



INVITATION FOR BIDS (IFB)  
FOR  
SITE GRADING WORK FOR CRUDE OIL IMPORT TERMINAL  
(PART-4)  
FOR NRL EXPANSION PROJECT OF NUMALIGARH REFINERY LIMITED  
BIDDING DOCUMENT NO.: OC10000501  
(DOMESTIC COMPETITIVE BIDDING)

**1.0 INTRODUCTION:**

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

NRL is in the process of expanding its refining capacity from 3.0 MMTPA to 9.0 MMTPA, for which additional quantity of crude oil is required to be imported through Paradip Port in Odisha.

To meet above requirement, a cross country pipeline of around 1640 km shall be laid from Paradip Port in Odisha to Numaligarh for transferring 8 MMTPA of crude oil. Additionally, one product pipeline shall be laid for transferring 6 MMTPA refinery products from NRL refinery at Numaligarh to the Siliguri Marketing Terminal (SMT) of NRL to meet the demand in eastern and northern part of India.

**2.0 BRIEF SCOPE OF WORK:**

The scope of work envisaged under this tender for SITE GRADING covers general Site Grading and all associated works required for Crude Oil Import Terminal (COIT) at Paradip (Odisha) as per specifications, schedule of rates, drawings, codes, standards etc. including supply of all materials, consumables, tools, tackles, machinery, equipment, manpower etc. required for completion Civil - Structural works.

The CONTRACTOR shall be responsible to complete all works in all respect and any other work necessary to complete the job though specifically not covered in the scope of work. In general the scope of work shall be as follows but not limited to the same.

Supplying and filling in general site grading with sand from outside the plant limit area with all lead arranged by CONTRACTOR.

- a) CONTRACTOR to Supply and transport Sand for site grading at COIT Plot. The royalty and all other charges of this sand filling are payable by the CONTRACTOR.
- b) Site clearance, debris removal, clearing of bushes & cluster of bamboos, grass, vegetable growth etc., grubbing of roots, filling of hollows with Dredged Spoil/Sea Sand, transportation and disposal of unserviceable material to designated areas arranged by CONTRACTOR outside the plant limits and stacking of serviceable material etc. within plant boundary all complete as per specification, drawings, documents and directions of Engineer-In-Charge.
- c) Earthwork in filling for general site grading with Sand including transportation, watering, rolling, compacting (90% Proctor density), dressing including clearing and stripping in cutting and filling areas etc. all complete as per specification, drawings, documents and directions of ENGINEER-IN-CHARGE.

Any other item not mentioned specifically above but required to complete the job as per direction of Engineer-In-Charge.

### 3.0 TIME SCHEDULE FOR COMPLETION:

06 (Six) Months from the date of site handing over. However prices must be valid for 12 (Twelve) months from the date of Letter of Acceptance.

### 4.0 SALIENT DETAILS:

|    |                                                                                                                     |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----|---------------------------------------------------------------------------------------------------------------------|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a) | Bidding Document & subsequent Amendment (if any) available on Website for viewing & downloading, <b>and its fee</b> | : | The complete Bidding Document can be viewed and downloaded from CPP Portal having URL <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a><br><b>Cost of Bidding Document: NIL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| b) | Bidding Document available on Website                                                                               | : | From 15.09.2022 to 24.09.2022                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| c) | Last date of Receipt of Bidder's Queries                                                                            | : | Not Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| d) | Date of Pre-Bid Meeting                                                                                             | : | Not Applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| e) | Last Date and time of Online submission of Bids (Bid Due Date) and Mode of Bid Submission                           | : | Up to 1100 Hrs. (IST) on 24.09.2022<br><b>Online submission (e-Bids)</b> through CPP Portal<br><b>Bid submitted through any other mode shall not be acceptable.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| f) | Online Opening of Techno-commercial Unpriced Bid                                                                    | : | 1100 Hrs. (IST) on 26.09.2022 (*)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| g) | Bid Validity                                                                                                        | : | Bid shall be valid for <b>04 Months from the Bid Due Date (BDD) (#)</b> .<br>(#) - Final BDD after extensions, if any                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| h) | Earnest Money Deposit / Bid Security                                                                                | : | Rs. 1,00,000/- (One Lakh only).<br>Bidders (except MSE Bidders) has to submit EMD amount.<br>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: <a href="https://nrl.procure247.com">https://nrl.procure247.com</a> <b>If the EMD is not received within the specified date/time, offer shall not be considered for opening.</b> 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, MSE Bidders to submit valid MSE certificate as on BDD.<br>MSE Bidders to submit valid MSE certificate (UDYAM Registration Certificate) as on BDD. |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                 |   |                                                                                                                                                                                                                                                   |
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| i)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Date of Opening of Priced Bids                                  | : | Date & time shall be intimated later                                                                                                                                                                                                              |
| j)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Reverse Auction and Date of conducting Reverse Auction          | : | Not Applicable                                                                                                                                                                                                                                    |
| k)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Contact details of dealing officer                              | : | Name: Pradeep Kumar Dwivedi<br>(Sr. manager – Project Commercial)<br>E-mail : <a href="mailto:pradeep.dwivedi@nrl.co.in">pradeep.dwivedi@nrl.co.in</a>                                                                                            |
| l)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Communication address for submission of documents, in hard copy | : | Jyoti Bhushan Sarma,<br>(Head Project Commercial)<br>Admin. Building<br>Numaligarh Refinery Limited<br>(A Government of India Enterprise)<br>NRL Complex, Numaligarh,<br>Dist: Golaghat, Assam-785699<br>Mob No. 9435152586<br>Tel.: 03776-265413 |
| <p><b>Note:</b></p> <p>i) 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.</p> <p>ii) For any assistance you may please contact our service provider personnel at Phone No 03776 – 265774, email: <a href="mailto:z_tender@nrl.co.in">z_tender@nrl.co.in</a></p> <p>iii) Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.</p> <p>iv) Corrigendum, Addendum (if any) will be published in e-tendering portal (<a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a>) only.</p> <p>v) For any clarification, Bidder may contact to Pradeep Kumar Dwivedi email id: <a href="mailto:pradeep.dwivedi@nrl.co.in">pradeep.dwivedi@nrl.co.in</a>.</p> |                                                                 |   |                                                                                                                                                                                                                                                   |

If dates identified as (\*) above happen to be a declared holiday in NRL, Numaligarh, the next working day shall be considered.

All amendments, time extension, clarifications, etc. will be uploaded in the above website only, and will not be published in Newspapers. Bidders should regularly visit the above website to keep themselves updated and **submit their Bids based on the latest information/instructions hosted in the above e-Procurement Portal**

Request for extension or queries received from any bidder on a date which is less than four working days prior to the bid due date may be ignored, since there will not be adequate time for proper communication with Client and other Bidders.

The EMD must be submitted online on the portal of HDFC bank (Detail instructions at Appendix -A) and its receipt must be uploaded along with offer. If the EMD is not received along with the offer, offer shall not be considered for opening.

MSE bidders are exempted from submission of EMD. MSE bidders are required to upload only “UDYAM registration certificate” instead of the EMD deposit receipt.

## **5.0 BIDDER QUALIFICATION CRITERIA (BQC):**

### **5.1 COMMERCIAL / EXPERIENCE CRITERIA:**

- 5.1.1 The Bidder should have successfully executed / completed site grading work in last 10 (Ten) years to be reckoned from the bid due date, at least one or two or three site grading work value not less than as mentioned below:

| Value of Contract |                |                |
|-------------------|----------------|----------------|
| One Contract      | Two Contract   | Three Contract |
| Rs. 6.26 Crore    | Rs. 5.00 Crore | Rs. 3.75 Crore |

**Note:**

- (i) A job completed by a bidder as a sub-contractor shall be considered for the purpose of meeting the experience criteria of BQC subject to submission of following documents in support of meeting the "Bidder Qualification Criteria".
- (ii) The value of "similar work" shall be escalated at a simple rate of 7% for every completed year and thereafter at @ 0.58% for every completed month ending last day of the previous month of bid submission date (in case of extended bid submission date, original bid submission date shall be considered).

## 5.2 FINANCIAL CRITERIA

### 5.2.1 Annual turnover

The minimum average annual turnover during three preceding financial years of the bidder as per the audited annual financial results shall be Rs. 3.75 Crore.

### 5.2.2 Net Worth

The financial net-worth of the Bidder as per the immediate proceeding year's audited annual financial results shall be positive.

Further, negative Net worth shall not be rejection criteria for CPSEs / PSUs. Contract award shall be purely on competitive basis and CPSEs / PSUs having negative Net worth shall furnish an undertaking in their Bid that performance shall not be compromised.

### 5.2.3 CALCULATION OF TURNOVER, NET WORTH AND WORKING CAPITAL

- a) **Net worth calculation:** Net worth means **paid up share capital, Share Application Money pending allotment\* and reserves# less accumulated losses and deferred expenditure to the extent not written off**. Net worth shall be calculated using the following formula:

# Reserves to be considered for the purpose of net worth shall be all **reserves created out of the profits and securities premium account** but shall not include reserves created out of revaluation of assets, write back of depreciation and amalgamation.

**\*Share Application Money pending allotment will be considered only in respect of share to be allotted.**

| Description                                                          |   | Values <in Currency> | Reference (Page no., Clause etc.) |
|----------------------------------------------------------------------|---|----------------------|-----------------------------------|
| Paid up Share capital (A)                                            | : |                      |                                   |
| Add: Share Application Money pending allotment (B)                   | : |                      |                                   |
| Add: Reserves (As defined above) (C)                                 | : |                      |                                   |
| Less: Accumulated Losses (D)                                         | : |                      |                                   |
| Less: Deferred Revenue Expenditure to the extent not written off (E) | : |                      |                                   |
| <b>Net Worth (A+B+C-D-E)</b>                                         | : |                      |                                   |

- b) **Working Capital calculation:** Working Capital shall be **Current Assets minus Current Liabilities**.
- c) **Turnover (for the Financial Statement pertaining to post GST regime):**  
Turnover shall be calculated excluding GST and other Incomes.

[**Note:** If the financial Statements is prior to implementation of GST, and the Excise Duty is shown extra in the Financial Statement, the Turnover shall be inclusive of Excise Duty but excluding other income]

5.2.4 Financial years/ previous period as above shall be reckoned from the due date of submission of bids.

### 5.3 DOCUMENTS AND DATA REQUIRED WITH BID

Bidders are required to submit all such past experience (s) (PTR) meeting the BQC along with relevant supporting documents in the first instance itself, along with the bid to justify that the bidder meets the Qualification criteria as given above. Accordingly, only such past experience (s) shall be considered for qualification, details of which are provided in the bid by the bidder and subsequently no additional past experience (PTR) shall be sought from the Bidder.

#### 5.3.1 Documents towards Commercial BQC:

The bidder in his own interest shall furnish the following documents in support of his meeting the Bidder Qualification Criteria as per clause no. 5.1 of this document:

- i) Copies of Work order, scope of work and completion certificate of site grading works from client/ client authorized supervisory agency of qualifying job(s) in the name of bidder meeting requirement as laid in clause 5.1.1.
- ii) In case bidder submits PTR for a work executed by them as a sub-contractor to the end-user/ owner, besides other documents as required from main contractor, bidder shall also be required to either submit a completion certificate from end-user/ owner mentioning that the work has been executed by bidder as sub-contractor or a copy of approval by end-user/ owner for engaging the bidder as sub-contractor.

**The failure to meet the above qualifying criteria(s) will render the bid to be summarily rejected. Therefore, the bidder shall in his own interest furnish complete documentary evidence including certificates(s) of the work executed to justify the qualifying criteria.**

#### 5.3.2 Documents towards Financial BQC:

Bidder shall submit any one of the following documents to substantiate the Financial BQC:

- (i) Complete **Audited Financial Statement** (which includes 'Balance Sheet' and 'Profit & Loss Account' along-with the all schedules, Notes referred to therein and the Auditor's report).
- (ii) Annual Financial details shall have to be submitted along with the original offer within the bid due date. The Financial details submitted after bid due date will not be considered for evaluation, however, any missing document (issued prior to the bid due date) pertaining to the details furnished in the offer shall be allowed for submission.

#### Notes towards Financial Documentation:

- a) **Financial Statements of Latest Years:** In case the last financial year's closing date was within 9 months prior to Bid due date and Complete Audited Financial Statement of last financial year are not available, Bidder has the option to submit the financial details of the three previous financial years immediately prior to the last financial year. Otherwise, it is compulsory to submit the financial details of the immediate preceding three financial years.

For example, In case, Bid due date is up to 31<sup>st</sup> December and Financial details of immediate preceding financial year (year ending 31<sup>st</sup> March of the same

year) are not available, the financial details of the three previous years immediately prior to the last financial year may be submitted.

**b) Bidder shall submit Standalone Financial Statements. However, Consolidated Audited Financial Statements are acceptable in following situations:**

- (i) **Bidder is a Parent/Holding Company:** Where only consolidated Audited Financial Statements are prepared and audited, which includes the financial details of their wholly owned subsidiaries etc., consolidated audited financial statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the Bidder, certifying that standalone Financial Statements of Bidder (without the financial data of subsidiaries, etc.) is not separately prepared and audited.
- (ii) **Bidder is a Subsidiary Company:** In case a Bidder is a Subsidiary Company and separate Financial Statements of the Bidder is not prepared & audited, but only a consolidated audited Financial Statements of their Parent Company/Holding Company are available, consolidated audited Financial Statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the Parent/Holding company (whose Audited Financial Statements are submitted for qualification) certifying in their letter head that Financial Statements of Bidder are not separately prepared and audited.

**5.0.1 Unique Document Identification Number (UDIN):** 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.

**5.0.2 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 [together with documents against MSE, if applicable], meeting the authentication process as under:

- i. By CEO / CFO / Company Secretary (CS) or any member of the Board of Directors in case of Limited Companies (Private / Public Limited);  
CEO/ CFO/ Company Secretary or any member of the Board of Directors in case of a limited company can either sign all the pages of the documents or submit a certificate signed by them **[as per Format-A of IFB]**, listing out all the BQC documents submitted in the Bid along with basic details, duly referenced.

Or

By the Proprietor / any two Partners and also Notarised by Public Notary on all pages of the documents in case of Proprietorship / Partnership firms.

And

- ii. In addition to above, Bidder shall furnish an undertaking in the format enclosed herewith **[as per Format-B of IFB]**, from the same authority (authorities) who had signed and authenticated the documents. **Such undertaking shall also be notarized by Notary Public in case of Proprietorship / Partnership firm.**

- 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.

## **6.0 OTHER POINTS:**

### **6.1 Bidder's past experience as Consortium/ Unincorporated Joint Venture (JV):**

While evaluating the Bids, Bidder's **past experience as a leader or member of a Consortium/ Unincorporated Joint Venture (JV) shall be considered** acceptable, provided his scope in that Consortium/JV meets the requirement stipulated in the subject BQC under evaluation.

In case, the PTR of Consortium/ Unincorporated Joint Venture (JV) experience submitted by the Bidder meets the similar work (Site grading work) without indicating the division of scope of work in terms of specific activities and associated value of work between the Consortium/ Unincorporated Joint Venture (JV) members, but only the division of scope in terms of percentage share is indicated, in such case the completed value shall be arrived at after considering percentage share of each member, for the purpose of BQC evaluation.

### **6.2 Experience of Own Projects:**

Experience of only the Bidding entity shall be considered. A job executed by a Bidder for its own plant/projects shall not be considered as experience for the purpose of meeting the Qualification Criteria of the Enquiry document.

However, **Jobs executed for Subsidiary/ Fellow Subsidiary / Holding company shall be considered as experience for the purpose of meeting BQC, subject to submission of additional document towards "tax paid invoice(s) duly certified by Statutory Auditor of the Bidder or consolidated statement issued by Statutory Auditor of the Bidder towards payments of statutory tax" in support of the job executed for Subsidiary/ Fellow subsidiary / Holding company.**

**In case referred Project falls under "No Tax Area" (like SEZ), Bidder can submit certificate from their Statutory Auditor to this effect in place of Tax paid invoice.**

Chartered Accountant (CA) (in place of Statutory Auditor) is acceptable where audited accounts are not mandatory as per law for latest financial year. Also, CA shall not be an employee/ Director and not having any interest in the Bidder's company/Firm.

- 6.3 In case, two separate Bidders submit reference of same work (wherein one was Main Contractor and the other was Sub-Contractor) for meeting Bidder Qualification Criteria, both Bidders' experience shall be considered for qualification subject to Bidder's meeting other qualification requirements.**

## **7.0 OTHER POINTS:**

### **7.1 SPECIAL NOTE TO THE BIDDERS:**

The relaxation of Bidder Qualification Criteria (BQC) to MSE & Start-up agencies in line with Govt. circular is not applicable for this tender as the envisaged activities are covers under works contract linked to public safety and security.

### **7.2 EVALUATION & COMPARISON OF BIDS**

**40% of total BOQ quantity shall be ordered on L1 Bidder and balance 60% of total BOQ quantity will be divided equally in other two bidders (30%-30%) who will match the L1 bidder price. In such a scenario, bidder will be advised to match the L1 price (in the order of being L2/ L3/L4 etc.) and job will be awarded accordingly.**

**So, in any situation one bidder can get order for max. 40% of the total BOQ quantity.**

**In case more than one bidder found L1 and quotes the same unit rate, then the price discount (in sealed envelope) shall be sought from the bidders quoting same unit rate. However, even after the price discount more than one bidder quotes are found the same rate (L1), the selection of successful bidder shall be decided based on lottery (to be conducted among the bidders having the same lowest rate).**

## **8.0 GENERAL**

- 8.1** Unincorporated Joint Venture (JV) / Consortium Bids shall not be accepted.
- 8.2** NRL reserves the right to evaluate the Bids using in-house information.
- 8.3** NRL reserves the right to verify the credentials of the documents submitted by bidders towards the BQC.
- 8.4** Bidder should not be under liquidation, court receivership or similar proceedings.
- 8.5** The Bidders who are on **Holiday / Negative list of NRL** on the due date of submission of Bid / during the process of evaluation of the Bids, the offers of such Bidders shall not be considered for Bid opening/Evaluation/Award.
- 8.6** Bidder to inform the **status of their being on** black listing / holiday listing by **MOPNG and other OIL PSUs**. Further, any wrong declaration in respect of holiday listing shall render the vendor liable for action under the holiday listing policy of NRL.
- 8.7** NRL shall not be responsible or liable for cost incurred in preparation, submission & delivery of Bids, site visit, participating in the discussion and other expenses incurred during the Bidding process, regardless of the conduct or outcome of the Bidding process.
- 8.8** In case, any Bidder is found to be involved in **cartel formation**, their Bid shall not be considered for evaluation/placement of order. Such Bidder shall be put on Holiday / blacklisted / debarred from Bidding in future for NRL.
- 8.9** Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their Bid.
- 8.10** NRL reserves the right to reject any/or all the Bids received or annul the Bidding process at any time at their sole discretion without assigning any reason thereof.
- 8.11** Unsolicited clarifications to the offer and/ or change in the prices during the validity period would render the bid liable for rejection.
- 8.12** For detailed specifications, terms and conditions and other details, refer complete Bidding Document.
- 8.13** Purchase preference against PPLC policy shall be applicable for this tender for Class I bidders only.
- 8.14** Purchase preference for MSE bidders shall not be applicable for this tender.
- 8.15** PROVISION FOR PROCUREMENT FROM BIDDERS FROM COUNTRY(IES) SHARING LAND BORDER WITH INDIA: Bidder shall confirm compliance as per provisions of Instructions to Bidders (ITB).
- 8.16** NRL reserves the right to complete evaluation of the bidder as per the details furnished by bidder without seeking any additional information / document.
- 8.17** **For terms and conditions and other details/Specifications, refer complete Bidding document and subsequent Amendment(s), if any.**
- 8.18** Clarification, if any, can be obtained from Mr. Pradeep Kumar Dwivedi following E-mail: [pradeep.dwivedi@nrl.co.in](mailto:pradeep.dwivedi@nrl.co.in)

**This is not an Order.**

For & on behalf of Numaligarh Refinery Ltd  
(Authorized Signatory)