



Bidding Document No: OC10000507/PKD dtd. 03.07.2023

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Name of Work: "Interior Partitioning Works in NRL Bardhaman Camp Office CO-04".

SALIENT DETAILS OF THE TENDER NOTICE

Two parts ONLINE bid (E-tender) offers are requested from competent bidders against the tender having salient features as mentioned below:

Name of Work:	Interior Partitioning Works in NRL Bardhaman Camp Office CO-04
Tender No. & Date:	OC10000507 dtd. 03.07.2023
Bidding Document & subsequent addendum / Corrigendum (if any) available on Website for viewing & downloading	The complete Bidding Document can be viewed and downloaded from CPP Portal having URL https://eprocure.gov.in/eprocure/app Tender details are also available in NRL website https://www.nrl.co.in/
Tender Publish Date/download start date / Bid Submission start date & time	03.07.2023
Last date for receipt of queries:	Not Applicable
Pre-Bid Conference (Date & Time)	Not Applicable
Last date & time of Online EMD & Bid Submission (Original Bid Due Date) and Mode of Bid Submission	Up to 1100 Hrs. (IST) on 17.07.2023 Online submission (e-Bids) through CPP Portal https://eprocure.gov.in/eprocure/app Bid submitted through any other mode shall not be acceptable.
Bid opening date & time (Technical Bid)	1100 Hrs. (IST) on 18.07.2023 (*)
Contact Person for any query/ clarification	i. Mr. Pradeep Kumar Dwivedi, SM (Project- Commercial), Email- pradeep.dwivedi@nrl.co.in ii. Mr. Rahul Tamuli Commercial Officer (Project- Commercial), Contact No. 9707786354 Email- z_rahult@nrl.co.in
Online Opening of Priced Bids of Techno-Commercially Accepted Bidders	On date & time to be intimated later on to techno-commercially acceptable & qualified bidders
Earnest Money Deposit (EMD)	Rs. 13,572/- (Thirteen Thousand Five Hundred Seventy-Two only)

NOTE:

- If identified dates as (*) above happens to be a declared holiday/closed day in NRL, activity shall be conducted on next working day at the same time.
- All amendments, time extension, clarifications, etc. will be uploaded as a Corrigendum in the websites only. Bidders should regularly visit the above website(s) to keep themselves updated.
- Request for extension received from any bidder with less than two working days prior to bid due date shall generally be ignored, since there will not be adequate time for consideration. Bidders shall submit the bid directly and in their own name without involving any intermediaries.
- The EMD must be submitted ONLINE within the submission due date & time specified in the NIT and tender document through the online portal of HDFC bank link: <https://nrl.procure247.com>.



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If the EMD is not received within the specified date/time, offer shall not be considered for opening.

The online receipt generated against the online EMD submission should be uploaded with the bidder's online offer. MSE bidders are exempted from submission of EMD.

In case of MSE registered bidders- **bidder has to upload the scanned copy of Udyam Registration certificate or any other certificate permitted by GOI through any prevailing Gazette notification with the technical bid.**



1.0 Introduction:

Numaligarh Refinery Limited (NRL), is a Government of India Enterprise. NRL operates a 3.0 MMTPA Refinery at Numaligarh in the District of Golaghat, Assam since the year 2000.

NRL is now in the process of executing a major expansion project of capacity augmentation from the present 3.0 MMTPA to 9.0 MMTPA. The required additional quantity of crude oil is planned to be imported through Paradip Port in Odisha. A cross country pipeline of around 1630 km length shall be laid from Paradip Port to Numaligarh for transporting 8.0 MMTPA of imported crude. Additionally, one crude oil pipeline of approximately 4.2 km length shall be laid for transporting 6.0 MMTPA of imported crude from IOCL Refinery at Paradip to NRL's Crude Oil Import Terminal (COIT) at Paradip.

The subject tender is intended for Interior Partitioning Works in NRL Bardhaman Camp Office CO-04.

2.0 Brief Scope of Work:

The scope of work shall be as per scope / SOR attached with tender document.

3.0 Bidder Qualification Criteria (BQC):

Bidder(s) who meet all the following criteria as specified in Clauses below shall be qualified for participating in this tender and shall submit supporting documents as detailed in the tender. Proposal submitted by bidders who qualify as per the following criteria shall be technically and commercially evaluated.

3.1 Technical Criteria (Past Experience):

Bidders should have experience of executing building interior partitioning work similar in nature as mentioned in SOR in last 10 years. Bidder has to submit documents (i.e., WO copies, SOR, completion certificate) supporting to BQC.

3.2 Commercial Criteria (Past Experience):

The Bidder shall have the experience of having successfully completed similar works during last ten years ending last day of month previous to one in which applications are invited, meeting any one of the following options:

Criteria	Past Experience (Rs. in lacs)
One similar completed work each costing not less than	3,39,300.00
Two similar completed work each costing not less than	2,71,440.00
Three similar completed work each costing not less than	2,03,580.00

***Definition of Similar Works:** Interior works for any Office Building.

Note:

i. Bidder will give details of their past experience along with documentary evidence as per Annexure-III to ITB [Details of Similar Works (Past Experience)] enclosed herein.

ii. For the consideration of job executed during last 10 (ten) years, the completion date shall be taken into account.

iii. Relevant copy of purchase/work order/ agreement copy (containing the job description, item details, work order no., date of order, item wise ordered value, total ordered value) awarded in the name of bidder by client and completion certificates are to be enclosed with offer. The Completion Certificates shall have details like work order no. /date, brief scope of work, ordered & executed value of the job, commencement date, completion date etc. The originals of these documents shall have to be produced as and when asked for.



iv. In case Bidder has executed and completed Composite Works Contract which includes the qualifying work(s) stated in Cl. No. 3.1 above, then value of such qualifying work(s) out of the total value of Composite Works shall be considered for the purpose of pre-qualification. For Composite Works, in the event the value of the qualifying Work(s) cannot be ascertained from the work order / completion certificate submitted by bidder, Copy of Schedule of Rates / Price Schedule, relevant pages of final Bill certified by OWNER for establishing requirement of BQC.

v. The value of past experience shall be adjusted at a simple rate of 7% (Seven Percent) for every completed year and thereafter at @0.58% for every completed month ending last day of the month proceeding the month in which last date of original bid submission falls.

vi. It is to be noted that experience as main contractor will only be taken cognizance of for the purpose of assessing qualifying criteria. However, authorized sub-contractors under principal contractors can also be considered provided their works completion certificate is issued by the end client/ owner/ consultant in case of job executed elsewhere under PSUs, limited companies, Government Departments, Quasi Government and autonomous bodies. However, in case of sub-contractors under contractors engaged by NRL, the works completion certificate issued by the main contractor will also be acceptable provided the same is endorsed in original by Engineer-In-Charge/ NRL in terms of job description and value.

vii. Bidders are requested to confirm their valid GSTIN/UIN along with the Bid Document, with a copy of the relevant certificates. NRL at its discretion may not consider the bidder's offer for further evaluation if the GSTIN/UIN is not valid/ active. Any misinterpretation or misinformation with respect to GSTIN/UIN may attract penal action including putting the bidder on holiday / blacklisting as per rules in vogue at NRL.

viii. Bids shall be liable for rejection without any notice to the bidder in case of non-submission of the following documents.

i) Income Tax / GST TDS Certificate from the client / proof of TDS, etc. for authentication of doing such jobs in case bidder submits experience of similar jobs under private limited company.

ii) In case of the job is a part of composite work contract, then the bidder shall have to furnish documents certified by the client about the value for the portion of such "similar job".

ix. Bids from Consortium / un-incorporated Joint Venture Company shall not be accepted.

Financial Criteria:

a) **Average Annual Turnover:** Average Annual Turnover of the Bidder during last 03 financial years shall be minimum Rs. 2.04 Lacs.

b) **Net worth:** The Net Worth of the Bidder in the immediately preceding financial year shall be positive.

c) Bidder should not be under liquidation, court receivership or similar proceedings. Bidder shall submit a self-certificate to this effect.

Additional Note:

- The bidder must submit copy (ies) of Audited Annual financial Report documents including Balance Sheet and P/L account(s) along with the un-priced bid in support of the above criteria.

- In case audited balance sheets and profit and loss account for the immediately preceding financial year is not available for bid closing date up to 31st December, the Bidder has an option to submit the audited balance sheets and profit & loss account of the three previous years immediately prior to the last financial year. However, for bid closing date after 31st December, the bidder has to compulsorily submit the audited balance sheets and profit and loss account for the immediate three preceding financial years, for evaluation and his qualification with respect to financial criteria. In any case the date (i.e., the financial period closing date) of the immediate previous year's audited annual accounts should not be older than twenty-one (21) months from the bid due date.



- Bidder shall ensure that the certificate/reports issued/attested by practicing Chartered Accountant (CA)/ Statutory Auditor in India shall contain Unique Document Identification Number (UDIN) of the CA, without which these Certificates/ reports shall not be considered for evaluation. However, this requirement of including UDIN shall not be applicable for certificate/reports issued/attested by a CA practicing in foreign country.

SPECIAL NOTE TO THE BIDDERS:

The relaxation of Pre-Qualification Criteria and price benefit to MSE & Start-up agencies in line with Govt. circular will not be applicable for Micro and Small Enterprise (MSE) or Startup bidder for the subject tender. However, relaxation of EMD as per MSE policy will be applicable.

4.0 Documents required to be submitted in support of BQC:

4.1 Bidder shall furnish documentary evidence by way of copies of work orders / Relevant pages of contracts, completion certificates from their clients, division of responsibilities for the work performed, completion certificate, MOU document/ commitment letters, Annual Reports containing audited balance sheets including Profit and Loss Accounts statement, in support of their fulfilling the qualification criteria.

4.2 In absence of such documents, NRL reserve the right to reject the Bid without making any reference to the Bidder or assigning any reason what-so-ever.

4.3 All documents furnished by the bidder in support of meeting the BQC (including MSE Certificate) shall be submitted/uploaded in a separate folder titled "Documents towards BQC", duly signed and stamped by the bidder (in case of proprietorship firm) or "Power of Attorney" holder in case of Partnership /firm/Company. Copy of such "Power of Attorney" shall also be furnished with the unpriced bid.

4.4 Bidders on "Holiday List of/debarred from business dealings by "NRL" shall not be considered for evaluation and ordering.

4.5 NRL decision on any matter regarding short listing of bidders shall be final.

4.6 Submission of authentic documents is the prime responsibility of the Bidder. However, NRL reserves the right of getting the document cross verified, at their discretion from the document issuing authority. Bidder shall also facilitate such verification/ authentication of BQC documents and in case the documents remain unauthenticated till the given timeline, NRL reserves the right to reject such bid.

4.7 NRL reserves the right to complete the evaluation based on the details furnished (without seeking any additional information) and / or in-house data, survey or otherwise.

4.8 NRL reserves the right to further verify the bidder's credentials considered for evaluation.

5.0 Verification of BQC documents:

Verification of BQC credentials (Past experience) (if applicable) may be taken up with issuing authorities for L1 Bidder. The verification procedure shall be initiated immediately upon establishing L1 and order shall be placed only after the completion of verification.

In case of verification of BQC documents (Past experience) could not be established, a team comprising of NRL may visit the issuing authority for obtaining the same directly from the issuing authority.

Despite all checks, if the verification could not be established or any fraud takes place, the tender shall be annulled. Further such bidder shall not be allowed to participate in the future bidding process and penal actions shall be taken in case of frauds in line with the provisions of Bidding Document and Banning Policy of NRL.

Moreover, the Bidder's organization is responsible for any and all actions of their Employees and any claims seeking to pin-point the blame on some Employee of Bidder and attempting to absolve the Bidder's organization shall not be entertained.



6.0 Earnest Money Deposit:

6.1 Bidders are required to submit the EMD/Bid Security for the amount, online through the link: <https://nrl.procure247.com>.

6.2 Please note that EMD amount in online mode is only acceptable and no other mode i.e., offline or hard copy is not acceptable.

6.3 In case non-submission of Bid Security / EMD as mentioned above shall be considered as non-responsive and such Bids shall be rejected.

6.4 EMD exemption will be applicable only for Micro or Small Enterprises (MSEs) registered under UDYAM only subject to:

- The unit being registered for the item tendered.
- Registration certificate being valid as on date of quotation.

7.0 Security Deposit/ Contract Performance Bank Guarantee (CPBG):

7.1 The SD/CPBG shall be 10% of the contract/order value towards faithful performance of the contractual obligations and performance of equipment/material.

7.2 This clause shall override the respective clauses written elsewhere in the subject tender document.

7.3 The security deposit / CPBG shall be released after completion of the job in all respects.

8.0 Contract Duration/ Time Schedule: The contract period for the subject job shall be 02 (two) months from the date of site handover.

9.0 Pre-Bid Conference: Not Applicable

10.0 Warranty/ Guarantee/ Defect Liability Period: 12 months from the date of completion certificate.

11.0 Bid Validity: Validity of bid shall be 180 days from the final Bid Due Date.

12.0 Authentication of BQC documents [together with documents against MSE, if applicable]:

a) It is Bidder's prime responsibility to submit genuine and authentic documents. No amount of checking or verification by NRL shall absolve Bidder from his responsibility.

b) Bidder shall submit documents in support of meeting the Bidder Qualification Criteria duly signed and certified by POA holder and submit mandatorily Self Certification format as per attached Annexure-I to ITB duly signed by **PROPRIETOR / CEO / CFO / Company Secretary / MD (whichever is applicable)**.

c) Requirement of certification/authentication as stated above shall not be applicable to published audited annual financial statements in English, if original booklets are submitted.

d) **Bidder shall upload the authenticated copies of documents duly digitally signed on the e-procurement website.** Hence submission of physical document is not required except original Bank Guarantee in lieu of EMD (if applicable).

13.0 TENDER DOCUMENT:

13.1 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 enrol / register before participating, through the website <http://eprocure.gov.in/eprocure/app>.



13.2 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>.

13.3 Tenders and supporting documents should be uploaded through e-procurement portal only. Hard copy of the tender documents will not be accepted.

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

13.5 Both Technical bid and Financial bid are to be submitted concurrently, duly digitally signed in the web site <http://eprocure.gov.in/eprocure/app>.

13.6 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.

14.0 GENERAL:

14.1 The bidders shall give a declaration that the bidder shall not be under liquidation, court receivership or similar proceeding and their business is not banned by NRL, MOPNG or any OIL PSUs.

14.2 The bidders who are on Holiday / Negative list of NRL as on due date of submission of bid / during the process of evaluation of the Techno commercial bids, the offers of such bidders shall not be considered for bid opening / evaluation / Award. If the bidding document were issued inadvertently/downloaded from website, offers submitted by such bidders shall also be not considered for bid opening / evaluation/ award.

14.3 NRL will not be responsible or liable for cost incurred in preparation, submission & delivery of bids, regardless of the conduct or outcome of the bidding process.

14.4 In case any Bidder is found to be involved in cartel formation, his Bid will not be considered for evaluation / placement of order. Such Bidder will also be debarred from bidding in future.

14.5 Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their Bid.

14.6 Unsolicited clarifications to the offer and / or change in the prices during the validity period would render the bid liable for rejection.

14.7 NRL reserves the right to reject any or all the bids received or annul the bidding process at any time.

14.8 NRL reserves its right to allow Public Sector Enterprises (Central / State), purchase preference as admissible / applicable from time to time under the existing Govt. policy. NRL shall also follow the Public Procurement Policy on Procurement of Goods and services from Micro and Small Enterprises (MSEs) Order 2012.

14.9 For detailed specifications, terms and conditions and other details, refer complete Bidding Document.

14.10 Bidders to note that the Comparative Statement (boqcomparativechart.xlsx) generated after opening of the price bids is system generated and may not take into consideration of various loading and evaluation criteria, as defined in the Bid Document.

The actual comparative tabulation (in pdf format) considering all loading & evaluation parameters of the tender, for Techno-Commercially acceptable offers will be uploaded on CPP Portal by the tender inviting authority, after opening of price bids, and the same shall be considered as final.

Bidders to note that no contractual obligation or complaints whatsoever shall be entertained against the system generated BOQ Comparative Chart.



14.11 The General Conditions of contract of NRL will be applicable for this contract also. Intending tenderer may see the General Conditions of Contract of NRL at the Commercial Department of NRL site office on any working day during office hours or may visit our website www.nrl.co.in.

14.12 Tenderer will fill up all the annexure attached to this Detailed Tender Notice clearly and sign every page of this Detailed Tender Notice before submission of the tender. Tender in which any of the required particulars and prescribed information are missing or are incomplete, are liable to be rejected.

14.13 The contractor will not engage minor labour below 18 (eighteen) years of age under any circumstances. The contractor will further comply with the provisions of the following act and indemnify the company against all claims, which may arise out of the following Acts & Rules framed there-under:

- (i) The Contract Labour (Regulation and Abolition) Act,
- (ii) The Minimum Wages Act.
- (iii) The contractor has to accept full & exclusive liability for compliance with all obligations imposed by Employee State Insurance Act, 1948.
- (iv) The Payment of Wages Act,
- (v) The Payment of Bonus Act,
- (vi) The Employees Provident Fund & Misc. Provisions Act,
- (vii) Family Pension Scheme,
- (viii) Inter State Migrant Workmen (Regulation of Employment & Condition of Service) Act, or any other acts or statute not hereinabove specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work.

14.14 In case any of the document/information(s) furnished by a bidder are found to be false/forged, such bidder will be kept in holiday list apart from other penal actions as deemed fit by NRL.

14.15 Agencies who are already blacklisted or against whom there is adverse report on committing Criminal offence, their offers will be rejected.

14.11 All questions and requests for clarifications or interpretations related to tender documents shall be addressed in writing to:

Mr. Pradeep Kumar Dwivedi
Sr. Manager (Project - Commercial)
Numaligarh Refinery Limited
Numaligarh - 785699, Dist- Golaghat, Assam
Email - pradeep.dwivedi@nrl.co.in

Head (Proj-Commercial)
Numaligarh Refinery Limited