

NOTICE INVITING TENDER (NIT)
FOR
MISCELLANEOUS SITE MAINTENANCE CIVIL WORKS AT M/S. ASSAM BIO
REFINERY PRIVATE LIMITED (ABRPL) AT NUMALIGARH, ASSAM
BIDDING DOCUMENT NO.: ABRPL/RFQ/MISC CIVIL WORKS/133
(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 **“MISCELLANEOUS SITE MAINTENANCE CIVIL WORKS”** 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 vendor shall provide the following services to keep all the equipment related to the Civil Construction and repairing job at the Bio-Refinery site:

1. Repairing of existing road of ABRPL Project Site.
2. Excavation and site grading Job.
3. Barricading Works.
4. Maintenance of water network along with plumbing job.
5. Project housekeeping job.
6. All kind of Civil Miscellaneous job etc.

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 28/06/2023 to 13/07/2023 .
b)	Last date of Receipt of Bidder’s Queries	:	On 04/07/2023 .
c)	Date of Pre-Bid Meeting	:	Not Applicable
d)	Last Date and time of Online submission of Bids (Bid Due Date)	:	Up to 1200 Hrs. (IST) on 13/07/2023 .
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 13/07/2023 (*)
g)	Earnest Money Deposit / Bid Security	:	Rs. 1,10,000/- (Rupees One Lakhs Ten Thousand 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 will be uploaded on the website only and will not be published in Newspapers.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 **Five (5) years** to be reckoned from the due date for submission of bid.

- (i) One similar work costing not less than Rs. 25.25 lacs
- OR
- (ii) Two similar works costing not less than Rs. 20.20 lacs each

***Similar Work(s)** shall mean **“Civil Construction or Civil Maintenance works”**.

5.1.2. **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.

5.1.3. 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.

5.1.4. 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. 51,00,000/- (Indian Rupees Fifty One Lakhs 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. 5,10,000/- (Indian Rupees Five Lakhs Ten Thousand 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, CA certificate 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) Notice Inviting Tender
- (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 Price Schedule with the word "Quoted"
- (viii) Compliance to bid requirements.

Part-II (PRICED BID):

- (i) Duly filled Price Schedule
- 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 Not Applicable
- 6.2 This bid is intended to be "**ZERO DEVIATION BID**".
- 6.3 Should bidders essentially feel the requirement of certain clarifications; they shall seek clarifications on such points within 06 (Six) days of receipt of RFQ, so that the same could be clarified well ahead of bid closing date. Bidder may submit their queries, if any, latest by **04/07/2023** to ABRPL addressed to email:
himangshu.saikia@nrl.co.in ; susrut.barman@abrpl.co.in; and trinayan.gogoi@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.

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 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/MISC CIVIL WORKS/133**”.

- 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:

- i) 95% of payment shall be released within 30 days on completion of work as certified in progress bill by Engineer In Charge (EIC).
- ii) 05% of payment shall be released within 30 days on completion of all works in all respects and issuance of completion certificate by Engineer In Charge (EIC).

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 (CPBG)

CPBG to be submitted within 15 days from the date of issue of LOI, the Seller shall furnish Contracts cum performance guarantee in the form of Bank Guarantee as per the purchaser's proforma for an amount equivalent to 10% of the Total order value. CPBG shall be given on a non-judicial stamp paper of appropriate value (currently Rs. 100).

The Contracts cum Performance Guarantee shall be valid for the duration of 6 months beyond the expiry of Defect Liability period.

12.0 DEFECT LIABILITY PERIOD: 12 Month from the date of Completion certificate from Engineer In Charge (EIC).

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) and GCC 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@chempolis.com

*Please specify RFQ No.: **ABRPL/RFQ/MISC CIVIL WORKS/133** in all Correspondence.

THIS IS NOT AN ORDER

Very truly yours,

Appendix-A to NIT

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)