



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER

Two parts bid **ONLINE (E-tender)** item rate offers requested from competent contractors for following work:

Name of Work:	AMC for Computers, Printers and Scanners
Tender No. & Date :	OC11000097 dated 19.07.2018
Due Date & Time of Submission :	Closing of bidding : 08.08.2018 at 11:00 hrs. Opening of bid : 09.08.2018 at 11:00 hrs.
Earnest Money Deposit :	Rs. 15,000.00 (Bidders are required to submit the EMD amount online through the link https://easypay.axisbank.co.in/nrl i.e. within 08-08-2018 at 11.00 hrs. Please note that EMD amount only in online mode is acceptable and no other mode i.e. offline or hard copy is not acceptable.)
Contract Period:	2 (Two) years.

BRIEF SCOPE OF WORK: As detailed in Tender Document, Special Terms & Conditions & BOQ.

BID QUALIFICATION CRITERIA:

- Average Annual Turnover during last 3 years, ending 31st March of previous Financial Year: At least **Rs. 4.49 lacs**. The bidder must submit copy(ies) financial documents – Trading and P/L account(s) certified by Chartered Accountant along with the un-priced bid in support of the above criteria.
- Bidder should have following valid documents on the date of Closing of tender and copy of the same needs to be submitted along with the technical Bid:
 - Provident Fund Registration Number.
 - ESI registration number.
 - Income Tax PAN Number.
 - GST Registration Number.
- 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.

Non fulfillment of all the above mention Technical & Commercial Qualifying criteria will lead to disqualification of bidder.

TENDER SCHEDULE:

S. No.	Title	Date & Time
1	Tender Publish Date	19.07.2018 at 17.00 hrs.
2	Tender document download start date & time	19.07.2018 at 17.05 hrs.
3	Clarification start date & time	
4	Bid Submission start date & time	
5	EMD /UAM Submission Start Date:	08.08.2018 at 10.00 hrs.
6	Tender document download end date & time	
7	Clarification end date & time	
8	EMD Submission End Date:	08.08.2018 at 11.00 hrs.
9	Bid Submission end date & time	
10	Tender Withdrawal Time End Date:	
11	Bid opening date & time (Technical Bid)	09.08.2018 after 11.00 hrs.

Bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The Toll free contact number for the helpdesk is 1800 233 7315.

IMPORTANT NOTE:

- 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'.
- 2) Bidders can access tender documents on the website, fill them with all relevant information and submit the completed tender document on the website <http://eprocure.gov.in/eprocure/app>.
- 3) Tenders and supporting documents should be uploaded online. Hard copy of tender documents and any supporting 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. They can also view the bid opening event online at their remote end.

For any assistance, please contact the following person:

Dhiraj Mohan Saikia, Phone No 03776 – 265774, E-mail: z_tender@nrl.co.in

Corrigendum/addendum/extension (if any) pertaining to this tender will be published in the website only

Kindly upload technical bid documents in folders as specified below:

1. **EMD Folder:** Scanned copy receipt generated of successful payment after online submission of EMD in the <https://easypay.axisbank.co.in/nrl> /EM Part II certificate for MSE bidders
2. **Tender Document Folder:** Signed and seal of each page (filled in information in tender).
3. **Technical Document Folder:**
 - a. Work order and completion certificate
 - b. Financial document in support of Annual Turnover
 - c. PAN card copy
 - d. GST Registration certificate
 - e. PF & ESIC copy etc.

GM (Commercial) I/c
Numaligarh Refinery Limited