



NUMALIGARH REFINERY LIMITED

NOTICE INVITING TENDER

Two parts ONLINE bid (E-tender) offers are requested from competent bidders for following work:

The Subject job involves working in Hazardous Environment. The job is to be carried out adhering to NRL HSE policy. Hence, there will be no relaxation pertaining to 'prior turnover' and 'prior experience / technical requirements' for MSE and 'Start Up' bidders in this tender. Pre-Qualifying Criteria (PQC) mentioned in this tender must be complied with by all participating bidders.

Bidders must select "YES/NO" from the dropdown list of the **Bidder Item Wise Evaluation Table** on the portal as per their quotation on the BOQ. Groupwise evaluation will be done based on the input (Yes/No) of the bidder to the system

Name of Work:	Service Contract for Operational Assistance and Up-keepment of ETP, SDU/WHFU/WAX OFFSITE, ASPU, CDU/VDU, New Operation Building & CCR Gardening, HCU/H2U, MSP, OM&S, DHDT & QC Laboratory, NRL																							
Tender No.:	OC26000123/SKD																							
Earnest Money Deposit:	EMD of various groups are tabulated below: <table><tr><th>Group / Department</th><th>EMD (Rs.)</th></tr><tr><td>GROUP-1: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF ASPU</td><td>9,75,000.00</td></tr><tr><td>GROUP-2: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF ETP</td><td>4,83,000.00</td></tr><tr><td>GROUP-3: UP-KEEPMENT & SAMPLE HANDLING CONTRACT FOR QUALITY CONTROL ACTIVITIES AT QC LABORATORY</td><td>4,05,000.00</td></tr><tr><td>GROUP-4: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF WAX</td><td>3,63,000.00</td></tr><tr><td>GROUP-5: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF HCU & H2U</td><td>2,91,000.00</td></tr><tr><td>GROUP-6: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF OMS</td><td>2,79,000.00</td></tr><tr><td>GROUP-7: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF DHDT</td><td>1,99,000.00</td></tr><tr><td>GROUP-8: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF MSP</td><td>1,87,000.00</td></tr><tr><td>GROUP-9: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF CDU/VDU</td><td>1,87,000.00</td></tr><tr><td>GROUP-10: UPKEEPMENT OF OPERATION BUILDING</td><td>79,000.00</td></tr></table> The EMD must be submitted online on the portal of HDFC bank (instructions at Annexure-XVII below) and its receipt must be uploaded along with offer. If the EMD is not received along with the offer, offer shall not be accepted. The following para is applicable for EMD value above Rs.5.00 lakhs i.e., for GROUP-1: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF ASPU only. Alternative mode of submission of EMD through BG executed by any Scheduled Bank in prescribed format, enclosed as Annexure-XXI below, shall also be accepted for EMD value above Rs.5 lakhs. Bank guarantee should be routed through SFMS platform. Bidder must upload copy of the said BG along with their un-priced bid and original BG must be submitted to NRL at the following address which must be received within 10 (Ten) days from the final bid submission date:-		Group / Department	EMD (Rs.)	GROUP-1: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF ASPU	9,75,000.00	GROUP-2: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF ETP	4,83,000.00	GROUP-3: UP-KEEPMENT & SAMPLE HANDLING CONTRACT FOR QUALITY CONTROL ACTIVITIES AT QC LABORATORY	4,05,000.00	GROUP-4: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF WAX	3,63,000.00	GROUP-5: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF HCU & H2U	2,91,000.00	GROUP-6: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF OMS	2,79,000.00	GROUP-7: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF DHDT	1,99,000.00	GROUP-8: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF MSP	1,87,000.00	GROUP-9: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF CDU/VDU	1,87,000.00	GROUP-10: UPKEEPMENT OF OPERATION BUILDING	79,000.00
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	<i>General Manager (Commercial), Numaligarh Refinery Limited, Pankagrath, PO: Numaligarh Refinery Project, Dist-Golaghat (Assam), India; PIN-785699</i> <i>If the copy of EMD BG is not uploaded along with the unpriced offer and original BG is not received within 10 days of final bid submission date, offer from the bidder shall not be considered for further processing.</i> <i>However, MSE bidders are exempted from submission of EMD. MSE bidders are required to upload valid MSE registration certificate (as explained in Annexure-X), instead of the EMD deposit receipt, with the bid. Start-ups, as recognized by Department for Promotion of Industry and Internal Trade (DPIIT) are also exempted from submission of EMD. Valid start-up certification in lieu of the EMD deposit receipt should be uploaded with the bid.</i> <i>If bidders are participating in more than one group, then only one EMD (highest EMD of their selected groups) is to be submitted.</i>
Contract Period:	The duration of contract will be initially for two years from the date of handing over of the required work front/site. There shall be a provision for extension of the contract for another one year depending on requirement of NRL subject to satisfactory performance by the contractor.
Date & Time of Pre-Bid Meeting / Venue / Contact persons:	Not Required.

PRE-QUALIFICATION CRITERIA:

- A. Past Experience** of having **successfully completed** similar works* during last 10 years ending last day of month previous to the one in which the original bid due date falls, should be either of the following:

	ONE similar work costing not less than <i>(In Lakh)</i>	OR, TWO similar works costing not less than <i>(In Lakh)</i>	OR, THREE similar works costing not less than <i>(In Lakh)</i>	AVERAGE ANNUAL TURNOVER <i>(In Lakh)</i>
GROUP-1: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF ASPU	243.75	195.00	146.25	146.25
GROUP-2: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF ETP	120.70	96.56	72.42	72.42
GROUP-3: UP-KEEPMENT & SAMPLE HANDLING CONTRACT FOR QUALITY CONTROL ACTIVITIES AT QC LABORATORY	101.35	81.08	60.81	60.81
GROUP-4: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF WAX	90.79	72.63	54.47	54.47
GROUP-5: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF HCU & H2U	72.74	58.19	43.64	43.64
GROUP-6: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF OMS	69.66	55.73	41.80	41.80
GROUP-7: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF DHDT	49.69	39.76	29.82	29.82
GROUP-8: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF MSP	46.86	37.49	28.12	28.12

GROUP-9: OPERATIONAL ASSISTANCE AND UPKEEPMENT OF CDU/VDU	46.63	37.31	27.98	27.98
GROUP-10: UPKEEPMENT OF OPERATION BUILDING	19.87	15.90	11.92	11.92

The above values are NET and are exclusive of GST.

Note: Relevant work order copies and corresponding completion certificates are to be enclosed with offer. The completion certificate should consist of Name of Work, Work Order number & date, Actual executed value and Actual completion date. The value of past experience shall be adjusted at a simple rate of 07% for every completed year and / or part thereof ending last day of the month proceeding the month in which the original bid due date falls.

Unless otherwise specifically mentioned in the tender, Provisional Job Completion Certificate or Job Completion Certificate issued against incomplete / in-progress job will not be acceptable.

GROUPS	<u>*Similar Works:</u>
From GROUP-1 to GROUP-2 & From GROUP-4 to GROUP-10	The bidder should have experience in executing upkeepment and housekeeping job or handling of chemical and hydrocarbon materials inside plant areas/offsite facilities/effluent handling facilities of Public Sector Refinery/Refinery Marketing Terminal/ Petrochemicals complexes.
GROUP-3: UP-KEEPMENT & SAMPLE HANDLING CONTRACT FOR QUALITY CONTROL ACTIVITIES AT QC LABORATORY	The bidder should have experience in executing up-keepment and housekeeping job or handling of chemical and hydrocarbon materials inside plant areas/offsite facilities/effluent handling facilities of Public Sector Refinery/Refinery Marketing Terminal/ Refinery QC Lab/Petrochemicals complexes.

Bidder must have Past Experience of having successfully completed above **group-wise similar works** during last 10 years ending last month to be reckoned from bid submission close date.

The bidder must submit copy (ies) of relevant Work Order(s) and Job Completion Certificate(s) along with the un-priced bid in support of the above criteria.

Bidders are to know that no further communication may be done to ascertain their pre-qualification. The offers with incomplete / irrelevant documents / anomalies may be straightway rejected without any communication. Hence, bidders are advised to take utmost care while submitting their prequalification documents.

Bidders to submit copies of audited profit & loss account for the last three financial years in support of annual turnovers "or" certification of annual turnovers for the last three financial years from a registered chartered accountant firm. Last three financial years mentioned above refers to immediate three preceding financial years wherever the last bid submission date is after 31st December. In case of tenders having last bid submission date up to 31st December and audited / CA certified turnover documents of the preceding financial year is not available, the audited / CA certified turnover documents of the three years prior to preceding financial year will be considered. [May refer illustrative example given at Annexure-VII]

Note:- If a Bidder does not submit the aforementioned financial statements for three specified years, then Average Annual Turnover will be calculated based on financial figures of only those specified years for which requisite financial statements are submitted. Turnover will be considered '0' (Zero) for the year(s) for which requisite financial statements are not submitted.

Audited Annual Report / financial statements needs to be accompanied with UDIN number, which is mandatory from July 2019 onwards. Any Financial Report which is issued after July 2019 onwards without UDIN shall not be considered for evaluation.

B. Possession of Valid GST registration certificate: Bidders are requested to upload their **VALID GSTIN/UIN Certificate / GSTIN Number along with the Bid Document**. NRL at its discretion may not consider the bidder's bid for further evaluation if the same is not found uploaded with the bid or not found to be valid in GST portal. Any misinterpretation or misinformation may attract penal action including putting the bidder on holiday / blacklisting as per rules in vogue at NRL.

TENDER SCHEDULE:

S.No.	Title	Date & Time
1	Tender Publish / Download start / Bid Submission start date & time	After 11:00 AM of 03.05.2024
2	Tender document download / Bid Submission end date & time	Before 11.00 AM of 17.05.2024
3	Bid opening date & time (Technical Bid)	After 11.00 AM of 18.05.2024

INSTRUCTIONS:

- 1) Tender documents should 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>. Bidders are advised to go through instructions provided as 'Instructions for online Bid Submission' provided in the next page.
- 2) Bidders can access tender documents from 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 portal only. Hard copy of the tender documents will not be accepted.
Both Technical bid and Financial bid are to be submitted concurrently, duly digitally signed in the web site <http://eprocure.gov.in/eprocure/app>.

Online Bids are received only on CPPP Portal website <http://eprocure.gov.in/eprocure/app> on or before due date as indicated in the NIT. The bidder shall be at liberty to be present either in person or through an authorized representative at the time of opening of the Technical Bid. Price Bids of only those bidders shall be opened who are Techno-commercially qualified, at a time and place for which notice shall be given. The qualified bidders shall be at liberty to be present either in person or through an authorized representative at the time of opening of the Price Bids with the Bid Acknowledgement Receipt.

For CGM (Commercial)
Numaligarh Refinery Limited

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