

Chief Mechanical Engineer's Office,
Cochin Port Authority,
W/Island, Cochin – 682009, Kerala
Tele: 91-0484-2666639/0484-258-2300/2352
Email: cme@cochinport.gov.in
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SECTION-I

1. NOTICE INVITING TENDER

Tender No.: CoPA/CME/HAZOP/25-26

Dated:30/03/2026

1. Notice Inviting Tender

Electronic Tenders (**e-Tenders**) on percentage basis is invited in Single Stage Two Cover bidding procedure [Technical Bid and Financial Bid], by the Chief Mechanical Engineer, Cochin Port Authority, Willingdon Island, Cochin-682009, from **Proprietorship/ Individual/ Limited company/ LLP meeting the Minimum Qualification Criteria** specified below for the work of “Providing Consultancy Services for Preparation of HAZOP Study Report, Quantitative Risk Assessment (QRA) Report and Disaster Management Plan (DMP) for Oil Terminals of Cochin Port Authority viz. NTB-STB, Q3-Q4, NCB and COT in line with the requirement of PESO.”

1.1 For submitting the e-tender, the prospective bidders willing to participate in this tender shall fulfill the Minimum Qualification Criteria and agree to the Terms and Conditions mentioned in the Tender Document. Tender timeline is available in the BID INFORMATION SHEET given in the Tender Document.

2. Bid Information Sheet

A	Bid No.	TenderNo.: CoPA/CME/HAZOP/25-26
B	Name Of Work	“Providing Consultancy Services for Preparation of HAZOP Study Report, Quantitative Risk Assessment (QRA) Report and Disaster Management Plan (DMP) for Oil Terminals of Cochin Port Authority viz. NTB-STB, Q3-Q4, NCB and COT in line with the requirement of PESO.”
C	Brief Scope Of Work	Prepare and submit the reports pertaining to each Terminal in the sequence of (i) NTB STB (ii) Q3-Q4 (iii)NCB and (iv)COT. For each Terminal, the Reports shall be prepared in the following sequence:- (i) HAZOP and Quantitative Risk Assessment (QRA) reports shall be prepared concurrently. (ii) Draft of Disaster Management Plan shall be submitted after completing the Final HAZOP & QRA Reports
D	Tender E-Publication Date	30/03/2026

Signature of the Tenderer

E	Type Of Bidding System	e-Tender through e-Tendering portal www.tenderwizard.com/COPT
F	Type Of Tender	Single stage 2 cover system with EMD
G	Language Of Tender And All Correspondences	English
H	Download Period Of Tender Documents	FROM 30/03/2026 TO 20/04/2026 upto 15:00 Hrs
I	Date, Time & Venue Of Pre-Bid Meeting	Pre-bid meeting will be held in the CME's office of CoPA on 06/04/2026 11.00 AM , through Video Conference to answer clarifications, if any, on the bid document and the link will be shared to the bidders on their request in below email IDs dycmeele@cochinport.gov.in deekshith@cochinport.gov.in
J	Online Bid-Submission Deadline Date	20/04/2026 at 15:00 Hrs
K	Techno- Commercial Bid Opening	20/04/2026 at 15:30 in e-tender portal , at the Office of the Chief Mechanical Engineer, 1st Floor, New Administrative Building, Cochin Port Authority, Cochin. After the deadline for submission of tenders, only technical submission will be opened on the due date of tender opening. Only tenders that are responsive to the mandatory requirements in the technical evaluation shall have their financial submission opened.
L	Price Bid Opening	Date and time will be informed later to the eligible bidders. The price shall be fixed. The currency in which the prices shall be quoted shall be: Indian Rupees (INR) Prices quoted shall be net excluding GST
M	Estimated Amount Put To Tender (PAC)	Rs.25,60,000/-excluding GST
N	Cost of Bid Document(Exemption will be Given As Per Cl. No.3.6(j) Below)	Rs.3,540/-including 18% GST . The cost of bid document shall be furnished in the form of through RTGS/NEFT mode or Demand Draft/ Banker's Cheque drawn in favor of FA & CAO, CoPA. Proof shall be uploaded along with technical Bid
O	Earnest Money Deposit (Exemption will be Given As Per Cl. No.3.6(j) Below)	Rs.60,500/- (Rupees Sixty Thousand Five Hundred only) shall be furnished either in the form of Insurance Surety Bond or through account payee Demand Draft, Banker's Cheque or an irrevocable Bank Guarantee drawn in favour of Financial Adviser & Chief Accounts Officer, CoPA, enforceable/ encashable at Kochi, from any Commercial Banks or online payment (State Bank of India, Cochin Port Authority Branch, IFSC Code: SBIN0006367, Account No.41401802288), in an acceptable form safeguarding the interest purchaser's interest in all respects. The bid security shall be valid for a period of 45 days beyond the final bid validity period.
P	Contract Period	The entire work shall be completed & commissioned within 90 Days from the date of LoA.

Signature of the Tenderer

Q	Validity Of Tender	Bid shall remain valid for a period of 120 days from the date of Tender opening.
R	Contact Details Of e-tender portal	e-Tender Help Desk No.080-40482000 / 9746118529 / 9605557738.
S	Name, Designation, Address And Other Details (For Submission Of Tender))	The Chief Mechanical Engineer, Cochin Port Authority, 1st floor, New Administrative Building, Willingdon Island, Kochi-682 009 Tel. 0484-2582304, 2582300 Email: dycmeele@cochinport.gov.in , deekshith@cochinport.gov.in

3. Minimum Qualification Criteria (MQC):

3.1 MINIMUM QUALIFICATION CRITERIA OF THE BIDDERS: (MQC)

3.1.1 FINANCIAL CRITERIA

The Bidder should have an average Annual financial turnover of **Rs.7,68,000/-** for the last 3 financial years 2022-23, 2023-24, & 2024-25.

Note:-Documentary evidence such as balance sheet/profit and loss statement duly certified by chartered accountant with their UDIN (Unique Document Identification Number) with QR code if available shall be uploaded along with the bid.

3.1.2 TECHNICAL CRITERIA

The Bidder shall have successfully completed **Similar Works** during last 7 (Seven) years ending last day of month previous to the one in which tenders are invited should be of value (Excl GST) as following:

One similar completed work costing not less than Rs.20,48,000/-

OR

Two similar completed works each costing not less than Rs.12,80,000/-

OR

Three similar completed works each costing not less than Rs.10,24,000/-

“Similar Work” means “Consultancy Services for Preparation of HAZOP Study Report, Quantitative Risk Assessment (QRA) Report and Disaster Management Plan (DMP) either in any of the Ports or Petroleum Refinery in India”

Note: In case of Composite work, amount pertaining to similar works mentioned above will only be considered for evaluation for which the bidder has to provide the amount pertaining to similar works mentioned above duly certified by the tender inviting firm.

In order to meet the Technical criteria as per clause No.1.2.2 (i) above, the bidder shall submit the following documents along with the technical bid:-

Self-attested photocopies of LOA/ Work Order/ Agreements showing the awarded contract value for “similar works” and satisfactory Completion Certificates issued by the Client, indicating the date of Completion and completed Contract Value. The Bidder shall also enclose detailed BOQ with rates and scope of work supporting the LOA/ work order/ agreements/ completion certificates. The experience certificate of Works executed in private sectors/ organisations shall be considered for qualification, only on submission of TDS certificate/ traces along with Work Order and Completion Certificate

Signature of the Tenderer

Amendments to the tender (if any) will be issued only through web site www.cochinport.gov.in, on CPP Portal www.eprocure.gov.in and on e-Tendering portal www.tenderwizard.com/COPT

Sd/-
CHIEF MECHANICAL ENGINEER i/c

Signature of the Tenderer