



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER

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

Name of Work:	Housekeeping & Maintenance Service Contract of NRL Transit Accommodation in Mumbai [PUR-CORDEL-1002474]
Tender No. & Date :	OC09000229/DIG date:17.11.2021
Pre bid Discussion:	On 04.12.2021 at 11.00 hrs. [Mandatory] Address of Pre Bid Discussion : NRL 3rd Floor, Bay-View Apartment, Hill Road, Bandra (W), Mumbai (India)
Earnest Money Deposit:	Nil.
Contract Period:	36 Months. With a provision of extension for another two years with same rate terms and conditions based on recommendation of EIC.

Relaxation of Pre-Qualification Criteria to MSE & Start-up agencies shall not be applicable. However, relaxation of EMD as per MSE policy will be applicable.

PRE-QUALIFICATION CRITERIA:

- 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. 19.71 Lakhs**
 - **Two similar works costing not less than = Rs. 15.77 Lakhs each and**
 - **Three similar works costing not less than=Rs. 11.82 Lakhs each.**

Similar Works: Operating Guesthouse/Transit Accommodation including catering services in any Govt. organization/ PSU or reputed corporate firms for a minimum period of 3 years.

The bidder has to submit details SOR and completion certificate of executed job in support of the same.

Note - 1: 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 thereafter at @0.58% for every completed month ending last day of the month proceeding the month in which last date of original bid submission falls.

Note-2:

- The bidder must have experience of successfully operating Guesthouse/Transit Accommodation including catering services in any Govt. organization/ PSU or reputed corporate firms for a minimum period of 3 years. Job Completion certificate from the PSU/Firm shall be required in support of past experience.
- The Office of the Agency shall be located in Mumbai or Delhi/NCR. A documentary proof of offices in Mumbai shall be enclosed. The company should be reputed, experience & financially sound. Proof to this effect may be enclosed.
- In case of partnership firms, a copy of the partnership agreement, or General Power of Attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.

4. Bidders or their authorized representative (s) (limited to 2 persons only) are advised to attend the **Pre- Bid discussion at NRL 3rd Floor, Bay-View Apartment, Hill Road, Bandra (W), Mumbai (India).** **The bid of any Vendor/ Contractor not participating in the pre bid meeting shall be rejected.**

B. Average Annual Turnover: During the last 3 financial years, shall be at least Rs. 11.82 Lakhs.

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, etc.

Please refer tender document for details in BQC.

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,
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For any Other Clarification please contact:

Technical	Commercial
Ravi Kumar AM (COORDINATION), E-mail: ravi.kumar@nrl.co.in Mobile: 7896368590.	Diganta Kr. Bora, CM (Commercial) E-mail-diganta.bora@nrl.co.in Mobile-9435703074

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	17.11.2021 at 16.00 hrs.
2	Date & Time of Pre bid Discussion:	04.12.2021 at 11.00 hrs.
3	Tender document download / Bid Submission end date & time	10.12.2021 at 11.00 hrs.
4	Bid opening date & time (Technical Bid)	11.12.2021 at 11.00 hrs.

IMPORTANT NOTE:

- 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.
- 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.

Both Technical bid and financial bid are to be submitted concurrently, duly digitally signed in the web site <http://eprocure.gov.in/eprocure/app>.

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