

Tender No. : 21000530-HD-10157



Tender Published On : 07-Sep-2021 16:03

TENDER INSTRUCTIONS AND PQC

Sl.No.	Description	Attached File	Set Value	Supporting Doc. Req'd
1	TENDER INSTUCTIONS AND PQC	1. TENDER INSTRUCTIONS.pdf	-	No
2	PURCHASE PREFERENCE	PP_Indivisible_Works Contract_Apr 2021.pdf	-	No



HINDUSTAN PETROLEUM CORPORATION LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
CENTRAL PROCUREMENT ORGANISATION-MARKETING
9TH FLOOR, A WING – MARATHON FUTUREX BUILDING,
LOWER PAREL, MUMBAI - 400 013
PHONE # 022-23030076,
WORKING TIME: 9.00 AM TO 5.00 PM
(EXCEPT ON SATURDAY/SUNDAY/PUBLIC HOLIDAYS)

Public e-Tender No - 21000530-HD-10157

**SUPPLY, ERECTION, INSTALLATION AND COMMISSIONING OF SOLAR POWER
PLANT AT HPCL ANANTAPUR, HOSHIARPUR AND BAHADURGARH LPG
PLANTS**

DUE DATE FOR SUBMISSION OF ONLINE BIDS: 28.09.2021 @ 1500 Hrs.

Contact us- IN VIEW OF LOCKDOWN, HELPDESK IS NOW AVAILABLE WITH LIMITED RESOURCES FROM 1000 HRS TO 1800 HRS ON MOB NO 8080429356 or 7666971998 or 9082727597 or 8291666749 or 9004219971. ALTERNATELY VENDOR MAY SEND MAIL ON eprochelpdesk@mail.hpcl.co.in.



TENDER INSTRUCTIONS & PRE-QUALIFICATION CRITERIA (PQC)

e-TENDER

This is an e tender and completed tenders in all respect should be submitted on-line only at website <https://etender.hpcl.co.in> by the tender due date / time. Bids (Unpriced Bid & Priced Bid) shall be opened on-line. As this is an e-tender, bidders may witness the opening of tender at all stages of tender processing by remote log in into the above portal at the comfort of their offices.

For technical queries, please contact:

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EARNEST MONEY DEPOSIT (EMD): NIL

EMD will not be applicable for this tender. However, you are required to submit the duly signed and sealed “**Bid Security Declaration**” on your letter head along with your offer. Bid Security Declaration format is attached.

Kindly note that wherever Retention Money has been referred in the tender, it will be calculated at **3% instead of 10%**. Similarly, PBG & CPBG amount shall also be read as 3% instead of 10%.

Completed tenders in all respect should be submitted on-line at website <https://etender.hpcl.co.in> by the tender due date / time. Unpriced (Technical) bids shall be opened on-line

Existing HPCL Vendors:

Please log in at site (<https://etender.hpcl.co.in>) and respond to the tender. Please note that this is an on line tender and on line response submitted at site (<https://etender.hpcl.co.in>) shall only be accepted. For submitting on line response Digital Certificate / Signatures (Class III) shall be mandatory. In case, you are logging in for the first time please ensure to upload your Digital certificate. The process for same is listed in the Help link after logging in. PLEASE LOGIN WITH YOUR EIGHT DIGIT JDE VENDOR CODE AS GIVEN IN THE SUBJECT ABOVE AND CORRESPONDING BILL TRACKING SYSTEM (BTS) PASSWORD TO BID FOR THE TENDER. In case of any difficulty in logging or in case you do not have the BTS password, please send mail to eprochelpdesk@mail.hpcl.co.in OR please call us at **022-41146666**. The helpdesk support is available 6 days a week from **8AM to 8 PM** (except public holidays) Pls. refer to help link after logging in, in case you are new to e-Tender.

Non HPCL Registered Vendors:

In the portal (<https://etender.hpcl.co.in>) you have to bid thru temporarily Registered User option by selecting the radio button: New Users Click here for temporary registration.

Check list for Bidders:**1. Following documents are to be uploaded as a part of Pre-qualification of Bid:**

- Supporting documents towards bidder's qualification criteria (work orders, completion certificates, and turnover statements; duly notarized)

2. FOLLOWING DOCUMENTS ARE TO BE UPLOADED AS A PART OF TECHNICAL BID:

- Duly filled, signed and stamped **Integrity Pact** document. **Non submission of this document shall make the bid liable for rejection.**
- Duly filled Declaration for non-black listing
- Duly filled Declaration for relatives in HPCL.
- Duly filled Bid Security Declaration
- Duly filled, Deviation template provided in the portal. If there are no deviations, then nil deviation radio button shall be selected. *Deviations mentioned by the bidders anywhere else in the tender other than in Deviation Template provided in the e-tender portal, shall not be considered. No further correspondence on this shall be entertained at any stage.*
- Agreed terms and conditions sheet.
- Various statutory docs like GST Registration certificate for Indian Bidders.
- Additional Data as sought in the tender documents

Unpriced bid containing rates shall make the bid liable for rejection.

The Bid and all supporting documents submitted and all correspondence whatsoever exchanged by Vendor and HPCL shall be in English language only.

Pre-Bid meeting is scheduled for this tender. Details of the Meeting are attached as Annexure I.

Price Bid (Online) shall contain only the rates. Price bid shall not contain any data, conditions etc. other than the rate. Any conditions, data given in priced bid will be ignored and not considered.

As per extant government guidelines, it shall be mandatory for all sellers providing Goods and Services to be registered on GeM and obtain a unique GeM Seller ID at the time of placement of order / acceptance of contract. This ID shall be incorporated in the Purchase Order.

In this regard, please ensure that your firm is registered on GeM (www.gem.gov.in) and submit the GeM seller ID along with your bid. For further details regarding the procedure to obtain GeM seller ID, please contact GeM help desk.

BID EVALUATION CRITERIA:

This tender is floated on Schedule wise basis.

Schedule 1 – SOLAR POWER PLANT @ ANANTPUR

Schedule 2 – SOLAR POWER PLANT @ HOSHIARPUR

Schedule 3 – SOLAR POWER PLANT @ BAHADURGARH

Participation in all the Schedules is not mandatory i.e. the bidder can quote for any one or all the schedules, as preferred by them, subject to meeting stipulated Bid Qualification Criteria.

Bids will be evaluated on **SCHEDULEWISE LOWEST NETT DELIVERED COST TO HPCL BASIS**. Quoted rate shall be inclusive of all components viz. packing charges, loading unloading charges, insurance, Third party Inspection Charges, transportation to site etc. if any.

Bidder should quote applicable rate of GST as per GOI notification against each line item in the space provided in online bid.

ORDER DISTRIBUTION CRITERIA:

Purchase Order for 100% of the tender quantity of a particular schedule will be awarded to the lowest bidder, subject to GOI guidelines pertaining to Class I local supplier. Since job under this tender is a Works Contract, Purchase preference to MSE Vendors will not be

applicable. Pls. refer enclosed document under 'Purchase Preference'. Job under this tender is indivisible.

Pls. note that only Class I and Class II local suppliers will be eligible to submit bids for this tender. However, preference as per PP-LC will be given only to Class-I local supplier. Class-II local supplier will not get any purchase preference.

Undertaking as per Attachment 1 has to be mandatorily submitted by all the participating bidders.

Traders and Agents shall not be allowed to avail the benefits extended under Purchase Preference Policy.

FIRM RATES:

The rates shall remain unchanged till the expiry of Contract and no Revision of Rates shall be entertained from parties for any reason. No Escalation / De-escalation of rates are applicable.

VALIDITY OF OFFER:

The offer shall be valid for a period of 120 days from the due date/ extended due date of opening of the un-priced bid. Corporation reserves the right to take action as deemed fit, including putting the bidder under suspension / holiday, in case of withdrawal of Offer at any stage, non-acceptance of LOA/LOI/PO or any other breach of Tender terms and conditions.

BIDDER FROM A COUNTRY THAT SHARES LAND BORDER WITH INDIA

Orders issued by the Government of India restricting procurement from bidders of certain countries which shares a land border with India [Rule 144(xi) of the General Financial Rules (GFR) 2017] shall apply to this Tender.

- 1) Any bidder from a country which shares a land border with India (ref. <https://mea.gov.in/india-and-neighbours.htm>), excluding countries as listed in the website of Ministry of External Affairs (ref. <http://meadashboard.gov.in/indicators/92>), to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects – hereinafter called 'Restricted Countries', shall be eligible to bid in this tender only if the bidder is registered (ref. <https://dipp.gov.in/sites/default/files/Revised-Application-Format-for-Registration-of-Bidders-15Oct2020.pdf>) with the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). The bidders shall enclose certificate in this regard in the Bid Form.

- 2) "Bidder" (including the term 'Bidder', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- 3) "Bidder from such Restricted Countries" for the purpose of this clause means:
- (a) An entity incorporated, established, or registered in such a country; or
 - (b) A subsidiary of an entity incorporated, established, or registered in such a country; or
 - (c) An entity substantially controlled through entities incorporated, established, or registered in such a country; or
 - (d) An entity whose beneficial owner is situated in such a country; or
 - (e) A natural person who is a citizen of such a country.
- 4) The beneficial owner for the purpose of (3) above shall be as under:
- (a) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.
 - (b) Explanation-
 - (i) "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company.
 - (ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.
 - (iii) In case of an incorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
 - (iv) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
 - (v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
 - (vi) An Agent is a person employed to do any act for another, or to represent another in dealings with third person.

PLANNING AND DESIGNING IN PURVIEW OF VULNERABILITY ATLAS OF INDIA

Vulnerability Atlas of India (VAI) is a comprehensive document which provides existing hazard scenario for the entire country and presents the digitized State/UT - wise hazard, maps with respect to earthquakes, winds and floods for district-wise identification of vulnerable areas. It also

includes additional digitized maps for thunderstorms, cyclones and landslides. The main purpose of this Atlas is its use for disaster preparedness and mitigation at policy planning and project formulation stage.

This Atlas is one of its kind single point source for the various stakeholders including policy makers, administrators, municipal commissioners, urban managers, engineers, architects, planners, public etc. to ascertain proneness of any city/location/site to multi-hazard which includes earthquakes, winds, floods thunderstorms, cyclones and landslides. While project formulation, approvals and implementation of various urban housing, buildings and infrastructures schemes, this Atlas provides necessary information for risk analysis and hazard assessment.

The Vulnerability Atlas of India has been prepared by Building Materials and Technology Promotion Council under Ministry of Housing and Urban Affairs, Government of India and available at their website www.bmtpc.org.

It is mandatory for the bidders to refer Vulnerability Atlas of India for multi-hazard risk assessment and include the relevant hazard proneness specific to project location while planning and designing the project in terms of:

- i. Seismic zone (II to V) for earthquakes
- ii. Wind velocity (Basic Wind Velocity: 55, 50, 47, 44, 39 & 33 m/s)
- iii. Area liable to floods and Probable max. surge height
- iv. Thunderstorms history
- v. Number of cyclonic storms / severe cyclonic storms and max sustained wind specific to coastal region
- vi. Landslides incidences with Annual rainfall normal
- vii. District wise Probable Max. Precipitation

PAYMENT TERMS

Vendors have been facilitated to submit digitally signed invoices through the Vendor Bill Tracking System (BTS) Portal effective 01.10.2020. Pls. refer the user manual outlining the process hosted on BTS portal for further details.

Payments will be made against bills certified by the HPCL Engineer-in-Charge/Site-in-Charge within 15 days from the date of receipt of the bill and all other related documents in line with the timelines mentioned in this Tender Document.

Technical Bid containing rates shall make the bid liable for rejection for all bidders.

HPCL reserves the right to solicit documents/additional documents to verify the eligibility of bidders for Bids qualification during any stage after opening of technical bid. HPCL also reserves the right to seek clarification on taxes (GST) quoted by the bidders and to correct/load appropriate tax rates as required and evaluate bids accordingly.

REVERSE AUCTION

HPCL reserves the right to conduct **Reverse Auction** (RA) for this tender. Bidders are requested to confirm willingness to participate in reverse auction. Please note that non acceptance of participation in reverse auction may lead to rejection of bids without any further evaluation.

Reverse Auction will be conducted on Net Delivered Cost Basis (i.e. excluding GST). If the GST quoted by all the bidders is same, then Reverse Auction will be conducted on Gross Delivered Cost Basis (i.e. Including GST).

If the rate of GST quoted by the vendor is found to be lower than that of the actual rate of GST at the time of placing purchase order, PO will be placed with actual rate of GST by deducting the differential increase in amount of GST (i.e. difference between actual GST rate and vendor's quoted rate of GST) from the basic cost of bidder. However, total delivered amount will be kept same as quoted by the vendor.

Reverse Auction will be conducted only in case of two or more techno-commercially qualified vendors are available after Techno-Commercial Evaluation of all the bids submitted against this tender. If two or more techno-commercially qualified vendors are not available, price bids will be opened on normal mode and L1 will be finalised. Hence vendors are requested to quote their most competitive price in the online price bid.

Verification of Original Documents:

All the participating bidders shall provide copies of all the necessary documents along with the bid. However, all the bidders or their authorized representatives are required to be present at HPCL Office on the informed dates along with the original documents submitted for Bid Qualification-Financial /Technical and other techno-commercial documents for the verification/clarification by HPCL. Offers of Vendors who fail to submit the Original documents on demand shall be liable for rejection.

Grievance Redressal Mechanism: Details of this grievance redressal mechanism is available on the Corporation's Website- www.hindustanpetroleum.com.

PRE QUALIFICATION CRITERIA

1.0 BRIEF SCOPE OF WORK:

Indian bidders with sound technical and financial capabilities fulfilling the qualifying requirements stated herein are eligible to participate in this tender for Supply, Erection, Installation and Commissioning of Solar Power Plant at HPCL Anantapur, Hoshiarpur and Bahadurgarh LPG Plants.

Bidders are required to qualify each of the following Pre Qualification Criteria to become eligible for further evaluation. HPCL reserves the right to independently verify with their client to assess bidder's capability against any of the following criteria.

Bidder shall meet all the criteria specified under Clause 2.1 and 2.2

2.1 TECHNICAL CRITERIA:

Bidders shall meet BQC-Technical criteria values for schedule/s quoted as specified in Table below:

Sch. No.	To quote for the following Locations	I	OR	II	OR	III
		One (1) similar (*) work costing not less than the following amount (In ₹ lakhs)		Two (2) similar (*) works each costing not less than the following amount (In ₹ lakhs)		Three (3) similar (*) works each costing not less than the following amount (In ₹ lakhs)
1	ANANTPUR	88		55		44
2	HOSHIARPUR	141		88		71
3	BAHADURGARH	88		55		44

* Definition of Similar Works shall be : The similar works mentioned shall mean turnkey project of Supply, erection and commissioning of Solar Power plant in any industry in India.

2.2 Annual Turnover: shall meet the minimum prescribed pre-qualification requirement as follows:

Sch. No.	To quote for the following Locations	Average Annual financial turnover during the last 3 years, ending on March 2021, should be at least (₹ Lakhs)
1	ANANTPUR	33
2	HOSHIARPUR	53
3	BAHADURGARH	33

- I. Evaluation shall be carried out schedule wise and each location shall be one schedule.
- II. If any bidder wants to participate in more than one Schedule, then the value for meeting Bid Qualification- Technical and Financial Criteria shall be added up for those schedules and related documents meeting PQC of those schedules together should be submitted. If any bidder wants to participate in all the three schedules, then PQC-Technical and Financial Criteria values will be added up and the supporting documents shall be submitted accordingly.
- III. If any bidder quotes for more than one schedule with support of single PQC document, but the total PQC value of multiple schedule/s as quoted by them is not meeting in accordance with the combined PQC amount of those schedule/s, then technical bid of only one schedule of highest value OR those schedules which meets the combined PQC value requirement only will be considered for further evaluation.

For meeting Bid Qualification Criteria, bidders should submit notarized copies of purchase orders/ work orders / Contract Agreements and Completion certificates issued by clients as well as notarized copies of Audited Profit and Loss account statements and balance sheet as sought for meeting PQC, duly certified by Chartered Accountants. All the documents that are submitted in support of Bid Qualification Criteria, shall be in English and notarized. Those documents which are not in English shall be translated and certified by competent authority.

Note: If the value of Purchase order or contract submitted by the bidder are in foreign currency then the same will be evaluated basis the currency conversion rate (RBI reference rate) that was prevailing on the date of Purchase order/ contract.

Average turnover shall be determined by summing up the annual turnover of each financial year and dividing the sum by three. In the event a bidder does not have any turnover in any one or two of the years of the stated Financial years, the turnover for that/those years shall be taken as zero and the average turnover shall be calculated to determine the conformity to the turnover criteria.

In case where the audited result for the last financial year, i.e., 31st March 2021 as on date of submission of the tender is not available, the audited results of three consecutive financial years preceding the last financial year shall be considered for evaluation the financial parameters subject to submission of a certificate signed by CEO/CFO/Partner/Proprietor of the bidder stating that the financial results of the last financial year of the company/Firm are under audit as on the due date of submission of the bid.

Bidders shall meet both the above criteria i.e. Technical and Financial to be eligible for this tender. Offers of bidders not meeting Bid Qualification Criteria Technical or Financial shall be rejected.

Note:

- 1. For Technical Criteria and Financial Criteria, PQC will be relaxed by 15% for Micro and Small Enterprises, subject to meeting the prescribed quality and technical specification of the tendered items/services.**