

**NUMALIGARH
REFINERY
LIMITED**



A GOVERNMENT OF INDIA UNDERTAKING

TENDER DOCUMENT

For

**Rate Contract for Supply of 500 MT of Diesel Lubricity
Additive (DLA) for dosing in BS-VI HSD
(PUR-OPRNS-1003349)**

(Tender No. OC05000237/DIG)

PART – I: UN-PRICED BID



**PREPARED & ISSUED BY
NUMALIGARH REFINERY LIMITED**

(A Govt. of India Enterprise)



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER

JOB NAME: Rate Contract for Supply of 500 MT of Diesel Lubricity Additive (DLA) for dosing in BS-VI HSD.

TENDER DETAILS

E – Tender Reference No : OC10000409
Col. No. : OC10000409
Tender Publish Date : 19-05-2022 at 5:00 PM
Officer Name : Diganta Bora; CM (COMMERCIAL)
E-Mail : diganta.bora@nrl.co.in
Phone : 9435703074

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.

The Tender Document is uploaded in Central Public Procurement Portal (e-procurement) – Govt of India. Bidders are requested log in to the portal for details. Any tender related information like Corrigendum / Extension of Bid Due Date etc. will be uploaded in the CPP Portal henceforth.

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:

Mr. Krishna Kanta Dutta;
SM (OM&S)
E-mail ID: krishna.k.dutta@nrl.co.in
Mobile No.: 9435152133

1. EVALUATION & ORDER AWARD:

- ❖ Evaluation will be done based on following formula:
 - Total cost of DLA chemical offered by bidder (in Rupees) = Total quantity of DLA chemical (500 MT) * Price quoted by bidder (in Rupees/ MT) * LF (Loading Factor)
 - Loading Factor (LF) for bidder = PPM Dosage arrived for the bidder for 420 Micron WSD/ PPM Dosage for the bidder with lowest dosage rate for 420 Micron WSD among the participating bidders. Loading factor will be rounded off four digits after decimal.

2. PRE-QUALIFICATION CRITERIA:

- a) The bidder should be either a manufacturer or dealer of DLA. Accordingly, the bidder should have either manufacturing / storage facilities of the product in India.
- b) Bidder must have experience of supplying DLA to one or more Refineries in India for similar uses within last 10 (ten) years to be reckoned from bid submission close date.

Bidder shall submit the following documents along with the offer in support of their claim, to meet the PQC:

- Trade name, Physical & chemical properties, shelf life and MSDS of the product to be supplied.
- For Bidder as manufacturer, shall submit the Evidence like Excise registration/ License, Factory license or certificate from local chamber of commerce or ISO certificate that clearly indicates that the bidder is a manufacturer of DLA.
- For Bidder as an authorized dealer, shall submit a certificate of authorized dealership from the manufacturer of DLA along with the detail of the manufacturing unit.
- Bidder should provide documentary evidence such as purchase order copy along with invoice copy in support of their claim for experience.
- Bidder is required to submit Certificate of Analysis mentioning results of all the properties considered in technical specification of DLA (As mentioned in clause no.4) from a reputed laboratory along with MSDS duly stamped and signed.

NRL reserves right to disqualify the bid in absence of sufficient supporting documents as asked above against the PQC.

Non fulfillment of all the above Pre-Qualifying Criteria (PQC) will lead to disqualification of bidder.

SPECIAL NOTE TO THE BIDDERS:

- a) Nil relaxation of Bid Qualification Criteria (Technical, Commercial and Financial) to MSE and Start-up vendors.
- b) 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.
- c) **Item performance is directly related to uninterrupted operation of plant and 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.**
- d) 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.
- e) **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.

3. 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.

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

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

5. **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	19-05-2022
2	Tender document download start date & time	19-05-2022 at 05:00 PM
3	Pre Bid Meeting date & time	Not Applicable
4	Tender document download end date & time	07-06-2022 at 11.00 AM
5	Bid Submission start date & time	19-05-2022 at 05:00 PM
6	Bid Submission end date & time	07-06-2022 at 11.00 AM
7	Bid opening date & time (Technical Bid)	08-06-2022 at 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
