

**NUMALIGARH
REFINERY
LIMITED**



A GOVERNMENT OF INDIA UNDERTAKING

TENDER DOCUMENT

for

**02 (Two) Years Annual Rate Contract (ARC) for Supply of Gas
Cylinders for Mechanical Maintenance Department, NRL Site,
Numaligarh, Assam (COMM/C01/7486)**

(Tender No. OC01000310/HIR)

PART – I: UN-PRICED BID



**PREPARED & ISSUED BY
NUMALIGARH REFINERY LIMITED**

A Govt. of India Enterprise)



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER

Job Name: 02 (Two) Years Annual Rate Contract (ARC) for Supply of Gas Cylinders for Mechanical Maintenance Department, NRL Site, Numaligarh, Assam (COMM/C01/7486

TENDER DETAILS

E – Tender Reference No : OC01000310
Col. No. : OC01000310/HIR
Tender Publish Date : 09-03-2020 at 05:00 PM
Officer Name : Hirendra Kr. Borah; Officer (Commercial)
E-Mail : hirendra.bora@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. Sikha Rani Das; Senior Manager (Maintenance Planning)**
E-mail ID: sikharani.das@nrl.co.in
Mobile No.: 9435734575
- 2. Amitabh Hazarika; Senior Manager (Maintenance Planning)**
E-mail ID: amitabh.hazarika@nrl.co.in
Mobile No.: 9435766034

1. EVALUATION & ORDER AWARD:

- ❖ Evaluation will be done on “ITEM WISE LOWEST OFFER BASIS” and items are **SPLITABLE.**

2. PRE-QUALIFICATION CRITERIA:

Participating Bidders shall meet the following Pre-Qualification Criteria (PQC) (technical):

- Bidder must have experience of supplying Gas Cylinders as mentioned in SOR in last 5 years in PSUs, Govt. Industries.

3. SPECIAL CONDITION OF CONTRACT:

- a) Bids from agent / agent's representatives or trading companies will not be accepted, unless backed by valid Letter of Authorization from a manufacturer.
- b) This Rate Contract is having a Contractual Period of 02 (two) years.
- c) Release order in the form of Purchase Order shall be issued time to time based on the Rate Contract agreement to supply to Numaligarh Refinery Ltd, PO: N R Project; PIN 785699.
- d) Vendor shall supply gas cylinders as per released orders issued from NRL time to time against the rate contract.
- e) The participating bidders must have sufficient stock of cylinders at their end to execute the rate contract as per NRL requirements & shall consider this aspect while quoting.
- f) Bidder to note that cylinder lot supplied, against 1st released order, shall be retained by NRL till receipt of 2nd lot cylinders at site. Once 2nd lot of cylinders is received at site, NRL shall return the 1st lot of cylinders to vendor.
- g) Vendor shall dispatch the cylinders to NRL Site within 30 days of issuance of any release order against the rate contract.
- h) The contract can be terminated at the risk and cost of the vendor at any point of time during the contractual period, if the services are found not satisfactory.

4. Scope of the Tender:

- a) TRANSPORTATION: Bidders should consider transportation of filled cylinders and return of empty cylinders within their scope and quoted price.
- b) Rent free period of the cylinders will be 365 days from date of receipt of full cylinders at NRL Site.
- c) Rent free period below 365 days is not acceptable. Bidders to provide per day per cylinder rate beyond 365 days.
- d) Cylinders security deposit is not applicable. If any cylinder is damaged or lost at NRL premises, then bidder will be compensated for the loss. For that, bidders are to provide per cylinder price if the same is damaged or lost at NRL.

5. Other Technical Terms & Conditions:

- a) Supplied certified gases shall have at least 01 year certification validity.
- b) The successful bidder shall supply gases as per the specification and composition values given in Technical specifications.
- c) The gas cylinders supplied to NRL shall be pressure tested as per statutory requirement. Date of pressure test and next due date of test shall be embossed in the body of the cylinders.
- d) The supplied Gas Cylinders and accessories like isolation valve, valve cap and fittings should be in good condition.

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.

- a) Item performance is directly related to public safety. Therefore, PQC cannot be relaxed for MSE / start-up vendor for this subject tender. Pre-Qualifying Criteria (PQC) mentioned in the tender should be complied by all participating bidders.

- b) 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.
- c) **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.

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

- a) Documents in support of PQC of the tender.
- b) Complete set of tender documents duly signed and stamped.
- c) Special Instruction to bidders duly signed and stamped.
- d) Vendor Details as per Format enclosed.

7. DOCUMENTS TO BE SUBMITTED AS A PART OF PART – II: PRICED E-BID:

- (a) BoQ/Priced Bid “in "XLS" format as per instructions provided.

8. GENERAL:

- i) **Consortium/Joint venture bids shall not be accepted.**
- ii) Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- iii) 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.
- iv) 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:

- 1) 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’**.
- 2) 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>.
- 3) Tenders and supporting documents should be uploaded through e-procurement. Hard copy of the tender documents will not be accepted.
- 4) **All documents as per tender requirement should be uploaded online and further no documents will be accepted offline.**
- 5) **Any queries related to tender must be asked or clarified online (after logging with your User ID) before last date of bid submission.**
- 6) 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	09-03-2020
2	Tender document download start date & time	09-03-2020 at 05:00 PM
3	Pre Bid Meeting date & time	Not Applicable
4	Tender document download end date & time	30-03-2020 at 11.00 AM
5	Bid Submission start date & time	09-03-2020 at 05:0 PM
6	Bid Submission end date & time	30-03-2020 at 11.00 AM
7	Bid opening date & time (Technical Bid)	31-03-2020 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
