

BUSINESS RULE DOCUMENT FOR SALE OF 10000 (Ten Thousand) MT of RAW PETROLEUM COKE (RPC)

Summary of Schedules of Activities :

Date of Auction: 17.05.2022 (from 11:00 AM to 13:00 PM).

Date & Time of Inspection: FROM: 28.04.2022 to 14.05.2022 BETWEEN 09.00 AM to 3.00 PM

Last date to receive Registration and EMD for participation: Within 16.05.2022 upto 3:00 PM.

Last date to receive Process Compliance Form (Annexure II): Within 16.05.2022 upto 4:00 PM.

Time for deposition of Security Deposit: Within 07 (seven) calendar days from the date of issue of Sale Intimation letter

Time for deposition of Full amount: Payment against entire quantity (including taxes and duties as applicable) have to be deposited **within 15 (fifteen) calendar days from the date of issue of Sale Intimation.**

Time for deposition of Full amount with penalty: For late payment, maximum 5 calendar days shall be allowed on payment of 1% of full material value as penalty.

Delivery Schedules:

The lifting schedule shall be counted with effect from the date of issue of delivery order and is

- a. 30 working days for purchase quantity up to 3000 MT
- b. 45 working days for purchase quantity between 3001 to 4500 MT
- c. 60 working days for purchase quantity between 4501 to 6000 MT
- d. 75 working days for purchase quantity between 6001 to 7500 MT
- e. 90 working days for purchase quantity between 7501 to 10000 MT

Note: Additional 15 Calendar days (after expiry of Delivery Schedule) shall be allowed on payment of ground rent

Minimum quantity off take: 500 MT.

EMD – Rs. 800 per MT.

Submission of :

a) Price Confirmation (Annexure III): To be submitted within 24 hour of the completion of the forward auction.

b) Declaration by the bidder to the effect that quantity bidded does not exceed their annual installed capacity (Annexure IV): To be submitted within 24 hour of the completion of the forward auction.

c) Declaration by successful bidder for carrying out obligations as per terms & conditions prescribed in the e-auctions: To be submitted to auctioneer (STL) immediately after receipt of Sale Intimation Letter (Annexure V).

Auction to be conducted by :

Synise Technologies Ltd

Plot No – A8; Shivtirth Nagar ; Kothrud ; Pune – 411038

Phone No: 020-30277500/531

Mob: 08308810330

Fax no.: 020-30277555

E-mail: swaruph@synise.com; Web site: indiaengineering.com/NRL

Business Rules, Terms & Conditions for Sale of 10000 (Ten Thousand) MT of RAW PETROLEUM COKE (RPC)

SELLER'S NAME	Numaligrah Refinery Limited Numaligarh Refinery Project Dist.: Golaghat, Assam, India PIN- 785699
AUCTION TO BE CONDUCTED BY	Synise Technologies Ltd Plot No – A8; Shivtirth Nagar ; Kothrud ; Pune – 411038 ☎: 020-30277500/531, M: 08308810330 Fax no.: 020-30277555 E-mail: swaruph@synise.com; Web site: indiaengineering.com/NRL
DATE & TIME OF AUCTION	Auction Date : 17.05.2022 Online Forward Auction Time: (from 11:00 AM to 13:00 PM) (Auto Extension as Applicable) Auction website : http://auctions.indiaengineering.com
DATE & TIME OF INSPECTION	FROM: 28.04.2022 to 14.05.2022 BETWEEN 09.00 AM to 3.00 PM
CONTACT PERSON & VENUE FOR INSPECTION	1. Nimik Riba, DGM (NRMT) Numaligarh Refinery Limited PO: NRP, Dist.: Golaghat, Assam, India PIN- 785699 P & T: 9435152007 ; Intercom: 2406 e-mail: nimik.riba@nrl.co.in 2. Mr. Chandan Baruah, DM (NRMT) Numaligarh Refinery Limited PO: NRP, Dist.: Golaghat, Assam, India PIN- 785699 P&T : 9435153687 ; Intercom: 2432 e-mail: chandan.baruah@nrl.co.in
Last date to receive Registration and EMD for participation	Last date : Within 16.05.2022 upto 3.00 PM. Name of the A/c: Synise Technologies Ltd Bank Name: ICICI Bank A/c no: 003905000938 Branch name: Nanded City, Pune IFSC Code : ICIC0003491 MICR: 411229056 Account type: CURRENT ACCOUNT
Last date to receive “Process Compliance Form”	Last date : Within 16.05.2022 upto 4.00 PM.

Requirement of documents for Registration:	1. Company PAN Number 2. Excise Registration, VAT / TIN Number, PAN Card 3. Address Proof 4. Photo of authorized person – 1 copy. 5. Industrial registration certificate / Factory License. 6. Income-tax return (for immediately completed Proceeding financial year). 7. NOC from State Pollution Control Board indicating utilization of RPC with finished product. 8. Affidavit on non judicial stamp paper of minimum value Rs. 10.00 (ten) certifying RPC purchase will be for own consumption and would not be re sold/ transferred/ exported. (Note: Pollution certificate is required to be submitted at least before lifting of the product. Non submission of Pollution Clearance Certificate after bidding process will
DOCUMENTS ATTACHED	1) Business rules for forward auction for Sale of RPC 2) Terms & conditions of forward auction 3) Conditions of e-Auction sale. 4) Details of Sale of RPC (Annexure I) 5) Process Compliance Form (Annexure II) 6) Price Confirmation (Annexure III) 7) Declaration by the bidder to the effect that quantity bid does not exceed their annual installed capacity (Annexure IV) 8) Declaration by successful bidder for carrying out obligations as per terms & conditions prescribed in the e-Auction (Annexure V) 9) Contact Information
SPECIAL INSTRUCTIONS	<u>Bidding in the last minutes and seconds should be avoided in the bidders own interest Neither the Service Provider nor NRL will be responsible for any lapses /failure on the part of the vendor, in such cases.</u>
Partial Quantity lifting Option.	1. Minimum quantity off take: 500 MT. Subsequently multiple of 500 MT for lifting through Truck and 2500 MT for lifting through Rack. 2. EMD - Rs 800 per MT. Bidders have to deposit the EMD according to the quantity they will be bidding. (EMD shall be adjusted to Security Deposit for the successful bidders)

Business Rule for forward Auction for Sale of RAW PETROLEUM COKE (RPC)

NRL shall finalize the sale of **RPC** as per this Tender through forward auction mode. NRL has made arrangement with M/s. Synise Technologies Ltd, Pune, (STL) who is NRL's authorized service provider for the same. Please go through the guidelines given below and submit your acceptance of the same:

1. Eligibility:

- a. Bidders are eligible to participate in the bidding from 11:00 AM to 13:00 PM open for all for auction dated **17.05.2022**.
- b. **Only end users producing Calcined Petroleum Coke and / or other products using RPC in their Plant/Units shall be eligible to participate in the e-auction.** For participation in the e-auction, the prospective bidders shall register themselves with the Auctioneer's website.
- c. This e-auction is not applicable for Trading & Screening purpose.
- f. There is no cut-off date for the units established for participation in the e-auction. However, the unit must comply all the statutory requirements at the time of registration.
- g. Those buyers/bidders who have not registered their name(s) and not deposited EMD cannot participate in e-auction.
- h. The buyers will be responsible for ensuring to keep the registration valid, and for the purpose, the buyers will keep all the documents mentioned above valid throughout the period right from bidding up to completion of lifting. In the event of expiry of any of these documents, the registration will automatically become dormant and during the period of dormancy, the buyer will not be allowed to participate in bidding and release of RPC will be kept suspended. Such suspension of release of RPC will be treated as a failure on the part of consumer / bidder and the proportionate EMD equivalent to the failed quantity shall be

forfeited. The registration will however be restored and thereafter participation in the bidding will be allowed after submission of the valid document(s) / extension of the validity of the document(s) and RPC releases/lifting will be allowed.

2. Computerized Forward auction shall be conducted by M/s STL on behalf of NRL, on pre-specified date, while the vendors shall be quoting from their own offices/ place of their choice. Internet connectivity and other paraphernalia requirements shall have to be ensured by vendors themselves. In the event of failure of their inter connectivity due to any reason whatsoever it may be, it is the bidders' responsibility. It is to be noted that neither NRL nor STL shall be responsible for these unforeseen circumstances. In order to ward-off such contingent situation, bidders are requested to make all the necessary arrangements / alternatives whatever required so that they are able to circumvent such situation and still be able to participate in the forward auction successfully. However, the vendors are requested to not to wait till the last moment to quote their bids to avoid any such complex situations.
3. Please note that the start price for sale of RPC in the online forward auction shall be displayed during the auction and shall be open to all the participating bidders. Bidders can start bidding on or above the start price, in the online forward auction. The subsequent bids that comes in to outbid the H1 rate will have to be higher than the H1 rate by minimum one increment value **if the total auctioned quantity exceeds the total bid quantity among all the bidders.**
4. STL shall arrange to train your nominated person(s), without any cost to you. They shall also explain to you, all the Rules related to the Forward Auction, Business Rule, Terms & conditions of Forward Auction, Conditions of e-Auction sale etc.
5. **BIDDING CURRENCY AND UNIT OF MEASUREMENT:** Bidding will be conducted in Indian Rupees (INR) and unit of measurement as MT.
6. **Bid Increment:** The minimum Bid increment shall be Rs 10.00 or its multiple.
7. **BID PRICE:** The Bidder has to quote the **Basic Price** (Per MT) **excluding** taxes and duties as applicable.
8. The Technical & Commercial terms are as per this tender document for Sale Of **10000 (Ten Thousand)** MT of RAW PETROLEUM COKE (RPC)
9. **VALIDITY OF BIDS:** The Bid price shall be considered as firm for a period of 90 (ninety) days and shall not be subjected to any change whatsoever.
10. **Procedure of Forward Auctioning**

i) Online English Forward (no ties) Auction {forward auction}

The start price for sale of RPC in the online forward auction shall be displayed during the auction and shall be open to all the participating bidders. Bidders can start bidding on or above the start price, in the online forward auction. The subsequent bids that comes in to outbid the H1 rate will have to be higher than the H1 rate by minimum one increment value **if the total auctioned quantity exceeds the total bid quantity among all the bidders.**

The minimum bid increment amount shall be Rs 10.00 or its multiple.

English Forward (no ties) shall be conducted between 11:00 AM to 13:00 PM. If a bidder places a Bid in the last 5 minutes of Closing of the Auction, the auction shall get extended automatically for another 5 minutes for all the items.

In case, there is no Bid in the last 5 minutes of closing of Auction, the Auction shall get closed automatically without any extension.

Auto Bid:

The Auto Bid feature allows Bidders to place an automated bid against other Bidders in an auction and bid without having to enter a new amount each time a competing Bidder submits a new offer.

Bidders are supposed to quote their best highest price in confirmation to the increment value and in multiples of increment value only. Please note that the auto bid value can be entered only once for a particular item in a particular event. The bidders can at no point of time, during the course of the auction, revise/delete their auto bid values. The bidders have the facility to revise their auto bid value prior to the start of the event.

This feature can be used only once during a particular Forward Auction and only after the H1 rate is equal to or higher than the maximum bid amount that the bidder has put in the system will he get the option to manually bid for the same. In no case during the bidding till the H1 rate or higher is not reached as equivalent

to the maximum bid amount offered by the bidder, will the bidder get the option to manually bid for the same.

The situation wherein manual bidder quote the same price quoted by other bidder who has opted for the auto bid feature (although auto bid price is neither visible to any of the other bidders nor NRL nor STL), manual bidder would get a precedence over the auto- bidder. In no case auto bid can be stopped or cancelled.

In case all the participants opt for auto bid, the bidder who has entered the value first (With respect to the time) will get the precedence in that order.

11. Successful vendor/bidders shall be required to submit the final prices to STL, quoted during the English Forward (no ties) auction exactly as requested by NRL/STL after the completion of Auction to NRL, duly signed and stamped as token of acceptance without any new condition other than those already agreed to before start of auction.
12. During English Forward (no ties) auction, if no bid is received within the specified time, NRL, at its discretion, may decide to revise Opening price / scrap the forward auction process or even extend the bidding time.
13. Your bid will be taken as an offer to purchase. Bids once made by you, cannot be cancelled / withdrawn and you shall be bound to purchase as mentioned above at your final bid price. Should you back out and not purchase as per the rates quoted, NRL and/or STL shall take action for forfeiture of EMD and other amounts deposited.
14. At the end of the Forward Auction, NRL will decide upon the winner(s). NRL's decision on award of Contract shall be final and binding on all the Bidders.
15. NRL shall be at liberty to cancel the forward auction process at **any time**, without assigning any reason.
16. NRL shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.
17. Other terms and conditions shall be as per this tender document.
18. You are required to submit your acceptance of the terms / conditions / modality given above before participating in the forward auction (**Annexure II**).

Terms & Conditions of Forward Auction

1. **LOG IN NAME & PASSWORD:** Each Bidder is assigned a Unique User Name & Password by Synise Technologies Ltd. The Bidders are requested to change the Password and edit the information and check the company details in the Registration Page after the receipt of initial Password from Synise Technologies Ltd., Pune. All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder. Synise Technologies Ltd. and NRL are not responsible for the same.
2. **BIDS PLACED BY BIDDER:** The bid of the bidder will be taken to be an offer to execute the contract. Bids once made by the bidder cannot be cancelled or withdrawn. The bidder is bound to execute the contract at the final price that they have bid. Should any bidder back out and not execute contract as per the rates quoted, NRL and/or STL shall take action for forfeiture of EMD and other amounts deposited.
3. **HIGHEST BID OF A BIDDER:** In case the bidder submits more than one bid, the highest bid will be considered as the bidder's final offer to execute the contract.
4. **AUCTION TYPE:** English Forward (no ties) Auction {forward Auction}.
5. **DURATION OF AUCTION:** The auction will be conducted between 11:00 AM to 13:00 PM on Dt. **17.05.2022**. In case there is any acceptable bid quoted by any bidder within 5 minutes of closing of the auction, the auction will be extended by another 5 minutes for all the items. Such extension will be allowed to continue till no quote is placed within 5 minutes of the last quote. However, bidders are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.
6. **BID INCREMENT:** The minimum Bid increment shall Rs 10.00 or its multiple.

7. VISIBILITY TO BIDDER: The Bidder shall be able to view the following on his screen along with the necessary fields during English Forward – No ties Auction:

- Highest Bid in the Auction
- Bid Placed by him
- Rank of the respective bidder
- Bid Increment Value

8. AUCTION WINNER: At the end of the Forward Auction, NRL/STL will evaluate all the bids submitted and will decide upon the successful winner(s).

Quality specifications : RAW PETROLEUM COKE

Sl. No.	Characteristic	Units	Test methods	Results
1	Moisture	% wt	IS 1448 P:132	2.41
2	Ash	% by mass	IS 1448 P:126	0.15
3	Volatile Matter	%	IS 1448 P:134	11.9
4	Fixed Carbon	% wt	IS 8502	85.5
5	Sulphur	% wt	XRF	0.93
6	Bulk Density	gm/cc	In house developed	0.750

Remarks:

Please note that results are typical and not guaranteed.

The bidders are advised to collect samples and verify the quality before bidding. No claims on quality will be entertained after the auction is completed.

10. Location & Mode of Delivery

Location: Numaligrah Refinery Limited
Numaligarh Refinery Project
Dist.: Golaghat, Assam, India
PIN- 785699

The mode of transportation will be by Road. Buyer need to take RPC from the location specified by the seller only. All necessary loading arrangement shall be done by the buyer.

Seller shall facilitate gate pass etc. on production of necessary documents by buyer as per NRL's requirements.

Mode of delivery: Road Truck to be arranged by customer/buyer and shall **be at buyers cost.**

Loading shall be arranged by buyer and shall be at buyers cost.

The lifting schedule shall be counted with effect from the date of issue of delivery order.

13. Quality Determination

Seller shall identify the stock pile of RPC and buyer may opt to test the material at NRL lab where buyer can witness NRL test procedure during pre inspection only. After pre inspection, no more quality test will allowed and quality determination at NRL lab will be final.

14. OTHER TERMS & CONDITIONS:

- The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other bidders.
- The Bidder shall not divulge either his Bids or any other exclusive details of NRL to any other party.
- NRL's decision on award of Contract shall be final and binding on all the Bidders.
- NRL along with STL can decide to extend, reschedule or cancel any auction. The management of NRL does not bind itself to accept the Highest bid, and reserves the right to reject any or all the offers received without assigning any reason thereof.
- NRL and/or STL shall not have any liability to Bidders for any interruption or delay in access to the site irrespective of the cause.
- NRL and/or STL is not responsible for any damages, including damages that result from, but are not limited to negligence. STL will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information etc.
- In case of delay in lifting the identified product, seller reserves the right to sale the materials to other similar interested party or parties.

N.B. :- All the Bidders are required to submit the Process Compliance Form (**Annexure- II**) duly signed to M/s Synise Technologies Ltd, Pune on or before **16.05.2022 upto 4:00 PM** for auction dtd. **17.05.2022**

CONDITIONS OF E-AUCTION SALE

1. The material as per the list declared on the Auctioneer's i.e. M/s Synise Technologies Ltd. (STL) website shall be disposed off by way of e-auction through the Auctioneer's website.
2. The prospective bidders may inspect the material offered for e-auction sale within stipulated period, at the site where the material is located. The bidders shall satisfy themselves about condition, quality, quantity, measurement etc. of the material which they intend to purchase. No complaints shall be entertained regarding description, quantity, size, measurement, number and weight of the material as the information given in the catalogue (& also in **Annexure I**) is approximate and no warranty or guarantee shall be implied. Materials shall be sold on the assumption that the bidders have inspected the material and know what they are buying, irrespective of whether the bidders have inspected the material prior to e-auction sale or not; the principal of "**CAVEAT EMPTOR**" shall apply. Error in the description/ quantity/ measurement/ utility/ number/ weight/ condition etc. of the material as given in the catalogue/ list published on the Auctioneer's website shall not form a cause to the bidder to complain or to avoid completed sale or bid.
3. For participation in the e-auction, the prospective bidders shall register themselves with the Auctioneer's website. Only registered bidders can participate in the e-auction. The bidders shall pay the 'Earnest Money Deposit (EMD)' for the lot which they intend to bid to the Auctioneer prior to the e-auction. The amount of EMD (as per catalogue) shall be through NEFT/RTGS drawn in favour of STL.
4. On completion of e-auction proceedings & after receipt of e-auction statement from the Auctioneer, the NRL auction committee shall take decision in respect of acceptance or rejection of bids within 7 days of receipt of intimation from Auctioneer. Such decision shall be binding on the bidders as well as the Auctioneer. NRL shall not be bound to assign any reason for such acceptance or rejection of bids.
5. As per the decision of the auction committee, auctioneer shall issue **Sale Intimation Letters** to the successful bidders of the respective lots under intimation to NRL, within two working days of receipt of confirmation from NRL.
6. Undertaking (**Annexure V**) shall have to be given by the buyer that he shall be liable to and shall have to remove all the items purchased within stipulated time at his own cost. Picking, Sorting, Cutting, bundling, hammering, breaking up etc. of the materials shall be in the scope of the buyer. All consequential damages as a result of such cutting, breaking etc. during removal will be determined by the concerned Department of NRL and the successful bidder/ buyer shall be responsible for such damages.
7. EMD of the unsuccessful bidders in the e-auction shall be refunded immediately by the Auctioneer. The EMD of the successful bidders shall be transferred to NRL's account and the same shall be adjusted to Security Deposit amount and shall be released after completion of lifting only. If the bidder fails to lift total quantity / part, EMD/ SD amount shall be forfeited totally / on pro-rata basis.
8. Buyer to comply with NRL HSE (Health, Safety, Environment) policy during entire operation of shifting and loading.
9. The successful bidder shall furnish declaration in the proforma (**Annexure V**) to auctioneer **immediately after receipt of Sale**

Intimation Letter, for carrying out obligations as per terms & conditions prescribed in the e-auctions.

10. Payment terms:

- a. Security money:
 - i. The successful bidders have to deposit 10% of material value as security money in favour of NRL.
 - ii. EMD amount of successful bidder shall be adjusted with security deposit.
 - iii. Balance amount after adjustment of EMD, has to be deposited within 07 (seven) calendar days from the date of issue of Sale Intimation letter through **RTGS** in favour of Numaligarh Refinery Limited.
 - iv. Above Security Deposit shall be refunded after completion of lifting of entire quantity.
- b. Payment for material value:
 - i. The rate offered by the bidder shall be considered as Basic Price per MT. All Taxes, Duties, Excise, CST , VAT, Additional Tax, TCS/TDS and Turn-Over Tax or any other statutory levies or taxes as applicable under the relevant Sale Tax/Excise Act/IT Act or any other act shall be charged extra to the successful bidder at the rate prevailing at the time of Delivery/Upliftment. Decision in regard to applicability of VAT/CST/Excise/TCS/TDS rates etc. as decided by Numaligarh Refinery Limited would be final and binding to the successful bidder and bidders cannot claim / dispute on this matter.
 - ii. Payment against entire quantity (including taxes and duties as applicable) have to be deposited **within 15 (fifteen) calendar days from the date of issue of Sale Intimation** letter through **RTGS** in favour of Numaligarh Refinery Limited.
 - iii. For late payment, maximum 5 calendar days shall be allowed on payment of 1% of full material value as penalty.
 - iv. No part payment shall be allowed. Buyers have to make payment in full at one installment only.
 - v. **Lifting shall be allowed only against full payment (including taxes and duties as applicable) made in advance.**
 - vi. If the successful bidder fails to pay the requisite amount of materials value within the stipulated period mentioned above, the Sale Intimation Letter issued to the customer/buyer shall be treated as cancelled and the customer/buyer shall have no claim over the lot thereafter.
EMD/SD of the bidder shall be forfeited. The lot may be re-offered for e-auction at the discretion of the auction committee of NRL.
 - vii. On receipt of full payment including taxes & duties and 10% Security Deposit, within the stipulated period, NRL shall issue Delivery Order for the respective quantity.
 - viii. All Payment (**except** EMD) has to be made through RTGS to NRL's account.
 - ix. All payments are to be made as non interest bearing.
- c. Forfeiture of Security Deposit in case of failure to off-take quantity allotted after making Payment:
 - i. For truck loading:
 - 1. Tolerance of non lift able quantity shall be considered as 10.00 MT (Ten).
 - 2. If the buyer fails to lift more than 10.00 MT, SD & material value corresponding to the balance quantity shall be forfeited.
 - 3. If the non lifted quantity is below 10.00 MT, EMD/SD and corresponding material value shall be returned.

11. Bank details of Numaligarh Refinery Ltd. for payment through RTGS:

Name of Beneficiary	NUMALIGARH REFINERY LTD.
Bank's Name	STATE BANK OF INDIA
Bank Account No.	30006662772
Account Type	Cash Credit
Branch Name	Commercial Branch
Bank Address	Swagata Square, 3 rd Floor, Near Rajiv Bhawan, A.B.C., G.S. Road, Guwahati – 781005.
MICR Code	781002028
IFSC (RTGS/NEFT)	SBIN0004418
Branch Code	4418

12. Delivery Schedules:

The lifting schedule shall be counted with effect from the date of issue of delivery order and is

- a. 30 working days for purchase quantity up to 3000 MT
- b. 45 working days for purchase quantity between 3001 to 4500 MT

- c. 60 working days for purchase quantity between 4501 to 6000 MT
- d. 75 working days for purchase quantity between 6001 to 7500 MT
- e. 90 working days for purchase quantity between 7501 to 10000 MT

13. Statutory Taxes & Duties :

The buyer shall be responsible to pay all the statutory taxes & duties (Extra) at prevailing rate as declared by the respective State/ Central Government Authorities due in respect of this sale. If the buyer claims exemption/ concession is the statutory taxes, he shall furnish the necessary declaration & details in that respect. The rate of applicable taxes & duties shall be indicated against individual lot in the list displayed on the e-auction site. However, statutory taxes & duties shall be paid by the buyer at the rates applicable at the time of delivery. The buyer shall pay to NRL all the statutory taxes & duties and responsibility of deposition of taxes and duties to respective authorities will lie with NRL.

14. Lifting will be allowed against advance payment only.

- 15. On receipt confirmation about full/total payments (along with total statutory taxes & duties and corresponding declarations, as applicable) by the buyer, STL/NRL shall issue Delivery Order to the buyer under intimation to NRL immediately.
- 16. The buyers shall have to take delivery within **as per delivery schedule** mentioned above.
- 17. The deliveries shall be made on **“as is where is” basis**.
- 18. The buyers shall produce the authorization / identification letter issued by the Auctioneer along with original delivery order while reporting to NRL for lifting the concerned lot.
- 19. If the buyer fails to lift the material as per **delivery schedule** as stated above, he shall be allowed to lift the material with application of Ground Rent Charges @ 0.1% (zero point one percent) of the value corresponding to non-lifted quantity of the lot per day w.e.f. 1st calendar day till 15th calendar days [after expiry of delivery schedule] unless stated otherwise.
- 20. After effecting payment, if the buyer fails to take delivery of material within the stipulated period, the buyer shall be treated as defaulter and shall have no claim over the lot thereafter. The concerned Department of NRL shall cancel/ terminate the sale order and delivery order issued to him and shall forfeit the amount of security deposit and balance payments paid by him, under intimation to him and STL as per clause 10(c) of “CONDITIONS OF E-AUCTION SALE”
- 21. NRL/STL shall not entertain any requests from the buyers regarding extension of payment period/ delivery period as stipulated in the Sale Order.
- 22. If the last day of the stipulated dates for payments/ deliveries happens to be a holiday/ Weekly off, the payments/ deliveries shall be allowed on the next working day without application of delayed payment charges/ ground rent charges for the last day of payment/ delivery.
- 23. On submission of copy of the Delivery Order & Gate Pass, the concerned Department of NRL shall issue Tax/ retail Invoices to the buyers.
- 24. Responsibility of deposition of taxes and duties to respective authorities will lie with NRL.

25. Conditions of Delivery:

(a) The buyer shall remove the material corresponding to the lot purchased from the site of storage within the stipulated period as specified in the Delivery Order. The buyer shall make his own arrangement for cutting/ loading/ transport. The buyer shall not be entitled to claim any facilities/ assistance/ transport from NRL.

(b) If the buyer wish to take delivery of the items purchased through his representative, he shall authorize his representative by a “Letter of Authority” which shall be presented in original to the concerned Department of NRL.

(c) Delivery of respective lot shall be deemed to have completed only after issue of “No Objection/ No Due/ Completion Certificate” from the concerned Department of NRL.

26. In the event of lot basis auction, any material being found to be deficient in quantity, quality, size, measurement, number and weight or description from those stated in the list published on the website, the buyer shall have no claim against NRL or the Auctioneer nor shall the purchaser/buyer be entitled to seek any annulment of sale or claim for loss of profit, interest, damage or any other ground except for refund of a part of purchaser’s money for the quantitative shortages in delivery and he shall be bound to remove the same from the site as good purchased by him. The weighments/ units indicated in the catalogue/ list are tentative and no guarantees assured for the same. In case of unit basis, amount against deficient in quantity only shall be refunded.

27. The buyer shall be responsible for any damages that may be cause to the premises of NRL while dismantling, storage or removal of the lot(s) or items purchased by him and before removing such lots or items from NRL premises, the buyer shall be liable to pay the amount of damages assessed by NRL in this regard.

28. The buyers shall abide by and will be responsible to follow all the Labour Laws in respect of persons engaged by them. NRL shall not be responsible for any claims raised by their personnel in respect of the e-auctions.

29. Sale Orders and Delivery Challans shall be made in the name of actual buyer only and no re-sale shall be permitted.

30. All the judicial proceedings, if any, in respect of any dispute(s) arising out of the e-auction shall be subject to the jurisdiction of court, where the concerned stores/ material is located.

31. Buyer has to declare that the quantity bided shall not exceed their Annual installed assessed capacity. This is as per Govt. directive.

- (a) Bidders to quote for minimum quantity.
- (b) Maximum bid quantity is 10000 MT and will be limited to the "Annual Installed Capacity" of the plant subject to a condition that if the customer has uplifted any quantity earlier in the calendar year, the same would netted off from the "Annual Installed Capacity".

32. Methodology for quantity allocation:

Provisional allocation of quantity will be carried out after completion of the e-auction on descending order of bid price on following basis only.

- a. After completion of auction dtd. 17.05.2022 bid process (i.e. 11:00 AM to 13:00 PM), the quantity allocation shall be given to bidders on and above reserve price. The first preference is given to the highest bid price (H1). If the highest bid price is for part quantity, then for allocation of balance quantity, H2 bidder will be negotiated to match the price offered by H1 bidder. If H2 bidder does not match the price offered by H1 then negotiation will be held with H3 bidder to match the rate of H1 bidder and so on till the balance quantity gets exhausted. All the above is subjected to acceptance of quoted H1 price by NRL. If the quoted price is not acceptable to NRL, the entire quantity may be allocated to repeat e-auction for all customers.
- b. Bidders may be allocated any quantity, less than his bid quantity depending upon the allocation methodology and such allocated quantity will be binding on the bidders.
- c. If two or more bidders bids for the same price, then preference shall be given to the bidder quoting for higher quantity.
- d. If two or more bidders bids for the same price and quantity, then preference shall be given to the bidder quoting first.

Annexure - I

The **details of sale of RAW PETROLEUM COKE (RPC) by Numaligarh Refinery Limited** and the Auction Start Time & Close Time is as follows:

DATE & TIME OF AUCTION					Auction Date : 17.05.2022 Online Forward Auction Time : 17.05.2022 (from 11:00 AM to 13:00 PM). (Unlimited Auto Extension) Auction website : http://auctions.indiaengineering.com																																						
Item					Start Price/ MT (₹)	Bid Increment in	EMD in INR per MT	Bid Time																																			
<table border="1"><thead><tr><th>Sl. No.</th><th>Characteristic</th><th>Units</th><th>Test methods</th><th>Results</th></tr></thead><tbody><tr><td>1</td><td>Moisture</td><td>% wt</td><td>IS 1448 P:132</td><td>2.41</td></tr><tr><td>2</td><td>Ash</td><td>% by mass</td><td>IS 1448 P:126</td><td>0.15</td></tr><tr><td>3</td><td>Volatile Matter</td><td>%</td><td>IS 1448 P:134</td><td>11.9</td></tr><tr><td>4</td><td>Fixed Carbon</td><td>% wt</td><td>IS 8502</td><td>85.5</td></tr><tr><td>5</td><td>Sulphur</td><td>% wt</td><td>XRF</td><td>0.93</td></tr><tr><td>6</td><td>Bulk Density</td><td>gm/cc</td><td>In house developed</td><td>0.750</td></tr></tbody></table> Please note that results are typical and not guaranteed.					Sl. No.	Characteristic	Units	Test methods	Results	1	Moisture	% wt	IS 1448 P:132	2.41	2	Ash	% by mass	IS 1448 P:126	0.15	3	Volatile Matter	%	IS 1448 P:134	11.9	4	Fixed Carbon	% wt	IS 8502	85.5	5	Sulphur	% wt	XRF	0.93	6	Bulk Density	gm/cc	In house developed	0.750	Shall be displayed during auction	10.00 or its multiple	Rs. 800	11:00 AM to 13:00 for auction dtd. 17.05.2022.
Sl. No.	Characteristic	Units	Test methods	Results																																							
1	Moisture	% wt	IS 1448 P:132	2.41																																							
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6	Bulk Density	gm/cc	In house developed	0.750																																							

Annexure- II

Process Compliance Form

(The bidders are required to print this on their company's letter head and sign, stamp before faxing/ mailing of scanned copy)

M/s. Synise Technologies Ltd.
Plot No – A8 ; Shivtirth Nagar
Kothrud, Pune – 411038, Maharashtra, India

Sub: Agreement to the Process related Terms and Conditions for the Forward Auction

Dear Sir,

This has reference to the Terms & Conditions for the Forward Auction mentioned in the e-auction document for **sale of RAW PETROLEUM COKE by Numaligarh Refinery Limited.** This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Terms and the Business rules governing the Forward Auction as mentioned in Tender of NRL as well as this document and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the auction tool and have understood the functionality of the same thoroughly.
- 4) We confirm that NRL and STL shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-auction platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the auction event.
- 5) We also confirm that we will fax the price confirmation of our quoted price as per **Annexure III** within 24 hour of the completion of the forward auction and the format as requested by NRL/ STL.
- 6) We also confirm that we will fax the Declaration to the effect that quantity bid does not exceed our annual installed capacity (**Annexure IV**) within 24 hour of the completion of the forward auction.
- 7) We, hereby confirm that we will honor the Bids placed by us during the auction process.

With regards

Signature with company seal

Name –

Company / Organization –

Designation within Company / Organization –

Address of Company / Organization –

Date :

Scan and email this document to swaruph@synise.com

Annexure III

Price Confirmation

(To be submitted within 24 hour of the completion of the forward auction)

To,

M/s. Synise Technologies Ltd.
Plot No – A8 ; Shivrith Nagar
Kothrud, Pune – 411038, Maharashtra, India

Sub: Final price quoted during forward auction and confirmation of price offered by us for sale of RPC

Ref :

Sale of RAW PETROLEUM COKE by Numaligarh Refinery Limited

Auction No :

Forward Auction date – _____

Dear Sir,

We confirm that we have quoted

In figure - Rs. _____

In words - Rs. _____

(Price quoted as Total Price)

as our final lump sum price during the Forward Auction conducted on Dt. _____ for Quantity _____ MT.

Thanking you and looking forward to the confirmation from NRL.

Yours sincerely,

For _____

Signature of Buyer with company seal

Name –

Company / Organization –

Designation within Company / Organization –

Address of Company / Organization –

Date :

Annexure IV

Declaration by the bidder to the effect that quantity bidded does not exceed their annual installed capacity

(To be submitted within 24 hour of the completion of the forward auction)

Ref :

Sale of RAW PETROLEUM COKE by Numaligarh Refinery Limited

Auction No :

Forward Auction date – _____

I/ We _____ hereby declare that the quantity bidded by us in the e-auction held on _____ (Date), does not exceed the installed annual capacity of our plant subject to the condition that if we have uplifted any quantity earlier in the calendar year, the same was netted off from the "Annual Installed Capacity".

Signature of Buyer with company seal

Name –

Company / Organization –

Designation within Company / Organization –

Address of Company / Organization –

Date :

Annexure V

Declaration by successful bidder for carrying out obligations as per terms & conditions prescribed in the e-auctions

(To be submitted to auctioneer (STL) immediately after receipt of Sale Intimation Letter)

Ref :

Sale of RAW PETROLEUM COKE by Numaligarh Refinery Limited

Auction No :

Forward Auction date – _____

I/ We _____ hereby declare that I/ We have purchased the Lot No./Qty(in MT) _____ located at Numaligarh Refinery Ltd, Numaligarh (location of material) for Rs. _____ (Rupees _____) in the e-auction held on _____ (Date). I/ We agree to complete the transaction of purchase in terms and conditions prescribed for the e-auction within the respective periods stipulated therein for carrying out our obligations.

Signature of Buyer with company seal

Name –

Company / Organization –

Designation within Company / Organization –

Address of Company / Organization –

Date :

CONTACT INFORMATION

Synise Technologies Ltd	Numaligarh Refinery Limited
Synise Technologies Ltd Plot No – A8; Shivtirth Nagar ; Kothrud ; Pune. Mr. Swarup Hait – Mobile: 08308810330 ; Landline : 020-30277531 Fax no.: 020-30277555 e-mail: swaruph@synise.com	Numaligarh Refinery Limited PO - Numaligarh Refinery Project Dist.: Golaghat, Assam, India PIN- 785699 Officer's Name 1. Nimik Riba, DGM (NRMT) Numaligarh Refinery Limited PO: NRP, Dist.: Golaghat, Assam, India PIN- 785699 P & T: 9435152007 ; Intercom: 2406 e-mail: nimik.riba@nrl.co.in 2. Mr. Chandan Baruah, SM (NRMT) Numaligarh Refinery Limited PO: NRP, Dist.: Golaghat, Assam, India PIN- 785699 M : 9435153687 ; Intercom: 2432 e-mail: chandan.baruah@nrl.co.in 3. Rajiv Changkakoti, CM (Marketing) Numaligarh Refinery Limite Nedfi House, 4th floor, G.S. Road, Ganeshguri, Huwahati – 06. M: 6001581367 rajiv.changkakoti@nrl.co.in 4. Mr Pankaj Kr Saikia Email : pankaj.saikia@nrl.co.in Intercom:3635 Ph. Nos. : 03776265562. Fax No. : 03776265514.