



TENDER DOCUMENT FOR

LINING UP OF ANNUAL RATE CONTRACT FOR SUPPLY OF BELTS

GROUP A: V-Belts

GROUB B: Timing Belts

(Tender No: OC01000394/YUV)

PART 1: UNPRICED BID



Prepared and Issued by
NUMALIGARH REFINERY LIMITED
(A Govt. of India Enterprise)
NOTICE INVITING TENDER (NIT)

Dear Sir (s)/ Madam (s):

Numaligarh Refinery Limited (NRL) invites e-bids for following job under two bid system (Part-I: Techno-Commercial part and Part-II: Price Part) in total compliance to PQC, Technical Specifications, Scope and Terms and conditions of tender documents/attachments/corrigendum etc. through e-tendering system.

Job Name	: Lining up of ARC for supply of belts (Gr A: V-belts, Gr B: timing belts)
Tender No	: OC01000394/YUV

1. TENDER SCHEDULE:

Tender Publish Date	29.06.2022
Tender document download start date & time	29.06.2022 at 5:00 PM
Pre-Bid Meeting Date & Time	Not Applicable
Bid Submission start date & time	29.06.2022 at 5:00 PM
Bid Submission end date & time	13.07.2022 at 11:00 AM
Bid opening date & time (Technical Bid)	14.07.2022 at 11:00 AM

2. SUBMISSION OF E-BID:

2.1. The E-Bid should be prepared in Two Parts as per the following details.

PART – I : Techno-Commercial / Unpriced Bid
PART - II : Priced Bid

2.2. 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. Only online offer shall be considered against the subject enquiry. For details please visit our e-tendering portal <http://eprocure.gov.in/eprocure/app>

2.3. Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.

2.4. Subsequent Corrigendum/ Addendum (if any) shall be published in our e-tendering portal <http://eprocure.gov.in/eprocure/app>

2.5. Any modification of the Bidding Document, which may become necessary as a result of the bidder's query/ pre-bid discussion, shall be published in e-tendering portal (<http://eprocure.gov.in/eprocure/app>) through the issue of an Addendum/ Amendment/ Corrigendum/Clarifications.

2.6. Any queries related to bid submission/Technical/Commercial may be forwarded to the email IDs/Contact Nos of the following officials for clarifications.

QUERY TYPE	CONCERNED OFFICIALS	
Assistance for bid submission	Name	DHIRAJ SAIKIA
	Email ID	z_tender@nrl.co.in
	Contact No	03776 – 265774/7002666632

Technical Queries/TPI/QAP/IBR inspection etc.	Name	SUMAN SARMAH
	Email ID	suman.sarmah@nrl.co.in
	Contact No	9957370069
Commercial Queries	Name	Y J Hazarika
	Email ID	yuv.hazarika@nrl.co.in
	Contact No	9707216816

3. **EARNEST MONEY DEPOSIT** : Not Applicable.

4. **HOLIDAY LISTING:** Bidders who are on holiday list by NRL or any other Oil sector PSU will not be considered. Accordingly, the bidder shall submit a self-declaration as per format enclosed with Tender Document. It may be noted that if this declaration is found to be false, NRL shall have the right to reject bidder's offer, and if the bid has resulted in a contract, the contract is liable to be terminated.

5. **PRE-QUALIFICATION CRITERIA (PQC):**

The bidders who intend to participate in the tendering process shall meet all the following minimum requirements and only such bidders shall be pre-qualified technically for further evaluation:

5.1. Bidders must have experience of supplying similar items* of offered make to a Government or Public Sector Undertaking in Hydrocarbon Industry only. Bidder to furnish the following documents issued by competent authority of the client organisation in support of the same::

5.1.1. Purchase Order copies issued within the last 5 years from the date of publishing of the tender.

5.1.2. Proof of supply (against cited Purchase Order).

5.1.3. "Satisfactory Performance certificate" for respective group of items (A/B).

Note: The Belts of following make used in NRL units inside its petroleum refinery were found to have satisfactory performance: M/s Fenner, M/s SKF, M/s Gates and M/s Pix. As such, "Satisfactory Performance certificate" is not required for these makes of the items.

***Similar items:** The word similar shall mean **"V-Belts" for Group A** and **"Timing Belts" for Group B**

5.2. In case bidder is a dealer, following additional documents must be submitted:

5.2.1. Valid Dealership Certificate issued by manufacturer along with a letter of authorization from the manufacturer to participate in the Tender.

5.2.2. An undertaking from the manufacturer of Single Point Responsibility in the prescribed format enclosed along with Technical Specification document of the tender document.

Note: Bidders must submit all the supporting documents along with the unpriced bid of the tender for pre-qualification. NRL reserves the right to ignore any document furnished at later stages and proceed for further evaluation without any further communication.

For Group A for V Belts: PQC shall be relaxed for the following items for any bidder who are meeting the PQC for any of the other items of Group A for "V-Belts".

SL No.	Item Code	Item Description
1	M-BELT-003	V-Belt, SPA-1832 MC, Mk: Fenner Poly-F/H
2	M-BELT-009	V-Belt. Smbl. No:B; Pitch Lt. 6164mm <Ma
3	M-BELT-015	V-Belt. Smbl. No:XPA1832; Pitch Lt. 1832
4	M-BELT-016	V-Belt. Smbl. No:XPA1060; Pitch Lt. 1060
5	M-BELT-025	V-Belt. Smbl. No:C29 00-C112 <Match Set
6	M-BELT-028	V-Belt. Smbl. No: XPA-1832LD .
7	M-BELT-029	V-Belt. Smbl. No: XPA-1060LD .
8	M-BELT-050	Belt size:A-1067/ IS 2494 .
9	M-BELT-079	Wedge section V belt SPC 3750
10	M-BELT-098	V-belt A-864,05-PA-207 lubricator
11	M-ASPU-STRP-0040	Pool Motor Belt K20; for ASPU
12	M-BELT-071	Belt- Poly-F plus B2890/B112
13	M-BELT-119	V-Belt K18

6. PTR RELAXATION TO MSE/START-UPS:

The subject job falls under the category of public safety, health, critical security operation and equipment's etc. Hence, there will be no relaxation pertaining to 'prior turnover' and 'prior experience for MSE and 'Start Up' bidders in this tender.

7. PRICED EVALUATION OF THE TENDER:

- 7.1. Priced evaluation of offer received from qualified bidders in Part-I (Techno-Commercial/Unpriced bid) shall be done on '**Item wise Lowest Offer Basis**', based on final landed cost at NRL Site.
- 7.2. Rate contract shall be awarded to successful bidder for respective items. During the period of rate contract, Release order (or Call off/ LOA) shall be placed on successful bidder as per actual NRL requirement of quantities for respective items.

8. CONTRACTUAL PERIOD:

- 8.1. Bidders to furnish firm price on FOR NRL Site basis for a period of 01 year from the date of placement of Rate Contract to successful bidder(s).
- 8.2. The contract shall have a provision of extension of the contract period for another 2 (1+1) years at the same rates, terms and conditions based on requirement of NRL and consent of the supplier. No variation in rates shall be admissible other than changes in statutory taxes and duties.
- 8.3. The contract shall be deemed to be extended automatically for 2nd and 3rd year respectively unless the ordered vendor requests to exit the contract at least 03 months before expiry of the respective term (1 year). NRL shall reserves the right to terminate the contract at any stage of the contractual period.

9. TENDERS FROM MICRO AND SMALL ENTERPRISES (MSEs):

Purchase preference to Indian MSEs (Micro & Small Enterprises) shall be applicable as per the Govt. of India Policies. Refer details in Annexure-X.

10. PURCHASE PREFERENCE POLICY LINKED WITH LOCAL CONTENT (PP-LC):

(Applicable for tender value more than 1 Cr.)

MOP & NG has notified the purchase preference (linked with local content) for the procurement of goods and services under Oil & Gas Projects in India. Under this Policy, the bidders are allowed to avail the purchase

preference linked with attaining Local content as stipulated in PP-LC Policy enclosed with tender. As per PP LC Policy, Minimum Local Content (LC) for supply tender is 25% for Year 2020-22.

Supporting Documents to be submitted: The bidder claiming the PP-LC benefit shall be required to furnish relevant documents (**Form 2A and 2B**) as per annexure XI confirming his meeting the Local Content.

11. SPECIAL TENDER CLAUSE ON PROCUREMENT FROM A BIDDER FROM A COUNTRY WHICH SHARES LAND BORDER WITH INDIA:

The Department of Expenditure (DOE) (Ministry of Finance) of the Govt. of India through OM's no. 6/18/2019-PPD dated 23rd July and 24th July'2020 has issued guidelines regarding procurement from bidders from a country or countries which share land boundary with India. The detail guidelines are available on the website of DoE (<https://doe.gov.in/>)

In compliance to the above referred guidelines by DOE, bidders are requested to kindly furnish duly filled, signed and sealed copy of the undertaking as per **Form A** [i.e. Bidder's undertaking on Company's letter head] enclosed with tender document.

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

SN	DOCUMENTS	REQUIREMENT
12.1	Documents in support of PQC and Technical Qualification	As per PQC and Technical Specification.
12.2	Technical Specification enclosed in the tender document along with all annexures	Duly signed and sealed on each page.
12.3	SOR/Item details sheet	- Duly sealed and signed on each page. - To write Quoted/Unquoted against each item
12.4	Agreed Terms & Conditions (ATC)	Duly signed and sealed on each page.
12.5	Annexure-II: Bidder's information	Duly signed and sealed on each page.
12.6	Annexure III: Declaration for not being under Liquidation, Court Receivership or similar proceedings	- As per format enclosed in the tender document. - To be submitted on bidder's letter head. - Duly filled, signed and sealed on each page.
12.7	Annexure IV: Exceptions and Deviation sheet (If applicable)	Duly filled, signed and sealed on each page.
12.8	Annexure V: Indemnity Bond cum GST undertaking	- As per format enclosed in the tender document. - To be submitted on bidder's letter head. - Duly filled, signed and sealed on each page.
12.9	Annexure IX: Self-declaration of black listing / holiday listing	- As per format enclosed in the tender document. - To be submitted on bidder's letter head. - Duly signed and sealed on each page.
12.10	Annexure X: Documents for availing MSE benefits as per Annexure-X (If applicable):	UDYAM registration certificate to be submitted.
12.11	Annexure XI: Documents for availing PP-LC benefit as per Annexure XI (If applicable).	Format 2A & 2B enclosed in Annexure XI of the tender

		document are to be submitted.
		Duly signed and sealed on each page.
12.12	Annexure XII: Special Tender Clause on Procurement from a Bidder from a country which shares Land Border with India according to DPE OM 6/18/2019-PPD dated 23rd July, 2020	- Form A/BC (whichever is/are applicable) enclosed in Annexure XII of the tender document is/are to be submitted. - Duly signed and sealed on each page and on bidder's letter head.
12.13	Integrity Pact (In case tender value is more than 1 Cr.)	Duly signed and sealed on each page.
12.14	NRL General Purchase Conditions 2021 (Indigenous)	Duly signed and sealed on each page.
12.15	Notice Inviting Tender (NIT)	Duly signed and sealed on each page.
12.16	Corrigendum issued (if any)	Duly signed and sealed on each page.
12.17	Any other relevant document in line with the requirement of the tender document.	Duly signed and sealed on each page.

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

BoQ/Priced Bid "in "XLS" format as per instructions provided.

14. GENERAL TERMS AND CONDITIONS:

- 14.1. NRL adopts a practice to verify documents submitted by L1 (successful) bidder in support of bidder's credential 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. Proper address for communication, including e-mail ID of the issuing authority should be provided along the tender document.
- 14.2. Offer will be considered only when NRL is satisfied with experience and capability of the tenderer to take up this work.
- 14.3. Consortium/Joint venture bids shall not be accepted.
- 14.4. Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- 14.5. 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.
- 14.6. In case any bidder is found to be involved cartel formation, his bid will not be considered for evaluation/placement of order. Such bidder will also be debarred from bidding in future.
- 14.7. All other terms and conditions shall be as per NRL's 'General Purchase Conditions (Indigenous).
- 14.8. 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.
- 14.9. NRL reserves the right to cancel the tender at any stage without assigning any reason thereof.

**CGM (Commercial) I/c
Numaligarh Refinery Limited.
Commercial Dept, Pankagrath,
PO- NR Project, Dist. – Golaghat.
PIN-785699, Assam.**

Enclosures:

1. BOQ/Price Schedule Format.
2. Technical Specifications/terms and conditions/Data Sheets/Drawings.
3. SOR/Item details.
4. Agreed Terms & Conditions (ATC).
5. Tender standard document with following annexures and appendix
 - 5.1. Annexure-II : Bidder's information
 - 5.2. Annexure-III: Declaration for not being under Liquidation, Court Receivership or similar proceedings.
 - 5.3. Annexure IV: Exceptions and Deviation sheet
 - 5.4. Annexure V: Indemnity Bond cum GST undertaking
 - 5.5. Annexure IX: pro-forma for self-declaration of black listing / holiday listing
 - 5.6. Annexure X: special conditions for Micro and Small Enterprises (MSEs) bidders.
 - 5.7. Annexure XI: Declaration/Undertaking for availing Purchase preference under PP-LC policy.
 - 5.8. Annexure XII: Special Tender Clause on Procurement from a Bidder from a country which shares Land Border with India
 - 5.9. Appendix A: Special Instructions to Bidders (SIB)
 - 5.10. Appendix B: instructions for online bid submission
 - 5.11. Integrity Pact
 - 5.12. Pro-forma of bank guarantee for indigenous purchase (performance)
 - 5.13. NRL General Purchase Conditions 2021 (Indigenous)
 - 5.14. PP-LC Policy dtd. 17.11.2020 issued by Ministry of Petroleum and Natural Gas, Govt. of India.