

**NUMALIGARH
REFINERY
LIMITED**



A GOVERNMENT OF INDIA UNDERTAKING

**TENDER DOCUMENT FOR – “RATE CONTRACT
FOR 02 YEARS FOR SUPPLY OF FERRIC ALUM
- BIS: 299/ 1989 (GRADE: I) AT NRL SITE,
NUMALIGARH”.**

(Tender No.OC44000096/PRA)

PART – I: UN-PRICED BID



**PREPARED & ISSUED BY
NUMALIGARH REFINERY LIMITED**

A Govt. of India Enterprise)



**NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER (NIT)**

- 1.0 Numaligarh Refinery Limited (NRL) invites e-bids from competent and experienced Indian suppliers 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 Bid-Qualification Criteria (BQC) of the tender document.

RATE CONTRACT FOR 02 YEARS FOR SUPPLY OF FERRIC ALUM - BIS: 299/ 1989 (GRADE: I) AT NRL SITE, NUMALIGARH. (Tender No: OC44000096/PRA)	Tender Publishing Date:	18/03/2021 (12:05 Hrs.)
	Document Download/ Sale Date:	18/03/2021 (12:05 Hrs.)
	Seek Clarification Start Date:	18/03/2021 (12:05 Hrs.)
	Seek Clarification End Date:	02/04/2021 (12:05 Hrs.)
	Bid submission start date:	18/03/2021 (12:05 Hrs.)
	Bid submission close date (i.e. Bid Due Date)	08/04/2021 (11:00 Hrs.)
	Bid Opening Date:	09/04/2021 (11:00 Hrs.)

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 / Un-priced Bid
 - ii) PART - II : Price Bid
- 2.2 Only online offer shall be considered against the subject enquiry. For details please go to 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 For any assistance regarding e-portal related issue, you may please contact our service provider personnel at Phone No 03776 – 265774, email: z_tender@nrl.co.in
- 2.5 **Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.**
- 2.6 Subsequent Corrigendum/ Addendum (if any) shall be published in our e-tendering portal <http://eprocure.gov.in/eprocure/app>
- 3.0 **EARNEST MONEY DEPOSIT** : Not applicable.
- 4.0 **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.**

5.0 **BID-QUALIFICATION CRITERIA (BQC) :**

Vendor should be manufacturer or authorized dealer/ distributor of Manufacturer. In case of authorized dealer/distributor, bidder must submit valid authorized dealership certificate/distributor certificate along with offer. Authorized dealer/distributor must submit manufacturer's name/ contact details etc. and their source of supply. The same is to be complied at the time of supply.

Note: As per CVC Circular no. 03/01/12 dated 13/01/2012 Para 3. a), **both Manufacturer and their Authorized dealer cannot bid simultaneously in the same tender. If both of them participated in the same tender, then offer from Manufacture shall only be considered for this tender.**

6.0 **PURCHASE PREFERENCE TO MICRO AND SMALL ENTERPRISES (MSEs):**

Purchase preference to MSEs (Micro & Small Enterprises) shall be applicable as per the Govt. of India Policies. Refer details in **Annexure-X**.

7.0 **SPECIAL TENDER CLAUSE ON PROCUREMENT FROM A BIDDER FROM A COUNTRY WHICH SHARES LAND BORDER WITH INDIA:**

The Department of Expenditure (DOE) (Ministry of Finance) of the Govt. of India through OMs no. 6/18/2019- PPD dated 23rd July and 24th July'2020 has issued guidelines regarding procurement from bidders from a country or countries which share land boundary with India. The detail guidelines are available on the website of DoE (<https://doe.govin/>)

In compliance to the above referred guidelines by DOE, bidders are requested to kindly furnish duly filled, signed and sealed copy of the undertaking as per Form A [i.e. Bidder's undertaking on Company's letter head] enclosed with tender document.

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

- a) Documents in support of BQC of the tender.
- b) Complete Technical Compliance Sheet duly sealed & signed; as a token of acceptance.
- c) Agreed Terms & Conditions (ATC) duly filled, signed & stamped. **The commercial terms & conditions should not be repeated in the offer.**
- d) Bidder's Self-Declaration of black listing/ holiday listing as per Performa enclosed - duly signed & sealed.
- e) For Micro & Small Enterprises (MSEs), bidder has to mandatorily submit copy of MSE registration document (i.e. UAM/EM Part-II/Udyam Registration).
- f) Duly filled, signed and sealed Form A [i.e. Bidder's Undertaking on Company's letter head] in compliance to Department of Expenditure's (DOE's) guidelines regarding procurement from bidders from a country or countries which share land boundary with India.
- g) GST Undertaking enclosed with tender.
- h) Bidder Details as per Format enclosed.

9.0 **DOCUMENTS TO BE UPLOADED AS A PART OF PART – II: PRICED E-BID:**

BoQ/Priced Bid "in "XLS" format as per instructions provided.

10.0 **EVALUATION OF THE TENDER:**

Tender item is splittable and Tender will be evaluated on '**Lowest Landed Cost Basis**'.

11.0 **GENERAL:**

- i) NRL adopts a practice to verify documents submitted by L1 (successful) bidder in support of bidder's credential against BQC. 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.
- ii) Consortium/Joint venture bids shall not be accepted.
- iii) Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- iv) 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.
- v) 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.
- vi) 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.

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

Contact Person: Prasanta Barman/Diganta Das
Email ID: prasanta.barman@nrl.co.in; diganta.das@nrl.co.in

Enclosures:

- (i) Technical Compliance Sheet.
- (ii) Agreed Terms & Conditions (ATC).
- (iii) General Purchase Conditions (GPC)
- (iv) Bidder's Self-Declaration of black listing/ holiday listing as per Performa enclosed duly signed & sealed.
- (v) Annexure-X – for MSE Bidders.
- (vi) Special Clause regarding procurement from a country which shares land border with India and Form-A
- (vii) GST Undertaking
- (viii) Format for Bidder details
- (ix) BOQ/Price Schedule Format.