

NOTICE INVITING TENDER (NIT)
FOR
ANNUAL MAINTENANCE CONTRACT FOR ELECTRICAL WORKS
DURING CONSTRUCTION PHASE AT M/S. ASSAM BIO REFINERY
PRIVATE LIMITED (ABRPL) AT NUMALIGARH, ASSAM
BIDDING DOCUMENT NO.: ABRPL/RFQ/ELECTRICAL-AMC/037
(DOMESTIC COMPETITIVE BIDDING)
e-Tendering

1.0 INTRODUCTION:

1.1 M/s. Assam Bio Refinery Private Limited (ABRPL), invites e-bids under **Single Stage Two Part Bid** System for execution of “**ANNUAL MAINTENANCE CONTRACT FOR ELECTRICAL WORKS DURING CONSTRUCTION PHASE**” at Assam Bio Refinery Private Limited, Numaligarh from competent agencies with sound technical and commercial capabilities meeting the Bidder’s Qualification Criteria stated in Cl. 5.0 below.

2.0 BRIEF SCOPE OF WORK:

The scope of work under this contract shall in general include electrical maintenance works during construction phase at M/s. Assam Bio Refinery Private Limited (ABRPL) at Numaligarh, Assam

3.0 CONTRACT PERIOD:

01 (One) Year from the date of issue of Letter of Intent (LOI).

4.0 SALIENT DETAILS:

a)	Bidding Document available on Website	:	From 15/12/2020 to 28/12/2020
b)	Last date of Receipt of Bidder’s Queries for Pre-Bid Meeting	:	On 19/12/2020
c)	Date of Pre Bid Meeting	:	at 1030 Hrs. (IST) on 22/12/2020. (Refer NIT cl. No. 6.0 below)
d)	Last Date and time of Online submission of Bids (Bid Due Date)	:	Up to 1200 Hrs. (IST) on 28/12/2020
e)	Place of Submission of EMD within BDD	:	Assam Bio Refinery Pvt. Limited, Diffaloo Guest House, Near CISF Colony, Telgaram District: Golaghat, Pin: 785699, Assam (India) Kind Attn: Mr. Rudra Prasad Nag (Head – Purchase, ABRPL)
f)	Online Opening of Techno-commercial Unpriced Bid	:	1500 Hrs. (IST) on 28/12/2020 (*)
g)	Earnest Money Deposit / Bid Security	:	Rs. 51,100/- (Rupees Fifty-One Thousand One Hundred only)
h)	Cost of Bidding Document (Non-Refundable)	:	Not Applicable

If dates identified as (*) above happen to be a declared holiday in ABRPL Assam, the next working day shall be considered.

The complete Bidding Document is available on e-tendering Website: www.tenderwizard.com/ABRPLEPROC. Bidders can view / download the document from the website mentioned above.

All amendments, time extension, clarifications, etc. will be uploaded in the website only and will not be published in Newspapers. Bidders should regularly visit the above website to keep themselves updated.

Request for extension or any queries received from any bidder with less than four working days prior to bid due date shall generally be ignored, since there will not be adequate time for proper communication with Client and other Bidders. Bidders shall submit the bid directly and in their own name without involving any intermediaries.

5.0 BIDDER'S QUALIFICATION CRITERIA (BQC):

Agencies intending to participate shall fulfil the following qualification criteria:

5.1 EXPERIENCE CRITERIA (COMMERCIAL)

5.1.1. The Bidder should have completed the Work Order(s) / Contract(s) of **similar works*** of minimum value(s) as indicated below, during preceding **SEVEN (7) years** to be reckoned from the due date for submission of bid.

- (i) One similar work costing not less than Rs.12,77,500/-
OR
- (ii) Two similar works costing not less than Rs. 7,66,500/- each

***Similar Work(s)** shall mean **"Electrical MV & LV Distribution Works including 11 KV level, commissioning & testing of distribution transformer as well as internal electrification works"**.

5.1.2. **The bidder should have 2 years of working experience in any PSU/Private Sector organization in Assam.**

5.1.3. **Bidder should be an electrical contractor having appropriate license for execution of 11 KV works.**

5.1.4. **The bidder should have valid Electrical Contractor License issued by Chief Inspectorate of Electricity, Assam.**

5.1.5. **For proof of requisite experience, self-attested photocopies of following documents must be submitted along with the bid:**

- (i) Contract documents / Work Order / Purchase Order showing details of work
and
- (ii) Completion Certificate / provisional completion certificate for the aforesaid Contract documents / Work Order / Purchase Order showing Contract number, Gross value of job done, Contract period /Contract start and completion date.
- (iii) Necessary certificates / documentary evidence against Clause No. 5.1.3 and 5.1.4 from competent authority

5.1.6. A job executed by a bidder for its own plant/projects cannot be considered as experience for the purpose of meeting requirement of BQC of the tender. However, jobs executed for Subsidiary/Fellow subsidiary/Holding company will be considered as experience for the purpose of meeting BQC subject to submission of tax paid invoice(s) duly certified by Statutory auditor of the Bidder towards payments of statutory tax in support of the job executed for Subsidiary/Fellow subsidiary/Holding company. Such bidders shall submit these documents in addition to the documents specified in the Bidding Documents to meet BQC.

5.1.7. A job completed by a bidder as a sub-contractor shall be considered for the purpose of meeting the Experience Criteria (Commercial) of BQC subject to submission of following documents in support of meeting the "Bidder's Qualification Criteria":

- a) Copy of work order along with schedule of rates issued by main contractor.
- b) Copies of completion certificates from the end user /Owner /PMC and also from the main contractor. The Completion Certificates shall have details like work

order no. /date, brief scope of work, ordered & executed value of the job, completion date etc.

- c) However, in case bidder is not able to furnish the completion certificates from the end user / Owner /PMC in his name then completion certificate issued in the name of main contractor shall also be considered as proof of completion. In such case, a copy of approval by End User/ Owner/ PMC for engaging bidder as Sub-contractor shall be submitted.

Note: The contract values as indicated at Clause No. 5.1.1 above should be exclusive of service tax/GST. In view of this, it has to be ensured that the value of job indicated by the prospective bidders is exclusive of service tax/GST. However, in case the value of completed job indicated in the completion certificates submitted by bidders do not have clarity with regard to inclusion/ exclusion of service tax/GST; the following shall apply:

- i) The completion certificate submitted by the bidder shall separately indicate the service tax/GST amount included in the value of completed job OR a separate certificate from the respective client, mentioning the service tax/GST amount, if any, included in the value of completed job under consideration should be submitted by the bidder.
- ii) In case service tax/GST amount/ component is not specified in the submitted completion certificate, then the amount equivalent to rate of applicable service tax/GST for the year of completion of subject tender shall be deducted from the value of completed job mentioned in the completion certificate to arrive at the value of completed job without service tax/GST.

5.2 FINANCIAL CRITERIA

5.2.1 Annual Turnover:

Annual Turnover of the Bidder shall not be less than **Rs. 25,55,000/- (Twenty-Five Lakh Fifty-Five Thousand in Indian Rupees only)** in **at least one of the immediate preceding three financial years** as on the date of submission of bid. Annual Turnover shall be verified from the audited Financial Statement of the company.

5.2.2 Net Worth:

Net Worth of the Bidder shall be at **POSITIVE** as per the immediate preceding year's Audited financial results.

5.2.3 Working Capital:

Minimum Working Capital of the bidder as per the immediate preceding year's audited financial results should not be less than **Rs. 2,55,500/- (Two Lakh Fifty-Five Thousand Five Hundred in Indian Rupees only)**.

Note: In case bidder is unable to meet the working capital requirement as above, the bidder can supplement the working capital with a fund based line of credit from any scheduled bank in India or a commercial bank having net worth more than equivalent INR 100 crore. In such a case, bidder shall furnish a declaration from the bank for availability of unutilised fund based line of credit for the shortfall in working capital as mentioned above, in the format enclosed as **Appendix-A to NIT**.

5.2.4 Financial years/ previous period as above shall be reckoned from the due date of submission of bids.

5.2.5 **Bidder to evidence the meeting of financial criteria shall furnish the complete audited annual reports including auditor's reports, balance sheets, profit & loss accounts statement and all other schedules for the preceding three financial years.**

5.2.6 In case, audited annual report of immediate preceding financial year is not available in cases where bid closing date is up to 31st December, the bidder has an option to submit the audited annual reports of the three previous years immediately prior to the last financial year. However, in case the bid closing date is after 31st December, bidder has to compulsorily submit the audited annual reports for the immediate three preceding financial years only.

5.2.7 In case a bidder (a Parent Company) is having wholly owned subsidiaries but only a single consolidated annual report is prepared and audited which includes the financial details of their wholly owned subsidiaries, consolidated audited annual report shall be considered for establishing the financial criteria subject to statutory auditor of the bidder certifying that

separate annual report of bidder (without the financial data of subsidiaries) is not prepared and audited.

- 5.2.8 Further, in case a bidder is a subsidiary company and separate annual report of the bidder is not prepared & audited, but only a consolidated annual report of the Parent Company is available, consolidated audited annual report shall be considered for establishing the financial criteria subject to statutory auditor of the parent company certifying that separate annual report of bidder is not prepared and audited.

5.3 DOCUMENTS AND DATA REQUIRED WITH BID

- 5.3.1 The bidder shall, in his own interest, furnish complete documentary evidence to justify that the bidder meets the Qualification criteria as given above.
- 5.3.2 Bidder shall complete and submit the Experience Record Proforma provided under the **Proposal Form** of the Bidding Document (Along with supporting documents mentioned) to establish that the bidder meets the Bidder Qualification Criteria as per clause no. 5.0 of this document.
- 5.3.3 Bidder shall furnish documentary proof of fulfilling the "Bidder's Qualification Criteria" as mentioned in Clause Nos. 5.1 & 5.2 above. The documentation shall include but not limited to copies of work order(s) / contract agreements(s) / relevant pages of contract document(s), completion certificate(s), fulfilling the qualification criteria, complete audited annual reports containing balance sheets and profit & loss accounts statement etc. ABRPL reserves the right to complete the evaluation based on the details furnished (without seeking any additional information) and /or available in-house data, survey or otherwise.
- 5.3.4 All documents furnished by the bidder in support of meeting the technical and financial criteria of BQC shall be submitted in a separate section/booklet along with their offer.
- 5.3.5 Bidder shall submit the following documents duly filled, signed & stamped by authorized person.

PART-I (TECHNO-COMMERCIAL BID):

- (i) Bid Forwarding Letter
- (ii) Tender Document
- (iii) Documents as per BQC
- (iv) Duly Filled Proposal Forms
- (v) Supplier Code of Conduct duly signed & stamped
- (vi) Copy of EMD/Bid Security as per Clause No. 8
- (vii) Unpriced copy of Summary of Price Part with the word "Quoted"

Part-II (PRICED BID):

- (i) Duly filled Summary of Prices (Form SP-0 and SP-1)
- 5.3.6 Any additional documents if deemed necessary to establish the qualifying requirements may be submitted by the Bidder.
- 5.3.7 Submission of authentic BQC documents is the prime responsibility of the Bidder. However, ABRPL reserves the right to getting the document cross verified, at their discretion from the document issuing authority & negotiation.
- 5.3.8 In the event of submission of any document / certificate by the bidder in a language other than English, the bidder shall get the same translated into English and submit the same after getting the translation duly authenticated by local Chamber of Commerce of bidder's country.
- 5.3.9 Failure to meet the above Qualification Criteria will render the Bid to be summarily rejected. Therefore, the bidder shall in his own interest furnish complete documentary evidence in the first instance itself along with their bids, in support of their fulfilling the Qualification Criteria as given above.
- 5.3.10 ABRPL reserves the right to complete the evaluation based on the details furnished without seeking any additional information and/or in-house data, survey or other work.

6.0 PRE-BID MEETING

- 6.1 Owing to the prevailing circumstances due to Covid-19, pre-bid meeting shall be convened through Video-conferencing only. Link for the meeting shall be shared through email to the bidders.
- 6.2 Bidder to ensure that authorized representatives attending the Video-conference (Pre-Bid Meeting) should be competent to discuss and conclude the technical and commercial issues, thus they are able to submit a **“ZERO DEVIATION BID”**.
- 6.3 Should bidders essentially feel the requirement of certain clarifications; they shall seek clarifications on such points within 1 week of receipt of tender document, so that the same could be clarified well ahead of bid closing date. Bidder may submit their queries, if any, latest by **22/12/2020** to ABRPL addressed to email:
himangshu.saikia@nrl.co.in ; arnovkamal.pachani@abrpl.co.in; and parthapratim.saud@abrpl.co.in.
- 6.4 The text of questions raised by bidder as pre-bid clarifications through mail (without identifying the source of the query) and the responses given will be transmitted to all the bidders.
- 6.5 Bidder should understand the requirement of submission of documents / data along with the bid so that bids received are in compliance with requirement of Bidding Document.
- 6.6 Non-attendance of Pre-bid Meeting shall not be ground for rejection.

7.0 SUBMISSION OF BIDS & VALIDITY

- 7.1 Bids are required to be submitted only through e-tendering website: www.tenderwizard.com/ABRPLEPROC on or before the Bid submission date and time. It may also be noted that the price details are required to be filled & submitted only in the Schedule of Price format downloaded from above e-Tendering website.
- 7.2 Physical Bids / Offers or Bids through any other mode shall not be accepted. The Offers submitted through e-tendering system, as above shall only be considered for evaluation and ordering.
- 7.3 Validity of bid shall be **4 (four)** months from the final due date of opening of Techno-commercial (Un-priced) Bids.

8.0 EARNEST MONEY DEPOSIT (EMD)

- 8.1 Bids must be accompanied with Earnest Money Deposit / Bid Security. Bids not accompanied with requisite Earnest Money deposit /Bid Security shall be considered as non-responsive and such Bids shall be summarily rejected. EMD/ Bid Security shall be in favour of Assam Bio Refinery Pvt. Limited, Numaligarh, Assam in the form of Demand Draft or Bank Guarantee in the prescribed proforma in favour of **“Assam Bio Refinery Pvt Ltd”** from any Indian Scheduled bank or from any Indian branch of an International bank. The Bank Guarantee shall be valid for a period of 3 months beyond the bid validity.

Bidders are to deposit EMD irrespective of being MSE/Start up without which offers will not be accepted. There will be no waiver of EMD for Public sector undertaking of central/ state Government undertakings, MSE/Start up.

- 8.2 Bidders are required to submit the Original EMD in OWNER office within the Bid Due date and time to the following address:

**Assam Bio Refinery Pvt. Limited,
Diffaloo Guest House, Near CISF Colony
Telgaram, Post Box No. 003,
Post office: N.R. Complex,
District: Golaghat, Pin: 785699,
Assam (India).**

Kind Attn: Mr. Rudra Prasad Nag (Head Purchase, ABRPL)

EMD in original shall be submitted in a sealed envelope titled **“Earnest Money Deposit for Bidding Document No. ABRPL/RFQ/ELECTRICAL-AMC/037”**.

- 8.3 Bids not accompanied with EMD shall be rejected and such Bidder shall not be allowed to attend Bid opening.

9.0 EVALUATION AND AWARD:

Price Evaluation and Award to be done on overall L1 basis of the qualified bidders.

10.0 PAYMENT TERMS:

Payment shall be released within 30 days from the date of submission of correct Invoice duly certified by ABRPL authorized representative along with all requisite documents. Monthly invoices are to be submitted by the Contractor to ABRPL within 7th day of the subsequent month for verification.

Payments are subject to deduction towards Security deposit, TDS as per prevailing rates and other recoveries as applicable as per terms & conditions of the contract.

11.0 CONTRACT PERFORMANCE BANK GUARANTEE / PERFORMANCE BANK GUARANTEE:

Applicable as per General Purchase Conditions (Indigenous) Clause No. 28. Vendor shall submit Contract Performance Bank Guarantee / Performance Bank Guarantee before commencement of the job.

12.0 GUARANTEE/WARRANTEE: Applicable as per General Purchase Conditions (Indigenous) Clause No. 12.

13.0 GENERAL

- 13.1 ABRPL reserves the right to negotiate and carry out capacity & capability assessment of the bidder using in-house information and past performance.
- 13.2 The bidders who are on Holiday/Negative/ Black-listing/Suspension/Banning list of ABRPL/NRL/ Fortum or any Government Department / Public / Private Sector companies on due date of submission of bid/ during the process of evaluation of the bids, the offers of such bidders shall not be considered for bid opening/evaluation/Award. If the bidding document were issued inadvertently/ downloaded from website, offers submitted by such bidders shall also be not considered for bid opening/evaluation/Award.
- 13.3 ABRPL will not be responsible or liable for cost incurred in preparation, submission & delivery of bids, regardless of the conduct or outcome of the bidding process.
- 13.4 General Purchase Conditions (Indigenous) of ABRPL will be applicable for this contract.
- 13.5 The contractor shall observe all labour and other statutory rules and regulation of State/Central Govt. in force including the Safety and Environmental rules & regulations. In case of any violations of such laws, rules & regulations, the cost involvement thereof shall exclusively be borne by the contractor and the company shall have no liability whatsoever on this account.
- 13.6 ABRPL authorised person shall be the Engineer-in-charge of the work and the contractor will have to abide by the instructions of Engineer-in-charge as given from time to time.
- 13.7 In case any Bidder is found to be involved in cartel formation, his Bid will not be considered for evaluation / placement of order. Such Bidder will also be debarred from bidding in future.
- 13.8 Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their Bid.
- 13.9 Unsolicited clarifications to the offer and / or change in the prices during the validity period would render the bid liable for rejection.
- 13.10 Bidder shall not be under liquidation, court receivership or similar proceeding.
- 13.11 ABRPL reserves the right to reject any or all the bids received or annul the bidding process at any time.
- 13.12 Consultant for the Project or their subsidiary company or companies under the management of consultant, are not eligible to quote for the execution of the same job for which they are working as consultant.

- 13.13 Bids submitted on Consortium or un-incorporated Joint-Venture basis shall not be accepted.
- 13.14 For detailed specifications, terms and conditions and other details, refer complete Bidding Document.
- 13.15 Clarification, if any, can be obtained from Mr. Himangshu Saikia & Rudra Prasad Nag through following numbers.

Telephone No.: +919435157823 & 9319595507

E-mail: himangshu.saikia@nrl.co.in & Rudra.nag@fortum.com

Very truly yours,

For & on Behalf of ABRPL

DECLARATION FROM THE BANK FOR AVAILABILITY OF LINE OF CREDIT

(To be Issued by Bank on Letterhead)

[Reference No.:.....

Date.....

Bidder Name & Address

Dear Sirs,

Subject: Working Capital Requirement for(Name of Work) for.....(Name of Project) of M/s.....

..... (Name of OWNER) towards Bidding Document No.....

Ref.:(Account No.)

We refer to your letter datedon the above subject and confirm the following:

Line of Credit (towards Working Capital like CC Limit)	Amount in INR/USD/EURO as of
Sanctioned Line of Credit	
Utilized Line of Credit	
Unutilized Line of Credit	

In case of award of.....(Name of Work) to M/s(Name of Bidder), We agree to provide the line of credit to meet the working capital requirement for INR/USD/EUROfor.....(Name of the work and job) towards Bidding Document No.....

Yours Faithfully,

For and on behalf of.....(Name of Bank)