



ADDENDUM - II

REF: OPEN TENDER 1030C20005 FOR PROVIDING WAREHOUSING AND MATERIAL HANDLING SERVICES AT ONGC MANGALORE PETROCHEMICALS LTD (OMPL) – AN SEZ UNIT

Addendum-II to tender document is as follows:

Sl.	Subject	MODIFICATION / ADDITIONS / DELETIONS
1	LAST DATE FOR SUBMISSION OF BID: 15:00 HOURS (IST) ON 04-Jun-2020	<p>The last date of Bid submission due date for the above referred tender stands extended upto 15:00 Hrs (IST) on 11-Jun-2020.</p> <p>Unpriced Techno-Commercial bid shall be opened at 15:30 hours (IST) on extended date of bid submission.</p> <p>If date identified for Bid opening happen to be a declared holiday/closed day in OMPL, then Bid Opening shall be conducted on next working day at the indicated same time.</p>
2	Charges for Providing additional optional Manpower for Material handling and warehousing services as warehouse office staff as per the scope of work.	<p>As per the Attachment-I to this addendum. Bidder to duly fill the monthly charges for additional optional Manpower in terms of percentage of quoted rates in Sl. A of Part-I of SOR of tender document and submit the same along with the offer. Evaluation of the bid shall be done on Overall least cost (L-1) basis to OMPL (Quoted amount as per the original scope plus charges for additional optional manpower as per the Addendum-II).</p>

All other terms & conditions, stipulations, specifications etc. of tender document issued earlier shall remain unaltered. This forms an integral part of bidding document. Bidders are requested to take cognizance of the same and submit their bids accordingly. Bidders are requested to submit the copy of this document duly signed & stamped along with the bid (in the techno-commercial part) as the token of acknowledgement & acceptance of the same.

Sign & Stamp of Bidder

Attachment-I (Schedule of Rates for providing additional optional Manpower for Tender No. 1030C2005)

Sl.	Description	Quantity	Monthly Charges in terms of percentage of quoted rate in Sl. A of Part-I of tender document
1	Charges for Providing additional optional Manpower for Material handling and warehousing services as warehouse office staff as per the scope of work.	2 persons	_____ %

* The addition of optional manpower requirement is as and when required basis and cannot be guaranteed that OMPL will utilise the same.

* Any revision in minimum wage issued from time to time by Assistant Labour Commissioner (ALC) shall be reimbursed to the Contractor by OMPL based on the documentary evidence.

The brief scope of work for additional & optional manpower for warehouse staff shall include but not limited to following activities:

- i) Assist OMPL Staff and handle independently in warehouse functions such as data entry, drafting/ review of reports, compiling/ updating data, stock verification, maintaining records, logistics, and coordination with OMPL Custom house agent (CHA) for import consignments and related jobs so assigned by the Engineer-in-charge.
- ii) Handling of all documentation related to logistics like; Invoice/delivery challan, e-waybill, material in/out pass and all formalities connected with the clearance of materials through OMPL & MSEZ gates, collection/booking of consignments at transport companies etc.
- iii) They shall handle routine work related to Goods receipt, Goods issue, Disposal, Logistics section and carry out clerical documentation or similar jobs assigned by the Engineer-in-charge or his representative.
- iv) Qualification: the requirement is for two persons under semiskilled category with minimum qualification of PUC/ (10+2) in any discipline having working knowledge of computers, Microsoft office, maintaining records & documentation.
- v) The Bidder/Contractor shall pay minimum basic wages and other statutory payment components such as PF/Admin Charges, ESI etc. to the personnel deployed under the contract as per the Minimum Wages Act, 1948 (The minimum wages prevalent is given as in under and all provisions of Regulation of Contract Labour Act).
- vi) This is an additional optional requirement on monthly basis as and when required by OMPL as per tender terms & conditions. All the terms & conditions of the tender document No: 1030C20005 are also applicable for this requirement.

Sign & Stamp of Bidder