

**NUMALIGARH  
REFINERY  
LIMITED**



**A GOVERNMENT OF INDIA UNDERTAKING**

**TENDER DOCUMENT FOR – “SUPPLY OF ONE BRAND  
NEW 250-275 METRIC TON LATTICE BOOM HYDRAULIC  
CRAWLER CRANE WITH JIB EXTENSION  
AT NRL SITE, NUMALIGARH”.**

**(Tender No. OC01000204/PRA)**

**PART – I: UN-PRICED BID**



**PREPARED & ISSUED BY  
NUMALIGARH REFINERY LIMITED**

**A Govt. of India Enterprise)**



**NUMALIGARH REFINERY LIMITED**  
**NOTICE INVITING TENDER (NIT)**

- 1.0 Numaligarh Refinery Limited (NRL) invites e-bids from competent and experienced agencies for the following under two bid system (Part-I: Techno-commercial part and Part-II: Price Part) with sound technical and financial capabilities fulfilling the Pre- Qualification Criteria of the tender document.

|                                                                                                                                                                               |                                               |                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------|
| <b>SUPPLY OF ONE BRAND NEW 250-275 METRIC TON LATTICE BOOM HYDRAULIC CRAWLER CRANE WITH JIB EXTENSION AT NRL SITE, NUMALIGARH.</b><br><br><b>(Tender No : OC01000204/PRA)</b> | Tender Publishing Date:                       | 26.09.2017 (12.05 Hours) |
|                                                                                                                                                                               | Document Download/ Sale Date:                 | 26.09.2017 (12.05 Hours) |
|                                                                                                                                                                               | Seek Clarification Start Date:                | 26.09.2017 (12.05 Hours) |
|                                                                                                                                                                               | Seek Clarification End Date:                  | 20.10.2017 (12.05 Hours) |
|                                                                                                                                                                               | Bid submission start date:                    | 26.09.2017 (12.05 Hours) |
|                                                                                                                                                                               | Bid submission close date (i.e. Bid Due Date) | 06.11.2017 (11.00 Hours) |
|                                                                                                                                                                               | Bid Opening Date:                             | 07.11.2017 (11.00 Hours) |

**2.0 PRE-BID DISCUSSION:**

- 2.1 A round of Pre-Bid discussion shall be held on **23.10.2017 (11.00 hrs.) at NRL, Numaligarh.** Interested bidders meeting the Pre-Qualification Criteria (PQC) of the Tender may participate in the Pre-Bid discussion to be held at the following venue:

**Commercial Dept, Admin Building (3rd Floor),  
Numaligarh Refinery Limited, Pankagrang,  
PO: Numaligarh Refinery Project,  
Dist-Golaghat (Assam), India, PIN-785699.**

- 2.2 Attendance of the Bidders is optional but highly encouraged. However, non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.
- 2.3 Prospective bidder(s) requiring any information or clarification of the Bidding Documents may notify NRL in writing over e-mail (E-Mail id: prasanta.barman@nrl.co.in) /Fax (03776-265482)/ Post at address indicated NIT below. All pre-bid question/ queries should be forwarded to NRL **latest by 20.10.2017.**
- 2.4 Any modification of the Bidding Document, which may become necessary as a result of the bidder's query/ pre-bid discussion, shall be published in e-tendering portal ( <http://eprocure.gov.in/eprocure/app>) through the issue of an Addendum/ Amendment/ Corrigendum/Clarifications.

**3.0 SUBMISSION OF E-BID:**

- 3.1 The E-Bid should be prepared in Two Parts as per the following details.
- i) PART – I : Techno-commercial / Unpriced Bid
  - ii) PART - II : Price Bid
- 3.2 Only online offer shall be considered against the subject enquiry. For details please go to our e-tendering portal <http://eprocure.gov.in/eprocure/app>

3.3 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.

3.4 For any assistance you may please contact our service provider personnel at Phone No 03776 – 265774, email: [z\\_tender@nrl.co.in](mailto:z_tender@nrl.co.in)

3.5 **Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.**

3.6 Subsequent Corrigendum/ Addendum (if any) shall be published in our e-tendering portal <http://eprocure.gov.in/eprocure/app>

**4.0 Agencies submitting their bids shall not be on Holiday list of NRL or any other Oil PSE. 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.**

## **5.0 PRE-QUALIFICATION CRITERIA (PQC):**

### **5.1. TECHNICAL CRITERIA:**

5.1.1 Bidder shall be OEM of the offered crane or an Indian sales & service partner of the OEM. The Indian partner shall be in the business of crane manufacturing in India for last 05 years to be reckoned from final bid submission close date.

5.1.2 Bidder (OEM/ OEM's Indian Partner) must have supplied minimum 03 (three) units of the offered crawler crane model in last 5(five) years in India and are in working condition.

5.1.3 Bidder must have existing after sales customer support network in India specifically for the offered crane model.

NRL reserves the right for independent verification of the references provided. Any negative feedback from any of the Clients on the performance and reliability shall lead to the rejection of the bid.

***Refer detail in Purchase Specification doc. Ref. NRM-MPS-TT1701 REV 04 for Procurement of Lattice Boom Hydraulic Crawler Crane (copy enclosed)***

### **5.2 FINANCIAL CRITERIA:**

5.2.1 Networth of the bidder should be positive as per the audited financial results for the immediate preceding financial year (i.e. FY 2016-17).

**The offer of the bidder whose Networth is 'Negative' in the immediate preceeding financial year shall not be considered for evaluation.**

Networth means paid up share capital, Share Application Money pending allotment\* and reserves\*\* less accumulated losses and deferred revenue expenditure to the extent not written off.

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

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

Accordingly, the definition of Networth shall be as follows:

|                              |   |                                                            |                    |
|------------------------------|---|------------------------------------------------------------|--------------------|
| <b>Paid up share capital</b> |   |                                                            | <b>XXXX</b>        |
| Add                          | : | Share Application Money pending allotment                  | XXX                |
| Add                          | : | Reserves (as defined above)                                | XXXX               |
| Less                         | : | Accumulated Losses                                         | XX                 |
| Less                         | : | Deferred Revenue Expenditure to the extent not written off | <u>XX</u>          |
| <b>NETWORTH</b>              |   |                                                            | <b><u>XXXX</u></b> |

*Please submit copy of your complete Annual Financial Statement indicating Auditor's Report and Schedule of Reserve & Surplus, Balance Sheet & Profit/ Loss account and including all notes and schedules forming part of Audited Annual Reports for the immediate preceding financial year for determination of Networth of the Bidder.*

## 6.0 **EVALUATION OF THE TENDER:**

6.1 Tender shall be evaluated on '**LOWEST OFFER BASIS**'.

## 7.0 **DOCUMENTS TO BE UPLOADED AS A PART OF PART – I: TECHNO-COMMERCIAL / UNPRICED E-BID:**

- a) Documents in support of Pre-Qualification Criteria (PQC) of the Tender.
- b) Purchase Specification doc. Ref. NRM-MPS-TT1701 REV 04 including Corrigendum/ Addendum / clarification (if any) duly filled, signed & sealed.
- c) Agreed Terms & Conditions (ATC) (Indigenous / Import; as applicable) duly filled, signed & sealed. **The commercial terms & conditions should not be repeated in the offer.**
- d) Bidder's Self-Declaration of black listing/ holiday listing as per Performa enclosed - duly signed & sealed
- e) Integrity Pact duly signed & stamped.
- f) Format for declaration for not being under liquidation, court receivership or similar proceedings.
- g) In case of Micro & Small Enterprise (MSE), relevant documents (i.e. EM-2 certificate /Udyog Aadhar Memorandum and Indemnity Bond in Rs.100/- stamp papers as per format enclosed) as per clause no. 9 of NIT below. – Applicable for Indian Bidders only.
- h) Vendor Details as per format enclosed.

Note: (i) Bids received without the above documents may be liable for rejection.  
(ii) Bids may be evaluated as received and techno- commercial queries may not be issued.

**8.0        DOCUMENTS TO BE SUBMITTED AS A PART OF PART – II: PRICED E-BID:**

- (a)        BoQ/Priced Bid “in "XLS" format as per instructions provided.

**9.0        TENDERS FROM MICRO AND SMALL ENTERPRISES (MSEs):**

This tender is guided by the Public Procurement Policy for Micro and Small Enterprises (MSEs) notified by the Government under the Micro, Small and Medium Enterprise Development Act, 2006, which came into effect from 1st April, 2012. The Ministry of MSME published an order known as Public Procurement Policy for Micro and Small Enterprises (MSEs) Order 2012 under which Micro and Small Enterprises (MSEs) shall be entitled for benefits, subject to terms and conditions as per ANNEXURE “X” enclosed.

**10.       ADDITIONAL CONDITION OF THE TENDER (applicable for Indian bidders):**

The requirement of Prior Turnover and Prior Experience (if any, indicated in the tender document) will be relaxed if the bidder is Micro and Small Enterprise (MSE) or Startup and meets the quality and technical specifications described in the tender, subject to submission of valid supporting documents by the bidder.

This relaxation of prior turnover and prior experience will not be applicable for items related to public safety, health, critical security operation and equipment etc.

**Supporting documents for MSE bidders:**

- (i)        EM-2 certificate or Udyog Aadhaar Memorandum wherein bidder is registered as ‘Micro/ Small Enterprise’.
- (ii)       The MSE registration must be for the items/category of items/services relevant to the tendered items/category of items /services.

**Supporting documents for Startup:**

Bidder who intends to participate as ‘Start-up’ company should enclose the Certificate of Recognition issued by Department of Industrial Policy and Promotion, Ministry of Commerce & Industry, Govt. of India.

**Note:** Above supporting documents are required to be uploaded by bidder along with un-priced bid only. It is the responsibility of the bidder to upload the above supporting documents along with their un-priced techno-commercial bid for availing relaxation on Prior Turnover and Prior Experience (if applicable in this tender). In case of non-receipt of above documents along with bidder’s un-priced bid, no further communication in this regard will be carried out to ascertain bidder’s qualification as ‘MSE bidder/ Startup’ and relaxation on Prior Turnover and Prior Experience (if applicable in this tender) under the above mentioned additional condition will not be passed on to bidder.

**10.0      GENERAL:**

- 10.1      Bidder should not be under liquidation, court receivership or similar proceedings. Bidder to submit the self-certificate in this regard as per format enclosed.
- 10.2      In case of Foreign Bidder, if any of the documents in support of meeting PQC are not in English language, then the English translation copy of the same duly certified, stamped and signed by Local Chamber of Commerce shall be furnished along with the document in the un-priced bid.
- 10.3      Consortium/Joint venture bids shall not be accepted.
- 10.4      In this tender, either the Indian Agent/ Authorized representative in India on behalf of the foreign Principal (i.e. OEM) can bid but both cannot bid in the same tender. No Foreign Principal can engage/ authorize more than one Indian Agent/ Authorized representative in India.
- 10.5      In order to consider offer submitted by Indian Agent/ Authorized representative in India on behalf of Foreign Principal (i.e. OEM), Foreign Principal (i.e. OEM) must meet the PQC requirement of the Tender. Single Point Responsibility for execution of the complete job (as per scope of tender) shall be with Foreign Principal (i.e. OEM) only.
- 10.6      Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- 10.7      In case any of the document/information(s) furnished by a bidder are found to be false/forged, such bidder shall be kept in holiday list/ black list apart from other penal actions as deemed fit by NRL.
- 10.8      In case any bidder is found to be involved cartel formation, his bid will not be considered for evaluation/placement of order. Such bidder will also be debarred from bidding in future.
- 10.9      EMD is not applicable for this Tender.
- 10.10      Any modification of the Bidding Document, which may become necessary as a result of the bidder's query/ pre-bid discussion, shall be published in e-tendering portal ( <http://eprocure.gov.in/eprocure/app>) through the issue of an Addendum/ Amendment/ Corrigendum/Clarifications.
- 10.11      NRL reserves the right to defer the date/time of opening of the offer; to make changes in the terms & conditions of tender document and to reject any or all bids without assigning any reason thereof.
- 10.12      Contact Person for the Tender are :

Mr. Prasanta Barman.  
Phone : 03776-265482  
Email ID: prasanta.barman@nrl.co.in

**Date: 26.09.2017**

**GM (Commercial & Legal)  
Numaligarh Refinery Limited.  
Numaligarh, Dist – Golaghat.  
Assam.**

Enclosures:

- (i) Purchase Specification doc. Ref. NRM-MPS-TT1701 REV 04.
- (ii) Agreed Terms & Conditions (ATC) for Indian Bidders.
- (iii) Agreed Terms & Conditions (ATC) for Foreign Bidder.
- (iv) Special Instruction to bidders (SIB) for both Indian Bidders & Foreign Bidders.
- (v) General Purchase Conditions (Indigenous) for Indian Bidders.
- (vi) General Purchase Conditions (Import) for Foreign Bidders.
- (vii) Bidder's Self-Declaration of black listing/ holiday listing as per Performa enclosed - duly signed & sealed
- (viii) Integrity Pact. - for both Indian Bidders & Foreign Bidders.
- (ix) Format for declaration for not being under liquidation, court receivership or similar proceedings. - for both Indian Bidders & Foreign Bidders.
- (x) Format for Indemnity Bond for Micro and Small Enterprise (MSE) - Applicable for Indian bidder if, bidder is registered as Micro and Small Enterprise (MSE).
- (xi) NRL's Standard PBG Format (Indigenous & Imported Purchase).
- (xii) Format for Bidder details.
- (xiii) BoQ/Price Schedule.