

FORMAT OF PROPOSED AD TO BE PUBLISHED ON CPP PORTAL AND RCF WEBSITE

RASHTRIYA CHEMICALS AND FERTILIZERS LIMITED

(A Government of India Undertaking)

Office Address: “PRIYADARSHINI” Building, Eastern Express Highway, Sion, MUMBAI-400 022

Tel: 022 25523262, 3254, Email: shashi_hedau@rcfltd.com,

[CIN-L24110MH1978GOI020185](https://www.mca21.gov.in/cin/024110MH1978GOI020185)

Date:14.05.2025

**REQUIRED SERVICES OF ADVISOR (NODAL OFFICER)
FOR AMMONIUM NITRATE (Melt)**

RCF desires to take services of Advisor who can work as a Nodal Officer to look after sale, dispatches, transportation & other associated activities of Ammonium Nitrate (Melt) as per the guidelines to comply of Ammonium Nitrate Rule 2012. Interested candidates may submit their bid with all details within 21 days from date of this Advertisement.

For details of Scope of work, terms & condition and Price bid format, please refer RCF Website & CPP Portal **website : [www.rcfltd.com/Tender/Marketing Tenders](http://www.rcfltd.com/Tender/Marketing%20Tenders) & www.eprocure.gov.in.**

General Manager I/c
(Industrial Products Division)

RASHTRIYA CHEMICALS & FERTILIZERS LIMITED

(A Government of India Undertaking)

‘Priyadarshini’, Ground. Floor, Eastern Express Highway, Sion, Mumbai 400 022,

Phone: 91 22 2552 3262 / 3254, Email: Shashi_hedau@rcfltd.com

Notice Inviting Tender (NIT)

For Hiring Service of Advisor for Ammonium Nitrate (Melt).

Tender No. : IPD/AN/ADV/2024-25

Start Date of Tender Submission : 15.01.2025

Last Date & Time for Receipt of tender : **04.02.2025 at 1.00 pm**

Date and time for opening of : **04.02.2025 at 3.00 pm**

Address for submission of bids:

GM (IPD) I/c
Rashtriya Chemicals & Fertilizers Ltd.
**‘Priyadarshini’, Ground. Floor,
Eastern Express Highway, Sion,
Mumbai-400022,
Phone: 022-2552 3262 / 3255**

Venue for Opening of Technical and un-Priced Bids:

GM (IPD) I/c
Rashtriya Chemicals & Fertilizers Ltd.
**‘Priyadarshini’, Ground. Floor,
Eastern Express Highway, Sion,
Mumbai-400022,
Phone: 022-2552 3262 / 3255**

NOTE

- The copy of this NIT along with all annexures, duly signed and stamped on each paper is to be submitted as a token of acceptance of the NIT terms.

INTRODUCTION

Rashtriya Chemicals & Fertilizers Ltd. (A Govt. of India Undertaking) having its registered office at “Priyadarshini” Eastern Express Highway, Mumbai-400 022, is inviting quotations for **Hiring Services of Advisor** who will work as a Nodal Officer for sale, dispatch and follow up activities of Ammonium Nitrate (A N) as per Ammonium Nitrate Rule 2012.

SCOPE OF WORK:

Hiring Services of Advisor who will work as a Nodal Officer for sale, dispatch and follow up activities of Ammonium Nitrate (AN) as per Ammonium Nitrate Rule 2012 from RCF Trombay Unit, Chembur Mumbai (MAHARAHTRA).

- 1) The advisor will file applications for issuing of P4 license on behalf of RCF and will comply with all the formalities as directed by the concerned authority including its renewal.
- 2) To form an AN (Melt) cell with two supporting assistants to carry out day to day operations strictly as per AN Rule 2012.
- 3) Verification of Explosive Licenses and P2/P3/P4 licenses of customer for validation, quantity and destination.
- 4) Collection of indents from buyers (Form R-10) and Consignee's letter intimating their readiness to receive AN.
- 5) Intimation to District Superintendent of Police before dispatch of consignment (Form R-11(a))
- 6) Issue and sign pass for transportation of consignment and collect the copy of the same duly acknowledged by consignee of the respective consignment. (Form R-11(b))
- 7) Follow-up with the persons authorized by the buyer for transportation (vehicle no. & qty. for R-11(a) and receipt of acknowledge copy of Form R-11 (b).
- 8) Intimation of daily dispatches to the respective buyer.
- 9) Filing of returns of AN to Chief Controller of Explosives (CCE) District Magistrate, Superintendent of Police and other concerned authorities on monthly basis on or before 10th of every succeeding month (Form R-9)
- 10) Maintain record of quantity transported (Form R-6)
- 11) Maintain party wise sales record of AN (Form R-7)
- 12) Maintain record of AN manufactured (Form R-2)
- 13) Produce to outside agencies the required record on demand in consultation with RCF authorities. (Concerned Product Manager / In charge)
- 14) Follow all the instructions with respect to sale of A N given by concerned Product Managers/In charge from time to time.
- 15) Any loss, shortage, theft, accidental fire or explosion from the factory premises to the final destination will immediately be reported to the Licensing authority, Police Station and CCE in consultation with RCF authorities.

- 16) In case of any emergency during transit of material, the Advisor will be responsible to visit the site, sort out the matter and report the same to Licensing Authority, Police Station and CCE in consultation with RCF authorities.
- 17) Advisor will be fully responsible for tracking all the vehicles round the clock on regular basis, through GPS till the vehicle reaches final destination.
- 18) As this is a continuous process, Advisor will have two assistants to manage all above mentioned activities within stipulated time.
- 19) Any other job assigned by RCF time to time.

ELIGIBILITY CRITERIA (TECHNICAL BID – Envelope No-I)

Qualification - Graduate in any discipline.

Experience - Minimum 3 years' experience in the field of logistics management of explosives such as Ammonium Nitrate. He should be conversant with Ammonium Nitrate Rules 2012 and familiar with vehicle tracking system.

MONTHLY CHARGES & FACILITIES PROVIDED

- 1) Fixed Monthly Charges with yearly increment @ 5% on preceding year.
- 2) Mobile Charges: - Rs. 150/- Per month during contract period
- 3) Travelling Charges, as & when required for official work, as per the RCFs rule applicable to E3 grade officer.
- 4) Free accommodation as per the RCFs rules applicable to E3 grade officer.

In addition to the above monthly charges & facilities, the office space & other accessories related to work will be made available by RCF free of cost, to have services for 24 X 7 monitoring of AN (Melt) dispatches till the tankers reach safely to its final destination

TERMS & CONDITION:

- 1) The rates quoted in Price Bid Format will remain firm for the contract period.
- 2) Validity of offer will be 90 days from the last date of submission of applications.
- 3) The advisor services will be on contract basis for the period of 3 (Three) years.
- 4) The contract can be terminated at the sole discretion of RCF as per the situation & requirement, by giving 30 (Thirty) days' notices.
- 5) The payment(s) to be made to the contractor are subject to deduction of taxes leviable by any Government as per rules from time to time and will be made on monthly basis, within ten days of completed month.
- 6) RCF reserves the right to accept or reject any tender or reject all tenders at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever to the affected bidder(s).
- 7) RCF also reserves the right to recover all costs / consequential losses arising out of any willful /negligent activities of the assignee causing loss to the property or reputation of RCF.
- 8) GST Registration certificate should be submitted along with the quotation. In case GST is

not leviable, then self-declaration in absence of GST Registration on letter head should be submitted.

9) RCF will not be responsible for postal delays when tenders are sent by post.

MODE OF APPLICATION

Tenderer shall offer their quotations in the prescribed Price Bid Form, in figures as well as in words. Corrections in figures without Tenderer's initials will render the tender liable for rejection. Amount in tenders expressed **in words** will be treated as correct even if the figures are incorrect or overwritten.

Interested bidder who can provide required services of Advisor for AN (Melt), may submit their tender with required documents in sealed envelope as per the details given below

Envelope No-I : - Should consist of resume with details of qualification and experience as per the eligibility criterion mentioned above. The envelope should be marked as '**Technical Bid**'.

Envelope No-II : - Should consist of offered monthly charges in Rs. per month as per given PRICE BID FORMAT. It should be marked as a '**Price Bid**'.

Envelope No-III : - Both the envelopes (Envelope No-I & II) should be put in the Envelope No-III. This Envelope should be properly sealed by the Bidder and should be clearly superscribed with "**Tender-Hiring Services of Advisor for AN (Melt).**"

Bids complete in all respects should be submitted /reached in the office of GM (IPD), Rashtriya Chemicals & Fertilizers Ltd., "Priyadarshini" Ground Floor, Eastern Express Highway, Mumbai-400 022 on or before the due date & time. (Within 21 days from the date of publication of the advertisement)

- Bids received after the due date and time by **any reason** shall not be considered.
- Bids will be valid for 90 days from the bid opening date.
- Bids received through Registered Post or Courier before due date & time will be accepted, however bids in transit or received late due to postal delay will not be considered.
- Bids received through Fax/E-mail **will not be accepted.**

The Bidder shall bear all the costs associated with the preparation and submission of the Bid and RCF LTD. will, in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the Bidding Process.

RCF LTD. reserves the right to accept or reject any or all the bids received at its absolute discretion without assigning any reason whatsoever.

OPENING OF TECHNICAL BID

The Technical Bid i.e. **Envelope No-I** will be opened on the scheduled date & time given in the NIT. The documents submitted will be scrutinized & bidders will be prequalified.

OPENING OF PRICE BIDS:

The price bids of the prequalified parties will be opened in presence of committee on the suitable date with the prior intimation to all prequalified bidders.

After opening of price bids, the tenderers who have quoted absurd rates in one or more items, the total Price Bid of such bidder will be rejected & will be discarded. The bid will be disqualified from further participation in the process. RCF's decision in this regard will be final.

EVALUATION CRITERIA:

The price bids of prequalified bidder will be evaluated on overall lowest basis (L-1) on basic price except GST & L-1 bidder will be worked out among the total prequalified bidder. The L-1 bidder may be called for the negotiation with the opinion & decision of the committee to explore reduction in quoted price.

BASIS OF AWARD OF CONTRACT:

The contract will be awarded on overall lowest basis (L-1) on basic price except GST.

GENERAL TERMS & CONDITIONS:

1. During contractual period the rates shall not be revised for any reason whatsoever & therefore firm rates should be quoted.
2. The taxes applicable will be deducted at source as per the prevailing rules.
3. Notwithstanding the above, RCF reserves the right to accept or reject any tender or reject all tenders at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever to the affected bidder(s)

ACCEPTANCE OF CONTRACT/WORK ORDER:

This contract/Work Order is expressly conditioned on contractor's acceptance of all the terms and conditions hereof. The contractor shall sign and return acceptance copy of the contract/work order within 7 days of the receipt of the contract/Work Order by him.

A) DEVIATIONS:

This contract/Work Order shall be subject to these general terms and conditions and any additional/specific conditions referred to in the contract/Work Order and no deviation shall be made from the requirement of the contract/Work Order or from the general terms and conditions unless such deviations be approved in writing by the RCF.

B) EFFECTIVE DATE:

Effective date of contract/Work Order shall be the date as specified in the letter of intent or Work Order.

C) RIGHTS OF CANCELLATION:

RCF reserves the right to cancel this contract/ order or any part thereof and shall be entitled to rescind the contract/ order wholly or in part forthwith by a written notice to contractor if –

- a) The Advisor does not adhere to any of the terms and conditions of the contract/ order including general and special terms and conditions.
- b) The Advisor fails to execute the job in time.
- c) The quality of the service rendered is poor or not in conformity with the requirement.
- d) The Advisor indulges in any corrupt practices.
- e) The Advisor makes a general assignment for the benefit of creditors.

RCF also reserves the right to cancel the contract/ work order due to 'Force Majeure' conditions and the contractor will have no claim of compensation whatsoever.

D) TERMINATION FOR CONVENIENCE

RCF may by written notice sent to the Advisor, terminate the contract, in whole or in part, at any time for RCF's convenience. The notice of termination shall specify that the termination is for RCF's convenience, the extent to which performance of work under the contract is terminated and date upon which such termination becomes effective.

E) RECOVERY OF DUES FROM CONTRACTOR

RCF shall have recourse to Advisor for any costs, claims, demands, proceedings, damages and expenses whatsoever arising out of or in connection with any failure to perform any of his responsibilities/ obligations under the terms of the Work Order. Any such amount due or becoming due may be recovered by action at law.

F) VARIATIONS IN SCOPE OF WORK:

RCF reserves the right to modify the requirement of the contract and shall carry out such modification without any prejudice to the contract, provided the variation in scope of work is not more than +/- 10%.

G) FORCE MAJEURE

Neither the contractor nor RCF shall be considered in default in the performance of their obligations as per the contract so long as such performance is prevented or delayed because of strikes, war, hostilities revolution, civil commotion, epidemics, accidents, fire, cyclone, flood or because of any law and order proclamation, regulation or ordinance of Government or sub-division thereof or because of any act of God, provided it shall promptly notify the details of the force majeure and the influence on its activities under the contract. The proof of existence of force majeure shall be provided claiming it to the satisfaction of the other.

H) JURISDICTION:

The contract shall be deemed to have been entered into at Mumbai and all causes of action in relation to the contract will thus be deemed to have been arising only within the jurisdiction of the Mumbai Courts.

I) DISPUTES AND ARBITRATION:

All disputes & questions, claims, rights, matters or things whatsoever in any way arising out of or relating to the contract, both the parties shall appoint the sole arbitrator with mutual agreement in line with the Arbitration & Conciliation Act, 1966. The award shall be reasoned & shall be binding on both the parties & the jurisdiction shall be Mumbai under Indian Conciliation & Arbitration Act 1996.

J) ENTRY OF CONTRACTOR:

All of the terms agreed to between the contractor and RCF are included in the Work Order and no other communications, proposal or understanding, written, oral or implied will be considered to be included in the Work Order or form part of the contract between the contractor and RCF unless specifically agreed to in that behalf in writing by RCF.

K) Statutory changes:

Any statutory changes in Taxes etc. will be paid / recover accordingly by obtaining an approval.

RCF reserves the right to accept or reject any or all quotations, without assigning any reason whatsoever.

Thank you,

GM (IPD) I/c

FORMAT FOR PRICE BID (Envelope No-II)

Reference: - Advertisement for providing services of Advisor (Nodal Officer) for Ammonium Nitrate (Melt).

Date of Advertisement : _____

With reference to above advertisement,

I quote charges of Rs _____ per month. (Exclusive of GST)

(In words Rs: _____)

Name: - _____

Address: - _____

Signature

Stamp