

## Bid Document

| Bid Details                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bid End Date/Time</b>                                                     | 09-12-2022 15:00:00                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Bid Opening Date/Time</b>                                                 | 09-12-2022 15:30:00                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Bid Offer Validity (From End Date)</b>                                    | 90 (Days)                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Ministry/State Name</b>                                                   | Ministry Of Petroleum And Natural Gas                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Department Name</b>                                                       | Brahmaputra Cracker And Polymer Limited                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Organisation Name</b>                                                     | Brahmaputra Cracker And Polymer Limited                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Office Name</b>                                                           | Lepetkata                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Item Category</b>                                                         | Custom Bid for Services - HIRING OF SERVICES FOR HOUSEKEEPING OF UNIT and PLANT PREMISES AT BCPL LEPETKATA                                                                                                                                                                                                                                                                                                       |
| <b>Contract Period</b>                                                       | 2 Year(s)                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>MSE Exemption for Years of Experience and Turnover</b>                    | No                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Startup Exemption for Years Of Experience and Turnover</b>                | Yes                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Document required from seller</b>                                         | Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC)<br>*In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer |
| <b>Bid to RA enabled</b>                                                     | No                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Time allowed for Technical Clarifications during technical evaluation</b> | 5 Days                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Floor Price</b>                                                           | This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.                                                                                                                                                                                                                                                 |
| <b>Evaluation Method</b>                                                     | Total value wise evaluation                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Financial Document Indicating Price Breakup Required</b>                  | Yes                                                                                                                                                                                                                                                                                                                                                                                                              |

### EMD Detail

|               |        |
|---------------|--------|
| Advisory Bank | ICICI  |
| EMD Amount    | 615426 |

## ePBG Detail

|                                     |       |
|-------------------------------------|-------|
| Advisory Bank                       | ICICI |
| ePBG Percentage(%)                  | 1.50  |
| Duration of ePBG required (Months). | 27    |

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

### Beneficiary:

SM (C&P)

Lepetkata, Brahmaputra Cracker and Polymer Limited, Brahmaputra Cracker and Polymer Limited, Ministry of Petroleum and Natural Gas  
(Olivia Rajkumari)

### Splitting

Bid splitting not applied.

### MSE Purchase Preference

|                         |     |
|-------------------------|-----|
| MSE Purchase Preference | Yes |
|-------------------------|-----|

1. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

### Additional Qualification/Data Required

**Scope of Work:**[1669374168.pdf](#)

**Service Level Agreement (SLA):**[1669374183.pdf](#)

**Payment Terms:**[1669374189.pdf](#)

**GEM Availability Report ( GAR):**[1669189008.pdf](#)

Buyers are requested to upload the format for price breakup of the lumpsum offering to be provided by the service provider (Please provide the format if financial upload required is selected as "Yes" while creating Bid):[1669374222.pdf](https://www.bidsupply.com/1669374222.pdf)

#### Pre Bid Detail(s)

| Pre-Bid Date and Time | Pre-Bid Venue                                                                |
|-----------------------|------------------------------------------------------------------------------|
| 30-11-2022 15:00:00   | Please refer bidding document no. BCPL/C&P/LE22W166OR/02552 for the details. |

#### Custom Bid For Services - HIRING OF SERVICES FOR HOUSEKEEPING OF UNIT And PLANT PREMISES AT BCPL LEPETKATA ( 1 )

#### Technical Specifications

| Specification                                                                                | Values                                                                           |
|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>Core</b>                                                                                  |                                                                                  |
| Description /Nomenclature of Service Proposed for procurement using custom bid functionality | HIRING OF SERVICES FOR HOUSEKEEPING OF UNIT and PLANT PREMISES AT BCPL LEPETKATA |
| Regulatory/ Statutory Compliance of Service                                                  | YES                                                                              |
| Compliance of Service to SOW, STC, SLA etc                                                   | YES                                                                              |
| <b>Addon(s)</b>                                                                              |                                                                                  |

#### Additional Specification Documents

#### Consignees/Reporting Officer

| S.No. | Consignee/Reporting Officer | Address                                                                                                                                          | The quantity of procurement "1" indicates Project based or Lumpsum based hiring. | Additional Requirement |
|-------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|------------------------|
| 1     | Sabitri Bhattacharjee       | 786006,M/s Brahmaputra Cracker And Polymer Limited, Civil; Department, Administrative Building, Lepetkata - 786006 Dibrugarh &#x 28;Assam&#x 29; | 1                                                                                | N/A                    |

#### Buyer Added Bid Specific Terms and Conditions

##### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up

to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

## **2. Purchase Preference (Centre)**

Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for percentage of 100% of total value.

## **3. Purchase Preference (Centre)**

Preference to Make In India products (For bids less than 200 Crore):Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document 50%. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

## **4. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

- 1) Please refer the attached instruction to bidder, BEC/PQC, GCC, SCC & Scope of work, BOQ attached with the bid for all details. To be eligible, bidder must submit all the requisite documents as per PQC/BEC.
- 2) Bidder to read carefully all the attached documents before quoting.
- 3) Bidder must upload/submit Forms & Formats attached.
- 4) In case of any conflict between GTC & BCPL's documents, the provision of BCPL's documents (i.e. ITB, BEC, SCC, SOW, GCC etc) shall prevail.
- 5) Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
- 6) Bidder to quote the minimum amount/floor price (inclusive of GST) as stated in the Price Break Up/BOQ .

In case the price breakup is not submitted by bidder, the bidder has to accept the Unit Rate of respective services for billing purpose calculated by dividing the amount against the respective services [estimated on pro-rata basis as per suitable weightage based on the total quoted price] by the Total Quantity present in the BOQ against the respective services [since bidder in GeM portal quotes for total amount for entire quantity as single Lot and billing is to be done as per the SOR attached]. SAP generated SOR shall be a part of the contract.

- 7) Any charges payable to GeM shall be borne by the bidder.

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity/restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and/or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. If any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---Thank You---**