

**NUMALIGARH
REFINERY
LIMITED**



A GOVERNMENT OF INDIA UNDERTAKING

**Tender Document for– “Rate Contract for Supply of
Pulleys for a period of 02 years (i.e. 01 year with a provision for
extension by another 01 year)”.**

(Tender No. OC01000148/PRA)

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.

Rate Contract for Supply of Pulley for a period of 02 years (i.e. 01 year with a provision for extension by another 01 year). (Tender No : OC01000148/PRA)	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:	31.10.2016 (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 **SUBMISSION OF E-BID:**

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

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

Note:

- 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>
- 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.
- 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
- 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.
- Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.**

3.0 **PRE-QUALIFICATION CRITERIA (PQC):**

- The vendor shall be a manufacturer of pulley and must submit all necessary certificates to prove his claim. In case of dealer, the vendor must submit valid dealership certificate and a mail from the manufacturer to support his claim.
- The vendor must confirm the entire technical requirement for pulley as mentioned in the tender and shall submit all the necessary documents, including past purchase order copies of supplying pulleys to any other PSU, along with their un-priced offer.

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.*

4.0 EVALUATION OF THE TENDER: Tender shall be evaluated on '**ITEMWISE LOWEST OFFER BASIS**'.

5.0 TENDERS FROM MICRO AND SMALL ENTERPRISES (MSEs): This tender is guided by the 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 per ANNEXURE "X" enclosed.

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: OC01000148/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.*

6.0 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) Agreed Terms & Conditions (ATC) duly filled, signed & sealed.
- c) Format for declaration for not being under liquidation, court receivership or similar proceedings.
- d) Vendor Details as per format enclosed.
- e) In case bidder is Micro & Small Enterprise (MSE), EM-II Certificate & Indemnity Bond as per clause no. 5.0 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.

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

- (a) BoQ/Priced Bid "in "XLS" format as per instructions provided.

IMPORTANT NOTE:

- (i) Bidder to quote Unit Price (Ex-works), P&F Charge (in %), Rate of Excise Duty (in %), Rate of CST against Form-C/ VAT (in %), Cenvat Benefit (in %) only in online BoQ/Priced Bid in "XLS" format strictly as per instructions provided. Charges quoted elsewhere shall be ignored and will not be taken into consideration.
- (ii) Transportation, Transit Insurance are excluded from vendor's scope. However, it is supplier's responsibility to book the consignment through NRL's approved transporter (i.e. M/s Associated Road Carrier Ltd) on freight –'To be billed at NRL, Numaligarh basis". For at par evaluation, Freight charge & Transit Insurance Charge shall be loaded @7% of Ex-works price & @0.25% of Ex-works price respectively.

- (iii) *Assam Entry Tax is on NRL's account. (Applicable rate is 2% on landed cost; which will be loaded during evaluation).*
- (iv) *The list of items & quantity indicated in the BoQ/ Priced bid are indicative only. The actual requirement may vary on either side based on actual requirement of NRL. Separate Release Order against the Rate Contract shall be issued time to time based on the actual requirement arises within the validity period of Rate Contract.*
- (v) *Rate Contract shall be valid for 02 years (i.e. 01 year with a provision of extension by another 01 year at the same rate & terms & conditions). Quoted prices & terms & conditions shall remain firm and fixed up to 02 years from the date of issue of Rate Contract.*
- (vi) *Bidders are strictly advised not to submit any additional offer documents mentioning commercial terms and conditions beyond the documents and forms published along with this tender. No subsequent revision in the BoQ is possible after final submission. Any services, charges, taxes and duties left blank or =0 (zero) in the online priced bid (BoQ) shall be deemed to be inclusive in the quoted price.*
- (vii) *Ambiguity/contradiction/lack of clarity may lead to rejection at any stage of the tender without further notice.*

8.0 **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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