



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

**ANNEXURE-A**

1. Numaligarh Refinery Limited (NRL) invites e-bids from competent and experienced Indian supplier 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 (PQC) of the tender document.

<b>SUPPLY OF REFORMATE AT NRL SITE, NUMALIGARH  (Tender No : OC44000088/PRA)</b>	Tender Publishing Date:	19.11.2020 (12.05 Hours)
	Document Download/ Sale Date:	19.11.2020 (12.05 Hours)
	Seek Clarification Start Date:	19.11.2020 (12.05 Hours)
	Seek Clarification End Date:	25.11.2020 (12.05 Hours)
	Bid submission start date:	19.11.2020 (12.05 Hours)
	Bid submission close date (i.e. Bid Due Date)	27.11.2020 (11.00 Hours)
	Bid Opening Date:	28.11.2020 (11.00 Hours)

2. **SUBMISSION OF E-BID:**

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

**Note:**

- i) 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>
- ii) 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.
- iii) 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)
- iv) **Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.**
- v) Corrigendum, Addendum (if any) will be published in e-tendering portal (<http://eprocure.gov.in/eprocure/app>) only.

3. **EARNEST MONEY DEPOSIT** : Not applicable.
4. **Bidders who are on holiday list by NRL or any other Oil sector PSU will not be considered. 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. **PRE-QUALIFICATION CRITERIA (PQC):** Refer Clause no. 2 of Technical Specification for supply of Reformate.

6. **TENDERS FROM MICRO AND SMALL ENTERPRISES (MSEs):** Enclosed in **Annexure-H**.
7. **POLICY TO PROVIDE PURCHASE PREFERENCE LINKED WITH LOCAL CONTENT (PP-LC):** Enclosed in **Annexure-I**.
8. **SPECIAL TENDER CLAUSE ON PROCUREMENT FROM A BIDDER FROM A COUNTRY WHICH SHARES LAND BORDER WITH INDIA:**

The Department of Expenditure (DOE) (Ministry of Finance) of the Govt. of India through OMs no. 6/18/2019- PPD dated 23rd July and 24th July'2020 has issued guidelines regarding procurement from bidders from a country or countries which share land boundary with India. The detail guidelines are available on the website of DoE (<https://doe.gov.in/>)

**In compliance to the above referred guidelines by DOE, bidders are requested to kindly furnish duly filled, signed and sealed copy of the undertaking as per Form A [i.e. Bidder's undertaking on Company's letter head] enclosed with tender document. (Refer Annexure-L).**

9. **DOCUMENTS TO BE UPLOADED AS A PART OF PART – I: TECHNO-COMMERCIAL / UNPRICED E-BID:**
  - a) Documents in support of PQC of the Tender.
  - b) Technical Specification for supply of Reformat (**Annexure-B**) duly signed and sealed.
  - c) Agreed Terms & Conditions (**Annexure -C**) duly filled, signed & sealed. **The commercial terms & conditions should not be repeated in the offer.**
  - d) List of deviations (**Annexure -D**) duly signed & sealed. ***In case of 'no deviation', Format-D to be submitted stating deviation as 'NIL'. (Bidders to note that deviations indicated elsewhere in the tender document, may not be considered while evaluating the offer).***
  - e) Bidder's Self-Declaration of black listing/ holiday listing as per Performa enclosed (**Annexure -E**) - duly signed & sealed.
  - f) Un-priced copy of Price Schedule Format (*with prices left blank and replaced by 'Quoted'*) (**Annexure -F**).
  - g) Vendor Details (**Annexure -G**) as per Format enclosed.
  - h) Documents in support of MSE /PP-LC Policy.
  - i) Integrity Pact (**Annexure -J**) duly signed & sealed.
  - j) Duly filled, signed and sealed Form A [i.e. Bidder's Undertaking on Company's letter head] in compliance to Department of Expenditure's (DOE's) guidelines regarding procurement from bidders from a country or countries which share land boundary with India. (**Annexure -L**)
  - k) GST Undertaking enclosed with tender. (**Annexure -M**)

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

BoQ/Priced Schedule Format "in "XLS" format as per instructions provided. **Bidder shall quote Fixed Premium/Discount in USD per BBL in BOQ/Priced Schedule Format.**

11. **EVALUATION OF THE TENDER:** Refer Technical Specification for supply of Reformat at Annexure-B enclosed.

12. **GENERAL:**

- i) NRL adopts a practice to verify documents submitted by L1 (successful) bidder in support of bidder's credential against PQC. Authentication may be verified with the issuing authorities, by way of direct communication to NRL over official e-mail IDs / Original letter of authentication by post. Bidders may also follow up with the issuing authority for eliciting early response. If documents remain unauthenticated till given time line, NRL reserves the right to reject the bid.  
**Proper address for communication, including e-mail ID of the issuing authority should be provided along the tender document.**
- ii) Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- iii) 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.
- iv) 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.

Date: 19.11.2020

**GM (Commercial) I/c  
Numaligarh Refinery Limited.  
Commercial Dept,  
Pankagrath, PO-NR      Project,  
Dist – Golaghat.  
PIN-785699, Assam.**

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