

1.0 Scope of work

- a. The Scope of Work shall basically be supply and apply of all kinds of Insulations at various Plant equipment heights for maintenance /modification/equipment/pipeline addition jobs.
- b. Hot and Cold Insulation and Refractory Jobs, which includes Insulation of Pipes, Vessels, Columns and Refractory Work in Reformers, Boilers at various heights.
- c. Hot & Cold Insulation-Hot Insulation with LRB (Lightly Resin Bond) Fiber Mattress with Density of 150 kg/m³ as per IS 8183 & IS-9842 (Temp. upto 800°C). Cold Insulation, with Rigid Expanded Polyurethane Foam (PUF) with density approx. 45 Kg/M³ and temperature range - 150°C to +100°C.
- d. Spray Insulation on Turbine Casings, Steam Pressure 100kg/cm² & Temp. 500°C.
- e. Calcium Silicate Insulation with moulded bricks and Pipe sections, operating temperature +251°C & above with density 240 kg/m³.
- f. Supply of complete raw material required for maintenance works of Hot and Cold Insulation including transportation, loading, unloading etc. strictly in accordance with detailed specifications in section materials and job specification and as per scope of work detailed in Schedule of rates.
- g. Removal and re-installation of Hot and Cold Insulation using the old/new materials depending on the condition of existing material as per instruction of Engineer-in charge and transportation of material to site, handling etc. in accordance with technical specifications of KRIBHCO's NIT, IS Standards and instruction of Engineer-in-charge.
- h. The contractor shall erect the scaffolding at various places as per requirement. After completion of work, the contractor shall dismantle the erected scaffolding. The material brought by the contractor shall be taken out after obtaining permission from the Engineer-in-Charge. After completing the work, the site shall be cleared of all debris. Further, all erectors shall be well trained, experienced & medically fit for height work. Wooden / bamboo sticks/ wooden planks may be used for erecting scaffolding outside the plants with prior permission of the Engineer- In – Charge only. The scaffolds shall meet the safety requirements as per IS-3696 Part 1 & 2, shall follow specification for steel scaffolding IS 4014 part 1&2, IS: 2750- 1964.
- i. Contractor shall be required to obtain necessary safety work permits before starting the work.
- j. Vendor's scope shall include deputation of qualified site Supervisor having minimum qualification of DME/ITI and minimum working experience of five years of similar work. He shall supervise the activity & arrange manpower required for the activities on day-to-day basis.

2.0 Contractor's scope


- a. The contractor shall carry out the work as per requirement.
- b. The contractor shall supply all materials required for various types of insulation works.
- c. The contractor shall ensure sufficient quantity of required material availability at site for carrying out jobs in the events of breakdown/ATR.
- d. At least one Week before scheduled ATR, the contractor shall mobilise additional materials along with manpower and their required gate pass formalities to take care of job requirements.
- e. The contractor shall deploy sufficient number of skilled manpower for carrying out the job.
- f. All workers shall be well experienced and conversant with the safety precautions to be taken while executing work in process plants, particularly at height. The contractor has to obtain all necessary work permits for executing the jobs. The contractor shall be responsible for complying with all safety requirements and must arrange for safety gears like; helmets, gloves, grinding goggles etc. Contractor shall abide by all the safety rules and regulation of KRIBHCO. No job

- shall be undertaken without written permission from the Engineer-in-charge. No labour shall be allowed to enter the factory premises without wearing safety shoes and helmet. KRIBHCO shall in no way be responsible for any injury/accident to the contractor's workers during the execution of the work. The contractor shall comply with the safety policies of KRIBHCO incl. use of proper PPE, Height Pass and medical check-up as per KRIBHCO's instruction and relevant formats.
- g. The supply of all tools, tackles etc. required for execution of work.
 - h. Transportation of the material to the site and within the premises and out of the premises after completion of job.
 - i. Any other material or service not mentioned here but required for successful execution of the jobs.
 - j. The contractor shall arrange for Identity proof of personnel deployed, duly verified by nearest local police station for complying with gate pass issuance formalities. The Contractor shall arrange for compliance of labour licence, factory act and police verification in advance as per the required manpower, so that there will not be any delay for the execution of the manpower.
 - k. In case of Plant shutdown normally intimation shall be given **at least 7 days in advance** for mobilising additional manpower and materials as per job requirements. However, at times during short shutdown / Breakdown the contractor may have to mobilise the additional work force & material within a short time. In such case, the contractor shall be given **24 hours** mobilisation time.
 - l. The jobs shall also be required to be carried out throughout the year for various maintenance jobs and hence, the contractor shall ensure sufficient Quantity of Manpower and Material throughout the year to cater any requirement immediately and uninterrupted especially during public holidays.
 - m. The contractor shall be in a position to carry out the work at any time of the day and night at a short notice.
 - n. The Contractor shall follow working hours which shall be 08.30 Hrs. to 17.30 Hrs from Monday to Saturday - 9 hours normal duty which includes 1 hour of lunch break from 12:30 Hrs. to 13:30 Hrs.
 - o. During the tenure of the contract, it will be responsibility of the contractor to comply with all the provisions of relevant labour laws, minimum wages acts, orders of Government as applicable from time to time and KRIBHCO will not be responsible for any consequences/liabilities arising thereafter. Further, during the performance of the contract, if any of the contractor's worker is involved in an accident case while on duty and legal proceedings are initiated against him. The penalty and all other liabilities will be borne by the contractor only.
- 3.0 Vendor shall submit at least three order copies (annual rate contract only) of Insulation works performed/ executed in last 5 years i.e. 01.04.21 to 31.03.26 in reputed Fertiliser/Petrochemical Industries. At least one order copy (ARC) shall be of minimum basic value of Rs. 40.0 Lakhs executed in 1 year. Further, vendor shall also submit order completion/performance certificates of submitted order copies**
- 4.0 Copy of Income Tax Return for the last three AY i.e., 2023-24, 2024-25, 2025-26 and balance sheet for the last three FY i.e., 2022-23, 2023-24, 2024-25.
 - 5.0 Non-refundable fee of Rs 2360/- (Rs 2000/- plus GST @ 18%) per application by way of Demand Draft/NEFT from any nationalized or scheduled bank only; drawn in favor of KRIBHCO, payable at Surat; issued on or after of this advertisement.
 - 6.0 Bank solvency Certificate by the Nationalized/Scheduled Bank issued on or after the date of press advertisement for a minimum value of Rs 20.00 Lakh.

Special Note: -

- a) The requirements/ criteria mentioned in Annexure-1 shall supersede the criteria mentioned elsewhere.
- b) Applications received without prescribed fee and after the stipulated date will not be considered.
- c) The enlistment of Contractors shall be at the entire discretion of KRIBHCO based on objective evaluation of the details regarding past experience, technical and financial competence, and resourcefulness of the Contractors/Firms/Companies.
- d) KRIBHCO reserves the right to verify information / documents as submitted by the applicant.
- e) KRIBHCO reserves the right to visit the office/establishment of applicant.
- f) KRIBHCO reserves the right to reject any or all the Applications without assigning any reasons thereof.
- g) KRIBHCO has the right not to issue tender form to any particular Contractor/Firm/Company and can also suspended, remove/de-list, demote or black-list the Contactor's name under certain circumstances.
- h) All parties are requested to apply for prequalification with all the required documents in one go. Incomplete application forms are liable to be rejected.
- i) The applicant shall submit Vendor application form (F:PUR:33) along with requisite documents considering criteria mentioned in annexure.
- j) In case of any query, may reach out to following contacts: -
 - Sh. Paresh A. Sangathia: Pareshsagathia@kribhco.net
 - Sh. Devashish Thakur: Devashishthakur@kribhco.net
 - Sh. CM Borse: chetanborse@kribhco.net

Vendor's stamp & sign

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		REVISION DATE: 02.04.2026
TITLE: APPLICATION FORM FOR ENLISTMENT AS APPROVED VENDOR FOR CONTRACT		

To,

**KRISHAK BHARATI COOP. LTD.,
P.O. KRIBHCO NAGAR, SURAT – 394515
GUJARAT, INDIA**

**Ph. 0261-2803097 (Direct)
Web site: www.kribhco.net
E-MAIL: ganeshtoppo@kribhco.net**

Kind Attn.: **CHIEF GENERAL MANAGER** (COMMERCIAL)

Date:

**SUB: APPLICATION FOR VENDOR REGISTRATION FOR “Thermal Insulation Work”
Registration for Service / Job –**

Vendor's introduction letter no. _____ Dtd. _____


REF: **HP/6000/PQ-CONTRACT/2026/S006004**

Please submit your application in the format mentioned below: -

- a) Full relevant details indicating concerned page number in your application / file
- b) Enclose all required copies of documents / certificates as mentioned in your file / application, duly page numbered starting from back side.


Please submit following details of your Firm’s letter along with copies of documents as requested / applicable in this form: -

1.0	CORPORATE DETAILS: Please submit the following details / documents:	Page No. (from back)
1.1	a) Name of the Company	
	b) Registration Sought for(work) (If required more space please attached separate paper.)	1. 2.
1.2	Details of Registered Office	
	a) Address	
	b) Phone Nos.	
	c) Fax No.	
	d) e-mail Address	
	e) Web Site No:	
	f) Name of Contact Person & Mob. No.	
1.3	Details of Factory	
	a) Address	
	b) Phone Nos.	
	c) Fax No.	
	d) e-mail Address	
	e) Name of Contact Person & Mob No.	
1.4	Address for Correspondence	
	a) Address	
	b) Phone Nos.	
	c) Fax No.	
	d) e-mail Address	
	e) Name of Contact Person & Mob No.	

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1.5	Type of Company: Proprietary, Partnership, Private Ltd., Public Ltd. etc.)	
1.6	Please submit Notarized copy of documentary proof of Registration of your Firm i.e. Affidavit for Proprietary, Partnership Deed, Certificate of Incorporation, Memorandum of Articles of Association, etc.	
1.7	Please give brief History of the Company with details of Directors / Chief Executive / Partners / Proprietor.	
1.8	Please give Organization Structure of your Company with Name of Proprietor / Partners Directors / Chief Executive	

2.0	FINANCIAL DETAILS: Please submit the following details / documents:		
2.1	Original / Notarized copy of Latest Bank Solvency Certificate issued by any Nationalized / Scheduled Bank as per Annexure-1		
2.2	Annual Audited Financial Reports & Balance Sheets & Copy of Income Tax Returns for last three financial years.	As per Annexure-1	Page no.
2.3	Notarized Copy of PF Registration Certificate.		
2.4	Self-attested Copy of GST Registration Certificate		
2.5	Self-attested Copy of Permanent Account Number (PAN)		
2.6	Please submit EFT details with cancel cheque of your Bank Accounts as per attached format.		
2.7	Notarized Copy of ESIC.		
3.0	TECHNICAL DETAILS: Please submit the following details / documents:		
3.1	Name of the job / Service for which Registration is requested.		
3.2	Details of infrastructure for service /contract facilities i.e. Hydra, crane, forklifts with capacity, list of equipment / machinery, etc.		
3.3	Details of Quality Testing Facilities		
3.4	Details of Arrangement for Third Party Inspection, etc.		
3.5	Details of manpower position		
3.6	Details of Job in hand		
4.0	EXPERIENCE/ PAST PERFORMANCE: Please submit the following documents:		
4.1	Notarized copies of work orders as per Annexure-1.		
4.2	Copies of Performance certificates as per Annexure-1.		
5.0	DECLARATIONS: Please submit following Declarations in the format enclosed:		
5.1	That your Firm has not been banned / black listed / De-registered or put on holiday list by any Government Department / Central Govt. Unit / Public sector Units / Financial Institutions / Court as per format enclosed.		
5.2	That none of your close / distant relatives are working in KRIBHCO as per format enclosed.		
5.3	Details of your Sister / Group / Associate Company. As per format enclosed.		
6.0	Please confirm whether your company has been registered in the category of "Micro, Small and Medium Enterprises under the provision of the Micro, Small & Medium Enterprises Development Act-2006. If yes, please send self-attested copy of valid MSME certificate.		
7.0	Any other details / documents in support of application for registration.		
8.0	While submitting application, please ensure that it is complete in all respects enclosing on the supporting documents. If any documents are found fake or any information intentionally hidden or incomplete, your application shall be out rightly rejected without entering into any correspondence. KRIBHCO reserve the right to verify information / documents submitted by you, to accept / reject your application.		

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*If any column is not applicable to you, mark it as "N.A".

NOTE: KRIBHCO intends to go for e-procurement in near future for the supply and services. In view of this, the suppliers are requested to furnish the following details if available: -

- a) **Whether you have Digital Certificate from any Digital certifying Key agency.**
- b) **Do you have Registration with any Service Providers for e-procurement- services / e-tendering – Name & Address of the service providers may be furnished.**

(Name of authorized applicant)


Designation

Name of company

(Official Seal)

Date:

Place.

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**FORMAT OF DECLARATIONS
(TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER DULY NOTARIZED)**

To:
 KRISHAK BHARATI COOPERATIVE LIMITED
 P.O. - KRIBHCONAGAR
 SURAT – 394 515

Date: _____

Sub: Declarations

Ref: Vendor Registration for

Dear Sir,

1. We confirm that our firm has not been banned; black listed or put on holiday list by any Government Department / Central Government Unit / Public sector unit / Financial Institutions / Court.

(...In case your firm has been black-listed or put into holiday list by any Government Department /Central Government Unit / Public Sector Unit / Financial Institutions / Court, please furnish the details of the same...).

2. We hereby confirm that none of our close / distant relatives are working in KRIBHCO.

(...If your closed / distant relatives are working in KRIBHCO, you are required to indicate names, designation/ department of that relative working in KRIBHCO...).

3. We confirm & certify that none of our group / associate / sister concern / partnership firm as defined below, is registered for the similar or same work for which we have submitted our application for registration to participate in future bidding process.


“Any sister / group / associate company, having any common partner / Director / Managing partner etc. or having any business / family relations or any other common criteria, which indicate about their link / relation etc. shall be considered as sister / group associate company”.

(...In case of concealment of above fact, if detected later on, that the bidder is have relation along with any group associate / sister / partnership concern / company participated in any tender, may be debarred for all future tenders in addition to other action like forfeiture of Earnest Money Deposit / Security Deposit / payment due, if any etc...)

Thanking you,

Yours faithfully

Authorized Signatory

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(Name, Sign & Seal)

**FORMAT OF BANK SOLVENCY
(To be submitted on Letter of Issuing Bank)**

Date: _____

TO WHOM SO IT MAY CONCERN

This is to certify that to the best of our knowledge and information M/S _____,
 _____ customer of our Bank is respectable and can be treated as
 good / solvent up to a sum of Rupees _____ Lakhs _____) only.


It is clarified that this information is furnished without any risk and responsibility on our part in
 any respect whatsoever more particularly either as guarantor or otherwise.

This certificate is issued at the specific request of the customer.

Place: _____

(Signature of Authorized Officer)

Date: _____

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Details to be submitted on the letter head of your company

To,
 Head of Department (F&A),
 Krishak Bharati Cooperative Limited.,
 PO: Kribhco Nagar
S U R A T - 394515

Sub: **Our Bank Account details for effecting e-payment (EFT) Electronic Fund Transfer payments.**

Sir,
 I/we hereby agree to receive the payment from M/S Krishak Bharati Cooperative Limited- Surat against bills raised by us directly to our Bank Account as per details given below through Electronic Fund Transfer Mechanism (EFT). The required details are given below.

Sr No.	Particulars	Details.
1	Name, Branch and Address of the Payee's Bank	
2	Title of the account	.
3	Nature of Account	Saving/ current/other*-(*please specify)
4	Account No.	
5	Branch MICR code number (Please attach a leaf of cancelled cheque also)	(attaching a leaf of cancelled cheque of your bank a/c. is compulsory)
6	R T G S (Real Time Gross Settlement) I F S C (Indian Financial System code)	
7	Permanent Account Number of the payee (PAN Number)	
8	E-mail address, if any. (For sending payment details)	
9	Mobile No. (For sending payment intimation through SMS)	

Date:

Authorized Signature of vendor

Place

Name

(Official-seal)

Designation