



TENDER DOCUMENT FOR

One year rate contract for Supply of De-Oiling Poly Electrolite DOPE (PUR-OPRNS-1003438)

(Tender No: OC05000238/DIG)

PART 1: UNPRICED BID



Prepared and Issued by

NUMALIGARH REFINERY LIMITED

(A Govt. of India Enterprise)

NOTICE INVITING TENDER (NIT)

Dear Sir (s)/ Madam (s):

Numaligarh Refinery Limited (NRL) invites e-bids for following job under two bid system (Part-I: Techno-commercial part and Part-II: Price Part) in total compliance to PQC, Technical Specifications, Scope and Terms and conditions of tender documents/attachments/corrigendum etc. through e-tendering system.

Job Name : One year rate contract for Supply of De-Oiling Poly Electrolite DOPE (PUR-OPRNS-1003438).

Tender No : OC05000238/DIG

1. TENDER SCHEDULE:

Tender Publish Date	25.05.2022
Tender document download start date & time	25.05.2022 at 11:00 AM
Pre-Bid Meeting Date & Time	Not Applicable
Bid Submission start date & time	25.05.2022 at 12:00 AM
Bid Submission end date & time	10.06.2022 at 11:00 AM
Bid opening date & time (Technical Bid)	11.06.2022 at 11:00 AM

2. SUBMISSION OF E-BID:

- (i) 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
- (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. Only online offer shall be considered against the subject enquiry. For details please visit our e-tendering portal <http://eprocure.gov.in/eprocure/app>
- (iii) Bids received by way of Post, Courier, Fax, Telex or Telegram or email or in open condition shall not be considered.
- (iv) Subsequent Corrigendum/ Addendum (if any) shall be published in our e-tendering portal <http://eprocure.gov.in/eprocure/app>
- (v) 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.
- (vi) Any queries related to bid submission/Technical/Commercial may be forwarded to the email IDs/Contact Nos of the following officials for clarifications.

QUERY TYPE	CONCERNED OFFICIALS	
Assistance for bid submission	Name	DHIRAJ SAIKIA
	Email ID	z_tender@nrl.co.in
	Contact No	03776 – 265774/7002666632
Technical Queries	Name	Brishti Sikha Batsya
	Email ID	brishti.batsya@nrl.co.in
Commercial Queries	Name	Diganta Bora
	Email ID	diganta.bora@nrl.co.in

3. **EARNEST MONEY DEPOSIT** : Not Applicable.

4. **HOLIDAY LISTING:** 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):

The bidders who intend to participate in the tendering process shall meet all the following minimum requirements and only such bidders shall be pre-qualified technically for further evaluation:

- (i) Vendor should be Manufacturer or authorized dealer. In case of Manufacturer, Manufacturing approved license to be produce at the time of offer. Certificate of dealership along with principal Manufacturing approved license must be submitted at the time of offer. The source of material (factory of the manufacturer) must be mentioned by the dealers in the offer and should be strictly maintained during supply.
- (ii) In cases where a dealer has quoted on behalf of a manufacturer, valid dealership Certificate along with a letter of authorization from the manufacturer to participate in the Tender must be furnished.
- (iii) Bidders must submit all the supporting documents during the tendering stages only. Failure to do so will disqualify the vendor without any further communication.
- (iv) Performance criteria of De-oiling polyelectrolyte (DOPE): Oil removal efficiency of the De-oiling polyelectrolyte (DOPE) shall be 97% with effluent of NRL, Letekujan, Dist.: -Golaghat. The tender will be evaluated based on JAR test of DOPE at NRL laboratory. JAR TEST Method is IS3025 (Part 50:2001)

Note for PQC relaxation to MSE/Start-ups:

- (a) ~~**Option-1:**~~ Pre-Qualifying Criteria mentioned in the tender is mandatory for all participating bidders including MSEs and Start-Ups.
- (b) **Option-2:** The requirement of Prior Turnover and Prior Experience (if any, indicated in the tender document) will be **waived** if the bidder is Micro and Small Enterprise (MSE) or Start Up and meets the quality and technical specifications described in the tender, subject to submission of valid as well as relevant supporting documents.
- (c) **Supporting documents for MSE bidders:** Please refer to enclosed **Annexure-X**.
- (d) **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.
- (e) *Supporting documents are required to be uploaded by bidder along with un-priced techno-commercial 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) will not be passed on to bidder.*

6. EVALUATION OF THE TENDER:

- (i) Bidders to furnish firm price on FOR NRL Site basis for a period of 01 year w.e.f. the date of PO placement to successful bidder (s).
- (ii) Oil removal efficiency of the De-oiling polyelectrolyte (DOPE) shall be 97% with effluent of NRL, Letekujan, Dist.: -Golaghat. The tender will be evaluated based on JAR test of DOPE. JAR TEST Method is IS3025 (Part 50:2001).
- (iii) For Jar Test same effluent shall be used for all the bidders. Jar test will be done at NRL laboratory, Letekujan, Dist.: -Golaghat effluent by adding 30 mg/lit of Ferric Alum and 5 mg/lit of De-oiling polyelectrolyte (DOPE).

- (iv) Bidders shall send their chemical of 02 Liter along with their offer as sample, free of cost to Chief Manager (ETP) Administrative Building(new) , PO: Numaligarh refinery complex , Dist.: Golaghat, Assam, Pin Code:785699, Phone no. 0376-264-3115/0376-264-3282. Chemical should reach the NRL site within 10 days from the date of closing of bid.
- (v) Evaluation of bidder's supplied De-oiling polyelectrolyte (DOPE) samples will be done at NRL Laboratory, Letekujan, Dist.:Golaghat and the results shall be final and binding. Bidder will be technically qualified if the oil removal efficiency equal to or greater than 80% of 5 mg/lit (Max) in Jar test. Bidder's representative may be present at NRL site during the sample test at NRL Laboratory for witness of the same at their cost. In this regards intimation shall be given in advance for attending the sample test.
- (vi) Price Loading Criteria: NRL has target the oil removal efficiency of 97%. No extra Weight of advantage will be given for higher oil removal efficiency of more than 97%. Vendor should submit the jar test procedure detail at the time of offer and same to be followed at the time of delivery of each consignment
- (vii) Evaluation of bidders will be done on 'Item wise lowest offer basis shall be evaluated on 'Item wise Lowest Offer Basis'.

7. TENDERS FROM MICRO AND SMALL ENTERPRISES (MSEs):

Purchase preference to Indian MSEs (Micro & Small Enterprises) shall be applicable as per the Govt. of India Policies. Refer details in Annexure-X.

8. PURCHASE PREFERENCE POLICY LINKED WITH LOCAL CONTENT (PP-LC):

MOP & NG has notified the purchase preference (linked with local content) for the procurement of goods and services under Oil & Gas Projects in India. Under this Policy, the bidders are allowed to avail the purchase preference linked with attaining Local content as stipulated in PP-LC Policy enclosed with tender. As per PP LC Policy, Minimum Local Content (LC) for supply tender is 25% for Year 2020-22.

Supporting Documents to be submitted: The bidder claiming the PP-LC benefit shall be required to furnish relevant documents (**Form 2A and 2B**) as per annexure XI confirming his meeting the Local Content.

9. 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.govin/>)

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.

10. DOCUMENTS TO BE UPLOADED AS A PART OF PART-I: TECHNO-COMMERCIAL/UNPRICED E-BID:

- (i) Valid documents in support of PQC of the tender.
- (ii) Complete Technical terms and conditions: **duly sealed & signed** on each page; as a token of acceptance.
- (iii) SOR/Item details of the tender documents **Quoted/Unquoted** against each item: **duly sealed & signed** on each page.
- (iv) Agreed Terms & Conditions (ATC) **duly filled, sealed & signed**. *The commercial terms & conditions should not be repeated in the offer.*
- (v) Annexure-II: Bidder's information: **duly filled, sealed & signed** as per the format enclosed.

- (vi) Annexure III: Declaration for not being under Liquidation, Court Receivership or similar proceedings; **duly filled, sealed & signed on bidder's letter head** as per the format enclosed.
- (vii) Annexure V: Indemnity Bond cum GST undertaking: **duly filled, sealed & signed on bidder's letter head** as per the format enclosed.
- (viii) Annexure IX: Self-declaration of black listing / holiday listing **duly filled, sealed & signed** as per the format enclosed.
- (ix) Documents for availing MSE benefits as per Annexure-X (Applicable for MSE Bidders).
- (x) Documents for availing PP-LC benefit as per Annexure XI.
- (xi) Special Tender Clause on Procurement from a Bidder from a country which shares Land Border with India according to DPE OM 6/18/2019-PPD dated 23rd July,2020; **duly filled, signed and stamped** along with all relevant documents (**Form A/B/C**).
- (xii) Integrity Pact (In case tender value is more than 1 Cr.) **duly filled, sealed & signed** on the document enclosed.
- (xiii) NRL General Purchase Conditions 2021 (Indigenous) **duly sealed & signed** on each page; as a token of acceptance.
- (xiv) Corrigendum issued (if any): **duly sealed & signed** on each page.
- (xv) Notice Inviting Tender (NIT): **duly sealed & signed** on each page.
- (xvi) Any other relevant document in line with the requirement of the tender document.

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

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

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) Offer will be considered only when NRL is satisfied with experience and capability of the tenderer to take up this work.
- (iii) Consortium/Joint venture bids shall not be accepted.
- (iv) Canvassing in any other form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.
- (v) 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.
- (vi) 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.
- (vii) 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.

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

Enclosures:

- (i) BOQ/Price Schedule Format.
- (ii) Technical Terms and conditions and SOR/Item details
- (iii) Agreed Terms & Conditions (ATC).
- (iv) Tender standard document with following annexures and appendix
 - Annexure-II : Bidder's information
 - Annexure-III: Declaration for not being under Liquidation, Court Receivership or similar proceedings.
 - Annexure IV: Exceptions and Deviation sheet
 - Annexure V: Indemnity Bond cum GST undertaking
 - Annexure IX: pro-forma for self-declaration of black listing / holiday listing
 - Annexure X: special conditions for Micro and Small Enterprises (MSEs) bidders.
 - Annexure XI: Declaration/Undertaking for availing Purchase preference under PP-LC policy.
 - Annexure XII: Special Tender Clause on Procurement from a Bidder from a country which shares Land Border with India
 - Appendix A: Special Instructions to Bidders (SIB)
 - Appendix B: instructions for online bid submission
 - Integrity Pact
 - Pro-forma of bank guarantee for indigenous purchase (performance)
 - NRL General Purchase Conditions 2021 (Indigenous)
 - PP-LC Policy dtd. 17.11.2020 issued by Ministry of Petroleum and Natural Gas, Govt. of India.