



**OIL AND NATURAL GAS CORPORATION LTD.**  
**MUMBAI**  
**CIVIL ENGINEERING SECTION**  
**NHAVA SUPPLY BASE**  
**OFFSHORE LOGISTIC GROUP**

**Date: 29.12.2014**

**NOTICE INVITING TENDER**

ONGC invites **Sealed Percentage rate tender** for the below mentioned civil work from reputed, experienced and working contractors of ONGC or registered with CPWD/PWD/MES etc. who has done similar works. The intending contractor may purchase the tender paper by applying in prescribed "TENDER APPLICATION FORM" available at this office as well as at the website <http://tenders.ongc.co.in> along with attested copies of requisite documents.

- Tender No. and Date : PL6UC14002 Dated 29.12.2014
- Name of Work : Modification of IOC area at ONGC, Nhava Supply Base, Nhava.
- Type of tender : Open Tender in Two Bid system.
- Tender Originating : ONGC, Nhava Supply Base.  
Location
- Tender Notification Date : 29.12.2014
- Cost of tender document : **Rs.200.00.** in form of IPO/Bank draft/cashier's Cheque/Bankers cheque drawn  
(Tender Fee) by the Scheduled bank and valid for 90 days beyond the date of closure of sale of the tender document **in favour of F&A.O., ONGC.**

(The Firms registered with 'Micro and Small Enterprises' (MSEs), (and not their dealers / Distributors) registered with District Industry 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 or any other body specified by Ministry of MSME are exempted from payment of tender fee for the services they are 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 or any other body specified by Ministry of MSME are exempted from payment of tender fee irrespective of the monetary limit mentioned in their registration certificate provided they furnish evidence that they are registered for the items they intend to quote against ONGC tenders. Government Departments are also exempted from the payment of tender Fee. The firm registered with ONGC under Indigenization program will not qualify for exemption from payment of Tender Fee.

In the event of cancellation of the tender, the tender fee will be refunded.

- Earnest Money Deposit (EMD) : Rs.23800.00
- Date & time of sale of tender papers : 02.01.2015 to 22.01.2015, 11.00 hrs to 17.00 hrs. on working days only.
- Tender Document selling office : Office of DGM (Civil), ONGC, Nhava Supply Base, Nhava, Tal- Panvel, Dist.- Raigad, Maharashtra, PIN- 410206.
- Last date of Application for Tender Document : **20.01.2015 (contractors who has ONGC vendor code) AND 19.01.2015 (contractors who does not have ONGC vendor code)**
- Last Date and Time of Tender Submission : **02.02.2015 Up-to 1600 Hours.**
- Bid submission address : Office of DGM (Civil), ONGC, Nhava Supply Base, Nhava, Tal- Panvel, Dist.- Raigad, Maharashtra, PIN- 410206.
- Date and Time of opening of Tender : **02.02.2015 at 17.00 hrs.** at Nhava Supply Base, if possible, otherwise will be opened on the next working day at the same time.
- Estimated Cost : **Rs. 11,89,338.00**
- Job completion time : **06 (Six) months.**
- Site Location : **ONGC, Nhava Supply Base, Nhava, Tal- Panvel, Dist.-Raigad, Maharashtra, PIN – 410 206.**
- Essential Qualification Requirement: : 1. Bidders shall have Experience of having successfully completed “similar works” during last 7 years ending last date of bid submission should be either of the following :-  
(i) Three similar completed works each costing not less than the amount equal to 40% of the estimated cost put to tender.  
OR  
(ii) Two similar completed works each Costing not less than the amount equal to 50% of the estimated cost put to tender.  
OR  
(iii) One similar completed work costing not Less than the amount equal to 80% of the Estimated cost put to tender  
“Similar Work” means “Civil Construction /Maintenance work.”

## **2. Satisfactory Performance of works:-**

(a) Bidder should have successfully completed “similar works” within the stipulated time limit. Bidder should produce supporting document for the same.

## **3. Personnel:-**

- (i) Bidder should have valid EPF registration code & requires to submit copy of registration certificate in support of proof of valid registration code of EPF. However, it is not a pre-condition for participation in bids by contractors. However, in case a contractor is so selected and who does not have P.F. code number would apply and obtain a P.F. code number from the respective P.F. Commissioner. **An**

**undertaking in this regard should be furnished by the bidder along with the bid.**

- (ii) Bidder should have VAT/ Sales Tax registration No. & requires submitting the same as proof of VAT/Sales Tax registration.
- (iii) Bidder should have Service Tax registration certificate and requires submitting the same as proof of registration.
- (iv) Bidder should be ONGC Working Contractor or shall have CPWD/ PWD/ MES etc. registration. Contractor not working with ONGC shall be required to submit CPWD/PWD/MES etc. registration certificate.

**N.B:**

- a. **Please note that all the supporting documents submitted by the bidder are to be duly attested by Notary Public or by a gazetted officer.**
- b. **In support of experience & satisfactory performance (as mentioned in Sl. No. 2.a), the bidder is required to submit attested or notary validated documentary proof such as copy of LO/ Work order AND also any of the following documents towards satisfactory performance (indicating respective contract number and type of services):**
  - (i) **Satisfactory completion/ performance report**  
**OR**
  - (ii) **Proof of release of performance security after completion of the contract.**  
**OR**
  - (iii) **Proof of settlement/ Release of final payment against the contract.**  
**OR**
  - (iv) **Any other documentary evidence that can substantiate the satisfactory execution of each of the contracts cited above.**
- c. **In case the bidder is not an ONGC working contractor, copy of registration certificate for Sl.No.3 (i). Copy of EPF code registration number (if available) for Sl. No.3(ii), copy of VAT/ sales tax registration no. for Sl.No.3(iii) and copy of service tax registration certificate for Sl. No3(iv).**
- d. **Tenderers have to submit a written undertaking that they are meeting “Essential Qualification Requirement (EQR)” as specified and published in the NIT, before tender document is issued to them.**

#### **4. REJECTION CRITERIA:**

The following conditions should be strictly complied with, failing which the bid will be rejected outright:

- i. Bid should be complete and covering the entire scope of job and for which the bidder must furnish “NO DEVIATION CERTIFICATE” as per format given in tender document duly signed by the bidder on official letter head along with official seal and shall be submitted along with the bid. Non-submission of certificate along with the bid will lead to outright rejection.
- ii. Non-submission of Earnest Money Deposit (EMD) in the

prescribed form along with the bid will lead to outright rejection of the bid.

**Note: -**

**Non-submission of “No Deviation Certificate” and EMD in Envelope –A shall straightway lead to rejection of the tender. Envelope-B of such bidders will not be opened.**

- iii. The Bid will be submitted in two bid system, i.e., Un-priced Techno-Commercial Bid (Part-A) and Priced Bid (Part-B) in two separate envelopes. The envelope containing Un-priced Techno-Commercial Bid (Part A) shall consist of following.
  - a) EMD for the prescribed amount.
  - b) No Deviation Certificate as per format provided in the bid document
  - c) Documents in support of fulfillment of EQR(Essential Qualification Requirement)
  - d) Original Tender Documents duly signed.The envelope containing Priced Bid (Part-B) shall contain the percentage quote both in words and figures (upto two decimal places) at the space provided for the purpose in the bid. Both the envelopes shall be put in a bigger envelope and super scribed with name of work, tender no.and date of opening of Techno-commercial Bid. Envelope – A shall be opened on the scheduled date of tender opening. The qualified bidders on the basis of evaluation of Techno-Commercial Bids shall be intimated regarding date of opening of Price Bids and Envelope-B of Bidders shall be opened on the notified date. Bids not conforming to above requirement shall be rejected.
- iv. Validity of the bid shall be of 90 days. Offers which do not confirm unconditional validity of the bid for 90 days from the date of opening of the bid will be rejected outright.
- v. The original tender documents including original Request for Quotation (RFQ) forwarding letter issued by ONGC against payment of requisite tender fee should be duly signed and submitted along with the bid. Xerox/Photocopy/Telex/Telegraphic/FAX/e-mail offers shall not be accepted.
- vi. All bids received after the notified time & date of closing of tenders will be treated as late tenders. Late tenders will not be considered for evaluation and will be rejected outright.
- vii. The offer price should be filled in the appropriate place provided the schedule of price (Schedule-B). Offers, which do not confirm do the above will be rejected outright.
- viii. The tender submitted shall be treated as invalid if:-
  - a) The bidder does not quote percentage above/at par/ below on the total amount of tender.
  - b) The percentage above/at par/ below is not quoted both in figures and words on the total amount of tender.
  - c) The percentage quoted above/at par/below is different in figures and in words on the total amount of tender.
- ix. Bidders downloading the bid document from ONGC website (<http://tenders.ongc.co.in>) should ensure tender application in bidder’s letter head along with the tender application format (which would be uploaded in above website along with NIT) duly filled in and signed by the bidder with requisite tender fee in the form as mentioned in NIT (except otherwise exempted mentioned

in NIT) to the tender issuing office before closing date & time of sale of tender papers. The same shall be acknowledged by issuing Request for Quotation (RFQ) to the bidder.

**Note:**

- a) Tender fee received after closing date & time of sale of tender or any other form other than mentioned in NIT, shall be rejected.
- b) ONGC takes no responsibility for delay, loss or non- receipt of tender fee by post/courier.
- x. Bid will be straightway rejected if the bidder does not submit "DECLARATION FORM" in his letter head duly signed by the bidder along with his official seal as per format given in the tender document.
- xi. Bid will be straightway rejected if the bidder does not submit "UNDERTAKING FOR OBTAINING EPF CODE /REGISTRATION" (in case the bidder does not have EPF code/ registration) in his letter head duly signed by the bidder along with his official seal as per format given in the tender document.
- xii. Bid will be straightway rejected if the bidder does not submit "UNDERTAKING FOR IMPUT VAT & CENVAT CREDIT BENIFITS" in his letter head duly signed by the bidder along with his official seal as per format given in the tender document

**Name of the tender**

**Receiving Officer: Shri. Upendra Raman, AEE (Civil)**

**Substitute Name : Shri U L Jadhav, CE(Civil)**

- General Information : 1. **EMD / Bid Security to be submitted in any one of the following modes:**
- (i) **Bank Draft in favour of "Finance & Accounts Officer, ONGC"** valid for 90 days from the last date of prescribed submission of the bid.
  - (ii) Bank Guarantee from banks acceptable to ONGC, valid for 30 days beyond the required validity of bid.

**(iii) Earnest money / Bid Bond / Bid Security will not be necessary for tenders from Central Govt. / Central PSUs, OEMs / Authorized Distributors of OEMs. MSEs units (and not their dealers/distributors) which are themselves registered with District Industry 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 or any other body specified by Ministry of MSME are also exempted from payment of Bid Security irrespective of monetary limit mentioned in their registration certificate provided they are registered for the items they intend to quote. The firms registered with NSIC will be exempted from furnishing bid bond / bid security / earnest money against open and limited tenders irrespective of monetary limit mentioned in their registration certificate provided they submit evidence that they have a current and valid registration for the item(s) they intend to quote. Firms registered with ONGC are also exempted from payment of Bid Security for purchases exceeding**

Rs.1.00 lakh only against limited tenders in normal tender procedure (present monetary limit for inviting limited tenders is Rs 25.00 lakhs) provided such firms are registered for the item (s) they intend to quote and they enclose with their offer a copy of latest and current registration certificate.

**2. Security Deposit/Performance Bank Guarantee/Contract Security**

For works up to Rs. 1 crore, the person/persons, whose bid (s) may be accepted shall submit security deposit in the form of performance bank guarantee from nationalized bank or Scheduled bank in the prescribed format for an amount equal to 5% of contract value before signing of the agreement and subsequent issue of work order.

3. Performance bank guarantee shall be invariably obtained even from the Public sector undertaking and /or firms registered with ONGC. No security deposit is required for works up to 1 lakh

**4. INSTRUCTION FOR DOWNLOADING THE TENDER DOCUMENT FROM WEB SITE:** The tender documents can be purchased by hand from the tender issuing office mentioned in NIT.

**(OR)**

Can be downloaded from the ONGC tender website <http://tenders.ongc.co.in> within the time specified for the sale of tender documents and use the same for participating in the tender. But, the bidders downloading the tender document from the website should ensure to submit "Tender application in bidder's letter head along with downloaded "TENDER APPLICATION FORM" and various enclosures as mentioned above at general instructions. The bidder shall also submit a letter confirming that the bidder fulfils all the Requirements of NIT and TENDER FEE to tender issuing office before the closing date & time of application for tender document. The same shall be acknowledged by ONGC by issuing Request For Quotation (RFQ) number to the bidder through Fax/ e-mail. If the TENDER FEE is received after closing date & time of application for tender document and or any other form shall not be considered for evaluation and be rejected. ONGC takes no responsibility for delay, loss or non-receipt of TENDER FEE by post / courier.

5. The department will verify all the qualifying information, if necessary. In the event of any information furnished by the agency found incorrect during verification at the time of issue of the tender papers or later on, his bid / agreement will be rejected / terminated and the bidder will be disqualified for a period as decided by the Organization.

6. Authenticity of the submitted documents is the responsibility of the bidder.

7. The Bidders who are either black listed or debarred from their respective departments are not entitled for issue of tender papers.

8. No documents will be received by ONGC after closing date and time of sale of tender.

9. EMD of the bidder who withdraws their offer after submission, but within validity period shall be forfeited.

10. No bid will be entertained after closure / expiry of the time & date of the submission of tender.

11. In case of any unscheduled holiday / closure on the above prescribed

closing / opening day of the tender, the next working day will be treated as the scheduled day of closing / opening of the tenders. Time of closing / opening of the tender remain the same.

12. Bidders are advised not to indicate any separate discount. Discount, if any, should be merged with the quoted prices. Discount of any type, indicated separately, will not be taken into account for evaluation purpose. However in the event of such an offer without discount is found to be lowest, ONGC shall avail such discount at the time of award of contract.
13. ONGC reserves the right to issue tender documents and accept / reject any / all tenders in part / full without assigning any reasons

Bids sent by post must be sent under registered cover so as to reach the place well before the closing time and date. ONGC does not accept responsibility for postal delays.

NIT is also available at ONGC website <http://tenders.ongc.co.in>

### **Distribution**

**As per standard mailing list.**

**Asst. Executive Engineer (Civil)**

### Mailing list

Copy to: With request for display on Notice Board for wide publicity.

- 1 PRO, Public Relation Section, CIDCO, 2<sup>nd</sup> floor, CIDCO Bhavan, CBD Belapur, Navi Mumbai-400614.
- 2 I/C, Maharashtra PWD office, Bhingari, Panvel-410206.
- 3 I/C CPWD office, CGO complex, CBD Belapur, Navi Mumbai-400614.
- 4 Garrison Engineer, NAD, Karanja, Uran, Dist- Raigad, Navi Mumbai, PIN-400702.
- 5 I/C Civil Maintenance, ONGC Hospital Building, Panvel Ph-I, PIN-410221.
- 6 I/C Civil Maintenance, ONGC Vasudhara Bhavan, 1<sup>st</sup> floor, "A" wing, Room no-246, Bandra-400051.
- 7 I/C Tender cell, ONGC, NSE BUILDING, Bandra - kurla complex, Mumbai - 400051.
- 8 I /C Civil Engineering Section, ONGC, Uran Plant, Uran-400702.
9. Notice Board, Civil Engineering Section, ONGC, Nhava Supply Base.
10. GM Civil I/C Civil, NSB, Nhava.
11. I/C Civil Engineering Section, IEOT Building (Ground Floor), ONGC, Panvel, Phase-II, Pin-410221.
12. Tender File

**Asst. Executive Engineer (Civil)**