

**NUMALIGARH
REFINERY
LIMITED**



A GOVERNMENT OF INDIA UNDERTAKING

TENDER DOCUMENT

for

**Supply, Testing & Commissioning of LT Panels for Township
Fire Water Pump & OWS Oil Segregating Plant in NRL
(COMM/C10/7253).**

(Tender No. OC10000325/SKD)

PART – I: UN-PRICED BID



**PREPARED & ISSUED BY
NUMALIGARH REFINERY LIMITED**

A Govt. of India Enterprise)



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER

JOB NAME:

Supply, Testing & Commissioning of LT Panels for Township Fire Water Pump & OWS Oil Segregating Plant in NRL (COMM/C10/7253).

TENDER DETAILS

E – Tender Reference No : OC10000325
Col. No. : OC10000325/SKD
Tender Publish Date : 06-12-2019 at 05:00 PM
Officer Name : Susen Kr. Das; CM (Commercial)
E-Mail : susen.das@nrl.co.in
Phone : 03776-265409

Note: Only online offer shall be considered against the subject enquiry. For details please go to NRL's e-tendering portal <http://eprocure.gov.in/eprocure/app>.

Bids shall be submitted online only at CPPP website: <http://eprocure.gov.in/eprocure/app>. Tenderer/Contractors are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <http://eprocure.gov.in/eprocure/app>'.

NRL invites Online Bids from Prospective Bidders through e-tendering mode for subject items.

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 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

For any Technical Clarification please contact:

1. Jayanta Das; Senior Manager (IHP)
E-mail ID: jayanta.das@nrl.co.in
Mobile No.: 9435152630
2. Ranjana Chakraborty; Chief Manager (IHP)
E-mail ID: ranjana.chakravorty@nrl.co.in
Mobile No.: 9435154468

1. EVALUATION & ORDER AWARD:

- ❖ Evaluation will be done on “OVERALL LOWEST OFFER BASIS” and items are **NOT SPLITABLE**. As such bidder has to quote for all items as BOQ otherwise offer shall not be considered for evaluation.

2. PRE-BID MEETING:

- i. A pre-bid meeting will be held at NRL Site and the interested vendors may visit and participate in the pre-bid meeting for first-hand information & data collection and full understanding of the system. The venue, time and date of pre-bid meeting are as below:

Venue:

Commercial Department (Conference Hall)

Numaligarh Refinery Limited

Numaligarh, Golaghat, Assam 785699, Tel: +91(0) 3776 265409; Fax: 265514

Mobile: 94351 52643

Date & Time: At 10.00 AM of 20.12.2018 (Friday)

- ii. During the pre-bid meeting, vendor may propose alternate specifications or design, deviations, exclusions, additional detailing. Bidder is advised to mail the queries and deviations prior to attending the meeting. The final acceptance of such changes same rests with NRL. Such correspondence may be published and made known to other bidders through NRL website or through tender portal.
- iii. NRL reserves the right to ignore queries raised by any participant of the pre-bid meeting subsequently unless same is linked to the earlier pre-queries & responses or is linked to any resultant corrigendum to the tender.
- iv. NRL further reserves the right to ignore queries as well as any deviations sought by interested bidders who have not participated in the pre-bid meeting process.
- v. Modifications, if any, would be carried out to the tender document based on the pre-bid discussion and the minute (MOM) of the discussion shall form a part of the bid document and shall be uploaded in the CPPP and NRL website after the pre-bid discussion.

3. PRE-QUALIFICATION CRITERIA:

- A. Bidder shall be a panel manufacturer/authorized dealer/distributor of minimum voltage grade 11KVac electrical panels/switchboards. In case of authorized dealer/distributor offering on behalf of OEM, the bidder shall submit copy of valid dealership /distributorship certificate/authorization letter from the OEM along with the offer. In case both dealer/distributor and manufacturer quote, offer of the manufacturer only shall be considered.
- B. The panel manufacturer should have type test approval from Electrical Research and Development Association (ERDA) or Central Power Research Institute (CPRI). The bidder has to furnish the approval document of ERDA/CPRI along with the technical bid.
- C. (a) The bidder, **if Manufacturer**, shall have experience of design, manufacturing, supply, testing and commissioning of minimum 1 set of 11KV Electrical Panel in any Govt. Dept./Govt. Institute/Govt. Organization /PSU.

OR

The bidder, **if Authorised Dealer or Distributor**, shall have experience of supply, testing and commissioning of minimum 1 set of 11KV Panel of offered Manufacturer in any Govt. Dept./Govt. Institute/Govt. Organization/PSU.

(b) The format for submission of past experience is proposed as under:

DETAILS OF SIMILAR WORKS DONE EARLIER

Sl. No.	Description of work with WO No. & date	Address of client, Name of EIC, his contact no. and e-mail ID	Original Contract Value	Actual Executed Value	Date of commencement of job	Scheduled Completion Date	Actual Completion Date

Note:

1. Bidder shall furnish details of past experience, of all the jobs he intends to submit, invariably in the above format.
2. Bidder shall submit copies of work orders and completion certificates of each job listed in the above format only.
3. The completion certificate should be issued by the client and should consist of Name of Work, WO no. & date, awarded value, actual executed value, contractual completion period, actual completion period (with a mention of penalty for delay, if any).
4. In case of non-availability of Completion Certificate issued by client, alternatively, MOM or Handover/Takeover Note, jointly signed by the bidder and the client after successful commissioning/handover of the system indicating executed value, date of completion, shall be considered for evaluation of past experience.
5. In case of non-submission of complete documentary evidence against each work order listed in the above format or if any supplementary information is required by NRL during technical evaluation of bids, the bidder may be requested by NRL to furnish the required information/ documents.
6. No additional work order apart from the jobs listed in the above format shall be considered for technical evaluation of the bids.
7. Non submission or incomplete documents regarding past experience as mentioned above may lead to rejection of that particular job for considering as his experience.

SPECIAL NOTE TO THE BIDDERS:

- a) NRL adopts a practice to verify documents submitted by L1 (successful) bidder in support of bidder's credentials against PQC. Authentication may be verified with the issuing authorities by way of direct communication to NRL over official e-mail IDs/Original letter of authentication by post. Bidders may also follow up with the issuing authority for eliciting early response. If documents remain unauthenticated till given time line, NRL reserves the right to reject the bid.
- b) The requirement of Prior Turnover & Prior Experience (if any, indicated in the tender document) will be relaxed if the bidder is Micro and Small Enterprise (MSE) or Startup and meets the quality and technical specifications described in the tender, subject to submission of valid supporting documents by the bidder.
- c) Both Manufacturer and their Authorized dealer / channel partner cannot bid simultaneously in the same tender. In case offers are submitted by manufacturers (OEM/ Principals) directly, the offers of dealers shall be rejected for those quoted items without any further communication.

- d) **Price preference for MSE Bidder:** The price benefit/preference as per MSE policy will be extended only to the original manufacturer and not to trader.
4. **DOCUMENTS TO BE UPLOADED AS A PART OF PART – I: TECHNO-COMMERCIAL / UNPRICED E-BID:**
- Documents in support of PQC of the tender.
 - Complete set of tender documents duly signed and stamped.
 - Special Instruction to bidders duly signed and stamped.
 - Vendor Details as per Format enclosed.
5. **DOCUMENTS TO BE SUBMITTED AS A PART OF PART – II: PRICED E-BID:**
- BoQ/Priced Bid “in “XLS” format as per instructions provided.
6. **GENERAL:**
- Consortium/Joint venture bids shall not be accepted.**
 - Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
 - 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.
 - 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.

IMPORTANT NOTE:

- Tender documents may 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>. The portal enrollment is free of cost. Bidders are advised to go through instructions provided at **Appendix-A regarding ‘Instructions for online Bid Submission’**.
- Tenderers can access tender documents on 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>.
- Tenders and supporting documents should be uploaded through e-procurement. Hard copy of the tender documents will not be accepted.
- All documents as per tender requirement should be uploaded online and further no documents will be accepted offline.**
- Any queries related to tender must be asked or clarified online (after logging with your User ID) before last date of bid submission.**
- Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://eprocure.gov.in/eprocure/app>.

Tender Schedule

S.No.	Title	Date & Time
1	Tender Publish Date	06-12-2019
2	Tender document download start date & time	06-12-2019 at 05:00 PM
3	Pre Bid Meeting date & time (Non Mandatory)	20-12-2019 at 10.00 AM
4	Tender document download end date & time	27-12-2019 at 11.00 AM
5	Bid Submission start date & time	06-12-2019 at 05:0 PM
6	Bid Submission end date & time	27-12-2019 at 11.00 AM
7	Bid opening date & time (Technical Bid)	28-12-2019 after 11.00 AM

Bid submission or queries relating to CPP Portal in general may be directed to the CPP Portal Helpdesk at 0120-4200462 / support-eproc@nic.in
