



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER

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

Name of Work:	Contract for E-Auction Service Provider
Tender No. & Date :	PUR1010232/BAS dated 13.08.2025
Due Date of Submission:	Before 11.00 AM of 27.08.2025
Earnest Money Deposit:	Rs. 21,000.00. (Rupees Twenty-one thousand only).
Contract Period:	The contract shall be valid for 02 years, extendable to another 01 year at the same rates, terms, and conditions of the tender.
Date & Time of Pre-Bid Meeting / Venue / Contact persons:	Time & Date: At 11.00 AM of 20.08.2025 Venue / Mode: Virtual mode. The meeting link is given below: <u>Join the meeting now</u> Contact details: Mr. Sunny More, SM(MKTNG), Email id: sunnym@nrl.co.in; Mobile No. 9435705385 OR Mr. S. Goswami/ GM (Mktg &Logistics) Email Id: - suman.goswami@nrl.co.in; Mobile Number: 9435738708 The minutes of "Pre-bid discussion" shall be uploaded in the tender portal and shall become a part of the bid/tender document.

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 **Rs.5.35 Lakhs**, or
- **Two** similar works costing not less than **Rs.4.28 Lakhs each**, or
- **Three** similar works costing not less than **Rs.3.21 Lakhs each**.

***Similar Works: Work** as a service provider as E-Auction agent for PSU or government organization. Relevant work order needs to be submitted.

NOTE:

1) *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 date of completion of works as per the Completion Certificate will be considered for determining acceptability in respect of the qualifying past experience period as specified above.*

In case of non-availability of completion certificate against each work order in the above format, the supplementary information may be submitted in the form of supporting document(s) issued by the same authority/office issuing the completion certificate.

2) *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. The values specified above are executed values, exclusive of GST / Service tax.*

3) *Unless otherwise specifically mentioned in the tender, Completion Certificate issued against incomplete / in-progress job will not be acceptable. However, successfully completed jobs of regular/repetitive nature, which are under extension for additional period, may also be accepted if Completion Certificate against the completed original contractual period (or completed extension extended) with corresponding executed value and date of completion is furnished. However, executed value pertaining to the ongoing extension period shall not be considered. [For example, if a contract is for 2+1 years, and the original 2 years or 2+1 years is completed but contract is still under extension for provisional (+1 year) / any further additional period, the certified value for only the completed 2 years or 2+1 years will be considered. However, in the same example, any Interim Work Completion Certificate for a part of the original contractual period of 2 years will not be considered]. Similarly, and unless otherwise specifically mentioned in the tender, for one-time projects where the project is successfully completed/commissioned but warranty/AMC etc. is ongoing may also be accepted if Completion Certificate against the project with corresponding executed value and date of completion is furnished.*

B) AVERAGE ANNUAL TURNOVER, of the last 3 (three) financial years, shall be at least Rs.3.21 Lakhs #.

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 original last bid submission date is after 31st December. In case of tenders having original 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:- The average annual turnover is calculated by adding the turnovers of 03 the specified years, divided by 03. 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.

Tender Schedule:

S.No.	Title	Date & Time
1	Tender Publish / Download start / Bid Submission start date & time	13.08.2025 after 13.00 hrs.
2	Tender document download / Bid Submission end date & time	27.08.2025 at 11.00 hrs.
3	Bid opening date & time (Technical Bid)	28.08.2025 after 11.00 hrs.

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.

**Office of the CGM (Commercial)
Numaligarh Refinery Limited**