

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	01-03-2023 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	01-03-2023 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Petroleum And Natural Gas
Department Name/विभाग का नाम	Numaligarh Refinery Limited
Organisation Name/संगठन का नाम	Numaligarh Refinery Limited
Office Name/कार्यालय का नाम	Numaligarh Refinery Limited
Item Category/मद केटेगरी	Survey or Market Research Services/ Program evaluation or assessment survey services/Feedback Survey - Market Assessment or Survey of 5 HMF Hydroxy Methyl Furfural; Quantitative & Qualitative , Survey or Market Research Services/ Program evaluation or assessment survey services/Feedback Survey - Market Assessment or Survey of Succinic Acid; Quantitative & Qualitative , Survey or Market Research Services/ Program evaluation or assessment survey services/Feedback Survey - Market Assessment or Survey of Levulinic Acid; Quantitative & Qualitative , Survey or Market Research Services/ Program evaluation or assessment survey services/Feedback Survey - Market Assessment or Survey of 2MTHF; Quantitative & Qualitative , Survey or Market Research Services/ Program evaluation or assessment survey services/Feedback Survey - Market Assessment or Survey of Dodecane; Quantitative & Qualitative
Contract Period	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	4 Lakh (s)
MSE Exemption for Years of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover	No
Startup Exemption for Years of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover	No

Bid Details/बिड विवरण	
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Evaluation Method/मूल्यांकन पद्धति	Item wise evaluation/
Financial Document Indicating Price Breakup Required	Yes

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	HDFC Bank
Schedule 1 EMD Amount/ईएमडी राशि (In INR)	4800
Schedule 2 EMD Amount/ईएमडी राशि (In INR)	4800
Schedule 3 EMD Amount/ईएमडी राशि (In INR)	4800
Schedule 4 EMD Amount/ईएमडी राशि (In INR)	4800
Schedule 5 EMD Amount/ईएमडी राशि (In INR)	4800

ePBG Detail/ईपीबीजी विवरण

Required	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). The EMD Amount will be applicable for each schedule/group selected during Bid creation.

(c). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लभार्थी :

Bidder has to pay complete EMD amount of Rs.24,000 through NRL's HDFC Bank portal. Portal URL link is given in Annexure XVII to the tender document
Numaligarh Refinery Limited, Ministry of Petroleum and Natural Gas
(Refer Annexure Xvii Of The Tender Document.)

Splitting/विभाजन

Bid splitting not applied.

MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Additional Qualification/Data Required

Pre-qualification criteria if required:The intending bidders for above tender should meet all the qualification criteria given below:

A) Past Experience of having successfully completed similar works* during last 10 years ending last day of month previous to the one in which applications are invited should be either of the following:

- ☐ One similar work costing not less than ₹ 6.00 Lakhs, or
- ☐ Two similar works costing not less than ₹ 4.80 Lakhs each, or
- ☐ Three similar works costing not less than ₹ 3.60 Lakhs each.

Note: Relevant work order copies and corresponding completion certificates are to be enclosed with offer. The completion certificate should consist of Name of Work, Work Order number & date, Actual executed value and Actual completion date. 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.

Unless otherwise specifically mentioned in the tender, Provisional Job Completion Certificate or Job Completion Certificate issued against incomplete / in-progress job will not be acceptable.

*Similar Works: Bidder must have experience in execution of Market Study/Survey of Chemicals or Speciality Chemicals.

B) AVERAGE ANNUAL TURNOVER, of the last 3 financial years, shall be at least ₹ 3.60 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 turnovers for the last three financial years from a registered chartered accountant firm. Last three 3 financial years mentioned above refers to immediate 3 preceding financial years wherever the last bid submission date is after 30th Sept. In case of tenders having last bid submission date up to 30th September, and audited / CA certified turnover documents of the preceding financial year is not available, the audited / CA certified turnover documents of the 3 years prior to preceding financial year will be considered. [May refer illustrative example given at Annexure-VII]

Please ignore any other figure if appearing in GeM Bid / GeM Portal.

C) Possession of Valid GST registration certificate: Bidders are requested to upload their VALID GSTIN/UIN Certificate / GSTIN Number 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.

Refer Scope of work for further details.

If you want to add additional conditions in addition to standard SLA then please mention the clauses of additional SLA: Please refer Tender Document enclosed in "scope of work" above.

Scope of Work: [1676455627.pdf](#)

If you want to add additional conditions in addition to standard SLA then please upload approval from competent authority: [1676455817.pdf](#)

Format to be uploaded by buyer for the breakup of components on cost/price offered by Service Provider in the Bid: [1676455829.pdf](#)

Payment Terms: [1676455845.pdf](#)

Evaluation Method (Item Wise Evaluation Method)

Contract will be awarded schedulewise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

Evaluati on Schedul es	Item/Category	Quanti ty
Schedule 1	Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/feedback Survey - Market Assessment Or Survey Of 5 Hmf Hydroxy Methyl Furfural; Quantitative & Qualitative	Quantit y set to 1 : 1
Schedule 2	Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/feedback Survey - Market Assessment Or Survey Of Succinic Acid; Quantitative & Qualitative	Quantit y set to 1 : 1
Schedule 3	Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/feedback Survey - Market Assessment Or Survey Of Levulinic Acid; Quantitative & Qualitative	Quantit y set to 1 : 1
Schedule 4	Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/feedback Survey - Market Assessment Or Survey Of 2mthf; Quantitative & Qualitative	Quantit y set to 1 : 1
Schedule 5	Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/feedback Survey - Market Assessment Or Survey Of Dodecane; Quantitative & Qualitative	Quantit y set to 1 : 1

Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/Feedback Survey - Market Assessment Or Survey Of 5 HMF Hydroxy Methyl

Furfural; Quantitative & Qualitative (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Survey domain	Market Assessment or Survey of 5 HMF Hydroxy Methyl Furfural
Type of survey	Quantitative & Qualitative
Scope of work	Data Collection
Activities under pre survey work	Not Applicable
Geographic Coverage	As defined in scope of work
Mode of data collection	Field visit/in-person & OMR-based questionnaire administration , Email based , Focussed Group Discussions -Virtual , Focussed Group Discussions -In Person , In-depth interviews-In Person , In-depth interviews-Virtual , Telephonic interviews , Web based
Sub-activities required under Data collection	as per bidders earlier practice to meet the given scope of work
Unit of survey	as per scope of work
Technical manpower required to be deployed on the project	Subject matter expert , as per bidders practice
Minimum number of enumerators required	as per the volume of job to meet the job completion date
Qualification of field enumerators	Diploma/Graduate , Graduate with min. 5 years relevant experience
Other Support Activities Required	Hard copies of deliverables , Report writing , Data Analysis
Addon(s)	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity set to 1	Additional Requirement
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity set to 1	Additional Requirement
1	Prem Kumar Pandey	785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562	1	N/A

Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/Feedback Survey - Market Assessment Or Survey Of Succinic Acid; Quantitative & Qualitative (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Survey domain	Market Assessment or Survey of Succinic Acid
Type of survey	Quantitative & Qualitative
Scope of work	Data Collection
Activities under pre survey work	Not Applicable
Geographic Coverage	As defined in scope of work
Mode of data collection	Field visit/in-person & OMR-based questionnaire administration , Email based , Focussed Group Discussions -Virtual , Focussed Group Discussions -In Person , In-depth interviews-In Person , In-depth interviews-Virtual , Telephonic interviews , Web based
Sub-activities required under Data collection	as per bidders earlier practice to meet the given scope of work
Unit of survey	as per scope of work
Technical manpower required to be deployed on the project	Subject matter expert , as per bidders practice
Minimum number of enumerators required	as per the volume of job to meet the job completion date
Qualification of field enumerators	Diploma/Graduate , Graduate with min. 5 years relevant experience
Other Support Activities Required	Hard copies of deliverables , Report writing , Data Analysis
Addon(s)	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity set to 1	Additional Requirement
1	Prem Kumar Pandey	785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562	1	N/A

Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/Feedback Survey - Market Assessment Or Survey Of Levulinic Acid; Quantitative & Qualitative (1)
Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Survey domain	Market Assessment or Survey of Levulinic Acid
Type of survey	Quantitative & Qualitative
Scope of work	Data Collection
Activities under pre survey work	Not Applicable
Geographic Coverage	As defined in scope of work
Mode of data collection	Field visit/in-person & OMR-based questionnaire administration , Email based , Focussed Group Discussions -Virtual , Focussed Group Discussions -In Person , In-depth interviews-In Person , In-depth interviews-Virtual , Telephonic interviews , Web based
Sub-activities required under Data collection	as per bidders earlier practice to meet the given scope of work
Unit of survey	as per scope of work
Technical manpower required to be deployed on the project	Subject matter expert , as per bidders practice
Minimum number of enumerators required	as per the volume of job to meet the job completion date
Qualification of field enumerators	Diploma/Graduate , Graduate with min. 5 years relevant experience
Other Support Activities Required	Hard copies of deliverables , Report writing , Data Analysis

Specification	Values
Addon(s)	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity set to 1	Additional Requirement
1	Prem Kumar Pandey	785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562	1	N/A

Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/Feedback Survey - Market Assessment Or Survey Of 2MTHF; Quantitative & Qualitative (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Survey domain	Market Assessment or Survey of 2MTHF
Type of survey	Quantitative & Qualitative
Scope of work	Data Collection
Activities under pre survey work	Not Applicable
Geographic Coverage	As defined in scope of work
Mode of data collection	Field visit/in-person & OMR-based questionnaire administration , Email based , Focussed Group Discussions -Virtual , Focussed Group Discussions -In Person , In-depth interviews-In Person , In-depth interviews-Virtual , Telephonic interviews , Web based
Sub-activities required under Data collection	as per bidders earlier practice to meet the given scope of work
Unit of survey	as per scope of work
Technical manpower required to be deployed on the project	Subject matter expert , as per bidders practice

Specification	Values
Minimum number of enumerators required	as per the volume of job to meet the job completion date
Qualification of field enumerators	Diploma/Graduate , Graduate with min. 5 years relevant experience
Other Support Activities Required	Hard copies of deliverables , Report writing , Data Analysis
Addon(s)	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity set to 1	Additional Requirement
1	Prem Kumar Pandey	785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562	1	N/A

Survey Or Market Research Services/ Program Evaluation Or Assessment Survey Services/Feedback Survey - Market Assessment Or Survey Of Dodecane; Quantitative & Qualitative (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Survey domain	Market Assessment or Survey of Dodecane
Type of survey	Quantitative & Qualitative
Scope of work	Data Collection
Activities under pre survey work	Not Applicable
Geographic Coverage	As defined in scope of work
Mode of data collection	Field visit/in-person & OMR-based questionnaire administration , Email based , Focused Group Discussions -Virtual , Focused Group Discussions -In Person , In-depth interviews-In Person , In-depth interviews-Virtual , Telephonic interviews , Web based

Specification	Values
Sub-activities required under Data collection	as per bidders earlier practice to meet the given scope of work
Unit of survey	as per scope of work
Technical manpower required to be deployed on the project	Subject matter expert , as per bidders practice
Minimum number of enumerators required	as per the volume of job to meet the job completion date
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Addon(s)	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity set to 1	Additional Requirement
1	Prem Kumar Pandey	785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562	1	N/A

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

2. Buyer Added Bid Specific SLA

Text Clause(s)

The scope of work of the job, terms and conditions of the contract will be as per the "Tender Document" enclosed under "Scope of work" in the GeM Bid document.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---