for the prevention of accidents.

Wire ropes can be discarded on following grounds.
- Wear and tear
- Corrosion
- Fatigue

- External Deformation (Cork Screw Deformation, Cage Formation, Looping of Wires, Loosening of individual Wires, Formation of Knots, Constructional Defects, Flattening of Rope, Curling of Rope, Puffing and Kink Formation.)

- Action of Heat
- Type, Position and number of wire ruptures
- Abnormal Stretching
- Surface embitterment
- Core Collapse
- Fitting Time (Statutory obligation or internal systems)
- Accidental damage

Periodic inspection by competent authorities as required by the statutory law enforcement agencies should be carried out strictly to avoid complication. No rope should remain service when it isconsidered that

- The factor of safety has become too low, (When the reserve of strength is no longer sufficient to ensure that the rope can safely withstand the repeated shock loads, bends etc.)

- The loss in rope strength due to wear, corrosion or both is approaching 16% of the original strength.

- The loss in rope strength due to fatigue, corrosion, surface embitterment, broken wires is approaching 10% of original strength.

- The outer wires have lost 33% of their depth as the result of deterioration.
- The outer wires are becoming loose and displaced.

- Kink formation, distortions or damages cannot be cut and removed.

- The rope is subjected to server over wind, overload, server shock loading or severe vibration as a result of accidents.

- The examination of the rope leaves any doubt to its safety on any grounds.

- A rope which is still in good condition reaches the maximum life for its type prescribed by the manufacturer or as laid down in regulations, if any.

b) Maintenance:

Maintenance of wire rope means
- Shifting the points of contact of wire by cutting off drum ends of by changing the rope end.
- Ensuring adequate lubrication.

Lack of lubrication is a common neglect of rope. In manufacture, wire ropes are fully lubricated (including fiber core and layers). In operation this initial lubricant tends to dry out thus calling for relubrication at regular intervals.

The quality of lubricant plays an important role in prolonging the life of wire rope. It should confirm to the relevant standard and shall have qualities as discussed in the section of “lubricant”.

c) Application of Lubricant:

The rope should be preferably clean and dry before application of lubricant. Jets of air or wire brushing are some of the cleaning methods used. To apply the lubricant the following methods maybe followed.

- A brush can be dipped in to the lubricant and applied on the rope. A rag or piece of sheepskin too can be used to swab the lubricant on to the rope.

- Lubricant by hand with leather gloves can be applied. Leather is preferred over canvas as it offers greater protection and less penetration of the grease. This method is popular where heavy, non-flowing lubricant is used. For smoother finish, lubricant may be slightly heated.

- The rope can be passed through lubricant filled wooden trough with sheave mounted on the shaft. Excess lubricant can be wiped off by placing a swab on the out going rope.

d) Frequency of Lubrication:

It is better to lubricate lightly and frequently than heavily and rarely. The periodicity will depend upon the service conditions prevailing, however, we recommend monhtly schedule of lubrication.

e) Maintenance of Creep Speed Planetary Gearboxes:

The gears are manufactured from high quality materials. All materials used for gears and other components undergo quality control at various stages such as Raw material selection, Component production and Assembly.

Both Internal and external gears are cut as per DIN quality grades and heat-treated to obtain the required amount of case and core hardness.

This manual is dedicated to your service with the hope that the instructions contained herein will befollowed to obtain a long trouble free service from this unit.

1.0. LUBRICATION

Recommended lubrication for this unit is EP320 grade Castrol's Alpha SP 320, IOCL's SERVOMESH SP 320, Shell's OMALA 320, HPCL's Parthan EP 320, BPCL's AMOCAM320 are some of the EP320 grade oil readily available in market.

The most important aspects of maintenance of the enclosed gear units are to give proper attention to the GEAR LUBRICANTS. However good may be a gear unit, use of improper lubricant, in its quality or quantity, drastically affects its performance and life.

Gear Lubricants perform several functions, of course the most important being lubrication, though thisrequires only a small amount of lubricant. The other important functions of gear lubricants are:

1.1.1. COOLING

The lubricant acts as a coolant and carries away the heat generated as gear teeth roll & slide overeach other.

1.1.2. PROTECTION

Gears must be protected against corrosion, especially where water contamination could occur.

1.1.3. CLEANLINESS

The lubricant should carry away any debris formed by running in of the gears or foreign contamination.

Ideally, the mating surfaces of the gear teeth are to be fully separated by a film of lubricant, withoutany metal-to-metal contact, under all working conditions.

Viscosity of the gear lubricant plays a major role in maintaining the oil film between mating surfaces. Higher the viscosity higher would be the film thickness, hence higher the viscosity of the oil the more effective it would be as gear lubricant. However high viscosity oils are not always the most desirable as they increase the drag and give rise to the increased power loss, they are more likely to overheat & become oxidised, they are less effective coolants and they have poor water separation properties. Hence it is important to use the lubricant of the correct viscosity as specified.

The gear lubricant grade EP (extreme pressure) contains the additives required to reduce friction andwear under very severe load conditions.

Specified amount and grade of oil should be filled, before the unit is put into operation. Use of lubricant less than the specified amount cause the oil starvation to the gears, while more quantity than the specified one results in more churning of the oil, thereby increasing the power loss, oil foam formation. Hence it is important to use the specified quantity of the lubrication oil.

2.0. MAINTENANCE:

2.1. OIL CHANGE:

It is recommended that the first change of oil for the gear unit must be done after 250 hours of initialoperation and thereafter every 2500 hours of operation.

Always use the recommended grade of oil/grease only and do not mix various grades of oil/grease. Lubricant should be cool, clean, and without any contamination. Start the drive and ensure that thereis no oil leakage. If there is a leak through the plug thread, a change of the rubber washer may be necessary.

Procedure for Oil change – Oil change should not be carried out while the unit is operation, unless otherwise specified.

1. Remove oil-draining plug. Oil in the gear housing will drain out rapidly.
2. Refit oil-draining plug. Remove the breather plug and fill the unit with new oil upto the level indicated.

Start the drive and ensure that there is no oil leakage. If there is a leak through the plug thread, change of the rubber washer may be necessary.

2.2. OIL SEALS

If the unit is disassembled for any reason, it is recommended that the old oil seals and 'O' rings be replaced, before re-assembly. Replacement of oil seals may be carried out every six months or as found necessary. Oil seals must be fitted carefully to avoid damage its lips.

b. ELECTRICAL:-

1. The main power supply network with all accessories such as main Power supply DB, Distribution system, Radio Remote Panel with Remote System, Motors illumination system, Power supply Cable of the individual EOT Crane is to be check in periodic maintenance period and if any fault seen or detected it is to be rectified immediately.
2. To Check up all the fuses of individual EOT Crane and if any faulty part occurs it is to be rectified / replaced immediately.
3. To Check all the contactors and relays and if any defective/fault found it is to be rectify/replaced immediately.
4. To check all the Wiring system of the Crane.
5. To check the operation of the radio remote / Pendant Operation and if any faulty found it is to be rectified immediately.
6. To check all the motors of individual EOT Crane including Slip Ring and Carbon Brush and if any fault found it is to be checked and rectified immediately.
7. To check all the thrust brakes / EM Disc Brakes and if any fault found it is to be rectify immediately.
8. To check all the electrical control panels of individual Cranes and if any fault found it is to be rectify.
9. To check and measure the incoming and outgoing current of the cranes and if any abnormality found, it is to be rectify immediately.
10. To check up the bolt and nuts of the individual cranes and if proper tightness not found it is to be tight properly
11. To check up the wire rope and if any abnormality detected it is to be rectified properly.
12. To check up the lubricant, oil level in the gear box and fill up the oil up to indicated level, if required.
13. To check up hook swivelling, sheaves of bottom block and if any fault is detected, it is to be rectified immediately.

14. To check all the brakes on load and on no load and if any abnormality is detected, it is to be rectify immediately.
15. To check the function of the limit switch, wire, rope etc. and if any fault is detected it is to be rectified.
16. To check the heath of coupling brake drum, shafts bearing and wheels and if any abnormality found, it is to be rectify.
17. To check all the gear boxes of the individual EOT Cranes and if any abnormality found, it is to be checked and rectified.
18. To check all wheels and greasing the same for safety of bearings and wheels.
19. To check the DSL System for smooth running of the EOT Cranes and if any abnormality found it is to be rectified.
20. Also, the routine maintenance cum overhauling of Thrust Brake & Coil is to be done periodically.
21. Again if any sudden breakdown cum interruption of the operation of above EOT Cranes occur in 500 TPD Methanol Plant, then immediate action cum mobilization of Service Engineer with tools and tackles is to be down in a period of maximum 48 hrs from the time of reporting to rectify the problem.
22. If unseen maintenance required except above it is to be done during periodic or routine maintenance activities.

3. BIDDER'S QUALIFICATION CRITERIA:

a) TECHNICAL:

1.Work order including work completion certificate specifying amount paid for work executed and the date of completion of the job for similar type of the works of "Annual Maintenance Contract (AMC) for minimum 01 (one) year for the maintenance of EOT Cranes of Capacity Minimum SWL-10 Ton, Make: Grip Engineering / SafexElectromech/ Eddycranes Engineers Pvt. Ltd. in Petro-Chemical Industry/ Oil & Gas / Fertilizer Industry / Large PSUs " during the last 05 years, ending 31st March of the previous financial year of which experience should be any one of the following:

Three similar completed works each costing not less than the amount equal to
Rs. 1,20,304.00
Or

Two similar completed works each costing not less than the amount equal to
Rs. 1,50,380.00
Or

One similar completed work costing not less than the amount equal to **Rs. 2,40,608.00**

2. Bidder shall not be an employee in Government/Quasi Government/Public Sector Undertaking and/or dependant of an employee of Assam Petro-chemicals Limited in service.

3. The Contractors/ Agencies should be in possession of necessary manpower, tools, plants, equipments& machineries required for carrying out the Job. APL would not provide any materials for the execution of the Job.

b) COMMERCIAL:

1. To be eligible, the contractor should have a sound financial background and average annual turnover for the last three financial years, ending 31st March viz. **2025-2026, 2024-2025 and 2023-2024** should not be less than **Rs. 90,228.00**

2. The Income Tax Return of the last 3 (three) financial years must be submitted along with the Bid documents.

3. The bidder shall have earned a net positive profit for the last three consecutive years.

4. **INSTRUCTION TO BIDDER:**

1. Rates quoted should be exclusive of all taxes, duties and GST.

2. The successful bidder has to execute an agreement with APL in a non-judicial stamp paper of denomination not less than Rs. 100.00 within 10 days after issue of LOI / Work Order. (**Annexure-I**).

3. Rates quoted should be inclusive of transportation, mobilization, demobilization, site clearance Operation Cum Maintenance / Servicing charges etc.

4. **EARNEST MONEY DEPOSIT:** The bidder has to deposit a sum of **Rs. 6,015.00.00 (Rupees Six thousand and Fifteen)** only in online mode only by Netbanking/ RTGS/ NEFT or Bank guarantee in favour of ASSAM PETROCHEMICALS LTD. payable at NAMRUP as earnest money along with their offer. Bank Guarantee Format is provided in Annexure-I. After acceptance of order by Vendor / Bidder (successful bidder), APL shall return the EMD to all unsuccessful bidders. EMD shall bear no interest. EMD of successful Bidder can be adjusted with SECURITY DEPOSIT.

5. The bidder shall be solely responsible for compliance of safety rules and regulation as per Factory Act as applicable.

6. Safety Appliances/ PPEs required at the time of execution of the jobs shall be made available by Bidder to his workmen.

7. Any injuries or accidents to your team members shall be taken care by you at your own risk and cost and shall comply with all safety rules and regulations.

8. APL reserves the right not to execute the work at all or to split the work between two or more bidder, if necessary. Such a step shall not constitute a breach of the contract. APL reserves the right to accept or reject any of the proposals received at its sole discretion without assigning any reasons whatsoever. Incomplete bids submitted after due date will be rejected.

9. Payment would be made only on actual quantum of work successfully executed to the satisfaction of the Officer-in-Charge.

10. The bidder may at its own discretion can examine the site of works and its surrounding and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into the contract. Claims of any kind due to variation or ignorance of site conditions and environment conditions will not be eligible in any circumstances.

11. Failure to furnish all the information required by the bidding documents or the submission of a bid not substantially responsive to the bidding document in every respect may result in the rejection of the bid.

12. **MOBILIZATION ADVANCE**: There will be no mobilization advance.

13. **DIFFERENTIAL TAXES/DUTIES:**

    i. Any Differential in taxes and duties will be cost loaded on case to case basis. However, if a vendor states that taxes / duties are not applicable at present and will be charged as applicable at the time of delivery then his bid shall be loaded by the maximum rate of taxes / duties applicable as on date of price evaluation.

14. **BID VALIDITY**: Bid validity period is 180 days from the DUE DATE or EXTENDED DUE DATE

15. **CONTRACT PERIOD:**The period of contract shall be valid for 01(one) year.

16. **INSOLVENCY OR INHABILITY TO PERFORM THE CONTRACT SATISFACTORILY:**
    If the contractor's performance of any portion of it or his subsequent rate of progress is unsatisfactory, the Company shall have the power to declare the contract to an end. In case, the contractor shall be liable for any expenses or damage, which the Company may incur in connection with contractor's default will be recovered from the Contractor and security deposit shall stand forfeited.

17. **FORCE MAJEURE:**

i. Neither the contractor nor the company shall be considered in default of it obligation hereunder, if such performance is prevented or delayed of war, hostilities, revolution, flood, earthquake. Civil commotion or because of any law and order proclamation or ordinance of the Govt. Or of any other cause beyond the reasonable control of the party effected.

ii. Should one or both parties be prevented for fulfilling contractual obligation by a state or force lasting continuously for a period of six months the two parties shall consult together regarding the future execution of the agreement.

18. **ASSIGNMENT OF SUB-LETTING OF CONTRACT:**

The contractor shall not assign or sub-let the contract or any part thereof or allow any person interested therein, in any manner, whatsoever. Any breach of this condition shall entitle to take such steps as may be necessary and also terminate the contract. However the contractor can assign / depute his authorized representative to look after the job including billing, receipt and payment to his worker already engaged for the job.

19. **APPLICABILITY OF LAW AND JURISDICTION**: The contract shall be governed and interpreted in accordance with applicable laws of India as well as the state of Assam. Any suit or proceedings to enforce the rights of either of the parties hereto under this contract will be instituted in and tried by the courts of Dibrugarh only in the state of Assam and by no other courts and both the parties hereto hereby expressly agree to submit to the jurisdiction of such courts.

20. **SUBMISSION OF BILLS:**

a. Four Nos. of bills shall be submitted quarterly (after completion of every three months) for the whole AMC.
b. Each bill will be raised for 25% of Work Order value.

21. **PAYMENT TERMS:** The terms of payment shall be as below:

a) 100% of Bill value shall be released within 30 days after successful completion of each quarter and acceptance of the work certified by Engineer- in-charge.

22. **LIQUIDATED DAMAGES (LD**)

In case the job is delayed beyond the stipulated completion period (mentioned in Work order) due to negligence, poor workmanship, deployment of unskilled manpower or any other reason whatsoever on contractor's part, a penalty at the rate of 1% of work order value per week, limited to maximum of10%, shall be recovered from the contractors bill.

23. **AGREEMENT**
    i. On acceptance of the tender, the contractor has to execute an agreement on Non Judicial stamp paper of Rs. 100.00 (Hundred) only at his own cost within 10 (Ten) days from the date of receipt of the order.

24. The contract will be implemented strictly as per specification and all other conditions of APL General Direction and Conditions of Contract.

25. The Company also reserve the right to add or make any amendment of the above clauses as and when company feels necessary depending upon the changing situation.
26. Any dispute and subsequent course of action relating to the contract will be deemed to have arisen within jurisdiction of Dibrugarh Court only, no other court.

27. For Clarification relating to bid/ Site visit the bidder may contact following:

28. **TERMINATION OF CONTRACT:**

If Contractor shall neglect to execute work with due diligence or expedition, or shall refuse or neglect to comply any reasonable order given to it in writing / or oral by Management of APL in connection of work, or shall contravene any of the provisions of the contract, Company / Management may give notice in writing to contractor calling upon it to make good the failure, neglect or contravention complained of, within a period of 30 (Thirty) days. If contractor defaults to comply with any such notice, the Management may without prejudice terminate the contract.

29. For Clarification relating to bid/ Site visit the bidder may contact following:

Contact Person	**U. Dey** **Dy. General Manager (C&P)** Mob. No. +91- 9402476773 Email- dey.uttam@assampetrochemicals.co.in -contract@assampetrochemicals.co.in **S.K. Sarmah, Sr. Manager (Elect-Proj)** **Mob. No. +91-9864093828** **Email- sk.sarmah@assampetrochemicals.co.in**

Address	**Assam Petro-Chemicals Limited** **P.O. Parbatpur, Dist-Dibrugarh(Assam), PIN-786623**

29**.** The Proposal Exhibits No. 1, Proposal Exhibits 2, Proposal Exhibits 3and Annexure-III (Integrity Pact) listed below to be filled up by the bidder.

14. **CONTRACT PERFORMANCE BANK GUARANTEE/SECURITY DEPOSIT:**

The successful BIDDER shall furnish, within 15 days from date of issue of the Work Order, Security Deposit equal to 10% of the total accepted tender value for proper fulfilment of the CONTRACT in form of Bank guarantee as per Format covered in **ANNEXURE-II** of this document

a) On submission of Contract Performance Bank Guarantee (CPBG) by the successful bidder, EMD amount will be refunded after receipt of confirmation of CPBG from the issuing bank. The CPBG will be returned to the successful bidder after completion of work certificate by Officer-in-Charge, if there are no dues to be recovered by APL.

b) The security deposit amount if deducted along with EMD amount shall be refunded after completion of contract period certificate by Officer-in-Charge after deductions if any due to APL. The security deposit shall not bear any interest.

15**. BID REJECTION CRITERIA:**

The bidders shall adhere to the following provisions of the Bidding Document without taking any deviations, failing which the Bid shall be considered to be non-responsive and may be rejected.

1. Non-Submission of EMD along with the Bid if applicable
2. Submission of Prices or rates in SOQ / SOR in un-priced bid.
3. Non-Submission of Important Bid Documents as mentioned.
4. Not-Meeting Bidder’s qualification criteria.

16**. IMPORTANT DOCUMENTS TO BE SUBMITTED WITH THE BID:**

1. **EMD** of required amount or **MSME** Certificate.
2. Work orders & completion certificates to comply the Bidder’s qualification criteria.
3. The Income Tax Return for the last 3 (three) financial years.
4. Average Annual Turnover report duly certified by CA for the last 3 (three) financial years.
5. Copy of **PAN** card and **GST** registration.

17**. AMENDMENT OF BIDDING DOCUMENTS:**

1. At any time prior to the deadline for submission of bids as well as up to priced bid opening, APL may, for any reason whether at its own initiative or in response to a

clarification or modification requested by any prospective Bidder(s), modify the Bidding documents.

2. The modifications/amendment will be notified through Addendum / Corrigendum to bidders. Bidders shall confirm the inclusion of Addendum / Corrigendum in their bid and shall follow the instructions issued along with addendum / corrigendum.
3. Bidders shall examine the Bidding documents thoroughly and inform APL of any apparent conflict, discrepancy or error, so that APL may issue appropriate clarification(s) or amendment(s), if required.

18**. TECHNO-COMMERCIAL EXAMINATION OF BIDS:**

1. APL will examine or cause to be examined the bids to determine whether they are complete, whether the documents have been properly signed, and whether the bids are generally in order.
2. APL will determine to its subjective satisfaction whether the bidder has submitted a responsive bid and is qualified to satisfactorily perform the work, and such determination shall not be open to question.
3. The determination will also take into account the bidder's financial and technical capabilities, as well as such other qualifications as APL deem necessary and appropriate.
4. Bidder(s) techno-commercially accepted will only be communicated for price bid opening.

19**. REBATE:**

No suo-moto reduction in price(s) by bidders is permissible after opening of the bid. If any Bidder unilaterally reduces the price(s) quoted by him in his bid after opening of bids, such reduction shall not be considered for comparison of prices but shall be binding on the Bidder if he happens to be selected for award of work.

20**.CLIENT'S RIGHT TO ACCEPT/REJECT BIDS:**

I. APL reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the ground of APL's action.

II. APL shall not be obliged to award the Order / Contract to the lowest evaluated bidder if APL apprehends that it will not be in the interest of APL to award the Order / Contract at the lowest evaluated price or to the lowest evaluated bidder.

Ref No: APL/C&P/Elect-Proj/2026-27/677

ANNEXURE-I

PROFORMA FOR CONTRACT AGREEMENT

(To be executed on non judicial stamp paper of value mentioned in the Tender document)

This AGREEMENT is made on the **____day of _____ Month of _____ Year**

BETWEEN

Assam Petro-chemicals Ltd, a companyregistered under companies Act,1956 have its registered office at Orion Place ,Mahapurush Srimanta sankardev Path, Guwahati and principal place of business at P.O. Parbatpur, Namrup in the District of Dibrugarh, Assam (herein referred to as owner/APL) ", which expression shall unless excluded by or repugnant to the context or meaning thereof be deemed to include its successors and assigns) on the **ONE PART**

AND

_____ hereinafterreferred to as "BIDDER", which expression shall unless excluded by or repugnant to the context or meaning thereof be deemed to include its successors and assigns) on the **OTHER PART**.

WITNESSETH THAT

WHEREAS OWNER /APL desires to have works from the aforesaid BIDDER on terms & conditions mentioned In this CONTRACT:

AND WHEREAS BIDDER who has their own know how with resources for Performing such jobs has agreed to sign on works agreement and to render the services as per requirement of APL on Terms and conditions mentioned in this CONTRACT.

NOW Therefore Parties Agree That:

1) The following annexed hereto shall form an integral part of this CONTRACT:

(i) Work Order No: **_____**
(ii) Terms& Conditions of enquiry document.
(iii) Name of the work **_____**
(iv) Work order amount **_____**
(v) Scope of work for BIDDER as per CONTRACT.

2) For the scope of WORK as mentioned in the CONTRACT, APL shall pay to BIDDER lump sum of **Rs. _____(Rupees _____)**.

3) For the purpose of this CONTRACT address of Parties will be as follows and all correspondence and notices in relation to present agreement sent to PARTIES at the addresses below shall be deemed to be sufficient for serving notices on the PARTIES. All Such notices as well as bills, reports, documents etc, shall be addressed to the PARTIES at such addresses.

In WITENESS whereof the PARTIES have executed this CONTRACT through their Representatives duly authorized in this behalf:

Signed for and on behalf of	Signed for and on behalf of
Assam Petrochemicals Ltd.	**Bidder**
SIGNATURE	SIGNATURE
NAME	NAME
DESIGNATION:	DESIGNATION:
PLACE:	PLACE:
DATE:	DATE:
WITNESS:	WITNESS:

Ref No: APL/C&P/Elect-Proj/2026-27/677

ANNEXURE-II

BANK GUARANTEE FOR SECURITY / PERFORMANCE GUARANTEE / DEFECT LIABILITYOF THE OBLIGATIONS OF VENDOR / CONTRACTOR

(On non-judicial stamp paper of appropriate value)

To,
ASSAM PETROCHEMICAL LTD.
Orion Place, G.S Road, Bhangagorah,
Guwahati 781005, India

IN CONSIDERATION OF THE ASSAM PETRO-CHEMICAL LTD. a Company registered under the Companies Act 1956, having its registered office at Orion Place, Mahapurush Srimanta Sankardev Path, Bhangagorah, Guwahati 781005, India (hereinafter called "the Corporation" which expression shall include its successors and assigns) having awarded to M/s_____ a partnership firm/sole proprietor business/a company registered under the Companies Act, 1956 having its office at _____ (hereinafter referred to as "the Vendor" which expression shall wherever the subject or context so permits includes its successors and assigns) a supply contract in terms inter alia, of "the Corporation's" Order No. _____ dated _____ and the General purchase conditions of "the Corporation" and upon the condition of "Vendor's" furnishing security for the performance of "the Vendor's" obligations and/or discharge of "the Vendor's" liability under and/or in connection with the said supply contract upto a sum of Rs. _____ (Rupees_____) amounting to 10% (ten percent) of the total order / contract value.

We, _____ (hereinafter called "the Bank" which expression shall include its successors and assigns) hereby jointly and severally undertake and guarantee to pay to "the Corporation" in rupees forthwith on demand in writing and without protest or demur of any and all moneys anywise payable by "the Vendor" to "the Corporation" under, in respect of or in connection with the said supply contract inclusive of all the Corporation's losses and damage and costs, (inclusive between attorney and client) charges, and expenses and other moneys anywise payable in respect of the above as specified in any notice of demand made by "the Corporation" to the Bank with reference to this Guarantee upto and aggregate limit of Rs _____ (Rupees _____) and "the Bank" hereby agrees with "the Corporation" that:

1. This Guarantee/Undertaking shall be a continuing Guarantee / Undertaking and shall remain valid and irrecoverable for all claims of "the Corporation" and liabilities of "the Vendor" arising upto and until midnight of _____

2. This Guarantee/Undertaking shall be in addition to any other guarantee or security whatsoever that "the Corporation" may now or any time anywise have in relation to "the Vendor's obligation/liabilities under and/or connection with the said supply contract, and "the Corporation" shall have full authority to take recourse to or enforce this security in preference to the other security(ies) at its sole discretion and no failure on the part of "the Corporation" to enforcing or requiring enforcement to any other security shall have the effect of releasing "the Bank" from its full liability hereunder.

3. "The Corporation" shall be at liberty without reference to "the Bank" and without affecting the full liability of "the Bank" hereunder to take any other security in respect of "the Vendor's" obligation and/or liabilities under or in connection with the said supply contract and to vary the term vis-à-vis "the Vendor" of the said supply contract or to grant time and/or indulgence to "the Vendor" or to reduce or to increase or otherwise vary the prices of the total contract value or to release or to forebear from enforcement of all or any of the obligations of "the Vendor" under the said supply contract and/or the remedies of "the Corporation" under any other security(ies) now or hereafter held by "the Corporation" and no such dealing(s), variation(s) or other indulgence(s) or agreement(s) with "the Vendor" or release of forbearance whatsoever shall have the effect of releasing "the Bank" from its full liability to "the Corporation" hereunder or of prejudicing rights of "the Corporation" against "the Bank".

4. This Guarantee/Undertaking shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of "the Vendor" but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to "the Corporation" in terms hereof.

5. "The Bank" hereby waives all rights at any time inconsistent with the terms of this Guarantee/Undertaking and the obligations of "the Bank" in terms hereof shall not be anywise affected or suspended by reason of any dispute having been raised by "the Vendors" (whether or not pending before any arbitrator, officer, tribunal or court) or any denial of liability by "the Vendor" or any other order of communication whatsoever by "the Vendor" stopping or preventing or purporting to stop or prevent any payment by "the Bank" to "the Corporation" in terms hereof.

6. The amount stated in any notice of demand addressed by "the Corporation" to "the Bank" as liable to be paid to "the Corporation" by "the Vendor" or as suffered or incurred by "the Corporation" on account of any losses or damages or costs, charges/and/or expenses shall be as between "the Bank" and "the Corporation" be conclusive of the amount so liable to be paid to "the Corporation" or suffered or incurred by "the Corporation", as the case may be, and payable by "the Bank" to "the Corporation", in terms hereof.

7. Notwithstanding anything contained herein above: i) Our liability under this guarantee shall not exceed Rs..... ii) This Bank Guarantee shall be valid upto and including .....; and iii) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or # before the expiry of 30 days from the date of expiry of this guarantee.

8. "The Bank" has power to issue this guarantee in favour of "the Corporation" in terms of the documents and/or the agreement/contract or MOU entered into between "the Vendor" and "the Bank" in this regard.

IN WITNESS Where of _____ Bank, has executed this document at _____ on _____. _____ Bank

(by its constituted attorney)

(Signature of a person authorized to sign on behalf of "the Bank")

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ANNEXURE-III

INTEGRITY PACT

BETWEEN

Assam Petro-Chemicals Ltd., hereinafter referred to as "The Principal",

AND

…… hereinafter referred to as "The Bidder / Bidder".

Preamble

The Principal intends to award, under laid down organizational procedures, Contract/s for _____The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Bidder/s.

In order to achieve these goals, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 -Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -

a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.

b) The Principal will, during the tender process treat all Bidders- with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential / additional information through which the Bidder could obtain an advantage in relation to the tender process or the tender execution.

c) The Principal will exclude from the process all known prejudiced persons.

2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC / PC Act, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder / Bidder

(1) The Bidder / Bidder commit itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

a) The Bidder / Bidder will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he / she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

b) The Bidder / Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitivenessor to introduce cartelization in the bidding process.

c) The Bidder / Bidder will not commit any offence under the IPC / PC Act; further the Bidder / Contactor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by thePrincipal as part of the business relationship

d) The Bidder / Bidder will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

(2) The Bidder / Bidder will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder, before award of contract has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

(1) If the Bidder / Bidder have committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder / Bidder from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

(2) The Bidder accepts and undertakes to respect and uphold the Principal's absolute right to resort to and impose such exclusion

(3) Apart from the above, the Principal may take action for banning of business dealings / holiday listing of theBidder as deemed fitby the Principal.

(4) If the Bidder / Bidder can prove that he has restored / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

(5) A transgression is considered to have occurred if in light of available evidence no

reasonable doubt is possible.

Section 4 - Compensation for Damages

1) Without prejudice to any rights that may be available to the Principal under law or the Contract or its established policies and laid down procedures, the Principal / Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder/ Bidders): Forfeiture of EMD / Security Deposit: If the Principal has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated the Contract or has accrued the right to terminate the Contract according to Section 3, the Principal apart from exercising any legal rights that may have accrued to the Principal, may in its considered opinion forfeit the Earnest Money Deposit / Bid-Security amount of the Bidder / Bidder.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Bidder liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit / Performance Bank Guarantee, whichever is higher.

(3) The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder / Bidder can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount of the liquidated damages, the Bidder / Bidder shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 -Previous Transgression

(1) The Bidder declares that no previous transgressions occurred in the last 3 years with any other Company in any country conforming to or with any other Public Section Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can" be terminated for such reason.

(3) If the Bidder / Bidder can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may, at its own discretion as per laid down organizational procedures, revoke the exclusion prematurely.

Section 6 - Equal treatment of all Bidders / Bidders / Sub-Bidders

(1) The Bidder / Bidder undertake to demand from all sub bidders a commitment in conformity with this Integrity Pact. The Bidder / Bidder shall be responsible for any violation(s) of the principles laid down in this agreement / Pact by any of its Sub bidders / Sub-vendors.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Bidders.

(3) The Principal will disqualify from the tender process all bidders who do not sign this pact or violate its provisions.

Section 7 - Criminal charges against violating Bidders / Bidders / Sub- Bidders

If the Principal obtains knowledge of conduct of a Bidder, Bidder or Sub-Bidder or of an employee or a representative or an associate of a Bidder, Bidder or Sub-Bidder which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will report to appropriate authority in this regards.

Section 8 - External Independent Monitor / Monitors (number depending on the size of the contract to be decided by the Chairperson of the Principal)

(1) The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently.

(3) The Bidder accepts that the Monitor has the right to access without restriction to all Project documentation of the Principalincluding that provided by the Bidder. The Bidder will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Sub-bidders. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Bidder / Sub-contractor with confidentiality.

(4) In case of tenders having an estimated value of Rs.100 Crore, the Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Bidder.

(5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or to take other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

(6) The Monitor will submit a written report to the CEO of the Principal within 2 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

(7)If the Monitor has reported to the CEO of the Principal substantiated suspicion of an offence under the IPC / PC Act and the CEO has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India,

(8)The word 'Monitor' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both the parties have legally signed it. It expires for the Bidder / Bidder 12 months after the completion of work under Contract or till the continuation of guarantee period, whichever is more and for all other bidders, till the contract is awarded.

If any claim is made / lodged during this time, the same shall continue to be valid despite the lapse of this pact as specified it is discharged / determined by the CEO of the Principal.

Section 10 - Other Provisions

1) This agreement is subject to Indian as well as state of Assam local laws. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. Guwahati.

2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

3) If the Bidder is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

4) Should one or several provision of this agreement turn out to be invalid the remainder of this agreement remains valid. In this the parties will strive to come to an agreement to their original intentions.

_____ FOR THE PRINCIPAL

_____ FOR THE BIDDER/BIDDER

WITNESS 1 WITNESS 2

Place : _____

Date : _____

Ref No: APL/C&P/Elect-Proj/2026-27/677

ANNEXURE-IV

SCHEDULE OF RATES

Sl. No.	Description of Job	Period of Attention/ UOM	Qty.	Rate (Rs.)	Amount (Rs.)	Total Amount (Per Year)
1.	Compulsory Service Charge for Maintenance of 04 Nos. of EOT Cranes with following makes:- 1.**Make:**SafexElectromech located in Nitrogen Unit Compressor House, Capacity SWL – 10 Ton Qty-01 No., 2. **Make:** Eddycranes Engineers Pvt. Ltd. located in CPP STG House Capacity – SWL – 10 Ton Qty- 01 No., 3. **Make:**Eddycranes Engineers Pvt. Ltd. located in CPP GTG House Capacity – SWL 15/5 Ton Qty- 01 No. 4. **Make:** Grip Engineers located in Syn Gas Compressor House Capacity – SWL – 15/5 Ton Qty- 01 Nos. (AMC Services to be done as per Scope of the Work mentioned in Annexure-A).	Quarterly	04 Nos.	**QUOTED**	**QUOTED**	**QUOTED**
2.	Supply of Compulsory spares for EOT Cranes for periodic and preventive maintenance, (As per Scope of the Work mentioned in Annexure-A).	Yearly required stock to be maintained.	04 Nos. of EOT Crane	**QUOTED**	**QUOTED**	**QUOTED**
Amount in total						**QUOTED**

NOTES:

1. Applicable rate of GST to be mentioned by the Bidders
a. IGST _____%
b. CGST _____%
c. SGST _____%

2. Bidder has to submit the above SOR along with Un-Priced Bid specifying in the Rate & Amount column as "QUOTED". No Price related information is to be submitted in Un-Priced Bid.

Note: In case the bidder is covered under composition scheme under GST laws then bidder should quote the price inclusive of the GST (CGST & SGST/UTGST or IGST). Further, such bidder should mention “cover under composition system” in above column for GST (CGST & SGST/UTGST or IGST) under such circumstances, bidders price will not be loaded with GST

I. No claim shall be entertained from contractor if the actual quantities or items of work differ from those indicated in SOQ.

II. The quantities of work actually carried out against each item will be measured jointly by APL and authorized person of contractor or contractor himself and paid at the rates quoted in the Schedule of Quantities.

III. The quantities of work actually carried out against each item will be measured jointly by APL and authorized person of contractor or contractor himself and paid at the rates quoted in the Schedule of Quantities.

Ref No: APL/C&P/Elect-Proj/2026-27/677

PROPOSAL EXHIBITS NO. 1

BIO DATA FORMAT

(Of Bidders for Communication)

A. **NAME OF BIDDER :**

B. **ADDRESS OF THE BIDDER :**

C. CONTACT PERSON :
(With e-mail ID and mobile No)

D. GST Number:

E. **PAN NO:**

F. EPFO NO:

G. **Bank Details:**

i. Name of the Bank:

ii. Branch:

iii. IFSC code:

_____ _____

SEAL OF BIDDER SIGNATURE OF BIDDER

Note: Enclose copies of PAN, GST registration, and work completion certificate with amount, to support financial qualification criteria. The bidder shall submit following in support:

(a) Copies of PAN, GST registration.

(b) Cancelled Cheque

All the documents shall be signed with date and shall bear the seal of the bidder.

Ref No: APL/C&P/Elect-Proj/2026-27/677

PROPOSAL EXHIBITS NO. 2

UNDERTAKING

(IN LETTER HEAD)

Tender Title: ANNUAL MAINTENANCE CONTRACT FOR 01 (ONE) YEAR FOR MAINTENANCE OF THE 04 (FOUR) NOS. OF EOT CRANES, MAKE: GRIP ENGINEERING, SAFEX ELECTROMECH, EDDYCRANES ENGINEERS PVT. LTD. LOCATED IN DIFFERENT LOCATIONS OF THE 500 TPD METHANOL PLANT AT APL, NAMRUP

Tender No: APL/C&P/Elect-Proj/2026-27/677

1. We solemnly declare that we have never initiated or filed any case/ litigation for any reason against M/s Assam Petro-Chemicals Limited/ Management/ Officials and if so we would be barred from participating in the tender process of the company.

2. We understand that we are fully responsible for the contents of this undertaking and its truthfulness.

3. The above statements have been made by us voluntarily which are true to the best of knowledge and belief.

We hereby put our signature with full sound mind and without any force or coercion upon us on the date month and year mentioned herein before.

Place: **[Signature of Authorized Signatory of Bidder]**

Date: **Name:**
Designation:
Seal:

Ref No: APL/C&P/Elect-Proj/2026-27/677

PROPOSAL EXHIBITS NO. 3

FINANCIAL STATUS QUESTIONNAIRE

A. ANNUAL TURNOVER:

Financial Year	Gross Turnover	Turnover against Works of Similar Nature
2023-2024		
2024-2025		
2025-2026		

B. PAN Number:

C. GST Registration No:

_____ _____

SEAL OF TENDERER SIGNATURE OF TENDERER

Note: Enclose copies of audited balance sheet and profit & loss a/c for the last three financial years. Enclose copies of certificates of registration with Service Tax, EPF, VAT & Income Tax authorities. Also enclose copies of I/Tax returns & Ser./Tax assessment.

Ref No: APL/C&P/Elect-Proj/2026-27/677