

Puducherry Distilleries Limited

(A Government of Puducherry Undertaking)

ARRACK BLENDING AND BOTTLING UNIT

R.S. No. 144 & 145, Ariyalayam, Villianur,
Puducherry-605 110.

Phone : 0413 - 2666844

0413 - 2667578

E-mail : pdl@pdlindia.in

Web : www.pdlindia.in

Ref. No. : PDL/ABBU/SA/2023-24/25

Date 12 JAN 2024

ENQUIRY

To

«Company_Name»

«Address_1»

«Address_2»

«Address_3»

«Address_4»

«State»

Sub: Inviting offer for conducting Safety audit of Arrack Blending and Bottling Unit of M/s. Puducherry Distilleries Ltd. located at Ariyalayam, Puducherry - Reg.

QUOTATION TO BE

Submitted on or before 30.01.2024 - 4.00 PM	Opened on 31.01.2024 - 11.00 AM
Kept valid for ONE months only	Submitted in Two parts.

Wax Sealed quotations are invited for "conducting Safety audit of Arrack Blending and Bottling Unit of M/s. Puducherry Distilleries Ltd. located at Ariyalayam, Puducherry as per the details of scope of work furnished in the separate ANNEXURE and as per our terms and conditions mentioned therein.

Pre-Qualification Requirement:

The firm should have previous Experience in conducting Audit as per the guidelines of Indian Standard (IS):14489-1998 on "Code of Practice on Occupational Safety and Health Audit" in the last Seven Years in any one of the industry /production unit/ any service industries /in any Distilleries or other critical manufacturing units like Gas / Chemical plants or to any Govt. Undertaking Unit. They should submit necessary documentary evidence for the same. Parties not having the above Experience will not be considered for tendering process.

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TERMS AND CONDITIONS:

1. The rate quoted should be inclusive of all charges such as manpower mobilization and de-mobilization, travelling charges, boarding and lodging charges, GST, ESI, EPF charges etc. required for conducting Safety Audit.
2. 100% Payment will be made within 30 days from the date of receipt of your invoice after completion of work satisfactorily and submission of final report and approval of Engineer-in-charge.
3. The bill in triplicate along with advance stamped receipt should be sent to the undersigned for effecting payment.
4. **EARNEST MONEY DEPOSIT:** An Earnest Money Deposit for an amount of Rs. 1,650/- (Rupees One Thousand Six Hundred and Fifty only) should be paid by demand draft drawn in favour of "Puducherry Distilleries Limited, Puducherry" payable at Puducherry. The same should be enclosed along with tender /quotation failing which tender will be summarily rejected. The earnest money deposit will bear no interest and will be released after successful completion of the Safety audit and report. The EMD will be returned to unsuccessful bidder on receipt of a letter requesting for the same after placement of order to the successful bidder.
5. The party shall be required to place the earnest money and the tender in separate sealed envelopes marked "Earnest Money" and "Tender" respectively. Both the envelopes shall then be placed in another sealed envelope and submitted to the tender inviting authority in the usual manner. The officer opening the tenders shall first open the envelope containing the earnest money. If the earnest money is found to be in order, only then the Officer shall proceed further with opening the tender. In case the earnest money is not deposited or is not in order, the tender will be rejected.
6. **Liquidity Damage Clause:** If the contractor fails to complete the work as scheduled after placing the work order, then the Contractor shall pay LD @ 0.5% for each day delay in work and the total LD % will be subject to the maximum of 10% of the total value.
7. The L1 position shall be arrived in lumpsum basis for the entire scope of work furnished in the Annexure.

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ANNEXURE

8. Necessary Gate pass should be obtained well before the commencement of work
9. The party should strictly follow all safety rules and procedures strictly inside the plant.
10. Our GSTIN is 34AAACP1909J1ZL has been registered with the Commercial Taxes Department, Puducherry.
11. All the Bidders/tenderers/ quotationers should ensure that they are GST Compliant and their quoted tax structure /rates are as per GST Rules.
12. Wax sealed quotations should be superscribed as "QUOTATION for "Conduction of Safety Audit inside the plant area of Puducherry Distilleries Ltd, Ariyapalayam" due on 30.01.2024" @ 4.00 PM.
13. The work should be completed within 30 days from the date of work order.

viii) Fire Hazards and their Control Measures.

ix) Mechanical and Physical Hazards.

x) Safe Operating and Maintenance Procedures.

xi) Safety Procedures for Contract work.

xii) Review of Emergency planning, preparedness and response systems.

xiii) Bulk storage of Hazardous Chemicals.

xiv) Safe Handling and Storage of Hazardous Chemical.

xv) Presentations / discussions on the findings of safety measures should be shared with plant management.


xvi) Finalized Safety measures should be documented and detailed implementation plan should be worked out in consultation with the plant management. For the safety measures, monitoring and verification methods will be devised for future notification.

xvii) The time duration to complete the proposed scope of work of Safety Audit and submit the report should be within 30 days from the date of work order.

xviii) Four Hard copies and a soft copy of mandatory safety audit report should be submitted to the management.

xix) All necessary instruments, tools required for Audit need to be arranged under project scope.


MANAGING DIRECTOR

o/c 

Puducherry Distilleries Limited

ANNEXURE

SCOPE OF WORK FOR CONDUCTING SAFETY AUDIT AS PER THE GUIDELINES OF INDIAN STANDARD (IS):14489-1998 ON "CODE OF PRACTICE ON OCCUPATIONAL SAFETY AND HEALTH AUDIT" FOR PUDUCHERRY DISTILLERIES LIMITED AT ARIYAPALAYAM, PUDUCHERRY, U.T OF PUDUCHERRY.

- i) Study of Existing safety measures, procedures and systems for controlling hazards.
- ii) To identify potential hazards.
- iii) Recommended changes if any to improve the effectiveness of the existing safety programmes, procedures, systems.
- iv) Safety Management systems
- v) Safety Training Plans.
- vi) PPE Norms and Practices.
- vii) Compliance with Statutory Requirements under different Safety Laws.
- viii) Fire Hazards and their Control Measures.
- ix) Mechanical and Physical Hazards.
- x) Safe Operating and Maintenance Procedures.
- xi) Safety Procedures for Contract work.
- xii) Review of Emergency planning, preparedness and Response systems.
- xiii) Bulk storage of Hazardous Chemicals.
- xiv) Safe Handling and Storage of Hazardous Chemical.
- xv) Presentations / discussions on the findings of safety measures should be shared with plant management.
- xvi) Finalized Safety measures should be documented and detailed implementation plan should be worked out in consultation with the plant management. For the selected measures, monitoring and verification methods will be derived for future justification.
- xvii) The time duration to complete the proposed scope of work of Safety Audit and submit the report should be within 30 days from the date of work order.
- xviii) Four Hard copies and a soft copy of mandatory safety audit report should be submitted to the management.
- xix) All measuring instruments, tools required for Audit need to be arranged under your scope.

Encl: Process Flow Diagram.


MANAGING DIRECTOR

PROCESS FLOW DIAGRAM

