

# DREDGING CORPORATION OF INDIA LIMITED

## HEAD OFFICE: VISAKHAPATNAM

### NOTICE FOR INVITING BUDGETORY QUOTE

Ref: Stock Audit/01/26-27

Dt:24.06.2026

Dredging Corporation of India Limited (DCI) was established in the year 1976 to provide dredging services to the Major Ports of the country in India. DCI is a pioneer organization in the field of dredging, Its Head Office is strategically situated on the east coast of India at Visakhapatnam and Regional/project office at various location in India, DCI helps to ensure continuous availability of the desired depths in the shipping channels of the major and minor Ports, Indian Navy, Fishing Harbors and other maritime organizations.

DCI intends to conduct Physical stock Audit at onboard DCI Dredgers and its warehouses through GeM Portal. In this regard, It is requested to Submit your budgetary quotes as per the attached BOQ at Annexure-I to the following email IDs: ([matspares@dcil.co.in](mailto:matspares@dcil.co.in), [punemsujith@dcil.co.in](mailto:punemsujith@dcil.co.in), [gmmat@dcil.co.in](mailto:gmmat@dcil.co.in), [durgaprasad@dcil.co.in](mailto:durgaprasad@dcil.co.in) ). Last date for submission of the budgetary quote is 14.06.2026.

#### Section I: Scope of Work of vendor

- Conduct 100% physical stock audit of all spares, stores, lubricants, and fuel onboard 14 DCI dredgers deployed across various Indian locations & CSC, Visakhapatnam Stores, & MNO Godown at Chennai irrespective of item value.
- Utilize the baseline ERP Stock List provided by DCI for reconciliation of stock physically available onboard vessels & godown.
- Identify, quantify, and document any excess or short items found onboard that are not listed in the provided ERP data.
- Physically arrange, organize, and label all verified items with their respective part numbers referred in the manuals and item codes directly on the bins or items.
- Prepare a detailed Statement of Reconciliation comparing physical stock against ERP inventory, clearly identifying differential quantities and obtaining documented reasons for consumptions or any mismatches.
- Assist to the ship staff to raise the SCR's in ERP for the items which are not matching with baseline ERP Stock List.
- Execute verification simultaneously with vessel operation windows without disrupting routine dredging schedules.
- Coordinate locally with the DCI Project In-charge at respective project sites for necessary support to board the vessel (Contact details are enclosed at Annexure – 1) and centrally with a designated single point of contact at the DCI Head Office i.e Mr P Sujith AM (mat).
- Assume responsibility for all local logistics, travel, accommodation, and insurance/safety measures. DCI will only provide boat transfers to the vessels; onboard accommodation may be provided subject to the availability.
- Carry your Laptop, Own dongle for internet connectivity issues: The auditing team must forward consumption templates (template format will be provided by DCI) directly to the DCI Materials Division ([matspares@dcil.co.in](mailto:matspares@dcil.co.in), [punemsujith@dcil.co.in](mailto:punemsujith@dcil.co.in),

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[gmmat@dcil.co.in](mailto:gmmat@dcil.co.in), [durgaprasad@dcil.co.in](mailto:durgaprasad@dcil.co.in)) authorizing them to upload the data into the ERP.

- Explicitly mandate that the auditing firm must utilize offline data-capture tools (like specialized tablets or offline Excel macros) while onboard. This ensures continuous work during internet connectivity blackouts and allows for immediate synchronization or data transfer to the Materials Division once the team reaches shore.
- Since the auditing team is already mandated to arrange and label items with ERP codes & OEM Part Numbers, specify that the physical labelling must follow a standardized format compatible with future automated tracking initiatives.
- Insurance for the persons should be arranged by the vendor.

### **Deliverables & Timelines**

- Submit original, physically attested stock verification reports (signed by the attending Engineer of the firm, and the vessel's Master/CEO).
- Submit scanned copies of the attested reports along with the finalized Excel reconciliation working sheets to DCIL above mentioned emails.
- Audit onboard all vessels and godown has to be complete within 45 days from the date Purchase Order.
- Attend a mandatory report discussion with DCI Management at the Head Office in Visakhapatnam upon submission of the original documents.

### **Payment Terms & Penalties**

- Processed within 60 days from the complete submission of all original reports, scanned copies, and reconciliation statements for all 14 dredgers and the warehouse.
- Invoices shall only be submitted after the complete submission of all deliverables.
- Recovered at a rate of 0.5% per week (or part thereof) of delayed days for unexecuted work, subject to a maximum of 10% of the basic material cost.
- The tender shall be finalized on an overall L1 basis. Bidders must quote for all BOQ items; failure to do so will result in bid rejection.

### **Qualification Criteria**

- Demonstrated experience conducting stock verification/spare part audit/Inventory Management on ocean-going vessels (excluding Tugs and harbour crafts).
- The team shall comprise Marine Engineers with a minimum of 2 years of experience and holding a rank not below that of 3rd Engineer. Relevant documentary evidence shall be provided in support of the same.
- Please note that the audit activity is required to be conducted simultaneously on at least three vessels. However, the Physical Stock Verification shall be completed within 45 days from the date of Purchase Order. Each team shall consist of Marine Engineers along with assistants.
- Submission of proof of EMD and Tender Document fee. Execution of a Non-Disclosure Agreement (NDA) covering vessel layouts, machinery details, and proprietary data prior to boarding. Strict compliance with DCI safety protocols, medical clearances for sea boarding, and PPE usage.

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- Security Deposit @ 5% on the order value has to be submit within 07 days from the date of PO.
- As per MSME Act Tender Fee and EMD is exempted and other rules as per MSME act will be follows.

Criteria	Requirement
<b>Turnover</b>	Minimum annual turnover of Rs. /-(value will be provided based on the budgetary quote received) in relevant works during any one of the past 7 financial years ending March 31, 2026. Must be certified by a Chartered Accountant.
<b>Similar Works (Past 7 Years)</b>	<p><b>Option A:</b> Three completed works costing not less than Rs. /-(value will be provided based on the budgetary quote received) each.</p> <p><b>Option B:</b> Two completed works costing not less than Rs. /-(value will be provided based on the budgetary quote received) each.</p> <p><b>Option C:</b> One completed work costing not less than Rs. /-(value will be provided based on the budgetary quote received)</p>
<b>Definition of "Similar Work"</b>	Bidders must have successfully completed physical stock verification/inventory audit assignments on ocean going vessels under the management of reputed Maritime/Dredging companies having the ownership/Technical Management of the sea going vessels. Copy of the work order / purchase order and work completion certificate duly signed by employer / purchaser to be submitted with technical bid (Cover –A).

**DREDGING CORPORATION OF INDIA LIMITED****HEAD OFFICE: VISAKHAPATNAM****ANNEXURE-I****BOQ**

<b>SL.NO</b>	<b>WORK DESCRIPTION</b>	<b>UOM</b>	<b>QTY</b>	<b>PER UNIT PRICE IN INR</b>
<b>1</b>	<b>100% Physical Stock Verification/spare part audit/Inventory Management onboard of spares available onboard on DCIL Dredger Nos VIII, XI, XII, XIV, XV, XVI, XVII, XIX, XX &amp; XXI (10 Nos of dredgers) which are deployed at various Port locations across India.</b>	<b>NOS</b>	<b>10</b>	
<b>2</b>	<b>100% Physical Stock Verificationspare part audit/Inventory Management onboard of spares available onboard on DCIL Dredger Nos XVIII, ID Ganga, BH-1, and Multicat 1 (4 Nos of dredgers), which are deployed at various Port locations across India</b>	<b>NOS</b>	<b>4</b>	
<b>3</b>	<b>100% Physical Stock Verificationspare part audit/Inventory Management of spares available at MNO Chennai Warehouse, CSC Visakhapatnam Warehouse and Balmer Godown Kolkatta at their respective locations</b>	<b>NOS</b>	<b>3</b>	
<b>4</b>	<b>Reserve on board (ROB) soundings of Fuel Oils onboard Dredgers DCIL Dredger Nos VIII, XI, XII, XIV, XV, XVI, XVII, XIX, XX, XXI, XVIII, ID Ganga, BH-1, Multicat-1 (Total 14 Nos of Dredgers) - (Subject to ROB survey to be witnessed along with the Physical Stock Verification) Note: For Lubes, the service tanks quantity should not be considered for valuation.)</b>	<b>NOS</b>	<b>14</b>	