

## **NOTICE INVITING TENDERS**



### **HINDUSTAN URVARAK & RASAYAN LIMITED**

**(A JV of NTPC, CIL, IOCL, FCIL & HFCL)**

**Barauni Urvarak Nagar, Begusarai**

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

**[Registered Office SCOPE Minar, Core 4, 9<sup>TH</sup> Floor, Laxmi Nagar District Center, Delhi-110092]**

### **TWO-BID SYSTEM e-TENDER**

1. Online electronic bids (e-tenders) under two cover systems are invited on behalf of Hindustan Urvarak and Rasayan Limited. **“Rate Contract for Hiring of AC Vehicle for various official duty, liasoning work guest pickup and drop to airports on as and when required basis at HURL Barauni”**. Manual bids shall not be accepted. The Bidder to submit bids all the document only Online. The HURL doesn't accept any documents offline, only proof of EMD fee original copy accepted.
2. Tender documents may be viewed and downloaded from CPPP site **<https://eprocure.gov.in/eprocure/app>** as per the schedule as given in CRITICAL DATE SHEET as under section 3.2.  
The bid is to be submitted online only on **<https://eprocure.gov.in/eprocure/app>** up to the last date and time of submission of bids.

### **3. The brief details and critical dates of the tender are as under:**

#### **3.1 The brief details of tender: -**

<b>S. No</b>	<b>Item</b>	<b>Description</b>
(i)	Name of work	<b>Rate Contract for Hiring of AC Vehicle for various official duty, liasoning work guest pickup and drop to airports on as and when required basis at HURL Barauni.</b>
(ii)	Tender Reference No.	HURL / BR/ CC / 21-22 /34-R
(iii)	Mode of Tendering	e-Procurement System (Online) <b>Cover –I Technical bid. II- Price bid</b>
(iv)	Tender Type	Open tender
(v)	Cost of Bid document/ Tender Fee	0.0 (NIL)
(vi)	Bid Security/Earnest Money Deposit (EMD)	<b>Rs. 29,574.00</b> BANK Details for EMD Payment through NEFT/RTGS: Bank Name – State Bank of India, Overseas Branch, New Delhi, IFSC Code: SBIN0004803, Account No: 00000037880422277. Issue by State Bank of India or any nationalised Bank in India.
(vii)	Duration for Completion of Works	The initial contractual duration of the contract shall be for a period of One year.
(viii)	Period of Bid validity	120 days from the date of bid opening.
(ix)	Tender Inviting Authority	<b>VP Tech</b> <b>Barauni Urvarak Nagar, Begusarai</b> P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

(x)	Venue of Bid opening	<b>Online bid opening, HURL</b> <b>Barauni Urvarak Nagar, Begusarai</b> P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115
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### 3.2 The Critical dates of tender are as under:

S. No	Particulars	Date & Time
(i)	<b>Published Date</b>	<b>12/03/2022 &amp; 10:00 AM</b>
(ii)	<b>Bid Document Download / Sale Start Date</b>	<b>12/03/2022 &amp; 10:00 AM</b>
(iii)	<b>Bid Submission Start Date</b>	<b>12/03/2022 &amp; 10:00 AM</b>
(iv)	<b>Bid Document Download / Sale End Date</b>	<b>25/03/2022 &amp; 3:00 PM</b>
(v)	<b>Bid Submission End Date</b>	<b>25/03/2022 &amp; 3:00 PM</b>
(vi)	<b>Bid Opening Date</b>	<b>26/03/2022 &amp; 3:00 PM</b>
(vii)	<b>Price Bid Opening Date &amp; Time Cover-II</b>	<b>Date &amp; time to be intimated later</b>

### 4. Bid Submission:

Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.

Tenderer/Contractors are advised to follow the instructions “**Instructions to Bidder for Online Bid Submission**” provided for online submission of bids.

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

- Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
- Tenderer who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app> , <https://eprocure.gov.in/epublish/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with HURL.
- Intending tenderers are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment etc.
- Applicant contractor must provide EMD Payment: Earnest Money is to be deposited electronically by NEFT/RTGS in the account of HURL at the below Mentioned details. Bidders are required to submit the details of EMD payment at the time of Bid Preparation. BANK Details for EMD Payment through NEFT/RTGS:  
**Bank Name – State Bank of India, Overseas Branch, New Delhi, IFSC Code: SBIN0004803, Account No: 00000037880422277.** Issue by State Bank of India or any nationalized Bank in India.
- All SSI (Small Scale Industries) / MSE (Micro & Small Enterprises) / UDYAM registered vendors are exempted from submission of EMD fee. SSI (Small Scale Industries) / MSE (Micro & Small Enterprises) / UDYAM certificate must be submitted online to avail the exemption from submitting the EMD.

10. The bidder should enclose bid security (EMD) of INR 29,574.00/- only in the form of NEFT/RTGS. The tenders without EMD shall be summarily rejected. The EMD of the unsuccessful bidders shall be returned without interest after award of work to the successful bidder. The EMD of the successful bidder shall be returned only after the signing of the contract or shall be adjusted from the running Bills. The EMD stands forfeited in case the bidder withdraws or amends his bid after submission of tender document and tender closing date/time. In addition to the above as per Rule 170 of GFR, Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) are exempt from submission of EMD (Bid security). Bidders claiming exemption of EMD under this rule (170 of GFR) are however required to submit a signed Bid securing declaration accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, they will be suspended for the period of 12 months from being eligible to submit Bids for tenders with HURL. Corporate of incorporation, Affidavit of proprietorship /Partnership deed and power of attorney or signing authority document shall be submitted with the bidding documents
11. Bids will be opened as per date/time as mentioned in the Tender Critical Date Sheet. After online opening of Technical-Bid the results of their qualification as well Price-Bid opening will be intimated latter.
12. HURL reserve the right to reject any or all tenders and shall not be bound to assign any reason for such rejection.
13. HURL would request to submit Shortfall documents/any types of documents as per tender from the bidder only once. if HURL required, The bidder has to submit the documents only online within given time period, if the bidder does not submit the same documents then offer shall be liable for rejection without any further communication.
14. In case tie between two or more bidders at L-1 position, the sole criterion for determining the L1 bidder shall be on the basis of Average Annual Turn Over of the party calculated from ATO of the last three years. Party having the highest average annual turnover of last three years will be considered as L1 party.
15. Not with standing any other condition/provision in the tender documents, bidders are requested to submit complete documents pertaining to PQC along with their offer. Failure to meet the PQC will render the bid to be summarily rejected. HURL reserve the right to complete the evaluation based on the details furnished by the bidder with or without seeking any additional supporting documents/ clarification.

16. **Submission of Tender: -**

**16.1 Technical Bid**

The following documents are to be uploaded using digitally Signature Certificate (DSC) by the Bidder/ Contractor along with Technical Bid as per the tender document:

- I. Scanned copy of proof for payment of Earnest Money Deposit.
- II. Scanned copy of proof for qualifying the Pre-qualification criteria of Tender as per detailed filled in Annexure-A.
- III. Scanned copy Certificates like Registration Certificate, GST No, PAN No, PF No. etc.
- IV. Signed and scanned Copy of Tender Acceptance Letter (Annexure-B), No near relative certificate (Annexure-E), Electronic Payment Format (Annexure-F) and Bid Security declaration Form (Annexure-G).

- V. Signed and scanned copy an undertaking (self-certificate) that the agency hasn't been blacklisted (Annexure-D) by a Central / Stat/ e/UT Government institution and there has been no litigation with any government department on account of IT services.
- VI. Signed and scanned copy of No deviation Certificate (Annexure-C).
- VII. Signed and scanned Copy of Special condition of contract and General Condition of contract.

**Note:**

- I. Bidders are requested to upload the clearly legible documents only; if the documents are not found legible then offer shall be liable for rejection without any further communication.
- II. HURL may consider any or all documents uploaded in e-tender portal relating to the contract without signature, if the same has been uploaded from his authorized ID or DSC.

## **16.2 PRICE BID**

### **(i) Schedule of price bid in the form of BOQ\_XXXX .xls**

The below mentioned Financial Proposal/Commercial bid format is provided as BoQ\_XXXX.xls along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ\_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with HURL.

## **17. Checklist of documents to be submitted online: Yes/No**

SN	Documents details to be submitted in e-tender	Submitted (Yes/No)
(i)	Scanned copy of proof for payment of Earnest Money Deposit	
(ii)	Scanned copy of proof for qualifying the Pre-qualification criteria of Tender as per detailed filled in <b>Annexure A</b> .	
(iii)	Scanned copy Certificates like Registration Certificate, GST No, PAN No, TIN No etc.	
(iv)	Signed and Scanned Copy of Electronic Payment Format ( <b>Annexure-F</b> ).	
(v)	Signed and Scanned Copy of Tender Acceptance Letter ( <b>Annexure-B</b> ), Bid Security declaration Form ( <b>Annexure-G</b> ).	
(vi)	Signed and Scanned Copy of No deviation Certificate ( <b>Annexure-C</b> ).	
(vii)	Signed and Scanned Copy of an undertaking that the agency hasn't been blacklisted ( <b>Annexure-D</b> ).	
(viii)	Signed and Scanned Copy of No near relative certificate ( <b>Annexure-E</b> ).	
(ix)	Signed and scanned Copy of Special condition of contract and General Condition of contract.	

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