



**NUMALIGARH REFINERY LIMITED**

**NUMALIGARH REFINERY TO DABIDUBI VILLAGE CROSS COUNTRY PIPELINE PROJECT**

**BIDDING DOCUMENT  
FOR  
PIPELINE LAYING WORKS**

**ENQUIRY DOCUMENT – TENDER**

**(Tender No: OC10000464/PKD)**

**(File No. 61000292021)**

**COMMERCIAL SECTION**

**Prepared by:**



Energising Quality

**PREPARED AND ISSUED BY**

**VCS QUALITY SERVICES PVT. LTD.  
Noida, India**



## **MASTER INDEX**

**NAME OF WORK : PIPELINE LAYING FOR NUMALIGARH REFINERY TO  
DABIDUBI VILLAGE CROSS COUNTRY PIPELINE PROJECT  
BIDDING DOCUMENT NO. : OC10000464/PKD**

### **PART – I: COMMERCIAL SECTION**

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**NOTICE INVITING TENDER (NIT)  
FOR  
PIPELINE LAYING FOR NUMALIGARH REFINERY TO DABIDUBI  
VILLAGE CROSS COUNTRY PIPELINE PROJECT  
M/s NUMALIGARH REFINERY LIMITED  
BIDDING DOC. NO.: OC10000464/PKD)  
(DOMESTIC COMPETITIVE BIDDING)**

**1.0 INTRODUCTION**

- 1.1** Numaligarh Refinery Limited, (NRL), a Central Government Public Sector Undertaking and a subsidiary of Oil India Limited. NRL operates a 3.0 MMTPA Refinery at Numaligarh in the District of Golaghat, Assam since the year 2000. NRL is now executing a major expansion project of capacity augmentation from present 3.0 MMTPA to 9.0 MMTPA. For decongestion of LPG, propylene and POL products in the existing set up in the refinery site, NRL proposes to construct a new LPG and propylene facility during refinery expansion at Dabidubi, Tehsil- Khumtai Revenue Circle, District-Golaghat, by transporting product from NRL refinery by pipeline. Transportation of the above products from the refinery shall be through underground pipelines.

Under this project, NRL proposes for laying and installation 8" dia. LPG pipeline (300#) X 13.194 KM approximately in common trench, from Numaligarh refinery to Dabidubi Plant.

VCS Quality Services Pvt. Ltd. (VCS) has been appointed as an EPMC by the Client for the project "Numaligarh Refinery to Dabidubi Village Cross Country Pipeline Project".

**2.0 SCOPE OF WORKS**

The scope of work shall consist of activities like, supply as required, procurement, and installation of new 8" LPG x 13.194 KM (approximately), and laying of OFC between dispatch station at Numaligarh refinery premises to receiving station at Dabidubi LPG facility.

The pipeline laying scope has been kept from insulating joint of dispatch terminal (Numaligarh Refinery) to insulating joint at receipt terminal (Dabidubi). Supply & installation of insulating joints shall be in Pipeline laying Contactor scope.

**For detailed scope, refer Technical Volumes of tender document.**

This document shall be read in conjunction with list of attachments, schedule of Rates (SOR), specifications, standards, drawings and other documents forming a part of the Tender document.

**3.0 COMPLETION PERIOD:**

- 3.1** Mechanical Completion and making the system ready for Pre-commissioning within 8 Months from the date of issue of Letter of Acceptance plus 01 Month for assistance for Pre-Commissioning and Commissioning.

#### 4.0 SALIENT DETAILS:

|    |                                                                                                                         |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----|-------------------------------------------------------------------------------------------------------------------------|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a) | Bidding Document & subsequent Amendment (if any) available on the Website for viewing & downloading, <b>and its fee</b> | : | The complete Bidding Document can be viewed and downloaded from CPP Portal having URL <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> )<br>Tender details are also available in NRLwebsite <a href="https://www.nrl.co.in/">https://www.nrl.co.in/</a><br><b>Cost of Bidding Document: NIL</b>                                                                                                                                       |
| b) | Bidding Document available on Website                                                                                   | : | From 05.04.2021 to 02.05.2022                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| c) | Last date of Receipt of Bidder's Queries                                                                                | : | On 11.04.2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| d) | Date of Pre-Bid Meeting                                                                                                 | : | at 1030 Hrs. (IST) on 14.04.2022 (*) through online video conferencing (VC) at the following link:<br><br>Join on your computer or mobile app Google Meet joining info: Video call link: <a href="https://meet.google.com/qdi-tfyj-ejm">https://meet.google.com/qdi-tfyj-ejm</a><br><br>Or dial: (US) +1 929-266-1914 PIN: 718 204 106#<br>More phone numbers: <a href="https://tel.meet/qdi-tfyj-ejm?pin=7190699300553">https://tel.meet/qdi-tfyj-ejm?pin=7190699300553</a> |
| e) | Last Date and time of Online submission of Bids (Bid Due Date) and Mode of Bid Submission                               | : | Up to 1100 Hrs. (IST) on 02.05.2022<br><b>Online submission (e-Bids)</b> through CPP-Portal<br><b>Bid submitted through any other mode shall not be acceptable.</b>                                                                                                                                                                                                                                                                                                          |
| f) | Online Opening of Techno-commercial Un-priced Bid                                                                       | : | 1100 Hrs. (IST) on 03.05.2022 (*)                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| g) | Bid Validity                                                                                                            | : | Bid shall be valid for <b>04 Months from the Bid Due Date (BDD) (#)</b> .<br>(#) - Final BDD after extensions, if any.                                                                                                                                                                                                                                                                                                                                                       |
| h) | Earnest Money Deposit / Bid Security                                                                                    | : | All Bidders to submit duly signed and stamped "Declaration for Bid Security" as per format enclosed in as Appendix – C to IFB.                                                                                                                                                                                                                                                                                                                                               |
| i) | Date of Opening of Priced Bids                                                                                          | : | Date & time shall be intimated later                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| j) | Reverse Auction and Date of                                                                                             | : | Not Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

|    |                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----|----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | conducting Reverse Auction                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| k) | Contact details of dealing officer                             | : Head (C&P)<br>M/s VCS Quality Services Pvt. Ltd.<br>B-10, 2nd Floor, Bajaj Bhawan,<br>Sector – 3, Noida – 201301<br>Email: <a href="mailto:cp@vcsprojects.com">cp@vcsprojects.com</a> ,<br><a href="mailto:Manohar.joshi@vcsprojects.com">Manohar.joshi@vcsprojects.com</a> /<br><a href="mailto:ashwani.chandra@vcsprojects.com">ashwani.chandra@vcsprojects.com</a> /<br><a href="mailto:pranab.b@vcsprojects.com">pranab.b@vcsprojects.com</a><br>Cell: +91 8447121518/ 9205366772 |
| l) | Communication address for submission of documents, in hardcopy | : Head (C&P)<br>M/s VCS Quality Services Pvt. Ltd.<br>B-10, 2nd Floor, Bajaj Bhawan,<br>Sector – 3, Noida – 201301<br>Cell: +91 8447121518/ 9205366772                                                                                                                                                                                                                                                                                                                                  |
| m) | Site Visit                                                     | Date: 12.04.2022<br><br>Contact Details:<br>: Contact person: Pradip Kumar Haloi<br>Email id : <a href="mailto:pradip.k.haloi@nrl.co.in">pradip.k.haloi@nrl.co.in</a><br>Phone : 9435152189                                                                                                                                                                                                                                                                                             |

**4.1** \*If the dates indicated at Sl. No. 4.0 (d) & (f) happens to be a declared holiday in VCS/NRL, the next working day shall be considered.

**4.2** The complete Bidding Document is available on Central Public Procurement Portal (CPPP) website: <http://eprocure.gov.in/eprocure>. The link of the same is also available on NRL website: <https://www.nrl.co.in/>. Bidders can view / download the document from any one of the websites mentioned above.

**4.3** All amendments, time extensions, clarifications, etc. will be uploaded in the websites only and will not be published in Newspapers. The Bidders should regularly visit the above website(s) to keep themselves updated and submit their Bids based on the latest information/instructions hosted in the above CPP Portal.

**4.4** Request for extension or any queries received from any bidder within less than four working days prior to bid due date shall generally be ignored, since there will not be adequate time for communication with Client and other Bidders.

**4.5** Consortium / JV bids are not allowed in this tender. Any provision regarding to Consortium/JV elsewhere in tender document may be treated as 'Not Applicable'.

## **5.0 BIDDER QUALIFICATION CRITERIA (BQC):**

### **5.1 Experience Criteria (Technical):**

The bidder should have successfully executed /completed at least one single contract in last 10 (Ten) years ending last date of month previous to one in which bids are invited, involving laying, installation and testing of buried cross-country onshore hydrocarbon steel Pipeline of diameter 6-inch or above and minimum pipeline length of 10km in a single stretch.

Petroleum fluid/ hydrocarbon pipeline/Water pipeline laid within a plant / Terminal / Refinery premises will not be considered for BQC technical criteria.

**Notes:**

- a. A Job executed by a Bidder for its own plant/ project cannot be considered as experience for the purpose of meeting BQC of this Tender Document. However, jobs executed for Subsidiary/Fellow subsidiary / Holding company will be considered as experience for the purpose of meeting BQC subject to submission of tax paid invoice (s) duly certified by Statutory Auditor of the Bidder towards payments of statutory tax in support of the job executed for Subsidiary/Fellow subsidiary/ Holding company. Such Bidders to submit these documents in addition to the documents specified to meet BQC.
- b. A job completed by a Bidder as a Sub-Contractor shall be considered for the purpose of meeting the experience criteria of BQC, provided the appointment of Sub-Contractor was authorized by End User/Owner and subject to submission of documents in support of meeting the "Bidder's Qualification Criteria".
- c. Consortium bids are not acceptable.

**5.2 FINANCIAL CRITERIA****5.2.1 ANNUAL TURNOVER**

The minimum average annual turnover during three preceding financial years of the bidder as per the audited annual financial results shall be **INR 280.32 Lakhs**.

**5.2.2 NET WORTH**

The financial net-worth of the Bidder as per the immediate proceeding year's audited annual financial results shall be **positive**.

**5.2.3 WORKING CAPITAL**

Working Capital of Bidder as per the immediate preceding year's audited annual financial results should be at least **INR 93.44 Lakhs**.

If the working capital of Bidder is inadequate, the bidder should furnish a letter for unutilized line of credit (as per **Annexure-B of IFB**) from any Scheduled Commercial Bank in India having net worth not less than INR 100 Crore, confirming the availability of the fund based unutilized line of credit for the respective amount specified above, irrespective of overall position of the working capital.

The "Line of Credit", shall be for the total value of Working Capital as per the requirement indicated under BQC.

**Example:**

If the bidder intends to qualify, the bidder may meet the required working capital of **INR 93.44 Lakhs** in two ways i.e.

- (a) either by the value of working capital calculated as Current Asset minus Current Liability specified in Balance sheet for immediate preceding years Audited Financial Statement.

OR

- (b) Submitting a LOC (Line of Credit) of value **INR 93.44 Lakhs**.

The letter shall provide the status of fund based line of credit as on any date between the date of enquiry and bid due date. In case of non-submission of required letter from bank in the Bid, Bidder shall not be given another opportunity to submit the letter even if techno-commercial clarifications are being sought from the Bidders and this may become a cause of disqualification.

If the bank letter submitted in the bid is carrying certain shortcomings, then the bidder shall be asked to clarify or make simple corrections in the language of the bank letter only if techno-commercial clarifications on other issues are being sought from the bidders. In case of such clarifications/ corrections, the same shall be submitted as a supplementary letter from the bank.

However, the following changes shall not be allowed in the bank's letter:

- The amounts given in the letter submitted along with the bid, shall not be permitted to be altered by any subsequent letter from the same bank or any other bank.
- Replacement of the letter by another letter from the same or different bank.

The LOC for working capital shall be from a single bank only. However, banking syndicate shall be allowed wherein a group of banks can jointly underwrite and jointly lend money to the bidder. In case of Banking syndicate also declaration letter for meeting working capital shall be from a single bank only, on behalf of banking syndicate.

In case a bidder submits letters from multiple banks, the highest working capital amongst all the bank shall only be considered for BQC evaluation.

## 5.2.4 CALCULATION OF NET WORTH, WORKING CAPITAL AND TURNOVER

**a) Net worth calculation:** Net worth means paid up share capital, Share Application Money pending allotment\* and reserves# less accumulated losses and deferred expenditure to the extent not written off. Net worth shall be calculated using the following formula:

# Reserves to be considered for the purpose of net worth shall be all reserves created out of the profits and securities premium account but shall not include reserves created out of revaluation of assets, write back of depreciation and amalgamation.

\*Share Application Money pending allotment will be considered only in respect of share to be allotted.

| Description                                                          | Values <in Currency> | Reference (Page no., Clause etc.) |
|----------------------------------------------------------------------|----------------------|-----------------------------------|
| Paid up Share capital (A)                                            |                      |                                   |
| Add: Share Application Money pending allotment (B)                   |                      |                                   |
| Add: Reserves (As defined above) (C)                                 |                      |                                   |
| Less: Accumulated Losses (D)                                         |                      |                                   |
| Less: Deferred Revenue Expenditure to the extent not written off (E) |                      |                                   |
| <b>Net Worth (A+B+C-D-E)</b>                                         |                      |                                   |

**b) Working Capital calculation:** Working Capital shall be Current Assets minus the Current Liabilities.

**c) Turnover (for the Financial Statement pertaining to post GST regime):** Turnover shall be calculated excluding GST and other Incomes.

[**Note:** If the financial Statements is prior to implementation of GST, and the Excise Duty is shown extra in the Financial Statement, the Turnover shall be inclusive of Excise Duty but excluding other income]

5.2.5 Financial years/ previous period as above shall be reckoned from the final due date of submission of bids.

### **5.3 EQUIPMENT DEPLOYMENT CRITERIA:**

5.3.1 Bidder shall meet the Key construction equipment requirement as per the list included in the **Annexure VIII to SCC** of bidding document.

### **5.4 DOCUMENTS AND DATA REQUIRED WITH BID**

5.4.1 Documents/Documentary Evidence required to be provided (upload in e- portal of NRL) by participating bidder along with the un-priced bid to qualify/ meet the requirements of BEC.

5.4.2 **Documents towards Experience Criteria:**

| <b>BEC Clause no.</b>  | <b>Description</b>                                                | <b>Documents required for qualification</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------|-------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A</b>               | <b>Documents Required-Technical Criteria</b>                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.1                    | Experience                                                        | <p>(a) Detailed work order along with Schedule of Rates.</p> <p>(b) Completion certificate issued by end user/ Owner (or their consultant who has been duly authorized by owner to issue such certificate) OR Pre-Commissioning/Commissioning certificate (issued by the end user/owner/authorized consultant) for meeting the stipulated experience criteria provided that the asset for which the said execution certificate has been issued is ready for commissioning use.</p> <p><b>Note:</b> The completion certificates / execution certificate shall have details like work order no., date, brief scope of work, completion date, etc.</p> |
| <b>Note to 5.1 (a)</b> | Jobs executed for Subsidiary / Fellow subsidiary/ Holding company | Tax paid invoice(s) duly certified by Statutory Auditor of the bidder towards payments of statutory tax in support of the job executed for Subsidiary / Fellow subsidiary /Holding company.                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

|                        |                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Note to 5.1 (b)</b> | Jobs executed by approved Sub-Contractor | <p>(a) Documentary evidence/Certificate by the end-User/Owner/PMC, with regards to approval of Bidder/ engaging Bidder/ execution by the Bidder as a Sub-Contractor to the Main Contractor.</p> <p>(b) Detailed work order along with Schedule of Rates issued by main-contractor.</p> <p>(c) Completion certificate issued by Main-contractor</p> <p>(d) Completion Certificate issued by end user / Owner/PMC only after completion of work in all aspect.</p> |
|------------------------|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### 5.4.3 Documents towards Financial BQC:

Bidder shall submit the following documents to substantiate the Financial BQC

- (i) Complete Audited Financial Statement (which includes 'Balance Sheet' and 'Profit & Loss Account' along-with all schedules, Notes referred to therein and the Auditor's report) audited and issued till the final bid due date (including extended bid due date, if any).

#### **Notes towards Financial Documentation:**

- a) **Financial Statements of Latest Years:** In case the tenders having the due date for submission of bid up to 31<sup>st</sup> December\* of the relevant financial year, and audited financial results of the immediate 3 preceding financial years are not available, the bidder has an option to submit the audited financial results of the 3 years immediately prior to that.

Wherever the closing date of the bid is after 31<sup>st</sup> December\* of the relevant financial year, bidder has to compulsorily submit the audited financial results for the immediate 3 preceding financial years. However, in case bidder is meeting the Annual Turnover criteria of BEC based on Audited Financial Statement of any one of the preceding 3 financial years, the same shall suffice and bidders may submit prescribed format.

For meeting the Financial Criteria, Bidders shall be required to submit the audited Annual Reports / Financial Statements of the Company as per provision of bidding document, audited and issued till the final bid due date (including extended bid due date).

\*The period of 31<sup>st</sup> December will be as amended from time to time by government.

- b) **Bidder shall submit Standalone Financial Statements. However, Consolidated Audited Financial Statements are acceptable in the following situations:**

- (i) **Bidder is a Parent/Holding Company:** Where only consolidated Audited Financial Statements are prepared and audited, which includes the financial details of their wholly owned subsidiaries etc., consolidated audited financial statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the Bidder, certifying that standalone Financial Statements of Bidder (without the financial data of subsidiaries, etc.) is not separately prepared and audited.

- (ii) **Bidder is a Subsidiary Company:** In case a Bidder is a Subsidiary

Company and separate Financial Statements of the Bidder is not prepared & audited, but only a consolidated audited Financial Statements of their Parent Company/Holding Company are available, consolidated audited Financial Statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the Parent/Holding company (whose Audited Financial Statements are submitted for qualification) certifying in their letter head that Financial Statements of Bidder are not separately prepared and audited.

**5.4.4 Documents towards Equipment Deployment Criteria:** Documents as specified in **Annexure- VIII to SCC** (Minimum Key Construction Equipment Required).

**5.5 Bidder should have minimum prescribed domestic value addition requirement in line with the Domestically Manufactured Iron & Steel Policy (DMI&SP) for the Iron & Steel products involved in execution of the contract. Bidder shall submit affidavit from the domestic manufacturers of such Iron & Steel products as per the Form-1 (also enclosed as ANNEXURE – 4A to ITB) enclosed with the policy document (Refer Clause No 35 of ITB).**

A bidder who is not a manufacturer of Iron & Steel products and is unable to submit the affidavit from domestic manufacturers at bidding stage, such bidder can submit the affidavit issued by domestic manufacturers after placement of order. In this case bidder along with his bid shall submit an undertaking as per attached as Annexure-C to this IFB.

If a bidder does not submit above affidavit/ undertaking as per format, the offer of bidder shall be rejected.

**5.6 Unique Document Identification Number (UDIN): Bidder shall ensure that the certificate/reports issued/attested by practicing Chartered Accountant (CA)/Statutory Auditor in India shall contain**

**Unique Document Identification Number (UDIN) of the CA, without which these Certificates/ reports shall not be considered for evaluation.**

However, this requirement of including UDIN shall not be applicable for certificate / reports issued/attested by a CA practicing in foreign country.

**5.7 Authentication of BQC documents [together with documents against MSE, if applicable]:**

- a) It is Bidder's prime responsibility to submit genuine and authentic documents. No amount of checking or verification by NRL/VCS shall absolve Bidder from his responsibility.
- b) Bidder shall submit documents in support of meeting the Bidder Qualification Criteria [together with documents against MSE, if applicable], meeting the authentication process as under:
  - i. By CEO / CFO / Company Secretary (CS) or any member of the Board of Directors in case of Limited Companies (Private / Public Limited);  
CEO/ CFO/ Company Secretary or any member of the Board of Directors in case of a limited company can either sign all the pages of the documents or submit a certificate signed by them [as per Format-A of IFB], listing out all the BQC documents submitted in the Bid along with basic details, duly referenced.

Or

By the Proprietor / any two Partners and also Notarized by Public Notary on all pages of the documents in case of Proprietorship / Partnership firms.

And

- ii. In addition to above, Bidder shall furnish an undertaking in the format enclosed herewith **[as per Format-B of IFB]**, from the same authority (authorities) who had signed and authenticated the documents. Such undertaking shall also be notarized by Notary Public in case of Proprietorship / Partnership firm.
- c) Requirement of certification/authentication as stated above shall not be applicable to published audited annual financial statements in English, if original booklets are submitted.
- d) Bidder shall upload the authenticated copies of documents duly digitally signed, on the e-procurement website. Hence submission of physical document is not required.
- e) NRL/VCS shall carryout cross verification of the qualified bidder's credentials submitted in the bid and considered by NRL/VCS for meeting the BQC-Experience Criteria (Technical) from the document issuing authority. It shall be responsibility of the bidder to assist NRL/VCS in carrying out this exercise. NRL/VCS shall also reserve the right to communicate directly with certificate issuing authority and / or carrying out a visit to the office / works of the certificate issuing authority. Bidder shall provide complete assistance towards the same. The work shall not be awarded until the case cross verification has completed.

It shall, therefore, be responsibility of the bidder/ contractor to get their BQC documents considered for qualification successfully verified as above.

Accordingly, bidder shall ensure that they submit those executed works meeting the qualification criteria for which they can arrange such verification.

Failure of cross verification shall entitle NRL/VCS to reject the bid.

## **6.0 GENERAL**

- 6.1 Owner/VCS reserves the right to evaluate the Bids using in-house information.
- 6.2 Owner/VCS reserves the right to verify the credentials of the documents submitted by bidders towards the BQC.
- 6.3 Bidder should not be under liquidation, court receivership or similar proceedings.
- 6.4 Bidders should have valid PF, GST Registration and PAN.
- 6.5 An undertaking shall be obtained from the bidder that they are not on Holiday/ Negative/ Suspension/ Banning List of or Black Listed by any other Central Govt. Dept./ Central Public Sector on due date of submission of Bid. However, this shall be for information only and shall not be a rejection criteria.
- 6.6 If any bidder/ an agency is placed on Holiday/ Negative/ Suspension/ Banning List of or Black Listed by the EPCM/PMC Consultant for the job/ NRL, they will not considered for evaluation, at any stage prior to placement of order.
- 6.7 If any bidder is qualified based on the credential of his parent/ associate/ affiliate etc. and the parent/ associate/ affiliate is under the Holiday/ Negative/ Suspension/ Banning List of or Black Listed by NRL/VCS, the offer from the bidder shall also not be considered for evaluation, at any stage prior to placement of order. Further, any wrong declaration in respect of holiday listing shall render the vendor liable for action under the holiday listing policy of NRL and VCS.
- 6.8 NRL / VCS shall not be responsible or liable for cost incurred in preparation,

submission & delivery of Bids, site visit, participating in the discussion and other expenses incurred during the Bidding process, regardless of the conduct or outcome of the Bidding process.

- 6.9 In case, any Bidder is found to be involved in cartel formation, their Bid shall not be considered for evaluation/placement of order. Such Bidder shall be put on Holiday / blacklisted / debarred from Bidding in future for NRL / VCS.
- 6.10 Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their Bid.
- 6.11 NRL / VCS reserves the right to reject any/or all the Bids received or annul the Bidding process at any time at their sole discretion without assigning any reason thereof.
- 6.12 Unsolicited clarifications to the offer and/ or change in the prices during the validity period would render the bid liable for rejection.
- 6.13 For detailed specifications, terms and conditions and other details, refer complete Bidding Document.
- 6.14 Class I and Class II bidders are eligible to quote for this tender. Purchase preference against PPLC policy shall be applicable for Class I bidders only.
- 6.15 Purchase preference for MSE bidders shall not be applicable for this tender.
- 6.16 PROVISION FOR PROCUREMENT FROM BIDDERS FROM COUNTRY (IES) SHARING LAND BORDER WITH INDIA: Bidder shall confirm compliance as per provisions of Instructions to Bidders (ITB).
- 6.17 BQC relaxation to start ups and MSE bidders shall not be applicable.
- 6.18 Owner / VCS reserve the right to complete evaluation of the bidder as per the details furnished by bidder without seeking any additional information / document.
- 6.19 For terms and conditions and other details/Specifications, refer complete Bidding document and subsequent Amendment(s), if any.
- 6.20 Clarification, if any, can be obtained from

Head (C&P)

M/s VCS Quality Services Pvt. Ltd.

B10, 2<sup>nd</sup> Floor, Bajaj Bhawan,

Sector 3, Noida, UP- 201301

Telephone No. +91-8447121518 / 9205366772

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[Manohar.joshi@vcsprojects.com](mailto:Manohar.joshi@vcsprojects.com) /

[ashwani.chandra@vcsprojects.com](mailto:ashwani.chandra@vcsprojects.com)

FORMAT-A

**CERTIFICATE FROM CEO/ CFO/ COMPANY SECRETARY (CS) OR ANY  
MEMBER OF THE BOARD OF DIRECTORS**  
**(ON BIDDER'S LETTER HEAD)s**

I, \_\_\_\_\_ **<Insert name of signatory of this certificate>**, S/o /  
D/o / W/o \_\_\_\_\_, resident of **<Insert full address>**, do  
hereby solemnly affirm and state as under:

1. That I am the \_\_\_\_\_ **<insert Any one out of CEO/CFO/CS OR Any  
"member of the Board Of Directors">** of M/s \_\_\_\_\_ **<Insert name of  
Bidder>**, a Company having its registered office at \_\_\_\_\_ **<Insert  
full address>**, PIN \_\_\_\_\_,
2. That the document(s) submitted, as mentioned hereunder, by the  
Company along with the Bid towards Bidding Doc. No.: \_\_\_\_\_  
**<insert the Bidding  
Document no.>** for \_\_\_\_\_ **<insert the name of  
the Work>** has / have been submitted under my knowledge.

| S.N. | Document Ref. no. &<br>date | Document subject | Issuing Authority |
|------|-----------------------------|------------------|-------------------|
| a)   |                             |                  |                   |
| b)   |                             |                  |                   |
| c)   |                             |                  |                   |
| d)   |                             |                  |                   |

3. **That the document(s) are authentic, genuine, copies of their  
originals and have been issued by the issuing authority mentioned  
above and no part of the document(s) is false, forged or fabricated.**
4. That no part of this declaration is false and that this declaration in respect  
of genuineness of the documents has been made having full knowledge of  
(i) The provisions of the Indian Penal Code in respect of offences including,  
but not limited to those pertaining to criminal breach of trust, cheating and  
fraud and (ii) provisions of Bidding conditions which entitle VCS to initiate  
action in the event of such declaration turning out to be a  
misrepresentation or false representation.
5. I, \_\_\_\_\_, do hereby verify that the factual contents of  
this declaration are true and correct. No part of it is false and nothing  
material has been concealed there from.

**(SIGNATURE)**

**NAME:** \_\_\_\_\_

**(COMPANY SEAL)**

**UNDERTAKING**

**(ON BIDDER'S LETTER HEAD BY CEO/ CFO/ Company Secretary (CS)  
OR  
Any member of the Board of Directors OR Proprietor OR Partners)**

I, \_\_\_\_\_ **<Insert name of signatory of this Undertaking>**,  
S/o / D/o / W/o of \_\_\_\_\_, working as \_\_\_\_\_ **<insert CEO/  
CFO/ CS or any "member of the Board of Directors" in case of a limited  
company or Proprietor for Proprietorship Company / any two partners in  
case of Partnership firms, as applicable>** of the  
Company/Proprietorship/Partnership firm **<insert name of the  
Company/Proprietorship/Partnership firm>** having its  
registered office at \_\_\_\_\_ **<insert  
complete address>**, certify that all the details including documents pertaining  
to BidderQualification Criteria signed \_\_\_\_\_ by the undersigned against  
the Bidding document \_\_\_\_ **<insert Bidding Document no.>** for Works **<insert  
name of Works>**, are true, authentic, genuine and exact copy of its original.

It is certified that none of the documents are false/forged or fabricated. All the documents has been submitted with full knowledge of (i) the provisions of the Indian laws in respect of offences including, but not limited to those pertaining to criminal breach of trust, cheating and fraud (ii) provisions of Bidding conditions and iii) Suspension / Banning rules of Owner/ VCS, which entitle the Owner/VCS to initiate action in the event of such declaration turning out to be a misrepresentation or false representation.

I further certify that further documents, if any, required to be submitted by our company, shall be submitted under my knowledge and those documents shall also be true, authentic, genuine, exact copy of its original and shall not be false/forged or fabricated.

I also declare that in case, at a later date, any of the document submitted in our Bid referred to above is found to be false/forged or fabricated, I shall be held responsible for the same and VCS/Owner has every right to take action against me and my company, as deemed fit as per law of land and provisions of the Bidding Documents and VCS/Owner's right to put our company on Suspension / Banning list for future business with VCS/Owner.

Specimen Signature of authorized  
Representative

Signature

Name &

DesignationDate:

**Notarised by Notary Public** (applicable only in case of Proprietorship / Partnership firm)

(To be submitted on Letterhead of Company)

**DECLARATION FOR BID SECURITY/EARNEST MONEY DEPOSIT (EMD)**

To,  
M/s. Numaligarh Refinery Limited,

NAME OF WORK :

TENDER NO.:

Dear Sir,

After examining /reviewing provisions of above referred tender document (including all corrigendum/ Addenda), we M/s. ....(Name of Bidder) have submitted our offer/ bid no. ....

We M/s. .... (Name of Bidder) hereby understand that, according to your conditions, we are submitting this Declaration for Bid Security.

We understand that we will be put on black list /holiday/banning list (as per policies of M/s Numaligarh Refinery Limited / M/s VCS Quality Service Pvt Ltd. in this regards), if we are in breach of our obligation(s) as per following:

- a) Have withdrawn/ modified/amended, impair or derogates from the tender, my/our bid during the period of bid validity specified in the form of Bid: or
- b) Having been notified of the acceptance of our Bid by the M/s. Numaligarh Refinery Limited during the period of bid Validity:
  - i. Fail or refuse to execute the Contract, if required, or
  - ii. Fail or refuse to furnish the Contract performance Security, in accordance provisions of tender document.
  - iii. Fail or refuse to accept 'arithmetical corrections' as per provision of tender document.
- c) I have indulged in corrupt/ fraudulent/collusive/coercive practice as per procedure.

Place :

Date :

[Signature of Authorized Signatory of Bidder]

Name:

Designation:

Seal:

**Annexure –B to IFB (To be declared by the Bank on their Letter Head)**

**DECLARATION FROM BANK FOR AVAILABILITY OF UNUTILIZED LINE OF CREDIT**

Ref: \_\_\_\_\_

Date: \_\_\_\_\_

We \_\_\_\_\_ <Insert Name of Bank>, a Bank, having its registered office at \_\_\_\_\_ <Insert full address of the Bank with Country Name> and Branch at \_\_\_\_\_ <Insert full of Branch address with Country Name, in case different from registered office >, hereby confirm that the Company M/s \_\_\_\_\_ <Insert Company Name in favour of whom Declaration being issued>, having its registered office at \_\_\_\_\_ <Insert full address of Company with Country Name> and their working Office address at <Insert full working office address with Country Name, in case different from registered office >, is having Bank account with our Bank.

The credit limits of the company as on date \_\_\_\_\_ <Insert any date b/w the date of Enquiry and bid due date> are as follows:

| <b>Fund Based Line of Credit (towards Working Capital like CC Limit)</b> | <b>Amount in (Currency _____)</b>                |
|--------------------------------------------------------------------------|--------------------------------------------------|
| Sanctioned Line of Credit                                                |                                                  |
| Utilized Line of Credit                                                  |                                                  |
| Unutilized Line of Credit                                                | Value shall be any figure as per Clause No 5.2.3 |

The Bank further hereby declare [Bank to specify as applicable]:

- (a) that we are a Scheduled Commercial Bank in India having Net Worth more than **INR1000 Million** as per our latest audited financial statements.

Yours Faithfully,

Signature

Name:

Designation:

E-mail ID:

Mobile number:

Tel (with STD Code):

Seal:

**Annexure-C to IFB**

**POLICY FOR PROVIDING PREFERENCE TO DOMESTICALLY MANUFACTURED  
IRON & STEEL PRODUCTS IN GOVERNMENT PROCUREMENT**

**(TO BE SUBMITTED ON BIDDER'S LETTERHEAD)**

**UNDERTAKING**

This has reference to "Policy for providing Preference to Domestically Manufactured Iron & Steel Products in Government Procurement" issued by Ministry of Steel, Govt. of India, vide their notification "The Gazette of India, Extraordinary Part II no. 385 (E) dated 29.05.2019 including its amendments thereafter".

We confirm that we will obtain Affidavit of Self Certification of Domestic value addition in Iron & Steel Products from manufacturer and submit to Owner/VCS before execution of works related to iron and steel products required under the enquiry document.

Sign & Stamp of bidder

**PROFORMA FOR ACKNOWLEDGEMENT LETTER**

**E-MAIL # :** [ashwani.chandra@vcsprojects.com](mailto:ashwani.chandra@vcsprojects.com) [manohar.joshi@vcsprojects.com](mailto:manohar.joshi@vcsprojects.com);  
(PLEASE E-MAIL TO VCS WITHIN THREE DAYS ON RECEIPT OF BIDDING DOCUMENT)

**M/s VCS Quality Services Pvt. Ltd.**  
**B-10, 2nd Floor, Bajaj Bhawan,**  
**Sector – 3, Noida – 201301**  
**Cell: +91 8447121518/ 9205366772**

**Kind Attention :** Head (C&P)  
**Bidding Document No. :** OC10000464/PKD  
**Name of Work :** PIPELINE LAYING WORKS  
**Due Date :** 02.05.2022 up to 1100 Hrs. (IST)  
**Client :** NUMALIGARH REFINERY LIMITED (NRL)  
**Project :** NUMALIGARH REFINERY TO DABIDUBI  
VILLAGE CROSS COUNTRY PIPELINE PROJECT

Dear Sirs,

*We acknowledge with thanks receipt of your above cited Bidding Document along with enclosures. We undertake that the contents of the above Bidding Document shall be kept confidential including all the drawings, specifications and documents and the said documents shall be used only for the purpose, for which they are intended.*

*Further, our response is as under:- (Bidders to put a tick 'x', as applicable).*

1. We will submit the bid within due date.
2. We regret to submit our offer/quote because of the following reasons:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_

|  |
|--|
|  |
|  |

**Thanking you,**

**Name of Bidder :**  
**Contact Person :**  
**Contact Person Mobile No :**  
**Bidder's Address :**  
**Bidder's Phone No. :**  
**Bidder's Fax No. :**  
**Bidder's E-mail :**

**Very truly yours,**

(To be typed on bidder's letter head)  
**COVERING LETTER FOR SUBMISSION OF OFFERS**

From:

\_\_\_\_\_

\_\_\_\_\_

Our Ref: ..... dated .....

To,  
Head (C&P)  
M/s VCS Quality Services Pvt. Ltd.  
B-10, 2nd Floor, Bajaj Bhawan,  
Sector - 3, Noida - 201301

**SUBJECT : PIPELINE LAYING FOR NUMALIGARH REFINERY TO  
DABIDUBI VILLAGE CROSS COUNTRY PIPELINE PROJECT  
BIDDING DOCUMENT NO.: OC10000464/PKD**

**ATTN: Head (C&P)**

Dear Sir,

Please find herewith our offer in line with requirement of VCS Bidding Document. We confirm that:

1. We have downloaded the full document from the website.
2. Offer is in complete compliance with technical as well as commercial requirements of bidding document and there is no technical or commercial deviation in the offer.
3. We understand that any technical or commercial deviation in the offer shall render our offer liable for rejection.
4. Our offer shall remain valid for 04 (Four) months from the Bid Due Date.

We declare that the statement made and the information provided in our offer is true and correct in all respect. In case, it is found that the information/ documents provided by us are incorrect/ false, our application shall be rejected by VCS/VCS without any reference to us.

Thanking  
you,

Very Truly Yours,

(Signature of Authorised person)  
Full Name:  
Designation:  
Company Seal: