

**NUMALIGARH
REFINERY
LIMITED**



A GOVERNMENT OF INDIA UNDERTAKING

**Tender Document for– “Design, Engineering, Supply,
Supervision of Erection and Testing & Commissioning of
Condensate Recovery System at NRL”.**

(Tender No. OC01000147)

PART – I: UN-PRICED BID



**PREPARED & ISSUED BY
NUMALIGARH REFINERY LIMITED**

A Govt. of India Enterprise)



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER (NIT)

- 1.0** Numaligarh Refinery Limited (NRL) invites e-bids from competent and experienced Indian Supplier for the following under two bid system (Part-I: Techno-commercial part and Part-II: Price Part) with sound technical and financial capabilities fulfilling the Pre-Qualification Criteria (PQC) of the tender document.

Design, Engineering, Supply, Supervision of Erection and Testing & Commissioning of Condensate Recovery System at NRL (Tender No : OC01000147)	Tender Publishing Date:	07.10.2016 (12.05 Hours)
	Document Download/ Sale Date:	07.10.2016 (12.05 Hours)
	Seek Clarification Start Date:	07.10.2016 (12.05 Hours)
	Seek Clarification End Date:	17.10.2016 (12.05 Hours)
	Bid submission Start date:	07.10.2016 (12.05 Hours)
	Bid submission close date (i.e. Bid Due Date)	02.11.2016 (11.00 Hours)
	Bid Opening Date:	03.11.2016 (11.00 Hours)

2.0 PRE-BID MEETING:

- 2.1** A round of Pre-Bid meeting shall be held on **19.10.2016 (11.00 hrs)** at the following venue:

**Commercial Dept, Admin Building (3rd Floor),
Numaligarh Refinery Limited, Pankagrang,
PO: Numaligarh Refinery Project,
Dist-Golaghat (Assam), India, PIN-785699**

- 2.2** It is desired that bidder shall visit the plant for detail condensate, flash steam and blowdown recovery schemes proposed by NRL to discuss it in pre bid meeting. All issues related to any observation shall be addressed /resolved and shall be made at par for uniformity. ***Attending of pre bid meeting is compulsory by representatives to discuss technical & commercial terms & Condition and finalize. Non-attendance at the pre-bid meeting will cause for disqualification of a bidder.***
- 2.3** *All Vendors submitting a bid must attend the compulsory pre-bid meeting. Failure to attend the compulsory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.*
- 2.4** *An attendance sheet provided at the pre- bid meeting shall serve as the official document verifying attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.*

Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

- 2.5 *All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in, but are charged with knowing all matters discussed at the pre-bid.*
- 2.6. *Prospective bidder(s) requiring any information or clarification of the Bidding Documents may notify NRL in writing over e-mail (E-Mail id: prasanta.barman@nrl.co.in) /Fax (03776-265514)/ Post at address indicated NIT below. **All pre-bid question/ queries should be forwarded to NRL latest by 17.10.2016.***
- 2.7 *Any modification of the Bidding Document, which may become necessary as a result of the bidder's query/ pre-bid discussion, shall be published in e-tendering portal (<http://eprocure.gov.in/eprocure/app>) & NRL's website (www.nrl.co.in) through the issue of an Addendum/ Amendment/ Corrigendum/Clarifications.*
- 2.8 **For further information regarding pre-bid meeting, please refer Technical Tender Document.**

3.0 SUBMISSION OF E-BID:

The E-Bid should be prepared in Two Parts as per the following details.

- i) PART – I: Techno-commercial / Unpriced Bid
- ii) PART - II : Price Bid

Note:

- i) Only online offer shall be considered against the subject enquiry. For details please go to our e-tendering portal <http://eprocure.gov.in/eprocure/app>
- ii) This Tender is being conducted in e-tendering mode and the Bid documents can be downloaded for ONLINE bidding by the bidders, who has the Digital Signature Certificates.
- iii) For any assistance regarding online submission of e-bids you may please contact our service provider personnel at Phone No 03776 – 265774, email: z_tender@nrl.co.in
- iv) Bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The Toll free contact number for the helpdesk is 1800 3070 2232.
- v) **Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.**

4.0 PRE-QUALIFICATION CRITERIA (PQC):

- i. The bidder shall be capable for Design, Detail engineering, manufacturing, Testing, Installation and commissioning of condensate & Flash steam recovery system.
- ii. The Bidder must have successful completion of similar job of Condensate recovery System (as mentioned in point i above) in any Indian PSU/Govt. agencies in last ten years to be reckoned from final bid submission close date.
- iii. The Bidder shall submit Purchase orders/ work orders copies as a proof of the same.
- iv. The bidder shall provide proven track record and satisfactory performance from customers for the condensate recovery system.

Documents required along with technical bids:

- Purchase Order/Work Order copy satisfying PQ criteria.

- Job Completion Certificate/Performance Certificate from the Customer.
- Completely filled and stamped Datasheet.
- Material of construction for the various items of complete system, accessories.
- Back-up literature and catalogues for the offered models.

NOTE: *The intending bidders shall have to furnish the proof of their pre-qualification along with their Un-priced Techno-commercial bid. Pre-qualification Criteria will be checked at the time of techno-commercial evaluation of the offer. Bidders are to know that no further communication may be done to ascertain their prequalification. The offers with incomplete /irrelevant documents / anomalies may be straightway rejected without any communication.*

5.0 **EARNEST MONEY DEPOSIT (EMD):**

EMD Amount:	Rs.1,00,000/- (Rupees One Lakh only)
EMD /*EM Part II submission Start Date:	07.10.2016
EMD /*EM Part II submission End Date:	01.11.2016

The bidder shall deposit requisite Earnest Money Deposit in the **online portal through the link <https://easypay.axisbank.co.in/nrl> on or before the EMD submission End date.** Please note that EMD amount only in **online mode is acceptable** and no other mode i.e. offline or hard copy is not acceptable.

* *Micro and Small Enterprises (MSE) meeting the qualifying criteria for MSE as per Clause no. 7.0 below shall be exempt from paying EMD provided they upload Notarized copy of MSE Registration documents [i.e. all the pages of the EM-II Certificate (Part – II Memorandum)] along with un-priced techno-commercial bid to claim exemption of EMD.*

Procedure or Process for Online Submission of EMD:

- Bidders will open the link <https://easypay.axisbank.co.in/nrl> and type the Tender ID for which EMD is to be paid and click on the option “Validate”.
- The web page will auto populate Tender Name, Last Date of Payment, Bid Opening date and EMD (not editable).
- The bidder will enter his Company/ Firm Name, Address, e-Mail ID, Amount and Mobile Number.
- The bidder is also required to enter his preferred account No. and IFS Code twice for receiving EMD refund. In case of any mismatch in the account No. or IFS Code entered twice, the web page will prompt the bidder to correct the data and then allow to proceed with payment.
- The Bidder is then required to enter verification code as displayed in the web page and click on the option “Submit”.
- The next Web Page will then display the summary of the EMD payment along with a Unique Reference Number (URN).
- Bidder is required to accept the payment Terms and Conditions and select his preferred mode of payment from the options provided, viz., Net Banking (Axis Bank or Other Banks), Credit/ Debit Cards or NEFT/RTGS.

- (viii) In case of Net Banking, the bidder will enter his User ID/ Password/ Transaction Password and One time password as per the online payment system of the Bidder's Bank.
- (ix) For Credit/ Debit Card payment, the Bidder will enter his Card Number, Expiry Date, CVV and 'Verified by VISA' or 'Master Secure' password as applicable.
- (x) For bidders selecting the payment option of NEFT/ RTGS, the web page will generate a challan with a Dynamic/Virtual Account Number, IFS Code, Account Name and Amount. The bidders can take a print out of this challan or just note the relevant details and initiate the NEFT payment from their Bank.
- (xi) A receipt will be generated after successful payment (irrespective of the mode of payment). **Bidder can take print out for onward submission with tender as well as save a soft copy of the receipt.**

6.0 EMD FOREFEITURE AND RETURN OF EMD:

- i. EMD submitted shall be returned on finalization of the order. No interest on this EMD is payable.
- ii. **EMD will be forfeited in the event of:**
 - (a) Withdrawal of offer while the offer is under consideration during the offer validity period.
 - (b) Bidder refuses to acknowledge our Purchase order (PO)/ Letter of Acceptance (LOA), if placed without prejudice to our rights to recover damages on account of breach of contract.
 - (c) Non-receipt of acknowledgement of our Purchase order (PO)/ Letter of Acceptance within the stipulated time after placement without prejudice to our rights to recover damages on account of breach of contract.
 - (d) Any unilateral revision made by the Bidder during the validity period of the offer.

7.0 TENDERS FROM MICRO AND SMALL ENTERPRISES (MSEs):

With reference to Public Procurement Policy for Micro and Small Enterprises (MSEs) notified by the Government under the Micro, Small and Medium Enterprise Development Act, 2006, which came into effect from 1st April, 2012. The Ministry of MSME published an order known as Public Procurement Policy for Micro and Small Enterprises (MSEs) Order 2012 under which Micro and Small Enterprises (MSEs) shall be entitled for benefits, subject to terms and conditions as under:

(A) Qualifying Criteria for MSE vendors:

- (I) MSE bidders must submit Notarized copy of MSE Registration document (all the pages of the EM-II Certificate [Part – II Memorandum]) from any of the following body (or any other body specified by the Ministry of MSME) :
 - National Small Industries Corporation (NSIC)
 - District Industries Centres (DIC)
 - Coir Board
 - Khadi and Village Industries Commission (KVIC)
 - Khadi and Village Industries Board (KVIB)
 - Directorate of Handicrafts and Handloom

- (II) Indemnity Bond (on Rs. 100 Stamp Paper) stating that “The Bidder” shall offer and supply the entire tender quantity from the plant (situated at _____ Plant Address _____), which is having MSE Certification.
- (III) The MSE Registration shall be valid as on date of placement of order.
- (IV) The registration must be for the items / category of items /services relevant to the tendered items / category of items /services.
- (V) The classification and registration as Small Scale Industries has been rescinded, after implementation of the MSMED Act 2006. The same is also issued vide policy ref. no. 5(1)/2011-MSME Pol. dtd. 14.06.2011 issued from the Office of the Development Commissioner, Ministry of MSME, Govt. of India. So, the use of Small Scale Industries in statutes/ rules/ guidelines/ instructions etc. is to be substituted by the term Micro and Small Enterprise (MSE) and permanent SSI registration is to be substituted by Entrepreneurs Memorandum Acknowledgement (Part-II). As such, certificates with SSI registration shall not be considered eligible for the benefits under Public Procurement Policy for Micro and Small Enterprises (MSEs) Order 2012.

Note: Scan copy of Indemnity Bond and Notarized copy of MSE Registration documents (all the pages of the EM-II Certificate [Part – II Memorandum]) to be uploaded by the bidder along with their un-priced (Techno-Commercial) bid and Original/True copy to be submitted in a sealed envelope superscribed as - “Submission of Original Indemnity Bond & Original Notarized copy of MSE Registration document against Tender No: OC01000147/PRA and to be send to the undersigned on or before bid submission close date. In absence of above documents, benefit to MSE may not be passed on to bidders.

(B) Benefits Under The Public Procurement Policy for Micro and Small Enterprises (MSEs) Order 2012:

1. Issue of Tender Sets Free of Cost:

Tenders shall be provided free of cost and tender documents are downloadable from NRL Website www.nrl.co.in, The Indian Government tenders information system www.tenders.gov.in or Central Public Procurement (CPP) Portal <http://eprocure.gov.in/eprocure/app> or can be obtained from the Office of General Manager (Commercial & Legal).

2. Exemption from payment of EMD (Earnest Money Deposit)

MSE units qualifying as at (A) above shall be exempt from paying EMD.

3. Price preference for MSEs Bidder:

In tenders, where the L1 (evaluated price) bidder is a non-MSE, MSE quoting price within price band L1+15% may be awarded the full / complete supply of the total tendered value to MSE, provided they agree to bring down their price to L1 price. In such cases, the MSE who is lowest within the MSEs and quoting price within the price band of L1+15% shall be provided the first opportunity to agree to supply the item at the L1 price and on his refusal to accept the L1 price, opportunity shall be provided so on to the other MSEs.

8.0 EVALUATION OF THE TENDER: Tender shall be evaluated on ‘OVERALL LOWEST OFFER BASIS’.

9.0 DOCUMENTS TO BE UPLOADED AS A PART OF PART – I: TECHNO-COMMERCIAL / UNPRICED E-BID:

- a) Documents in support of Pre-Qualification Criteria (PQC) of the Tender.
- b) Technical Tender Documents including Corrigendum/ Addendum / clarification (if any) duly filled, signed & sealed.
- c) Agreed Terms & Conditions (ATC) duly filled, signed & sealed. **The commercial terms & conditions should not be repeated in the offer.**
- d) Integrity Pact duly signed & stamped.
- e) Format for declaration for not being under liquidation, court receivership or similar proceedings.
- f) Vendor Details as per format enclosed.
- g) Online EMD Payment Receipt. (applicable for non-MSE bidder only)
- h) In case bidder is Micro & Small Enterprise (MSE), EM-II Certificate & Indemnity Bond as per clause no. 7.0 of NIT above.

Note: (i) *Bids received without the above documents may be liable for rejection.*
 (ii) *Bids may be evaluated as received and techno- commercial queries may not be issued.*

10.0 DOCUMENTS TO BE SUBMITTED AS A PART OF PART – II: PRICED E-BID:

- (a) Price to be quoted in BoQ “in "XLS" format as per instructions provided.
- (b) In addition to BoQ “in "XLS" format, bidder is also required to upload the Price list of recommended 2 Years Normal Operation & Maintenance (O&M) Spares in 'PDF format' as per prescribed 'Price Schedule format for 2 years Normal O&M Spares ' enclosed with tender document.

Note: *Price For 2 Years O&M Spares shall not be considered for evaluation.*

11.0 GENERAL:

- i) Bidder should not be under liquidation, court receivership or similar proceedings. Bidder to submit the self certificate in this regard.
- ii) Agencies submitting their bids shall not be on Holiday list of NRL.
- iii) Consortium/Joint venture bids shall not be accepted.
- iv) Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- v) In case any of the document/information(s) furnished by a bidder are found to be false/forged, such bidder shall be kept in holiday list/ black list apart from other penal actions as deemed fit by NRL.
- vi) **Quote will not be considered for acceptance if there is obvious evidence of formation any curtail by two or more suppliers.**
- vii) NRL reserves the right to defer the date/time of opening of the offer; to make changes in the terms & conditions of tender document and to reject any or all bids without assigning any reason thereof.

Date: 07.10.2016

**GM (Commercial & Legal)
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Commercial Dept, Pankagrath,
PO- NR Project,Dist–Golaghat,
PIN-785699, Assam.**

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