



**Coirfed**

The Kerala State Co-operative Coir Marketing Federation Ltd. No. 679  
P.B. No. 4616, Alappuzha - 688 012, Kerala, India

TENDER NOTICE

CF/HO/SAFETY AUDIT/2024-25 /1

28-3-2025

We are inviting sealed tenders from Government /Semi Government agencies or agencies set up by Government or agencies having representation from Government **for Conducting External Safety Audit as per IS 14489: 2018 Code of Practice on Occupational Health and Safety in the KERALA STATE COOPERATIVE COIR MARKETING FERDERATION,ALAPPUZHA ( COIRFED) Units in Kerala listed in Annexure A .**

Tender shall be submitted in sealed envelope with caption "Tender for Conducting External Safety Audit in COIRFED "

**BRIEF DESCRIPTION OF WORK**

Sl.no	DESCRIPTION	QUANTITY
1	Conducting External Safety Audit as per IS 14489: 2018 Code of Practice on Occupational Health and Safety in COIRFED Units listed in Annexure A and submission of reports	1

**Bidders Eligibility Criteria**

- 1.Agency shall have successfully completed 2 safety audits in manufacturing industries within last 5 years costing not less than 1 Lakhs.
- 2.Agency shall be of Government /Semi Govt agencies or agencies set up by Government or agencies having representation from Government .Proof to be submitted.



An ISO 9001-2000  
Certified Company



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3. Agency shall have conducted atleast one Safety Audit in any Government/PSU/Semi Govt Organisations in last 3 years.

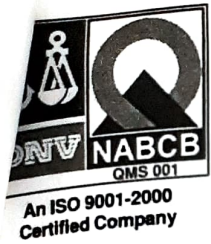
## SCOPE OF WORK

1. Conduct detailed site inspections to note unsafe conditions if any.
2. Conduct safety audit as per the guidelines of IS 14489.
3. Safety audit shall check the compliance with the factories Act 1948 and rules in Kerala, Environment rules, CEA regulations etc
4. Review of process safety management, Equipment safety and maintenance protocols.
5. Check compliance with legal and regulatory requirements.
6. Conduct Safety Audit of all buildings, Plants and Machineries. Safety Audit shall cover all aspects of safety, fire safety, mechanical and electrical safety.
7. The audit team shall engage minimum 8 man days for site inspection and collection / verification of relevant data.
8. The audit team shall conduct inspections of entire process area for identification of risks and hazards.
9. The audit team shall evaluate existing safety and fire prevention/ fighting systems, safe operating procedures and emergency preparedness in place for each area.
10. The audit report shall be comprehensive, with observations, remedial actions required and remarks. Report shall include all non conformities.
11. The report is to be submitted by auditing agency (2 hard copies and 1 soft copy) on completion of the audit and report shall contain recommendations for improving existing safety systems and Emergency Preparedness. Recommendation for resolving the non conformities shall be provided.
12. Agency shall complete the audit and submit report within 60 days.
13. The party shall sign and seal all pages of this tender documents
14. The Agency shall conduct audit in every site with minimum 2 auditors having Degree in any branch of Engineering and minimum 7 years of working experience in an industry in production/process/maintenance/safety/fire/Mechanical/Electrical department. Atleast One Auditor among the above shall have Govt approved certificate in any of the following courses - Safety/ Health/ Industrial Hygiene/ Fire or shall have Degree / Diploma in Safety/Chemical Engineering/fire engineering or shall have 2 year experience in Factories and Boilers/National safety council/regulatory bodies

## Terms and Conditions

1. EMD amount of Rs 1500/- shall be remitted through DD of nationalized banks in favour of Managing Director, Kerala state Cooperative Coir Marketing Federation Ltd payable at Alappuzha.

The earnest money of the unsuccessful will be returned as soon as possible as the tenders are settled, but that of the successful tenderer will be adjusted towards the security which have to



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be deposited for the satisfactory fulfillment of the contract. No interest will be paid for the earnest money and security deposit.

The security deposit shall subject to the conditions specified herein, be returned to the contractor within three months after the expiration of the contract and warranty period, but in the event of any dispute arising between the federation and the contractor the federation shall be entitled to deduct out of the deposits or the balance thereof until such dispute is determined, the amount of such damages costs charges and expenses as may claimed.

2.The party shall submit DD for EMD in one envelope and tender form with price bid in another envelope. Both shall be put in one another envelope. Tender shall be submitted in sealed envelope with caption "Tender for Conducting External Safety Audit in COIRFED "

3.All the expenses for accommodation, travel, food is in the scope of party.

4.Tenderer shall satisfy eligibility criteria mentioned in the tender and agree all terms and conditions.

5Tendered shall sign and seal each page of tender document and price bid

## ANNEXURE A

### AREAS TO BE COVERED AND MINIMUM MAN DAYS TO ENGAGE

- |  |          |
|--|----------|
| 1.Head Office, Regional office & Godowns, Central store and godown, Alappuzha Town                 | 0.5days  |
| 2.RCP Unit, RB Unit Alappuzha Town   | -1.5days |
| 3.PVC TUFTED Unit, Kanichukulagara, Alappuzha (Dist)   | -1 day   |
| 4.Pith Briquette unit, Karappuram Alappuzha  | -0.5 day |
| 5.Regional Office and godowns, Pith processing unit Munambam, Ernakulam (Dist), Kottappuram Godown | -0.5 day |
| 6. RBCM Thumboor, Near Chalakkudy ,Thrissur (Dist)   | -0.5 day |
| 7. Defibring Unit , Vadavannoor,Palakkad(Dist)   | - 0.5day |
| 8.Regional Office and godowns, Kozhikode   | - 0.5day |
| 9.Defibring Unit,Mampatta,Kozhikode(Dist)  | -0.5 day |
| 10.Defibring Unit,Thavam,Kannur(Dist)  | -0.5 day |
| 11.Natural fibre park,Chavara,Kollam(Dist)   | -0.5day  |
| 12 Regional Office and godowns Kollam(Dist) ,Kadakkavoor Godown                                    | -1day    |



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DTD 28-3-2025

### PRICE BID

Sl.no	DESCRIPTION	Unit	Qty	Amount
1	Conducting External Safety Audit as per IS 14489: 2018 Code of Practice on Occupational Health and Safety in COIRFED Units listed in Annexure A and submission of reports	Lumpsum	1	
	GST			
	TOTAL			

Total Amount in Words:

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If GST amount is not mentioned total amount quoted will be considered as inclusive of GST :

Name and Address of Tenderer:

Signature of Tenderer:

Mob No

Email:



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The Kerala State Co-operative & Export  
Marketing Federation Ltd, No. 679  
P.B. No. 4616, Alappuzha - 688 012, Kerala - 688 012



Tender Submission dead line : 23/4/2025 5 PM  
Tender Opening date : 24/4/2025

Tender Submission Address: MANAGING DIRECTOR ,THE KERALA STATE CO-OPERATIVE  
COIR MARKETING FEDERATION LTD, NO.679, PB No :4616, ALAPPUZHA - 688 012

  
MANAGING DIRECTOR