



NUMALIGARH REFINERY LIMITED
[NOTICE INVITING TENDER](#)

Two parts **ONLINE bid (E-tender)** offers are requested from competent bidders for following work:

Name of Work:	Operation & Maintenance of Refinery and NRMT Canteens for two years.
Tender No:	OC22000132 / SKD dated 16-11-2021
Earnest Money Deposit (EMD):	Nil. <i>Bidders are required to submit "Declaration for bid security / Earnest Money Deposit (EMD)" enclosed as "Annexure-XVI". However, MSE bidders are exempted from submission of the above declaration. MSE bidders are required to upload UAM / UDYAM Certificate as referred in "Annexure-X".</i>
Contract Period:	The period of contract shall be 02 (two) years from the date of handover of the job/site. However, if the performance of the contractor is found satisfactory or NRL desires to extend of its own then contract may be extended for another one year or part thereof at the same rate and terms and conditions.

1. Technical Requirement:

1. Bidders must require to qualify any one (1A or 1 B) of the following qualification / requirement along with other requirements as follows:

- A. Bidder should have experience of operation and maintenance of canteen services of Large Industrial House/PSU/oil and gas sector/Government sector / or Caretaking and catering service of Guest House under Govt / PSU having at least 30 rooms in a single property.

Bidder should have experience of executing contracts of similar nature mentioned above continuously for a period of minimum 02 years in the last 10 years to be reckoned as on the last date of the month preceding the last bid submission date.

OR,

- B. Establishments/agencies having reputed catering services/restaurants which has been operating continuously for the last two years.
2. The bidder should not be in employment with NRL directly or through other agencies. Self-declaration for the same has to be submitted by the bidder in their letter head.
 3. Bidder should have good performance track record including statutory compliance against similar nature of job executed earlier.
 4. Bidder should have valid FSSAI (Food Safety and Standards Authority of India) license from Competent Authority under Central/State Government and same should be valid at the time of bidding with minimum validity period of at least 06 months.
 5. Bidder should have registered office/establishment in Assam. Following supporting documents required to be submitted by the bidder
 - i. Registration of firm/company.
 - ii. PAN card of firm/company/individual. In case of sole proprietorship firm, if the PAN does not have in the name of the bidder then the bidder need to furnish notarized affidavit correlating the name specified in the PAN and the name of the bidder.
 - iii. Goods & Service Tax (GST) registration certificate.
 - iv. Trade license or any such document to establish having office in Assam.

❖ Documents to be submitted in support of PQC:-

- a. Copies of Work Order in support of experience. **(For 1 A only not for 1B)**
- b. Work Completion Certificate from the concerned EIC on having executed the work to the satisfaction of the concerned authority. **(For 1 A only not for 1B)**
- c. Audited balance sheet of the establishment for the last two years. **(For 1 B)**
- d. Other relevant certificates/documents as per PQC.
- e. Self-declaration for the same has to be submitted by the bidder in their letter head. **(For 2 only)**

Note: Offer will be considered only when NRL is satisfied with experience and capability of the tenderer to take up this work.

Bidders will be required to qualify Pre-Qualification Criteria (PQC) as indicated below:

- A. **Past Experience** of having **successfully completed** similar works* during last 10 years (as on the last date of the month preceding the last bid submission date) should be either of the following:

- **One similar work costing not less than = Rs. 268.83 Lakhs;**
- **Two similar works costing not less than = Rs. 215.06 Lakhs each and**
- **Three similar works costing not less than=Rs. 161.30 Lakhs each**

Note: Relevant work order copies and completion certificates are to be enclosed with offer. The value of past experience shall be adjusted at a simple rate of 07% for every completed year and / or part thereof ending last day of the month proceeding the month in which bids are invited).

***Similar Works:** *The bidder should have experience of operation and maintenance of canteen services of Large Industrial House / PSU / oil and gas sector / Government sector,*

OR,

Caretaking and catering service of Guest House under Govt / PSU having at least 30 rooms in a single property.

Bidder should have experience of executing contracts of similar nature mentioned above continuously for a period of minimum 02 years in the last 10 years to be reckoned as on the last date of the month preceding the last bid submission date.

SPECIAL NOTE TO THE BIDDERS:

- **The subject job is being related to the safety, security and healthy environment of employees; therefore, relaxation pertaining to Prior turnover and prior experience shall not be applicable for MSE and Start up bidders for this tender. Pre-Qualifying Criteria (PQC) mentioned in the tender should be complied by all participating bidders. However, MSE Price preference as per MSME Guideline is applicable for this subject tender.**

- B. **Average Annual Turnover:** During the last 3 financial years, shall be at least Rs. 161.30 Lakhs

- Note: Bidders to submit copies of audited profit & loss account for the last three financial years in support of annual turnovers or certification of annual turnover for the last three financial years from a registered chartered accountant firm.

- C. **Possession of Valid GST registration certificate:**

Bidders are requested to upload their VALID GSTIN/UIN Certificate along with the Bid Document. NRL at its discretion may not consider the bidder's bid for further evaluation if the same is not found uploaded with the bid or not found to be valid in GST portal.

- Any misinterpretation or misinformation may attract penal action including putting the bidder on holiday / blacklisting as per rules in vogue at NRL.

D. ADDITIONAL REQUIREMENTS:

- a. Possession of Income Tax PAN No.; PF code, ESI, GST registration certificate, Power of Attorney (in case the bidder is not a proprietary firm) etc.
- b. 'Integrity Pact' duly signed & stamped on each page without which offers will not be considered.

The Tender Document is uploaded in Central Public Procurement Portal (e-procurement) – Govt of India. Bidders are requested log in to the portal for details. Any tender related information like Corrigendum / Extension of Bid Due Date etc. will be uploaded in the CPP Portal henceforth.

For any assistance you may please contact our service provider personal:

Dhiraj Mohan Saikia,
Phone No. 03776 – 265774,
Email ID: z_tender@nrl.co.in
M: 96788 65102

Please refer tender document and annexures for more details.

Tender Schedule:

SL.	Title	Date & Time
1	Tender Publish / Download start / Bid Submission start date & time	16-11-2021 after 16.00 hrs
2	Date & Time of Pre bid Conference:	Not Applicable
3	Tender document download / Bid Submission end date & time	30-11-2021 at 11.00 hrs
4	Bid opening date & time (Technical Bid)	01-12-2021 after 11.00 hrs

IMPORTANT NOTE:

- 1) Tender documents should be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders/ Suppliers who have not enrolled/registered in e-procurement should enroll/register before participating, through the website <http://eprocure.gov.in/eprocure/app>. Bidders are advised to go through instructions provided as 'Instructions for online Bid Submission' provided in the next page.
- 2) Bidders can access tender documents from the website, fill them with all relevant information and submit the completed tender document into electronic tender on the website <http://eprocure.gov.in/eprocure/app>.
- 3) Tenders and supporting documents should be uploaded through e-procurement portal only. Hard copy of the tender documents will not be accepted.
- 4) Both Technical bid and financial bid are to be submitted concurrently, duly digitally signed in the web site <http://eprocure.gov.in/eprocure/app>.
- 5) Online Bids are received only on CPPP Portal website <http://eprocure.gov.in/eprocure/app> on or before due date as indicated in the NIT. The bidder shall be at liberty to be present either in person or through an authorized representative at the time of opening of the Technical Bid. Price Bids of only those bidders shall be opened who are Techno-commercially qualified, at a time and place for which notice shall be given. The qualified bidders shall be at liberty to be present either in person or through an authorized representative at the time of opening of the Price Bids with the Bid Acknowledgement Receipt.

Chief General Manager (Commercial)
Numaligarh Refinery Limited