

**NUMALIGARH  
REFINERY  
LIMITED**



**A GOVERNMENT OF INDIA UNDERTAKING**

**TENDER DOCUMENT FOR – “ANNUAL RATE  
CONTRACT FOR SUPPLY OF DIESEL LUBRICITY  
ADDITIVE AT NRL SITE, NUMALIGARH”.**

**(Tender No. OC44000042/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. 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>ANNUAL RATE CONTRACT FOR SUPPLY OF DIESEL LUBRICITY ADDITIVE AT NRL SITE, NUMALIGARH</b>  (Tender No : OC44000042/PRA)	Tender Publishing Date:	14.06.2019 (12.05 Hours)
	Document Download/ Sale Date:	14.06.2019 (12.05 Hours)
	Seek Clarification Start Date:	14.06.2019 (12.05 Hours)
	Seek Clarification End Date:	22.06.2019 (12.05 Hours)
	Bid submission start date:	14.06.2019 (12.05 Hours)
	Bid submission close date (i.e. Bid Due Date)	27.06.2019 (11.00 Hours)
	Bid Opening Date:	28.06.2019 (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. 3 of Technical Document enclosed with tender.

6. 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) MSE bidder must submit a copy of Entrepreneurs Memorandum (EM) – Part II/ Udyog Aadhaar Memorandum (UAM)\* wherein bidder is registered as ‘Micro/ Small Enterprise’.
- (ii) The MSE registration shall be valid as on date of placement of order.
- (iii) The registration must be for the items/category of items relevant to the tendered items/category of items.

**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 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.*

7. **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 Document (duly sealed & signed) as a token of acceptance.
- c) Agreed Terms & Conditions (ATC) duly filled, signed & stamped. **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 & sealed.
- f) MSE bidder may submit EM (Part-II)/ UAM wherein bidder is registered as ‘Micro/ Small Enterprise’ [refer Annexure-X enclosed]
- g) In case of availing benefits under Purchase Preference Policy (Linked with Local Content) (PP-LC Policy), bidder to submit documents as per PP-LC Policy and ‘Table 1: Calculation of Local Content – Supply Contracts (Goods)’ (i.e. Page 5 of 7 of PP-LC Policy) to be stated as **‘QUOTED IN PRICED BID’**
- h) Vendor Details as per Format enclosed.

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

- BoQ/Priced Bid “in "XLS" format as per instructions provided.
- In case of availing benefits under Purchase Preference Policy (Linked with Local Content) (PP-LC Policy), bidder shall provide break up of "Local component" and "Imported Component" along with their price bid (in PDF) as per format in ‘Table 1: Calculation Of Local Content – Supply Contracts (Goods)’; refer page 5 of 7 of PP-LC Policy.

9. **EVALUATION OF THE TENDER: Tender shall be evaluated on ‘Lowest Offer Basis’ as per evaluation criteria explained in 5.16 of Technical Documents.**

10. **TENDERS FROM MICRO AND SMALL ENTERPRISES (MSEs): Refer Annexure-X**

11. **GENERAL:**

- i) **Consortium/Joint venture bids shall not be accepted.**
- 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: 14.06.2019**

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

Contact Person: Prasanta Barman  
Email ID: [prasanta.barman@nrl.co.in](mailto:prasanta.barman@nrl.co.in)