

**बिड दस्तावेज़ / Bid Document**

| बिड विवरण/Bid Details                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| बिड बंद होने की तारीख/समय /Bid End Date/Time                                                                                                                                                                             | 26-07-2025 14:00:00                                                                                                                                                                                                                                                                                                |
| बिड खुलने की तारीख/समय /Bid Opening Date/Time                                                                                                                                                                            | 26-07-2025 14:30:00                                                                                                                                                                                                                                                                                                |
| बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)                                                                                                                                                | 90 (Days)                                                                                                                                                                                                                                                                                                          |
| मंत्रालय/राज्य का नाम/Ministry/State Name                                                                                                                                                                                | Ministry Of Petroleum And Natural Gas                                                                                                                                                                                                                                                                              |
| विभाग का नाम/Department Name                                                                                                                                                                                             | Numaligarh Refinery Limited                                                                                                                                                                                                                                                                                        |
| संगठन का नाम/Organisation Name                                                                                                                                                                                           | Numaligarh Refinery Limited                                                                                                                                                                                                                                                                                        |
| कार्यालय का नाम/Office Name                                                                                                                                                                                              | Numaligarh Refinery Limited                                                                                                                                                                                                                                                                                        |
| कुल मात्रा/Total Quantity                                                                                                                                                                                                | 800                                                                                                                                                                                                                                                                                                                |
| वस्तु श्रेणी /Item Category                                                                                                                                                                                              | Caustic Soda for Bulk Supply as per IS 252 (Q2)                                                                                                                                                                                                                                                                    |
| उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service                                                                                                           | 3 Year (s)                                                                                                                                                                                                                                                                                                         |
| एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover                                                                                                      | No                                                                                                                                                                                                                                                                                                                 |
| स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover                                                                                               | No                                                                                                                                                                                                                                                                                                                 |
| विक्रेता से मांगे गए दस्तावेज़/Document required from seller                                                                                                                                                             | Experience Criteria,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC)<br>*In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer |
| क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid? | No                                                                                                                                                                                                                                                                                                                 |
| बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension                                                                     | 3                                                                                                                                                                                                                                                                                                                  |

| बिड विवरण/Bid Details                                                                                                                                                                |                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended                                                                  | 7                           |
| बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled                                                                                                                                   | No                          |
| बिड का प्रकार/Type of Bid                                                                                                                                                            | Two Packet Bid              |
| तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation                                                    | 3 Days                      |
| निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM) | No                          |
| मूल्यांकन पद्धति/Evaluation Method                                                                                                                                                   | Total value wise evaluation |
| मध्यस्थता खंड/Arbitration Clause                                                                                                                                                     | No                          |
| सुलह खंड/Mediation Clause                                                                                                                                                            | No                          |

#### ईएमडी विवरण/EMD Detail

|                   |    |
|-------------------|----|
| आवश्यकता/Required | No |
|-------------------|----|

#### ईपीबीजी विवरण /ePBG Detail

|                                                                   |               |
|-------------------------------------------------------------------|---------------|
| एडवाइजरी बैंक/Advisory Bank                                       | AXIS BANK LTD |
| ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)                           | 3.00          |
| ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months). | 15            |

(a).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

#### लाभार्थी /Beneficiary :

CGM Commercial  
Jishub Bora Commercial Department, Admin building, 3rd Floor Numaligarh Refinery Ltd. (NRL) Golaghat, Assam,  
PIN- 785699 Phone No: +91-8638033923  
(Cgm Commercial)

#### विभाजन/Splitting

#### विभाजन/Splitting

|                                                                                                                                         |                                                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| विभाजन/Splitting Applied                                                                                                                | Yes                                                                                                                                                                                                                                                                                 |
| बोलीदाताओं की अधिकतम संख्या, जिनके बीच ऑर्डर विभाजित किया जा सकता है। / Maximum No. Of Bidders Amongst Which Order May Be Split         | 2                                                                                                                                                                                                                                                                                   |
| विभाजन मानदंड इस बात पर आधारित है कि कौन सी क्वांटिटी को वितरित किया जाएगा / Split Criteria based on which quantity will be distributed | Splitting of quantity shall be done in the ratio of quantity distribution of 60:40 between 02 nos. of bidders. However, distribution of quantity shall be done amongst the L1 and eligible price matched bidders in line with purchase preference as per MSE policy and MII policy. |

#### एमआईआई खरीद वरीयता/MII Purchase Preference

|                                            |     |
|--------------------------------------------|-----|
| एमआईआई खरीद वरीयता/MII Purchase Preference | Yes |
|--------------------------------------------|-----|

#### एमएसई खरीद वरीयता/MSE Purchase Preference

|                                           |     |
|-------------------------------------------|-----|
| एमएसई खरीद वरीयता/MSE Purchase Preference | Yes |
|-------------------------------------------|-----|

1. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

2. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

3. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match

L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

4. Short Duration Bid has been published by the Buyer with the approval of the Competent authority due to Emergency procurement of critical products/services.

### Caustic Soda For Bulk Supply As Per IS 252 ( 800 metric tonne )

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

|              |     |
|--------------|-----|
| Bis Required | Yes |
|--------------|-----|

### तकनीकी विशिष्टियाँ /Technical Specifications

\* जेम कैटेगरी विशिष्टि के अनुसार / As per GeM Category Specification

| विवरण/Specification   | विशिष्टि का नाम /Specification Name                                                                            | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|-----------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Specification         | <b>Governing Standard (ISS)</b>                                                                                | Confirming to IS 252                                            |
| Technical Requirement | <b>Form</b>                                                                                                    | Lye                                                             |
|                       | Requirements of Caustic Soda                                                                                   | As per Table no.1 clause 3.3 and 3.4 of ISS                     |
| Supply Mode           | Packaging                                                                                                      | NA for lye                                                      |
|                       | Mode of supply                                                                                                 | To be supplied in Tanker or tank cars                           |
| Shelf Life            | Shelf Life (year)                                                                                              | 1                                                               |
|                       | Balance Shelf Life at the time of invoice/ Delivery                                                            | Atleast 50% of Shelf life                                       |
| Test Reports          | Type of lab which carried out Test of Complete Product to prove the conformity of product as per specification | NABL Accredited Lab, Manufacturer In-House Test                 |
|                       | Agreed to furnish all the test reports and certificates to buyer / consignee on demand                         | yes                                                             |

### Additional Specification Parameters - Caustic Soda For Bulk Supply As Per IS 252 ( 800 metric tonne )

| Specification Parameter Name                    | Bid Requirement (Allowed Values)                                                                                                  |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Document to be submitted along with tanker are: | (a) Manufacturer's challan (b) Tax invoice (duplicate for transporter) with extra copies (c) Weighment slip (d) Test certificate. |

| Specification Parameter Name       | Bid Requirement (Allowed Values)                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Required product Specification - 1 | Specification as per IS standard IS 252: 2013 (Amendment 2018) Grade-1 • Sodium hydroxide (as NaOH) % by mass : Min 47% , • Sodium Carbonate (Na <sub>2</sub> CO <sub>3</sub> ) % by mass : Max 0.2 , • Chlorides (as Cl-) % by mass : Max 0.015 , • Sulphate (as SO <sub>4</sub> 2-) % by mass : Max 0.015 , • Silicates (as SiO <sub>2</sub> ) % by mass : max 0.01 , |
| Required product Specification - 2 | • Copper (as Cu) PPM : max 1, • Manganese (as Mn) PPM : max 0.5, • Chlorates & perchlorates (as NaClO <sub>3</sub> ) PPM : max 40, • Matter insoluble in water % by mass : max 0.025, • Total mercury (as Hg) ppm : max 0.01, • Sodium Hydroxide (as NaOH) % by mass on dry basis: min 99.5,                                                                            |

\* Bidders offering must also comply with the additional specification parameters mentioned above.

#### परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

| क्र.सं./S.N<br>o. | परेषिती/रिपोर्टिंग<br>अधिकारी /Consignee<br>Reporting/Officer | पता/Address                                                                                                             | मात्रा /Quantity | डिलीवरी के दिन/Delivery<br>Days |
|-------------------|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------|
| 1                 | Dibakar Barhoi                                                | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 800              | 365                             |

#### क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

##### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be (Increased quantity ÷ Original quantity) × Original delivery period (in days), subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

##### 2. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

##### 3. Generic

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

##### 4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

The vendor has to arrange the delivery in roadworthy tankers. Tanker outlet and vent points to be sealed.

On receipt of the tanker at Refinery, samples will be drawn for testing at NRL Laboratory and if found to be in accordance with the specifications, then only the same shall be unloaded.

Payment will be on 100% strength basis, considering the strength as per Refinery laboratory report and net weight of product received at Refinery. However, variation up to a maximum 0.5% in quantity on 100% basis ascertained at the Refinery from those recorded in the supplier's delivery document will be ignored for this purpose, i.e. if the quantity on 100% basis as ascertained based on Refinery weighment / laboratory analysis is more than 99.5% of the quantity on 100% basis as per dispatch documents, payment will be done for quantity as per dispatch documents, otherwise payment will be done for the quantity ascertained as per Refinery weighment and Refinery Laboratory analysis.

#### **Conditions for Delivery/Unloading of Caustic Lye:**

The tanker should be equipped with unloading pump/have self-unloading facility, flame arrestor and also a fire extinguisher (standard size of about 10 Kg.). The tanker crew should possess and use Personal Protective Equipment (PVC Gloves, PVC apron, Gumboots, Face shield and Safety Helmet etc). It is mandatory at NRL to use PPE during handling of hazardous chemicals inside refinery premises.

**Delivery schedule:** The material is to be delivered in staggered manner for a 1 year as per intimation of independent from EIC. Monthly requirement is tentatively 60-70 MT @100% concentration. NRL shall communicate time to time regarding stock and change in supply requirement.

**Consignments must be delivered at Numaligarh site within 10 days from the date of intimation with 25-30 MT per consignment @ 47% (minimum) concentration. If material is dispatched without intimation from NRL site, it will not be received by NRL.**

The tanker crew and any other personnel accompanying (if any) must be trained in handling Hazardous Chemicals and should carry certificate to that effect.

Tanker unloading facility connection/disconnection will be done by the tanker crew as directed by the Refinery's supervisor at site.

Tanker personnel/Transporter should adhere to the regulations of applicable Hazardous Transportation Act and should comply with all applicable statutory rules/regulations for handling and transporting Caustic lye.

Any damage to the Refinery property due to the fault of the tanker personnel is recoverable from the vendor.

In addition to above, the transporter/tanker crew should follow the Safety Norms of NRL as applicable).

#### **Delivery Schedule and Conditions for Delivery/Unloading of Caustic Lye:**

The quantity indicated is an estimated requirement for a period of one year. This requirement may vary depending on actual requirement. The actual offtake will depend upon the Refinery requirement from time to time during the period of the contract, which may be more or less than the quantity specified in the tender.

The quantity will be called off as per requirement within the validity period of Contract / Purchase Order.

The supplier shall submit a Test Certificate (TC) along with each consignment from the manufacturer or NABL Accredited Lab for all parameters mentioned in IS 252: 2013 (Amendment 2018) Grade-1.

The vendor shall ensure uninterrupted supply as per the call offs. In case, there is any problem with vendor's stock availability, due to any reason, vendor shall arrange to supply the material from other sources with prior approval from NRL. Delay in supply under any circumstances will not be accepted.

All necessary original and valid tanker documents, fitness certificate should be available with the tanker driver for refinery gate entry.

BIIDERS ARE REQUESTED TO GO THROUGH THE DETAILED TENDER DOCUMENT ALONG WITH TENDER ANNEXURES/POLICIES/FORMATS/ INSTRUCTIONS/PQC/TERMS & CONDITIONS ETC. AS ENCLOSED IN BUYER ADDED BID SPECIFIC ATC (UPLOADED)

## 5. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

### अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

यह बिड सामान्य शर्तों के अंतर्गत भी शासित है /This Bid is also governed by the General Terms and Conditions

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---धन्यवाद/Thank You---**