



NUMALIGARH REFINERY LIMITED
NOTICE INVITING TENDER

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

Name of Work:	Hiring of vehicles on daily basis at Delhi/NCR and Mumbai for visiting officers on official duty, Company Guests and for other official works. (Gr. A, Gr. B and Gr. C) Group A: Maruti Swift Dzire / Toyota Etios / Honda Amaze or equivalent. Group B: Toyota Innova/ TATA Aria or equivalent Group C : Toyota Corolla Altis/Chevrolet Cruze or equivalent								
Tender No. & Date:	OC22000136 dated 8.09.2022								
Due Date of Submission:	Before 11.00 AM of 22.09.2022								
Technical Bid opening date & time:	After 11.00 AM of 23.09.2022								
Earnest Money Deposit:	Bidders have to submit EMD for participating in respective group as below: <table border="1"> <thead> <tr> <th>Group</th><th>EMD Amount</th></tr> </thead> <tbody> <tr> <td>Gr: A</td><td>29,000.00</td></tr> <tr> <td>Gr: B</td><td>14,000.00</td></tr> <tr> <td>Gr: C</td><td>15,000.00</td></tr> </tbody> </table> Bidder shall have to submit EMD amount corresponding to EMD amounts for the groups opted by them.e.g if the bidder opted for all groups then they have to submit total EMD amount of Rs 58,000. <i>The EMD must be submitted online on the portal of HDFC bank (instructions at Annexure-XVII below) 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.</i> <i>However, MSE bidders are exempted from submission of EMD. MSE bidders are required to upload UAM or EM Part-II (as explained in Annexure-X) instead of the EMD deposit receipt.</i>	Group	EMD Amount	Gr: A	29,000.00	Gr: B	14,000.00	Gr: C	15,000.00
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Gr: A	29,000.00								
Gr: B	14,000.00								
Gr: C	15,000.00								
Contract Period:	2 years with a provision for extension of another one year from the date of site handover.								

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 applications are invited should be either of the following:

	Past Experience #			Turnover
Group	One similar work costing not less than (Rs. in Lakhs)	OR, Two similar completed works costing not less than. (Rs. in Lakhs)	OR, Three similar completed works costing not less than. (Rs. in Lakhs)	Average Annual Turnover not less than (Rs. in Lakhs)
A	28.84	23.07	17.30	17.30
B	14.09	11.28	8.46	8.46
C	15.30	12.24	9.18	9.18

Tenderers need to qualify group-wise Pre-qualification criteria stipulated in the tender. To qualify for multiple groups, a bidder shall have to meet “added PQC values” of the opted groups. [e.g., a bidder opting for the all the three groups should have a minimum average annual turnover of Rs. (17.30+8.46+9.18) lakh to qualify the turnover criteria; Same shall be applicable for past experience also

Note: 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 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 bids are invited.

Unless otherwise specifically mentioned in the tender, Provisional Job Completion Certificate or Job Completion Certificate issued against incomplete / in-progress job will not be acceptable.

***Similar Works:** Bidders should experience of providing vehicles to Public Sector/Govt. Companies/reputed Corporate to their satisfaction.

B) OTHER TECHNICAL REQUIREMENT:

- Bidders should be Delhi NCR based or should have office establishments in Delhi NCR.
- In case of partnership firms, a copy of the partnership agreement, or General Power of Attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution

of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.

- iii) Bidders should have minimum 20 (Twenty) nos of vehicles in their own fleet. Bidder to submit the Registration certificate of vehicles during tender submission
- iv) Vehicles in fleet should not be old than five years. Bidder to submit the Registration certificate of vehicles during tender submission

C) AVERAGE ANNUAL TURNOVER: As per the table mentioned in clause A) past experience

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 3 financial years mentioned above refers to immediate 3 preceding financial years wherever the last bid submission date is after 30th Sept. In case of tenders having last bid submission date up to 30th September and audited / CA certified turnover documents of the preceding financial year is not available, the audited / CA certified turnover documents of the 3 years prior to preceding financial year will be considered. [May refer illustrative example given at Annexure-VII]

D) POSSESSION OF VALID GST REGISTRATION CERTIFICATE: Bidders are requested to upload their ‘VALID GSTIN/UIN Certificate’ along with the Bid Document. NRL at its discretion may not consider the bidder’s bid for further evaluation if the same is not found uploaded with the bid or not found to be valid in GST portal.

Please refer tender document and annexures for more details.

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’ 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.

CGM (Commercial)

Numaligarh Refinery Limited