

**Bid Document/ बिड दस्तावेज़**

| Bid Details/बिड विवरण                                                                                                                   |                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bid End Date/Time/बिड बंद होने की तारीख/समय</b>                                                                                      | 07-03-2023 16:00:00                                                                                                                                                                                                          |
| <b>Bid Opening Date/Time/बिड खुलने की तारीख/समय</b>                                                                                     | 07-03-2023 16:30:00                                                                                                                                                                                                          |
| <b>Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)</b>                                                        | 65 (Days)                                                                                                                                                                                                                    |
| <b>Ministry/State Name/मंत्रालय/राज्य का नाम</b>                                                                                        | Ministry Of Petroleum And Natural Gas                                                                                                                                                                                        |
| <b>Department Name/विभाग का नाम</b>                                                                                                     | Brahmaputra Cracker And Polymer Limited                                                                                                                                                                                      |
| <b>Organisation Name/संगठन का नाम</b>                                                                                                   | Brahmaputra Cracker And Polymer Limited                                                                                                                                                                                      |
| <b>Office Name/कार्यालय का नाम</b>                                                                                                      | Lepetkata                                                                                                                                                                                                                    |
| <b>Item Category/मद केटेगरी</b>                                                                                                         | Custom Bid for Services - Hiring of service for engagement of consultant for handholding training and improvement in risk management system of BCPL                                                                          |
| <b>Contract Period</b>                                                                                                                  | 1 Year(s) 1 Day(s)                                                                                                                                                                                                           |
| <b>MSE Exemption for Years of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover</b>                                                 | No                                                                                                                                                                                                                           |
| <b>Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/</b>                                                      | Yes                                                                                                                                                                                                                          |
| <b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>                                                                     | Certificate (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/बिड से रिवर्स नीलामी सक्रिय किया</b>                                                                               | No                                                                                                                                                                                                                           |
| <b>Type of Bid/बिड का प्रकार</b>                                                                                                        | Two Packet Bid                                                                                                                                                                                                               |
| <b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b> | 3 Days                                                                                                                                                                                                                       |
| <b>Evaluation Method/मूल्यांकन पद्धति</b>                                                                                               | Total value wise evaluation                                                                                                                                                                                                  |

**EMD Detail/ईएमडी विवरण**

|          |    |
|----------|----|
| Required | No |
|----------|----|

**ePBG Detail/ईपीबीजी विवरण**

|                                                                        |       |
|------------------------------------------------------------------------|-------|
| Advisory Bank                                                          | ICICI |
| ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)                               | 3.00  |
| Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने). | 15    |

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable. / ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

Sr Manager

Lepetkata, Brahmaputra Cracker and Polymer Limited, Brahmaputra Cracker and Polymer Limited, Ministry of Petroleum and Natural Gas  
(Neeta Dutta)

**Splitting/विभाजन**

Bid splitting not applied.

**MSE Purchase Preference/एमएसई खरीद वरीयता**

|                                             |     |
|---------------------------------------------|-----|
| MSE Purchase Preference / एमएसई खरीद वरीयता | 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:** [1676370217.pdf](#)

**Service Level Agreement (SLA):** [1676370278.pdf](#)

**Payment Terms:** [1676370348.pdf](#)

Quantifiable Specification / Standards of The Service/ BOQ [1676370356.pdf](#)

GEM Availability Report ( GAR): [1676370361.pdf](#)

**Pre Bid Detail(s)**

| Pre-Bid Date and Time | Pre-Bid Venue                                            |
|-----------------------|----------------------------------------------------------|
| 20-02-2023 15:00:00   | C&P dept.<br>Administrative Building<br>BCPL , Dibrugarh |

**Custom Bid For Services - Hiring Of Service For Engagement Of Consultant For Handholding Training And Improvement In Risk Management System Of BCPL ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

| Specification                                                                                | Values                                                                                                                    |
|----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>Core</b>                                                                                  |                                                                                                                           |
| Description /Nomenclature of Service Proposed for procurement using custom bid functionality | Hiring of service for engagement of consultant for handholding training and improvement in risk management system of BCPL |
| Regulatory/ Statutory Compliance of Service                                                  | YES                                                                                                                       |
| Compliance of Service to SOW, STC, SLA etc                                                   | YES                                                                                                                       |
| <b>Addon(s)</b>                                                                              |                                                                                                                           |

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता                                                                                                                                          | The quantity of procurement "1" indicates Project based or Lumpsum based hiring. | Additional Requirement |
|----------------|---------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|------------------------|
| 1              | Neeta Dutta                                             | 786001,M/s Brahmaputra Cracker And Polymer Limited, Contract & Procurement Department, Administrative Building, Lepetkata - 786006 Dibrugarh (Assam) | 1                                                                                | N/A                    |

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**

1. Buyer Added Bid Specific ATC

## **1.1 BEC- Technical: (as a single bidder)**

- 1.1.1 The bidder must have **executed & completed** at least **Three (03)** order/contract/Agreement each of not less than **Rs 19.82 Lakhs** of "similar nature of work" in Petrochemical or Oil & Gas or Fertilizer plant in India whose annual turnover is not less than Rs. 500 crore in previous seven (07) years to be reckoned from the due date of un-priced bid opening

**OR**

The bidder must have **executed & completed** at least **Two (02)** orders/contracts each of not less than **Rs 24.78 Lakh** of "similar nature of work" in Petrochemical or Oil & Gas or Fertilizer plant in India whose annual turnover is not less than Rs. 500 crore in previous seven (07) years to be reckoned from the due date of un-priced bid opening

**OR**

The bidder must have **executed & completed** at least **one (01)** similar order/contract of not less than **Rs 39.65 Lakh** of "similar nature of work" Petrochemical or Oil & Gas or Fertilizer plant in India whose annual turnover is not less than Rs. 500 crore in previous seven (07) years to be reckoned from the due date of un-priced bid opening

### **Note 1:**

- a) Bidder(s) shall be required to submit the documents in respect of above experience criteria as per details at sl. no. **1.3** below.
- b) Definition of "**similar nature of work**": Preparation of Risk management Policy or handholding, training and improvement in risk management system or implementation of ESG .
- c) **Original work/service order/contract/ agreement and its completion/execution certificate or equivalent should be available with the bidder for verification of the same, if so desired by BCPL.**

## **1.2. BEC- Financial: (Not applicable)**

- a) **Relaxed Norms for Startups:**

**RELAXATION OF PRIOR TURNOVER AND PRIOR EXPERIENCE FOR STARTUPS (AS DEFINED IN GAZETTE NOTIFICATION NO. D.L-33004/99 DATED 18.02.2016 AND 23.05.2017 OF MINISTRY OF COMMERCE AND INDUSTRY), AS AMENDMED TIME TO TIME**

Prior turnover and prior experience as mentioned above in financial and technical criteria of BEC shall not be required for all Startups [whether Micro & Small Enterprises (MSEs) or otherwise] subject to their meeting the quality and technical specifications specified in tender document.

For availing the relaxation, bidder is required to submit requisite certificate

towards Startup enterprise registration issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry and relaxation is to be given to the specific goods / jobs domain wherein they are registered for.

Wherever the “Certificate of Recognition” is stipulating the domain of startup, the domain of startup is to be considered based “Certificate of Recognition” issued by Department of Promotion of Industry and Internal Trade (DPIIT). Startups having the “Certificate of Recognition” which do not mention Domain, in such case startups are also required to submit the documents for the same including the application submitted to DPIIT.

New startup “Certificate of Recognition” is stipulating “Industry” and “Sector” as domain of startup. Accordingly, “Industry” and “Sector” as domain of startups mentioned in certificate/ application (in case of old certificate which do not indicate domain) will be considered.

The above documents should be certified by the Chartered Accountant (not being an employee or a Director or not having any interest in the bidder’s company/firm) and notary public with legible stamp.

*Domain (i.e. Industry & Sector) of Startups for the instant tender shall be as under:*

| <b>Sl. No.</b> | <b>Domain</b>             |                                       |
|----------------|---------------------------|---------------------------------------|
|                | <b>Industry</b>           | <b>Sector</b>                         |
| <b>1</b>       | <b><i>Analytics</i></b>   | <b><i>Business Intelligence</i></b>   |
| <b>2</b>       | <b>Finance Technology</b> | <b><i>Advisory</i></b>                |
| <b>3</b>       | <b>IT Services</b>        | <b><i>Application Development</i></b> |
|                |                           | <b><i>IT consulting</i></b>           |

**1.3 Documents/Documentary Evidence required to be uploaded (submitted) in GeM Portal by bidder along with the other bid documents for qualifying the BEC mentioned at sl. no. 1.1 & 1.2:**

| <b>Sr. No.</b> | <b>BEC Clause no.</b> | <b>Description</b>                                                                                                          | <b>Documents required along with Unpriced bid for qualifying BEC (Bid Evaluation Criterion)</b><br><b>[All documents must be duly authenticated/ attested]</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | 1.1                   | <b>Technical Experience Criteria - Document</b><br><b>[All documents to be uploaded(submitted) must be self-certified ]</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1.             | 1.1.1                 | Experience against execution of order                                                                                       | <p>a. Bidder must submit/upload the Copy of Order/LOA/ Contract/Agreement along with its detail SOR items &amp; scope of work which has been executed towards similar nature of jobs as mentioned at clause no. 1.1.1 of BEC in previous seven (07) years to be reckoned from the due date of unpriced bid opening.</p> <p>b. Copy of Completion Certificate against the Order/LOA/Contract/Agreement submitted as mentioned at point “a” above, must be submitted. The <u>Completion Certificate</u> must contain the detailed information like Order/ LOA/ Contract/Agreement No. with date, Brief Scope of work / Name of work, Order value, Total executed value, Scheduled date of Work completion and date of Actual work completion etc. The <u>Completion Certificate</u> should have been issued by the end-user/owner/authorized consultant.</p> |
| 3              | 1.2.3                 | Experience against Startup Company                                                                                          | <p>a) Bidder to upload / submit the valid ‘Certificate of Recognition’ issued by Dept. of Industrial Policy and Promotion, Ministry of Commerce &amp; Industry, Govt. of India duly certified by the Chartered Accountant (not being an employee or a Director or not having any interest in the bidder’s company / firm) and notary public with legible stamp.</p> <p><b>In case, certificate of DIPP does not specify goods / job domain, startups are required to submit the documents for the same including the application submitted to DIPP.</b></p>                                                                                                                                                                                                                                                                                                |

**Note to above Bid Evaluation Criteria (point no. 1.0):**

- i) A job executed by a bidder for its own plant / projects cannot be considered as experience for the purpose of meeting the requirement of BEC of this tender. However, jobs executed for Subsidiary/Fellow subsidiary/Holding Company will be considered as experience for the purpose of meeting BEC subject to submission of tax paid invoice (s) duly certified by Statutory Auditor / Chartered Accountant of the bidder towards payments of statutory tax in support of the job executed for Subsidiary / Fellow subsidiary / Holding company. Such bidders to submit these documents in addition to the documents specified in the bidding document to meet BEC.
- ii) Experience of bidder acquired as a subcontractor can be accepted against submission of certificate from end-User/ Owner/ PMC by such bidder along with other specified documents. A job completed by a Bidder as a Sub-Contractor shall be considered for the purpose of meeting the experience criteria of BEC, subject to submission of following documents in support of meeting the "Bid Evaluation Criteria":
  - i) Documentary evidence/ Certificate by the end-User/ Owner/ PMC, with regards to approval of Bidder/ engaging Bidder/ execution by the Bidder as a Sub-Contractor to the Main Contractor.
  - ii) Work order and Completion Certificates indicating the value of works and date of completion issued by Main Contractor (including SOR, wherever required for establishing scope of work).
- iii) **Only documents (Work Order, Completion certificate, Execution Certificate etc.) which have been referred/ specified in the bid shall be considered in reply to queries during evaluation of Bids.**

**After submission of bid, only related shortfall documents will be asked for in TQ/CQ and considered for evaluation. For example, if the bidder has submitted a contract without its completion/ performance certificate, the certificate will be asked for and considered. However, no new reference/ PO/WO/LOA is to be submitted by bidder in response to TQ/CQ so as to qualify and such documents will not be considered by BCPL for evaluation of Bid.**

- iv) Eligibility criteria in case bid is submitted on the basis of technical experience of FOREIGN BASED ANOTHER COMPANY (SUPPORTING COMPANY) which holds more than 50% of the paid up share capital of the bidding company or vice versa: **Applicable as per ITB**
- v) Bids of Joint Venture/ Consortium and sub-contractors are not acceptable.

## **2.0 Methodology for Evaluation of Bids & Award:**

2.1 BCPL will evaluate and compare the Price bids of the techno-commercially qualified bidders whose bids are previously determined to be substantially responsive pursuant to "ITB: Clause-29". For the purpose of evaluation of bid and arriving at the L1 bidder for award, the total value of SORs on overall basis shall be considered including GST .

2.2 In case of a tie at the lowest bid (L1) position between two or more bidders, then evaluation shall be done as per GEM.

### **2.3 CPBG: The following CPBG clause shall be incorporated in tender document,**

*The contract performance security shall be 3% of annualized Basic Contract Value (without GST therein) towards faithful performance of the contractual obligations and must be valid for 02 months beyond the contract period. For the purpose of Contract Performance Security, Contract/order value shall be exclusive of GST. Details as per ITB of Tender document.*

### **2.4 PPP Policy 2012:**

*Considering the nature of job, splitting of quantities will not be possible in this case and hence the clause for award of 25 % of ordered quantity to MSE as per PPP 2012 is not possible. Therefore, MSE quoting price within price band L1 (other than MSE) + 15%, may be awarded for full / complete services of tendered value subject to matching of L1 price as per ITB of tender document. In case two or more MSE bidders comes within the price band of L1 + 15%, the preference to match the L1 rate shall be given in sequence of their inter-se position (L2, L3... and so on). In case of tie, the MSE bidder having highest turnover shall be awarded subject to matching of L1 price".*

### **2.5 CLAUSE REGARDING PROVISION FOR PP-LC (not applicable):**

### **2.6 CLAUSE REGARDING PROVISION FOR PROCUREMENT FROM A BIDDER SHARES A LAND BORDER WITH INDIA (FOR DETAILS - REFER RELEVANT CLAUSE OF ITB):**

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. For details, relevant clause of ITB to be referred.

NOTE TO "BID EVALUATION CRITERIA [BEC]"

#### **[FOR STRICT COMPLIANCE]**

[I] BIDDERS MUST FURNISH ALL RELEVANT CERTIFICATES/DOCUMENTS/INFORMATION IN SUPPORT OF THEIR CREDENTIALS TO THE ABOVE "ELIGIBILITY CRITERIA" ALONGWITH THE 'OFFER', FAILING WHICH THE 'OFFER' MAY BE REJECTED SUMMARILY.

[II] BIDDERS NOT MEETING ANY OF THE ABOVE- MENTIONED CRITERIA SHALL BE REJECTED WITHOUT

ASSIGNING ANY REASON.

## 2. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby 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(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, 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.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions 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/सामान्य नियम और शर्तें 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./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का

आधार होगा।

**---Thank You/धन्यवाद---**

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