



TENDER DOCUMENT FOR

**"SUPPLY OF STUDS FOR NUMALIGARH
REFINERY LIMITED FOR RTA 2023".**

(Tender No. OC01000412/YUV)

PART – I: UN-PRICED BID



Prepared & Issued By

NUMALIGARH REFINERY LIMITED
(A Govt. of India Enterprise)



NOTICE INVITING TENDER (NIT)

Dear Sir (s)/Madam (s):

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.

Job Name	SUPPLY OF STUDS FOR NUMALIGARH REFINERY LIMITED FOR RTA 2023
Tender No	OC01000412/YUV

1.0 **TENDER SCHEDULE:**

Tender Publish Date	22.02.2023
Tender document download start date & time	22.02.2023 at 05:00 PM
Pre-Bid Meeting Date & Time	27.02.2023 at 11:00 AM via MS teams.
Bid Submission start date & time	22.02.2023 at 05:00 PM
Bid Submission end date & time	03.03.2023 at 11:00 AM
Bid opening date & time (Technical Bid)	03.03.2023 at 02:00 AM

Prebid Meeting:

Any Pre-bid query may be mailed Prior to the pre-bid meeting, to commercial and technical contact details as mentioned below.

Meeting ID, Password and Link for the online Pre-bid meeting is provided below:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 475 587 226 79

Passcode: 7Xpjak

[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)

Any request related to terms and conditions of the tender shall not be entertained after the Pre-bid meeting. Any changes decided by NRL in the Pre-bid meeting shall be published as a corrigendum. No request for extension of Due date shall be entertained unless same is deemed necessary by NRL

2.0 **SUBMISSION OF E-BID:**

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

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

- 2.2 Only online offer shall be considered against the subject enquiry. For details please visit our e-tendering portal <http://eprocure.gov.in/eprocure/app>
- 2.3 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.
- 2.4 **Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.**
- 2.5 Subsequent Corrigendum/ Addendum (if any) shall be published in our e-tendering portal <http://eprocure.gov.in/eprocure/app>
- 2.6 Any modification of the Bidding Document, which may become necessary as a result of the bidder's query/ pre-bid discussion, shall be published in e-tendering portal (<http://eprocure.gov.in/eprocure/app>) through the issue of an Addendum/ Amendment/ Corrigendum/Clarifications.
- 2.7 **EARNEST MONEY DEPOSIT** : Not Applicable.
- 2.8 **HOLIDAY LISTING:** Bidders who are on holiday list by NRL or any other Oil sector PSU will not be considered. Accordingly, the bidder shall submit a self-declaration as per format enclosed with Tender Document. It may be noted that if this declaration is found to be false, NRL shall have the right to reject bidder's offer, and if the bid has resulted in a contract, the contract is liable to be terminated.

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

- 1) The bidder shall have experience of supplying stud and nuts of ASTM A 193 GR B16 & A194 GR 4/7 respectively to any Refinery/ Petrochemical/ Fertilizer Industries or any PSU/ Govt. establishment in last 05 years ending 31.01.2023.

The bidder must furnish a copy of purchase order/Work order along with Inspection release note (IRN)/Invoice as a proof to the same.

Bidders submitting WO/PO of Supplying ASTM A 193 GR B16 & A194 GR.4/7 shall be considered as complying PQC for all items.

Whereas Bidders submitting WO/PO of Supplying ASTM A 193 GR B7 & A194 GR.2H shall be considered as complying PQC for ASTM A 193 GR B7 & A194 GR.2H studs only

- 2) Tax Invoice/IRN (Inspection Release Note) copy to be submitted as a Proof of delivery of at least 80% of the order value within the period mentioned in the order.
- 3) AVERAGE ANNUAL TURNOVER: During the last 03 (Three) financial years, shall be at least Rs.65.75 lakhs.

Documents to be submitted by bidder in support of PQC (Average Annual Turnover Criteria):
Bidders to submit copies of audited Trading and P/L account(s) for the last three financial years

[i.e. FY 21-22, FY 20-21 & FY 19-20] in support of annual turnovers or certification of annual turnover for the last three financial years from a registered chartered accountant firm

Note:

- *Vendors who were issued NRL order within the past two years must have completed full delivery (meeting NRL quality requirements) of all items in the order on or before 31-01-2023 to be considered for evaluation. Orders where contractual delivery period is after 31-01-2023 shall be exempted.*
- *NRL adopts a practice to verify documents submitted by L1 (successful) bidder in support of bidder's credential 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. Proper address for communication, including e-mail ID of the issuing authority should be provided along the tender document.*
- *Failure to submit the relevant documents as sought along with the tender documents will disqualify the vendor without any further communication.*

2.9.1. PQC RELAXATION FOR MSME/START-UPS :

Pre-Qualifying Criteria mentioned in the tender is mandatory for all participating bidders including MSEs and Start Ups as the items are related to Critical safety operation and equipment.

Supporting documents for MSE bidders: Please refer **Annexure-X** enclosed.

Supporting documents for Startup: Bidder who intends to participate as 'Start-up' company should enclose the Certificate of Recognition issued by Department of Industrial Policy and Promotion, Ministry of Commerce & Industry, Govt. of India.

Note: Above supporting documents are required to be uploaded by bidder along with un-priced techno-commercial bid only. It is the responsibility of the bidder to upload the above supporting documents along with their un-priced techno-commercial bid for availing relaxation on Prior Turnover and Prior Experience (if applicable in this tender). In case of non-receipt of above documents along with bidder's un-priced bid, no further communication in this regard will be carried out to ascertain bidder's qualification as 'MSE bidder/Startup' and relaxation on Prior Turnover and Prior Experience (if applicable in this tender) will not be passed on to bidder.

3.0 DOCUMENTS TO BE UPLOADED AS A PART OF PART – I: TECHNO-COMMERCIAL / UNPRICED E-BID:

- a) Valid documents in support of PQC of the tender.
- b) Complete Technical terms and conditions (Annexure-I): **duly sealed & signed** on each page; as a token of acceptance.
- c) SOR enclosed along with Technical Specification mentioning **Quoted/Unquoted** against each item: **duly sealed & signed** on each page.
- d) Agreed Terms & Conditions (ATC) **duly filled, sealed & signed**. *The commercial terms & conditions should not be repeated in the offer.*
- e) Annexure-II: Bidder's information: **duly filled, sealed & signed** as per the format enclosed.
- f) Annexure III: Declaration for not being under Liquidation, Court Receivership or similar proceedings; **duly filled, sealed & signed on bidder's letter head** as per the format enclosed.
- g) Annexure V: Indemnity Bond cum GST undertaking: **duly filled, sealed & signed on bidder's letter head** as per the format enclosed.
- h) Annexure IX: Self-declaration of black listing / holiday listing **duly filled, sealed & signed** as per the format enclosed.
- i) Documents for availing MSE benefits as per Annexure-X (Applicable for MSE Bidders).
- j) Documents for availing PP-LC benefit as per Annexure XI.
- k) Special Tender Clause on Procurement from a Bidder from a country which shares Land Border with India according to DPE OM 6/18/2019-PPD dated 23rd July,2020; **duly filled, signed and stamped along with all relevant documents** (Form A/B/C).
- l) Integrity Pact (In case tender value is more than 1 Cr.) **duly filled, sealed & signed** on the document enclosed.
- m) NRL General Purchase Conditions 2021 (Indigenous) **duly sealed & signed** on each page; as a token of acceptance.
- n) Corrigendum issued (if any): **duly sealed & signed** on each page.
- o) Notice Inviting Tender (NIT): **duly sealed & signed** on each page.
- p) Any other relevant document in line with the requirement of the tender document.

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

- a) BoQ/Priced Bid "in "XLS" format as per instructions provided.
- b) In case of availing benefits under Purchase Preference Policy (Linked with Local Content) (PP-LC Policy) (as explained per Special Conditions of Contract enclosed), bidder shall provide break up of "Local component" and "Imported Component" along with their price bid (in PDF) as per format in 'Table 1: Calculation Of Local Content – Supply Contracts (Goods)'; refer page 5 of 7 of Special Conditions of Contract (SCC).

5.0 **EVALUATION OF THE TENDER:**

- Tender shall be evaluated on '**Item wise Lowest Offer Basis**'.
- Evaluation will be done on Ex-works basis including P&F, Testing, TPI, Loading Charges and GST, and all other charges but excluding Freight & Insurance. Freight shall be arranged by vendor through any of NRL's appointed Transporter/express Cargo on To-Pay basis. Freight

and local collection charges shall be reimbursed by NRL at actuals based on documentary evidence (NRL will advise on the mode of transport nearer to the time)

- Minimum order value as declared by the bidder in ATC, shall be considered additionally while awarding an order to successful bidder.

6.0 **MINIMUM ORDER VALUE:**

As the tender shall be evaluated on item-wise lowest offer basis (for techno-commercially acceptable bids) and as the quantities of the items are further splittable in compliance to procurement guidelines, orders may need to be placed to more than one bidder. As such, part order values may be relatively small in some cases, which may be considered as uneconomical by some bidders.

As such, bidder is requested to confirm the Minimum order value (excl. of GST) in Agreed Terms & Conditions (ATC) of the tender document.

If total basic order value (excluding GST) of all successful items quoted by the bidder, is less than the declared minimum order value by the bidder in ATC, the bidder may not be considered for award of order for any of the quoted items of the tender. Instead NRL may opt for award of those items to next quote nearest to L1 price subject to meeting the declared minimum order value (before or after inclusion of the additional items). Such shifting of items may be done successively till all items are ordered.

The declared minimum order value cannot be changed once the bid submission process is over.

7.0 **GENERAL:**

- a) NRL adopts a practice to verify documents submitted by L1 (successful) bidder in support of bidder's credential 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. Proper address for communication, including e-mail ID of the issuing authority should be provided along the tender document.
- b) Consortium/Joint venture bids shall not be accepted.
- c) Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- d) 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.
- e) In case any bidder is found to be involved cartel formation, his bid will not be considered for evaluation/placement of order. Such bidder will also be debarred from bidding in future.
- f) 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.

**CGM (Commercial) I/c
Numaligarh Refinery Limited.
Commercial Dept, Pankagrath,
PO- NR Project, Dist. – Golaghat.
PIN-785699, Assam.**

COMMUNICATION DETAILS:

For any assistance in bid Submission

To	Dhiraj Saikia; Email ID: z_tender@nrl.co.in ; M: 03776 – 265774/7002666632
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Technical correspondence:

To	S J Dutta; Manager (Mech. Maint.);Email ID: saurav.dutta@nrl.co.in ; M: 9678729943
CC	Deep Baruah; Officer (Mech Maint); Email ID: deepiyoti.baruah@nrl.co.in , M: 8876493051

Commercial correspondence:

To	Y J Hazarika, AM (Commercial); Email ID: yuv.hazarika@nrl.co.in ; M: 9707216816
CC	STA AHMED DGM (Commercial) Email ID: taz.ahmed@nrl.co.in

Enclosures:

- (i) BOQ/Price Schedule Format.
- (ii) Technical Terms and conditions and SOR
- (iii) Agreed Terms & Conditions (ATC).
- (iv) Tender additional documents with following annexures and appendix
 - Annexure-II : Bidder's information
 - Annexure-III: Declaration for not being under Liquidation, Court Receivership or similar proceedings.
 - Annexure IV: Exceptions and Deviation sheet
 - Annexure V: Indemnity Bond cum GST undertaking
 - Annexure IX: pro-forma for self-declaration of black listing / holiday listing
 - Annexure X: special conditions for Micro and Small Enterprises (MSEs) bidders.
 - Annexure XI: Declaration/Undertaking for availing Purchase preference under PP-LC policy.
 - Annexure XII: Special Tender Clause on Procurement from a Bidder from a country which shares Land Border with India
 - Appendix A: Special Instructions to Bidders (SIB)
 - Appendix B: instructions for online bid submission

- Integrity Pact
- Pro-forma of bank guarantee for indigenous purchase (performance)
- NRL General Purchase Conditions 2021 (Indigenous)
- PP-LC Policy dtd. 17.11.2020 issued by Ministry of Petroleum and Natural Gas, Govt. of India.