



**NOTICE INVITING TENDER (NIT)**  
**DOMESTIC COMPETITIVE BIDDING**  
**ODC TRANSPORTATION SERVICES**  
**FOR 500 TPD METHANOL & 200 TPD FORMALIN PLANT PROJECT OF ASSAM**  
**PETROCHEMICALS LIMITED AT NAMRUP, ASSAM**  
**(BIDDING DOCUMENT NO.: AS/A672-000-TC-TN-7105/1023)**

**1. INTRODUCTION:**

- 1.1 M/s Assam Petrochemicals Limited (APL/Owner), a public sector undertaking under the Govt. of Assam, was set up in the year 1976 with facilities for production of 30 TPD of Methanol & 50 TPD formaldehyde based on Natural Gas. The company expanded its operation by setting up new Methanol Plant of 100 TPD capacity based on I.C.I Technology in the year 1986 and a new Formaldehyde Plant of 100 TPD capacity with technology from DERIVADOS, Spain.

APL is now setting up a new 500 TPD Methanol Plant and 200 TPD Formalin Plant, along with captive power plant and various utility plants catering to these process units. The feedstock for the project is Natural Gas. The present job, being executed with Engineers India Limited (EIL) as the Consultant, includes the 500 TPD Methanol Plant along with associated offsite facilities comprising of captive power plant and utility plants for the new integrated project.

- 1.2 Engineers India Limited (EIL), on behalf of M/s Assam Petrochemicals Limited (APL), invites e-bids from competent agencies with sound technical experience and financial capabilities meeting the Bidder's Qualification Criteria through e-tendering on domestic competitive bidding basis for **"ODC TRANSPORTATION SERVICES" FOR 500 TPD METHANOL & 200 TPD FORMALIN PLANT PROJECT**", as detailed below and in various sections of the Bidding Document.

**2. BRIEF SCOPE OF WORK:**

The Brief Scope of Work shall include but not limited to the following:

- a) Receiving the equipment at Haldia Port directly from hook of the vessel on Hydraulic Axles.
- b) Transportation of the equipment by Road from Haldia Port to APL Narmrup, Assam.
- c) Smooth and safe Movement of the equipment from loading point at Haldia Port to 500 TPD Methanol & 200 TPD Formalin Plant at M/s. APL Namrup, Assam by placing required number of Hydraulic Axles & Prime Movers.
- d) Feasibility / Route survey within Haldia Port / from Haldia Port to APL Project Site (including within refinery premises) for safe movement including unloading point.

- e) Construction of temporary by-passes, strengthening of weak bridges in enroute including obtaining necessary approvals from authorities
- f) Obtaining of all necessary permissions and sanctions for the movement of the equipment from various statutory authorities Port, PWD, NHAI, MoRTH, RTOs, respective State Governments, Local Municipal Corporations, Railways, State Electricity Boards,
- g) Delivery and Unloading of the equipments at project site at APL Namrup, Assam providing required number of Stools / Bolts as non- returnable basis.
- h) The details of equipment to be transported is as per SOP.

The detailed scope of work discipline-wise shall be specified in Bidding Document.

### 3. TIME SCHEDULE FOR COMPLETION:

**06 (Six) Months** to be reckoned from the date of issue of Letter of Acceptance. The transit time to deliver the equipment / packages at project Site, shall be within 45 days counted from receiving the package from hook of the vessel on Hydraulic Axles (Refer Technical document for details).

### 4. SALIENT FEATURES OF BIDDING DOCUMENT:

S. No.	SALIENT FEATURES	DETAILS
a)	Bidding Document along with Addendum / Time Extension etc. (if any) available on Websites (for viewing & downloading)	EIL's website <a href="http://www.tenders.eil.co.in">http://www.tenders.eil.co.in</a> OR Central Public Procurement Portal website <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> OR OWNER's website <a href="http://www.assampetrochemicals.co.in">www.assampetrochemicals.co.in</a>
b)	Bidding Document along with Addendum / Time Extension etc. (if any) available on the above Websites for the period	: From <b>27.11.2019 to 18.12.2019</b>
c)	Bidding Document Fee (Non-refundable)	: Not Applicable
d)	Earnest Money Deposit (EMD)/ Bid Security	: <b>Rs. 77,200/-</b> (Rupees Seventy Seven Thousand Two Hundred Only). Refer <b>Cl. 11.0 &amp; 12.0</b> below for other details
e)	Last date of Receipt of Bidder's Queries for Pre-Bid Meeting	: On <b>04.12.2019</b>
f)	Date, Time and Venue of Pre-Bid Meeting	: At <b>10:30 Hrs. (IST) on 06.12.2019</b> at Engineers India Ltd., Office Complex, Tower-1, 1 <sup>st</sup> Floor, Sector-16 (On N.H.-8), Gurgaon-122 001, Haryana, India
g)	Site Visit	: <b>Not Applicable</b>

S. No.	SALIENT FEATURES	DETAILS
h)	Validity of Bid	<b>4 Months</b> from the bid due date or extended due date (if any) of submission of Techno-commercial (Unpriced) Bid.
i)	Last Date and time for submission of Online Bids (Bid Due Date)	: Up to <b>12:00 Hrs. (IST) on 18.12.2019, only at</b> Government of India's Central Public Procurement Portal <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a>
j)	Online Opening of Techno-commercial Unpriced Bid	: <b>14:00 Hrs. (IST) on 19.12.2019 (*)</b> (Opening date shall be next day of Bid due date)
k)	Place of Submission of Original authenticated BQC Documents (Hard Copy), EMD, Integrity Pact and Power of Attorney	: DAK RECEIPT SECTION, ENGINEERS INDIA LIMITED OFFICE COMPLEX, SECTOR-16 (On N.H.-8) TOWER-2 (GROUND FLOOR), GURGAON-122 001 HARYANA (INDIA) Tel NO. +91-124- 380 3078
l)	Online opening of Priced Bids Techno-Commercially acceptable Bidders	: Date & time to be intimated later on to the qualified & acceptable Bidders
m)	Contact Person with details for any clarifications	: <b>Mr. S.K Singh, DGM (SCM)</b> ENGINEERS INDIA LIMITED OFFICE COMPLEX, SECTOR-16 (On N.H.-8) TOWER-1 (1ST FLOOR), GURGAON-122 001 HARYANA (INDIA) Tel NO. +91-124- 380 2110/2169 e-mail Id. <a href="mailto:singh.sk@eil.co.in">singh.sk@eil.co.in</a> , CC: <a href="mailto:ritu.bharti@eil.co.in">ritu.bharti@eil.co.in</a>

If dates identified as (\*) above happen to be a declared holiday/closed day in EIL Gurugram, then activity shall be conducted on next working day at 1400 Hrs (IST).

- 4.1. Bidder can view/ download the complete Bidding Document from any one of the websites mentioned at Sl. No. **4 a)** above. However, bidders have to submit their bids only through Govt. e-tendering website <http://eprocure.gov.in/eprocure/app> as mentioned at Sl. No. **4 i)** above.
- 4.2. **All revisions, amendments, time extensions, clarifications, etc. to the NIT/bidding document shall be uploaded in the websites only and shall not be published in Newspapers. Bidders should regularly visit the above website(s) to keep themselves updated and submit their Bids based on latest information.**
- 4.3. 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, other bidders and web hosting.

- 4.4. Bidders shall submit the bid directly and in their own name without involving any intermediaries.
- 4.5. Request for sending Bidding Document by Post/ Courier or any other mode shall not be entertained.

**5. BIDDER'S QUALIFICATION CRITERIA (BQC):**

The bidder shall meet the following qualification criteria to qualify for this work:

**5.1. EXPERIENCE CRITERIA – TECHNICAL :**

- 5.1.1 During last seven years, the bidder on his own should have successfully handled & transported with in India at least one equipment / package of minimum width 5.0 Meter, Height 5.0 Meter, Length 16 Meter & weight 150 MTs in single package & over a distance of minimum 750 KMs from any site in India on door delivery basis in last seven years.
- 5.1.2 Contractor should have registered their own Name 12 Nos. Axles and 2 Nos Prime Movers.
- 5.1.3 The 'seven years' period shall be reckoned from the final due date of submission of bids.

**5.2. EXPERIENCE CRITERIA - COMMERCIAL**

- 5.2.1 The bidder should have completed **similar work(s)\*** of minimum value(s) as indicated below during the **last 7 (seven) years** reckoned from the due date for submission of bid :-

One Contract of Minimum Value of **Rs. 19,30,000/- (Rupees Nineteen Lakh Thirty Thousand Only)**

OR

Two Contracts each of Minimum Value of **Rs. 11,58,000/- (Rupees Eleven Lakh Fifty Eight Thousand Only)**

**\*Similar Work(s)** shall mean **“Transportation of Equipment/Package”**.

For Experience based on **composite works:**

- a) In case Bidder has executed composite work(s) which include(s) any of the qualifying work(s) stated at **Clause 5.2.1** above as per scope of work for the subject work, then value of such qualifying work(s) out of the total value of composite works shall be considered for the purpose of qualification.
- b) For composite works, in the event the value of the qualifying work(s) cannot be ascertained from the work order/ completion certificate submitted by bidder, Copy of Schedule of Rates (SOR), relevant pages of Contracts, Copy of relevant pages of final bill certified by Owner for establishing requirement of BQC or written letter from their Owner specifying the nature of work with quantities and values can be submitted for qualification.
- 5.2.2 **A job executed by a bidder for its own plant/projects cannot be considered as experience** for the purpose of meeting requirement of BQC as mentioned above. 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 at **Clause No. 5.3 and 5.4** below to meet BQC.

5.2.3 A job completed by a bidder as a **sub-contractor** shall be considered for the purpose of meeting the experience criteria 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, he shall furnish a copy of the approval by End User/Owner/PMC for engaging the bidder as a Sub-Contractor.

**Note:** The contract values as indicated at Clause No. **5.2.1** 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.

### 5.3. FINANCIAL CRITERIA

- (i) Annual Turnover of the Bidder shall not be less than **Rs. 38,60,000/- (Rupees Thirty Eight Lakh Sixty Thousand Only)** as per audited annual financial results in at least one of the **preceding 3 (Three) financial years as on the date of submission of bid**.
- (ii) **Net Worth** of the Bidder as per immediate preceding year's audited financial results should be at least **Rs. 3,86,000.00 (Rupees Three Lakh Eighty Six Thousand Only)** as per immediate preceding year's Audited Financial results.
- (iii) The minimum **Working Capital** of the bidder as per the immediate preceding year's audited financial results shall be:

**Rs. 3,86,000.00 (Rupees Three Lakh Eighty Six Thousand Only)**

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-B to NIT**.

## **5.4. DOCUMENTS AND DATA REQUIRED WITH BID FOR EXPERIENCE CRITERIA**

### **5.4.1 FOR EXPERIENCE CRITERIA - TECHNICAL**

The copies of the following documents, in support of meeting Bidder Qualification Criteria, shall be provided with the Technical Bid:-

- i. Work Order(s) along with SOR, issued by the Client
- ii. Completion Certificate(s) issued by Client. The Completion Certificate shall have details like Work Order No. / Date / Brief scope of work / dimension / weight of the equipment transported / transit distance, completion date etc.
- iii. Copy of ownership document for Prime Movers & Axles contractor proposes to engage for the job.

### **5.4.2 FOR EXPERIENCE CRITERIA - COMMERCIAL**

- i. The bidder shall, in his own interest, furnish complete documentary evidence to justify that the bidder meets the Qualification criteria as given above at sl no. 5.2.1.
- ii. Bidder shall complete and submit the Proforma provided under the Proposal Form of the Bidding Document (Alongwith supporting documents mentioned) to establish that the bidder meets the Bidder Qualification Criteria as per Clause No. 5.2.1 of this document.
- iii. Bidder shall furnish documentary proof of fulfilling the "Bidder Qualification Criteria" as mentioned in Clause Nos. 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 annual reports containing audited balance sheets and profit & loss accounts statement etc.

## **5.5. AUTHENTICATION OF BQC DOCUMENTS :**

- (i) All supporting documents, pertaining to "Bidder Qualification Criteria (Experience Criteria as well as Financial Criteria)" including MSE certificate (if applicable) shall be submitted duly authenticated document as:

Duly certified by Statutory Auditors of the bidder or practicing Chartered Accountant (not being an employee or a Director or not having any interest in the bidder's company/firm) where audited accounts are not mandatory as per law.

Or

Duly notarized by any Notary Public in the Bidder's Country. In case of Notarization, Bidder shall also submit an Affidavit, duly notarized in the Format provided as **Appendix-A** to this NIT, signed by the Authorized Signatory of the Bidder.

Or

Self-certified documents in original from any one out of CEO or CFO or Company Secretary of the bidder (Limited company only) along with Self-Certification as per Annexure-1. This option shall not be applicable to Proprietorship/ Partnership firms.

- (ii) Bidders shall be required to upload the digitally signed authenticated copies of documents for meeting BQC on the e-tendering portal only. Bidders shall not be required to submit the original authenticated documents in physical form to EIL. In

addition, bidder shall also confirm that all authenticated documents submitted for meeting the BQC are certified as per the authentication requirement defined in the bidding document.

- (iii) Wherever the bidder has not submitted the authenticated documents through e-tendering as per the requirement of bidding document, bidder shall submit the original authenticated document in a separate booklet titled as "Documentation against Bidder Qualification Criteria (Commercial & Financial)" with proper index in original within 7 days from the date of unpriced e-Bid opening.
- (iv) It is clarified that if authenticated documents are either not submitted through e-tendering or not submitted in original, in physical form, offer shall not be considered.
- (v) **With regards to Financial documents, bidder shall submit complete set of audited annual financial statements or a letter from the statutory auditor or CA (\*) (as per Annexure – 2) or a letter from the bidder duly certified by statutory auditor or CA (\*) (as per Annexure – 3).**

**(\*) CA - (not being an employee/Director and not having any interest in the bidder's company) certificate is acceptable where audited accounts are not mandatory as per law.**

**The above financial details, as per Annexure – 2 or 3, shall be submitted without any reservation/qualification remarks. In case of any qualification remarks, complete booklet of audited annual financial statements along with auditor's report shall also be submitted with the bid.**

- (vi) **In case Bidder submits bound published and audited annual financial statements including balance sheet, profit & loss accounts and all other schedules for the preceding three financial years, the same shall be considered without certification of Statutory Auditor/Notarization of Notary Public as per clause 5.5 (i) above.**

**However, in case the bidder submits either a photo copy of published statement or a translated copy of the published financial statements, the same shall be certified either by statutory auditor or Notary Public, in original as per Clause 5.5 (i) above.**

- (vii) Any additional documents if deemed necessary to establish the qualifying requirements may also be submitted by the Bidder.
- (viii) Submission of authentic documents is the prime responsibility of the Bidder. However, OWNER/EIL reserves the right of getting the document cross verified, at their discretion from the document issuing authority. **In addition Owner/EIL shall carryout verification of credentials of the recommended bidder after price bid opening as per the provisions of ITB.**
- (ix) OWNER/EIL reserves the right to complete the evaluation based on the details furnished (without seeking any additional information) and / or in-house data, survey or otherwise.
- (x) Failure to meet the above Qualification Criteria will render the Bid to be summarily rejected.
- (xi) *Bidders are required to submit all such past experience(s) (PTR) meeting the BQC along with relevant supporting documents in the first instance itself, along with the bid. However, Owner/EIL reserves the right to seek any additional supporting documents for meeting the BQC for only those past experience (PTR) submitted alongwith the bid. Accordingly, only such past experience(s) shall be considered for qualification, details of which are provided in the bid by the bidder and subsequently no additional past experience (PTR) shall be sought from the bidder.*

**6. PRE-BID MEETING**

- 6.1. Bidders are requested to attend a pre-bid meeting on the date, time and at the address mentioned in **Clause 4.0 f)** above.
- 6.2. The bidder may send their queries, if any, on the Bidding Document through e-mail addressed to **email Ids as mentioned above** to reach EIL at least **4 (four) working days** prior to pre-bid meeting. These queries shall be replied to the best extent possible during the Pre-bid meeting. Bidders or their authorized representatives are requested to attend the Pre-Bid Meeting so that their queries, if any, related to the Bidding document and Scope of Work can be addressed during the pre-bid meeting.
- 6.3. The queries raised (without identifying the sources of the query) and the EIL/Owner's responses will be hosted in the above websites.
- 6.4. Non-attendance of the pre-bid meeting will not be a cause for disqualification of a bidder.
7. **SITE VISIT - Not Applicable**

**8. MSEs Preferences:**

**Price preference as admissible under the prevailing procurement policy for MSEs shall be applicable for subject tender as per the Policy enclosed in the Bidding Document.**

**9. INTEGRITY PACT – Not Applicable for this tender**

- 9.1. The Integrity Pact duly signed by the authorized official of OWNER and the Contractor will form part of this contract. The bidder shall comply with the requirements of the Integrity Pact.

Pro-forma of Integrity Pact, which is issued along with the bidding document shall be returned by the bidder along with technical bid, duly signed by the same signatory who signs the bid i.e. who is duly authorized to sign the bid. All the pages of the Integrity Pact shall be duly signed by the same signatory.

**Bidder's failure to return the integrity pact along with the bid, duly signed, shall lead to outright rejection of such bid.**

If the bidder has been disqualified from the tender process prior to the award of contract according to the provisions under Integrity Pact, OWNER shall be entitled to demand and recover from bidder Liquidated Damages amount by forfeiting the EMD/Bid security (Bid Bond) as per provisions of Integrity Pact.

If the contract has been terminated according to provisions of the Integrity Pact, or if OWNER is entitled to terminate the contract according to provisions of Integrity Pact, OWNER shall be entitled to demand and recover from the Contractor Liquidated Damages amount by forfeiting the Performance Bank Guarantee / Security Deposit as per Integrity Pact.

**Bidder shall upload Scanned copy of signed Integrity Pact alongwith bid submitted using digital signature of the bidder. Further once the signed & scanned copy of Integrity Pact received with e-bid, bidder may not be required to submit the original hard copy of Integrity Pact.**

**10. SUBMISSION OF e-BIDS & VALIDITY**

- 10.1. Bids are required to be submitted only through Govt. of India Central Public Procurement Portal (CPP Portal) at <http://eprocure.gov.in/eprocure/app> on or before the Bid submission date and time. Bidders are required to enroll on the e-



Procurement module of the CPP Portal (URL: <http://eprocure.gov.in/eprocure/app>). No enrolment fee would be charged from the bidders. It may also be noted that the price details are required to be filled & submitted only on the Schedule of Rates / Schedule of Price format downloaded from above e-Tendering website.

- 10.2. Bidders in their own interest are requested to enroll on Govt. of India CPP portal and upload/submit their bid well in time. In the event of failure in bidder's connectivity with EIL/ CPP Portal during the last few hours, bidder is likely to miss the deadline for bid submission. Due date extension request due to above reason may not be entertained.
- 10.3. 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.
- 10.4. Bidders to refer Instruction to Bidders for E-Tendering Methodology provided as [Annexure-I to Instructions to Bidders \(ITB\)](#), in the Bidding Document. Bidders are requested to get acquainted with the E-Tendering System in advance and obtain/seek clarifications, if any, from EIL and/or CPP Portal Helpdesk, whose contact information is provided in the [Annexure-I](#) to ITB.
- 10.5. The Bid shall be valid for a period as mentioned in [Cl. 4.0 h](#)) above from the final due date of opening of Techno-commercial (Un-priced) Bids.

## 11. **EARNEST MONEY DEPOSIT (EMD) / BID SECURITY**

- 11.1. Amount of EMD shall be as mentioned at [Clause No. 4.0 d\)](#) above. The EMD shall be submitted within 7 days from the date of unpriced e-Bid opening. The bidder shall submit the EMD/ Bid Security in the form of Crossed Demand Draft or irrevocable Bank Guarantee in favour of "Assam Petrochemicals Limited", payable at Guwahati. Bank Guarantee shall be on non-judicial stamp paper of appropriate value as per proforma enclosed in the Bidding Document. EMD shall be uploaded in designated place in CPP Portal <http://eprocure.gov.in/eprocure/app> .
- 11.2. Bidder shall write their name and tender number on the backside of the cross demand draft being submitted against EMD/ Bid Security.
- 11.3. The bank guarantee in lieu of EMD shall be valid for **02 (Two) months** beyond the bid validity. Bank guarantee shall be revalidated for extended period as required by Owner / EIL in writing. OWNER shall not be liable to pay any bank charges, commission or interest on the amount of bid security.
- 11.4. In case, bid security is in the form of irrevocable Bank Guarantee the same shall be from any Indian scheduled Bank or nationalized bank or an Indian branch of an International bank situated in India and registered with the Reserve Bank of India as scheduled foreign bank.
- 11.5. Bids without Earnest Money Deposit(EMD) / Bid Security will not be considered and shall be summarily rejected, subject to exemptions as mentioned at [Clause No. 12.0](#) below.
- 11.6. Swift message/Cheque/Cash shall not be acceptable. In case bidder, fails to upload scanned copy of EMD on CPP Portal by the bid due date & time, such bid shall not be considered for evaluation.
- 11.7. For submission of EMD/Bid Security, in Original, refer [Clause no. 13.0](#) below.

## 12. **EXEMPTION OF EMD & BIDDING DOCUMENT FEE**

- 12.1. EMD shall not be required to be submitted by Micro & Small units registered with District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or

Directorate of Handicrafts and Handloom, Udyog Aadhar Memorandum or any other body specified by Ministry of Micro, Small and Medium Enterprises (MSME) as well as by Indian Central Public Sector Undertakings (PSUs)/ Enterprises (PSEs).

**12.2. Industries registered with MSEs shall provide necessary documentary evidence duly certified by statutory auditor or Notary Public as per bidding document, whereas PSUs shall submit declaration to this effect in their letter head that they are PSU.**

**12.3. Exemption of EMD will be applicable as mentioned above provided that certificate issued by the competent authority is valid on the date of Un-priced Bid Opening in case of MSEs. Scanned copy of registration certificate duly certified by Statutory Auditor or Notary Public for MSEs and self-declaration by PSUs/PSEs should be uploaded at the designated place in the e-procurement website.**

### **13. SUBMISSION OF ORIGINAL DOCUMENTS (IN HARD COPY)**

**13.1.** The following documents shall be submitted in **ORIGINAL**, within 7 days from the **date of unpriced e-Bid opening** in the CPP Portal, in a sealed envelope, with proper index and covering letter in bidder's letter head :

- (i) **Earnest Money Deposit/ Bid Security**
- (ii) **The authenticated documents against Bidder's Qualification Documents (BQC), in Original as mentioned above.**
- (iii) **Power of Attorney (POA), in original**, on non judicial stamp paper of appropriate value, in the name of authorized signatory signing the bid. However, in case of General Power of Attorney, photocopy duly notarized is also acceptable.

The envelope shall be titled "**EMD, ORIGINAL BQC DOCUMENTS AND POWER OF ATTORNEY**" with the Name of the Work, Bidding Document No., Name of the Project etc. along with the Bidder's name and address with contact no. etc. and shall be submitted to the address as mentioned in **clause 4.0 k)** above :

**13.2. If the Bidder is unable to submit the Earnest Money Deposit/ Bid Security (EMD) in original (preferably within the Bid due date but not later than 7 days from the date of unpriced e-bid opening) although scanned copy of the same have been uploaded on CPP Portal at the designated place, his bid shall be rejected, irrespective of their status / ranking in tender and notwithstanding the fact that a copy of such documents were uploaded earlier by the Bidder**

### **14. GENERAL**

- a. Owner/EIL reserves the right to carry out capacity & capability assessment of the bidder using in-house information and past performance.
- b. The bidders who are on Holiday/Negative list of Owner or EIL 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.
- c. Wherever-"**Black-listing / Holiday Listing**" is appearing in the Bidding Document the same stands replaced by – "**Black-listing / Holiday Listing /Suspension / Banning List**".
- d. Owner/EIL will not be responsible or liable for cost incurred in preparation, submission & delivery of bids, site visit and other expenses incurred during bidding process regardless of the outcome of the bidding process.

- e. In case any Bidder is found to be involved in cartel formation, their Bid will not be considered for evaluation / placement of order. Such Bidder will also be debarred from bidding in future.
- f. Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their Bid.
- g. Unsolicited clarifications to the offer and / or change in the prices during the validity period would render the bid liable for rejection.
- h. Bidder shall not be under liquidation, court receivership or similar proceeding.
- i. Bidders may view the Bid opening through Govt. of India CPP Portal i.e. <http://eprocure.gov.in/eprocure/app> at their own premises or may witness the bid opening in EIL Office Complex Sector-16 Gurgaon (Haryana) with an authority letter for attending the same.
- j. OWNER/EIL reserves the right to reject any or all the bids received or annul the bidding process at any time.
- k. 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.
- l. Bids submitted on Consortium or un-incorporated Joint-Venture basis shall not be considered.
- m. Owner reserves its right to allow Public Sector Enterprises (Central/State), purchase preference as admissible/applicable from time to time under the existing Govt. policy. Owner shall also follow the Public Procurement Policy on Procurement of Goods and services from Micro and Small Enterprises (MSEs) Order 2012.
- n. For detailed specifications, terms and conditions and other details, refer complete Bidding Document.
- o. Clarification, if any, can be obtained from following numbers:  
Telephone No. +91-124-380-2110/ 2169;  
E-mail: [singh.sk@eil.co.in](mailto:singh.sk@eil.co.in) / [ritu.bharti@eil.co.in](mailto:ritu.bharti@eil.co.in)

Dy. General Manager (SCM)  
Engineers India Limited, Gurugram

**FORMAT OF AFFIDAVIT**

AFFIDAVIT OF..... S/o D/o ..... ,  
 resident of ..... EMPLOYED AS  
 .....WITH .....  
 HAVING OFFICE AT  
 .....PIN

I, the above named deponent do hereby solemnly affirm and state as under :-

1. That I am the authorized representative and signatory of M/s  
 .....
2. That the document (s) submitted, as mentioned hereunder, by  
 M/s ..... Along with the Bid document submitted under  
 Covering Letter No. .... dated ..... towards  
 Tender No. .... for  
 ..... (Project) has / have been  
 submitted under my knowledge.

Sl. No.	Document Reference No. & Date	Document Subject	Issuing Authority

3. That the document(s) submitted, as mentioned above, by M/s  
 ..... along with the Bid Document for meeting the  
 Bidder Qualification Criteria thereunder, vide Covering Letter No.  
 ..... dated ..... , towards Tender No.  
 ..... for  
 ..... (Name of Work / Service)  
 are authentic, genuine, copies of their Originals and have been issued by the Issuing  
 Authority mentioned above and no part of the document(s) is/are false, forged or  
 fabricated.
4. That no part of this Affidavit is false and that this Affidavit and the above declaration in  
 respect of genuineness of the documents has been made having full knowledge of – (i)  
 the provisions of the Indian Penal Code in respect of offences including, but not limited  
 to those pertaining to criminal breach of trust, cheating and fraud and (ii) provisions of  
 bidding conditions which entitle the Owner / EIL to initiate action in the event of such  
 declaration turning out to be a misrepresentation or false representation.
5. I depose accordingly,

**DEPONENT**

**VERIFICATION**

I, ..... the deponent above named, do hereby verify that the  
 factual contents of this Affidavit are true and correct. No part of it is false and nothing  
 material has been concealed there from.

Verified at ..... on this .....day of ..... 20 .....

**DEPONENT**

**[On non-judicial stamp paper of appropriate value]**

**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 dated .....on 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/EURO .....for.....(Name of the work and job) towards Bidding Document No.....

Yours Faithfully,

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

**SELF-CERTIFICATION**

I, \_\_\_\_\_ S/o/D/o of \_\_\_\_\_, working as CEO/CFO/Company Secretary (indicate, as applicable) of the Company \_\_\_\_\_ having its registered Office at \_\_\_\_\_ certify that all the details including documents pertaining to Bidder Qualification Criteria signed by undersigned vide our offer reference \_\_\_\_\_ against your Enquiry document \_\_\_\_\_, are true, authentic, genuine and exact copy of its original.

It is certified that none of the documents are false/forged or fabricated. All the documents submitted has been made having full knowledge of (i) the provisions of the Indian laws in respect of offences including, but not limited to those pertaining to criminal breach of trust, cheating and fraud and (ii) provisions of bidding conditions which entitle the Owner/EIL to initiate action in the event of such declaration turning out to be a misrepresentation or false representation.

I further certify that further documents, if any, required to be submitted by our company, shall be submitted under my knowledge and those documents shall also be true, authentic, genuine, exact copy of its original and shall not be false/forged or fabricated.

**DECLARATION**

I, \_\_\_\_\_ S/o/D/o of \_\_\_\_\_, working as CEO/CFO/Company Secretary (indicate, as applicable) of the Company \_\_\_\_\_ having its registered Office at \_\_\_\_\_ with reference to our bid \_\_\_\_\_ against your Enquiry document \_\_\_\_\_, declare that in case, at a later date, any of the document submitted in our bid referred above is found to be false/forged or fabricated, I, shall be held responsible for the same and EIL/Owner has every right to take action against me and my company, as deemed fit as per provisions of the bidding documents including EIL/Owner's right to put our company on Holiday/Black list for future business with EIL/Owner.

Specimen Signature of authorized representative

Signature

Name & Designation (CEO or CFO or Company Secretary)

(Letter from Statutory Auditor/CA)

**(To be printed on Letter Head of Statutory Auditor/CA)****FINANCIAL DETAILS**

We, \_\_\_\_\_, a CA firm having our registered office address \_\_\_\_\_ and certificate number \_\_\_\_\_ certify that we are statutory auditor of the Company M/s \_\_\_\_\_, having its registered office at \_\_\_\_\_.

OR

We, \_\_\_\_\_, a CA firm having our registered office address \_\_\_\_\_ and certificate number \_\_\_\_\_ certify that statutory auditor is not mandatory for the company M/s \_\_\_\_\_, having its registered office at \_\_\_\_\_ as per prevailing law and we are practicing Chartered Accountant, not being an employee / Director and not having any interest in the company.

Financial details of the above mentioned Company, as per latest available audited balance sheet are as follows: Auditor/CA to select either of the following options and strike off the other.

- a. In case bidder is a parent company, i.e., having its wholly owned subsidiaries: Auditor to select either of the following options and strike off the other.
- i. Financial details are of parent company without the financial data of subsidiaries
- ii. Financial details are of parent company including the financial data of subsidiaries. It is certified that separate annual report of bidder, without the financial data of subsidiaries, is not prepared and audited.

OR

- b. In case bidder is a subsidiary company: Auditor to select either of the following options and strike off the other.
- i. Financial details are of subsidiary company
- ii. Financial details are of parent company including the financial data of subsidiaries. It is certified that separate annual report of bidder, i.e., subsidiary, is not prepared and audited.

OR

- c. In case bidder does not have any subsidiary or parent company, Financial details of are of the company itself.

S No.	Description	Year	Value Currency (_____)
1.	Turnover	Latest financial year (_____)	
		Preceding 1 <sup>st</sup> year (_____)	
		Preceding 2 <sup>nd</sup> year (_____)	
2.	Net Worth	Latest financial year (_____)	(*)
3.	Working Capital	Latest financial year (_____)	

(\*) – Indicate Positive or Negative (Value is not Mandatory)

Note:

1. In case the financial year closing date is within 9 months of bid due date and audited annual report of immediate preceding financial year is not available, bidder has the option to submit the financial details of the three previous years immediately prior to the last financial year. Otherwise, it is compulsory to submit the financial details of the immediate three preceding financial years.

Example, In case, audited annual report of immediate preceding financial year (year ending 31<sup>st</sup> March) is not available and where bid closing date is up to 31<sup>st</sup> December, the financial details of the three previous years immediately prior to the last financial year may be submitted. However, in case the bid closing date is after 31<sup>st</sup> December, it is compulsory to submit the financial details of the immediate three preceding financial years only.

2. In case a bidder (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.
3. Further, in case a bidder is a subsidiary company and separate annual report of the bidder is not prepared and 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.
4. **Networth calculation:** Networth means paid up share capital, Share Application Money pending allotment\* and reserves# less accumulated losses and deferred expenditure to the extent not written off. Networth has been calculated using the following formula, as per provisions of the enquiry document:

# Reserves to be considered for the purpose of networth shall be all reserves created out of the profits and securities premium account but shall not include reserves created out of revaluation of assets, write back of depreciation and amalgamation.

\*Share Application Money pending allotment will be considered only in respect of share to be allotted.

Paid up share capital	XXXX	
Add: Share Application Money pending allotment		XXX
Add: Reserves (As defined Above)	XXXX	
Les: Accumulated Losses	XX	
Less: Deferred Revenue Expenditure to the extent not written off	<u>XX</u>	
Networth		<u>XXXX</u>

5. **Working Capital calculation:** Working Capital shall be Current Assets minus Current Liabilities.
6. **Turnover:** Turnover shall be calculated including Excise Duty but excluding other Incomes.
7. Networth, Working Capital and Turnover has been calculated using the above mentioned formulae and after giving effect to the impact of Audit Qualifications given in the Audit Report.

Signature  
Name & Designation



(Certification by Statutory Auditor/CA)  
**(To be printed on Letter Head of Company)**

**FINANCIAL DETAILS**

We, M/s \_\_\_\_\_, having our registered office at \_\_\_\_\_ certify that M/s \_\_\_\_\_ is a CA firm having their registered office address \_\_\_\_\_ having certificate number \_\_\_\_\_ are our statutory auditor.

OR

We, M/s \_\_\_\_\_, having our registered office at \_\_\_\_\_ certify that statutory auditor is not mandatory for the company as per prevailing law and M/s \_\_\_\_\_, a CA firm having their registered office address \_\_\_\_\_ having certificate number \_\_\_\_\_ are practicing Chartered Accountant, not being an employee/Director and not having any interest in our company.

Financial details of our Company, as per latest available audited balance sheet are as follows:  
 Company to select either of the following options and strike off the other.

- a. In case bidder is a parent company, i.e., having its wholly owned subsidiaries: Company to select either of the following options and strike off the other:
- i. Financial details are of parent company without the financial data of subsidiaries
  - ii. Financial details are of parent company including the financial data of subsidiaries. It is certified that separate annual report of bidder, without the financial data of subsidiaries, is not prepared and audited.

OR

- b. In case bidder is a subsidiary company: Auditor to select either of the following options and strike off the other.
- i. Financial details are of subsidiary company
  - ii. Financial details are of parent company including the financial data of subsidiaries. It is certified that separate annual report of bidder, i.e., subsidiary, is not prepared and audited.

OR

- c. In case bidder does not have any subsidiary or parent company, Financial details of are of the company itself.

S No.	Description	Year	Value Currency (_____)
1.	Turnover	Latest financial year (_____)	
		Preceding 1 <sup>st</sup> year (_____)	
		Preceding 2 <sup>nd</sup> year (_____)	
2.	Net Worth	Latest financial year (_____)	(*)
3.	Working Capital	Latest financial year (_____)	

(\*) – Indicate Positive or Negative (Value is not Mandatory)

Note:

1. In case the last financial year closing date is within 9 months of bid due date and audited annual report of immediate preceding financial year is not available, bidder has the option to submit the financial details of the three previous years immediately prior to the last financial year. Otherwise, it is compulsory to submit the financial details of the immediate three preceding financial years.

Example, In case, audited annual report of immediate preceding financial year (year ending 31<sup>st</sup> March) is not available and where bid closing date is up to 31<sup>st</sup> December, the financial details of the three previous years immediately prior to the last financial year may be submitted. However, in case the bid closing date is after 31<sup>st</sup> December, it is compulsory to submit the financial details of the immediate three preceding financial years only.

2. In case a bidder (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.
3. Further, in case a bidder is a subsidiary company and separate annual report of the bidder is not prepared and 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.
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\*Share Application Money pending allotment will be considered only in respect of share to be allotted.

Paid up share capital	XXXX
Add: Share Application Money pending allotment	XXX
Add: Reserves (As defined Above)	XXXX
Les: Accumulated Losses	XX
Less: Deferred Revenue Expenditure to the extent not written off	<u>XX</u>
Networth	<u>XXXX</u>

5. **Working Capital calculation:** Working Capital shall be Current Assets minus Current Liabilities.
6. **Turnover:** Turnover shall be calculated including Excise Duty but excluding other Incomes.
7. Networth, Working Capital and Turnover has been calculated using the above mentioned formulae and after giving effect to the impact of Audit Qualifications given in the Audit Report.

Signature  
Name & Designation

Sign and Stamp of Statutory auditor / CA (on all pages)