



NUMALIGARH REFINERY LIMITED (NRL) through Expression of Interest (EOI) invites offers from Start-ups based in Assam & West Bengal for appointment and registration as FuelEnts (Fuel + Entrepreneurs) to be engaged by NRL as Door-To Door Delivery (DDD) Resellers of High Speed Diesel (HSD).

I. Introduction

Numaligarh Refinery Limited is a Miniratna PSU under Ministry of Petroleum & Natural Gas and a subsidiary of Oil India Limited. NRL has been selling High Speed Diesel (HSD) to direct bulk institutional customers since 2015-16. Main customer segments include Tea Gardens, Upstream Oil Companies and other Industries.

Govt. of India under the aegis of Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry (MoC&I), is promoting Start-ups for engaging new entrepreneurs in innovative business solutions. Ministry of Petroleum & Natural Gas also has envisaged the novel concept of reaching HSD to the door steps of customers by engaging Start-ups. In support of GOI initiative to introduce Direct, Door to Door Delivery (DDD) of HSD and promote Start-ups, NRL plans to appoint and register Startups based in Assam & West Bengal to be engaged as Door-To Door Delivery (DDD) reseller of High Speed Diesel.

NRL seeks through Expression of Interest (EOI) offers from Start-ups based in Assam & West Bengal registered and recognized by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry (MoC&I), for appointment and registration as DDD Reseller of HSD under NRL as notified by Ministry of Petroleum & Natural Gas in the Gazette of India: Extraordinary dated 10th December' 2019 and 3rd February' 2020 vide G.S.R. 903(E) and G.S.R. 78(E) respectively with regard to amendment of the Motor Spirit and High Speed Diesel (Regulation of Supply, Distribution and Prevention of Malpractices) Order, 2005

Sales through Door to Door Delivery by Mobile Dispenser are to be made only to those equipment in line with the Petroleum Amendment Rules, 2019 as notified by Ministry of Petroleum and Natural Gas in the Gazette of India: Extraordinary dated 29th May, 2019 vide G.S.R. 384(E) and as amended from time to time.

In the 1st phase, NRL plans to register Start-ups for its supply locations located in Numaligarh & Siliguri as per following details:

Sl No	Supply Location	Total No of Mobile Bowsers planned to be inducted in 1 st Phase.	Remarks
1.	Numaligarh Refinery	05 (Capacity of Bowser	Only Start-ups based in Assam and

	Marketing Terminal,(NRMT), Numaligarh, Assam	should be 6 KL)	registered and recognized by Department for Promotion of Industry and Internal Trade DPIIT, Ministry of Commerce & Industry (MoC&I) are eligible to apply.
2.	Siliguri Marketing Terminal,(SMT) Siliguri, West Bengal	02 (Capacity of Bowser should be 6 KL)	Only Start-ups based in West Bengal and registered and recognized by Department for Promotion of Industry and Internal Trade DPIIT, Ministry of Commerce & Industry (MoC&I) are eligible to apply.

II. Scope of work for DDD Resellers: Startups who would be appointed and registered under NRL as DDD Resellers and would be required to do the following:

- A. Procure and place a Mobile Dispenser/Bowser of 6 Kilo Litre capacity registered in the name of the Start-ups with all allied fittings and accessories like tank, pipeline, PTO & Pump arrangement, Dispensing Module, ATG sensors, IoT controllers, Accuracy sensors, Inter-lock mechanism, all safety accessories etc.
- B. Obtain requisite statutory approvals / licenses in the name of the Start-ups for operation of the Mobile Dispensers/Bowser from PESO and Certificate for dispensing of fuel from Department of Legal Metrology.
- C. Comply with other statutory requirements pertaining to VAT, GST, Motor Vehicle Act, etc. as applicable under State/Central Govt. regulations.
- D. The scheme for DDD of HSD is purely a business proposition wherein the Start-ups are expected to themselves assess the business potential and benefits of the scheme prior to making decision for any investment.
- E. All statutory approvals and Licenses have to be obtained by the Start-ups in their name and they will carry out periodic renewal of such statutory licenses / approvals as per the requirement of statutory norms at their own cost.
- F. Adhere to Standard Operating Procedure (SOP) of NRL while filling at supply locations located at Numaligarh and Siliguri. Detailed SOP is enclosed as Annexure – A.
- G. Should follow all PESO rules and regulations while refueling at customer premises. Sales by Mobile Dispenser is to be made only to those equipment in line with the Petroleum

Amendment Rules, 2019 as notified by Ministry of Petroleum and Natural Gas in the Gazette of India : Extraordinary dated 29th May, 2019 vide G.S.R. 384(E).

- H. Mobile Dispensers shall be deployed, maintained and operated through trained staff by “Start ups” at their own cost. Trained staff should be able to handle safety equipment and handle exigencies
- I. Shall be solely responsible for **compliance** of PESO / Legal Metrology / MS HSD Control Order / state tax liabilities and any other applicable statutory norms while uplifting and delivering HSD to the customers.
- J. To purchase Public Liability Insurance to cover public loss arising out of accidents

III. **Pre-Qualification Criteria (PQC):**

- A. In order to encourage local entrepreneurship, only those Start-ups based in Assam will be considered for applying against supply from Numaligarh Refinery Marketing Terminal (NRMT), Numaligarh, Assam. Similarly, for Siliguri only West Bengal based Start-ups will be considered for applying against supply from Siliguri Marketing Terminal,(SMT) Siliguri, West Bengal Start-ups would have to provide documents supporting the same but not limited to GST Certificate mentioning the address of the Startup, Electricity Bill etc.
- B. Start-ups registered with Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry (MoC&I) on website www.startupindia.gov.in shall only be considered. Validity of the registration certificate with DPIIT will be verified from the website www.startupindia.gov.in.

IV. **Registration process:**

- A. Eligible start-ups having registered office in Assam (for NRMT supply location) and West Bengal (for Siliguri supply location) will have to submit their application with all supporting documents duly self-attested addressed to Senior Manager (Marketing), Numaligarh Refinery Limited, 122A, GS Road, Christian Basti, Guwahati-781005 on or before 3:00 PM of 24.03.2022 (Thursday). Documents to be submitted:
 - a. Completely Filled and signed Application Form (**Appendix-A**).
 - b. Documents supporting that the Start-up is registered with Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry (MoC&I) on website www.startupindia.gov.in of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry (MoC&I).

- c. Company Identification Number with relevant documents
- d. Profile of the Start-up with details of partners.
- e. GST Certificate
- f. PAN
- g. Proof of address (Electricity Bill etc.)

B. Each start-up can submit its offer for multiple Mobile Dispensers, however only one Mobile Dispenser will be selected from one start-up for registration as DDD Reseller of NRL. In a situation where minimum offers are not received, then more than 01 Mobile Dispenser will be considered from one start-up, offering multiple Mobile Dispensers. A total of 05 Mobile Dispensers and 02 Mobile Dispensers for Numaligarh and Siliguri respectively will be registered in Phase-I. In case, more than 05 for Numaligarh and 02 for Siliguri applications' are received, draw of lots will be held. Date, time of the draw (if need arises) will be intimated to all applicants in due course. Draw of lots will also be held for selecting more than 01 Mobile Dispenser if situation arises.

C. Registration fees per start up (irrespective of Mobile Dispensers offered/registered later) shall be **Rs. 10,000/-** (plus taxes as applicable & non-refundable). Registration fee will have to be submitted on selection of the start-up. Registration fee by the selected startups has to be submitted online directly to NRL SBI Account, details of which are provided below:

1	Name of Company	NUMALIGARH REFINERY LTD.
2	Bank's Name	STATE BANK OF INDIA
3	Bank Account No.	30006662772
4	Account Type	Cash Credit (CC)
5	Branch Name	Commercial Branch, Guwahati
6	Bank Address	Swagota Square, ABC, G. S. Road, Guwahati - 781005
7	MICR Code	781002028
8	IFS Code	SBIN0004418
9	Branch Code	4418

D. Subsequent to the selection of Start- ups (FuelEnts) as DDD Reseller of NRL through draw of lots (if required), NRL will register the Start-up as DDD Reseller/FuelEnts under NRL by issuing a Letter of Intent and a Provisional Agreement (Annexure – B) will be signed with the selected startup. Registration fee of Rs 10,000/- per startup (plus taxes as applicable & non-refundable) will have to be deposited by the registered FuelEnts.

- E. Subsequent to the registration, FuelEnts will be required to put up the Mobile Dispensers registered in their name with all requisite statutory approvals / licenses obtained in their name for operation of and dispensing of fuel through Mobile Dispensers after which NRL will sign the Final Agreement (Annexure – C) with the FuelEnt to commence the sale and purchase of the product from NRL. FuelEnts will have to place the Mobile Dispenser for taking supply at NRMT/SMT within 6 months from the date of registration with NRL. NRL may, at its discretion extend the timeline by another 3 months.
- F. The Mobile Dispenser should be registered in the name of the 'FuelEnt.'
- G. **Interest free refundable Security Deposit (SD)** of Rs. 1 lakhs per Start-up (irrespective of number of Mobile Dispensers registered) will have to be submitted by the FuelEnt before signing the Agreement. This SD shall be against the violation of any regulatory guidelines and breach of terms and conditions of "FuelEnt" agreement. The SD is to be deposited by Demand Draft in favour of Numaligarh Refinery Limited.
- H. The Security Deposit will be refunded to the FuelEnt upon completion of the agreement period provided the agreement is not terminated due to violation of any regulatory guidelines or breach of terms and conditions of "FuelEnt" agreement. **In a scenario where the agreement is terminated due to violation of any regulatory guidelines or breach of terms and conditions of the 'FuelEnt' agreement, all Mobile Dispensing Vehicles of the particular FuelEnt operating as NRL registered DDD will cease to be operational under NRL.**
- I. The agreement will be valid for **10 [Ten] years** from the Effective date. After successful completion of the period, the agreement can be extended further on mutually agreed terms and conditions.
- J. NRL's responsibility with regard to Quality, Quantity, Safety and Handling of the product will cease as soon as the product will be filled/loaded to the Mobile Dispenser.
- K. FuelEnt will be registered as 'DDD Reseller of NRL.'
- L. NRL reserves the right to disqualify Start Up's application without assigning any reason whatsoever.

Risks involved: The Applicant should be well aware of the various risks associated with the Door to Door Delivery of HSD through Mobile dispenser business and its marketing and should conduct independent due diligence before committing to any investment decision. NRL shall not be responsible for any of their business decisions or any losses arising due to any reason whatsoever including all investments.

- V. Submission of EOI:** The EOI complete in all respects should be filled, signed, stamped and submitted with all supporting documents (mentioned in Clause IV para A) duly self-attested and addressed to :

Senior Manager (Marketing),
Numaligarh Refinery Limited, 122A, GS Road, Christian Basti,
Guwahati-781005 **on or before 3:00 PM of 24.03.2022 (Thursday).**

The EOI should include the following:

1. Letter of interest duly signed by head of the start-up or his authorized representative.
2. Letter to be addressed to Chief General Manager (Marketing), NRL.
3. Proof of address of Registered Office supporting the PQC criteria of Assam and West Bengal based Start-ups.
4. Company Identification Number with relevant documents.
5. Documents supporting that the Start-up is registered with Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry (MoC&I) on website www.startupindia.gov.in
6. Profile of the Start-up with details of partners.
7. Point of Contact Person's Name, Email ID, Contact Number, Designation, Address.

VI. General

- a. The entire cost or expenses incurred by the Applicant in connection with preparation or delivery of EOI shall be borne by Applicant.
- b. The Applicant is required to furnish all information and documents as called for in this EOI in English language. Any printed literature / documentary evidence submitted in another language, along with the EOI documents needs to be accompanied by an English translation.
- c. All documents being submitted by the applicant should be self-attested.
- d. NRL reserves the right to seek additional information from the Applicant. All costs and expenses incurred for such additional information shall be borne by the Applicants themselves.

- e. NRL reserves the right to accept or reject, any or all EOIs received at its absolute discretion without assigning any reason whatsoever.
- f. NRL also reserves the right to cancel/withdraw/ amend this EOI or extend the last date at its sole discretion without assigning any reason.

VII. Governing Laws:

This EOI and its interpretation, validity and performance shall be governed by the Laws of India.

VIII. Any other information:

Any other relevant information, if necessary, to explain or for clarity of the proposal may be provided. Else this section may be kept blank.

IX. Additional Information:

May be sought by NRL if required.

Appendix-A

Application to NRL

S. No.	Description	Details to fill	Remarks
1	Full name of Start Up		RoC Certificate to be shown and a copy submitted during verification of documents
2	Total number of Mobile Dispensing Vehicles offered		Please state the number of MDVs the startup wants to offer.
3	Contact details of Start-Up		
4	Email id of Start Up		
5	Start Up registration number (registration with DPIIT) (if DPIIT registration has been applied but certificate not received, Applicant to write "Applied For")		To be checked on the DPIIT website
6	Nature of constitution of the Start Up		
7	PAN No.		
8	GSTN / VAT No.		
9	Name of the contact person of the Start Up		
10	Contact number of the contact person		
11	Email id of the contact person		
12	Address of the registered office of the Start Up		Please provide details of proof of address like electricity bill etc.

Authorized Signatory	
Designation	
Stamp	
Date	

This is to confirm that the information given above is true and correct and we shall be liable for any action / consequences including termination of FuelEnt Agreement if the information is found to be false at any stage. Further, the documents referred to and provided are genuine copy of its original and we are in possession of the original and shall produce the same as and when called for by NRL.

Place: (Sign. & Seal of Authorized Signatory)
Date:

Note:

1. The Start Up must submit all relevant documentary evidence with reference to above.
2. All the documents to be submitted by the Start Up should be self-attested.
3. Original documents will be verified before signing Provisional Agreement.
