

**REQUEST FOR QUOTATION (RFQ)-(INDIGENOUS/FOREIGN)
(e-Bidding)**

PRAJ Industries Limited (Consultant), on behalf of IOCL (Owner), invites e-Bids in total compliance to technical specifications, scope, terms & conditions of enquiry documents / attachments through the website <https://iocletenders.nic.in> in single stage two bid systems from competent agencies with sound technical and financial capabilities and meeting the “**Minimum Qualification Criteria**” for the job given below.

RFQ NO. S-17047/4/CII/MR/1003

Date: 27-07-2018

CLIENT : M/s INDIAN OIL CORPORATION LIMITED		
PROJECT : 100KLPD BIOMASS TO ETHANOL AT IOCL, PANIPAT		
ITEM: : MILL [Biomass size reduction system]		
CATEGORY : II		
1	MR No.	S-17047-4-BSM-9101
2	Type of Bid	Open Tender – Global Competitive Bidding Under Two Bid System
3	BRIEF SCOPE OF WORK	Design , Engineering , supply , supervision for erection & commissioning , Performance guarantee test , Inspection (Including third party) , Commissioning and 1 year mandatory spares for normal operation, as per technical specification no. S-17047-4-BSM-9101.
4	Tender download schedule	From: 27/07/2018 (10:00 Hrs. IST) to 24/08/2018 (15:00 Hrs. IST), both days inclusive. Tender documents can be downloaded free of charge from the website www.iocletenders.nic.in during the above period.
5	Last date for receipt of pre-bid queries by PRAJ	By 02/08/2018 before 15:00 IST
6	Pre Bid Meeting schedule & Address	07/08/2018 (10:00 Hrs. IST) at Praj Industries Limited, Praj Tower, Sr. No. 274/275, Bhumkar Chowk – Hinjewadi Road, Hinjewadi, Pune – 411057 (www.praj.net).
7	Bid Submission Start Date	17/08/2018 (10:00 Hrs. IST)
8	Bid submission End Date & Time	24/08/2018 (15:00 Hrs. IST) The bidders are required to submit their bids electronically on the e- tender Portal only (URL: https://iocletenders.nic.in) using valid Digital Signature Certificates, on or before the bid submission date and time. The hard copies of the Original EMD (Bank Guarantee/DD/Banker’s Cheque) shall be submitted at the address cited below by Post/Courier/In Person, before the due time & date of Opening of Unpriced Commercial (Part-I) and Technical part (Part III):- Praj Industries Limited 'Praj Tower', 274 & 275, Bhumkar Chowk-Hinjewadi Road, Hinjewadi, Pune-411057 Tel:+91-20-22941000/71802000 Attention: Mr. Amol Timbe (Asst. Vice President - Materials) and Mr. Swaroop Kapadi (Associate Manager – Project)
9	Opening of Unpriced Commercial (Part-I) and Technical part (Part III)	By 27/08/2018 at 15.00 Hrs. IST (Bid opening details view online on IOCL e-tender portal)

10	Price Bid Opening (Part II)	Part-II (Price Part) "BoQ" of only those bidders, whose offers are found techno-commercially acceptable, shall be opened at a date and time to be communicated later after intimation to the bidders. (Bid opening details view online on IOCL e-tender portal)
11	Validity of Bids	4 (Four) months from unpriced bid opening date
12	Earnest Money Deposit (EMD)	As per Clause No 1 of Other Terms and Conditions of this RFQ.
13	Tender Fee	NOT APPLICABLE
14	Integrity Pact	APPLICABLE -Format attached in Commercial (Part-I)
15	BIDDER QUALIFICATION CRITERIA (BQC)	PLEASE REFER ANNEXURE 1 OF THIS RFQ
16	Delivery Period / Completion Period	<p>For Supply :-</p> <p>a) For Indian Bidder:- 9 Months on FOT Dispatch Point on freight prepaid & door delivery basis from the date of LOA/Purchase order (Whichever earlier). Date of LR/GR or Inspection Release Note (IRN) (whichever is later) shall be considered as date of delivery.</p> <p>b) For Foreigner Bidder :- 8 Months on FOB international Sea port of exit basis from the date of LOA/Purchase order (Whichever is earlier). Date of clean bill of lading shall be considered as date of delivery.</p>
17	Payment Terms	<p>17.1 FOR INDIAN BIDDERS:</p> <p>17.1.1 FOR SUPPLY (As per Clause no. A.1.6 of SPC & ITB) :-</p> <ul style="list-style-type: none"> - 5% against approval of drawings, wherever required (identified in PO/ PR) at least in Code-2 and against submission of ABG of equivalent amount. - 10% against identification of raw materials at Supplier's works (to be identified during kick off meeting, if not specified in enquiry) and against submission of ABG of equivalent amount. - 70% against dispatch documents (along with copy of LR/GR and IRN) through bank against negotiation of dispatch documents or directly to IOCL/ CONSULTANT together with full taxes, duties and transportation charges. - 7% against receipt of material at site. - 5% on receipt of Final/As built Drawings/Documents/Data/Manual in requisite number of copies/sets/CDs as per VDR specified in Purchase Requisition. - 3% after completion of installation and receipt of all materials duly certified by CONSULTANT / OWNER, or after six months of receipt of all materials duly certified by CONSULTANT / OWNER at site whichever comes earlier. <p>Performance Bank Guarantee shall be submitted within 45 days of Letter of Acceptance.</p>

		<p>17.1.2 For Any services on per diem basis like: Supervision of Erection, Testing & Commissioning/ assistance during erection,Testing & Commissioning / Training at site / Supplier’s works on per diem basis (As per Clause no. A.4 of SPC & ITB):</p> <ul style="list-style-type: none"> - 100% prorata against monthly bills to be submitted by Supplier duly certified by Engineer-in-Charge. <p>17.2 FOR FOREIGN BIDDERS:</p> <p>17.2.1 FOR SUPPLY (As per Clause no. B.1.6 of SPC & ITB) :-</p> <ul style="list-style-type: none"> - 5% against approval of drawings, wherever required (identified in PO/ PR) at least in Code-2 and against submission of ABG of equivalent amount. - 10% against Identification of raw materials at Supplier's works (to be identified during kick off meeting, if not specified in enquiry) and against submission of ABG of equivalent amount. - 77% along with 100% Ocean freight (in case of CFR contracts) against shipping documents through irrevocable Letter of Credit. - 5% on receipt of Final/As built Drawings/ Documents/Data/ Manual in requisite number of copies/sets/CDs as per VDR specified in Purchase Requisition. - 3% through wire transfer, after completion of installation and receipt of all materials duly certified by CONSULTANT / OWNER or after six months of receipt of all materials duly certified by CONSULTANT / OWNER at site whichever comes earlier. - Performance Bank Guarantee shall be submitted within 45 days of Letter of Acceptance. <p>17.2.2 For Any services on per diem basis like: Supervision of Erection, Testing & Commissioning/ assistance during erection,Testing & Commissioning / Training at site / Supplier’s works on per diem basis (As per Clause no. B.4 of SPC & ITB):</p> <ul style="list-style-type: none"> - 100% prorata against monthly bills to be submitted by Supplier duly certified by Engineer-in-Charge.
18	Purchase Preference	APPLICABLE

OTHER TERMS AND CONDITIONS:-

1) EARNEST MONEY DEPOSIT (EMD):

1.1 The amount of Earnest Money Deposit shall be as under:

Indian Bidders: INR 20,51,000/-(Rupees Twenty Lakhs Fifty One Thousand Only)

Foreign Bidders: USD 29600 (US Dollars Twenty Nine Thousand Six Hundred Only).

1.2 Bidders will be required to submit Earnest Money Deposit in the form of Bank Guarantee in IOCL's format in favour of Indian Oil Corporation Ltd, New Delhi (if the value is more than Rs 1 lac/equivalent US\$) OR online through RTGS/NEFT (for all values). DD/Banker's cheque will not be accepted against EMD from Indian Bidders.

1.3 Bids not accompanied with EMD shall be ejected. However, exemption of EMD will be applicable for, Government organizations, Central/ State PSUs, JVs of IOCL and Micro or Small Enterprises (MSEs) 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 Handlooms or any other Body specified by Ministry of Micro, Small and Medium Enterprise irrespective of their category of registration provided that certificate issued by the relevant agency is valid (wherever validity is specified in the certificate) on the date of Un-priced Bid Opening. Scanned copy of Registration certificate or Udyog Aadhar Memorandum should be uploaded in the e- procurement website under e-bidding. Documentary evidence; in support of such claims of bidder shall be provided.

1.4 Foreign bidders shall submit EMD through Bank Guarantee in IOCL's format. DD/Banker's cheque will also be accepted against EMD for Foreign bidders. The EMD shall be in equivalent US dollars for foreign Suppliers to be mentioned in the Bidding document. However, their authorized Indian representatives / associates shall be allowed to submit EMD in equivalent INR vide online payment only.

1.5 The Bank Guarantee for bid security shall be valid for three months beyond the bid validity.

1.6 In case a bidder submits EMD in BG form, during unpriced bid opening, if the EMD Value and issuing bank are not as per tender/enquiry requirement, bid shall be rejected.

1.7 Earnest Money Deposit shall be submitted along with Techno-Commercial Bid only.

1.8 In case of bank guarantees, if these are sent directly by the bank, a certified copy of the said BG shall be enclosed along with the techno commercial offer.

1.9 Original EMD, as applicable, shall be submitted to CONSULTANT within the bid due date and time, failing which their bid shall not be considered, as per provisions of respective clause notwithstanding the fact that a copy of EMD was uploaded earlier by the bidder on the e-tendering portal.

1.10 Offer submitted along with Swift message (in place of Firm EMD) or EMD having value less than required value, shall be rejected & not considered for further evaluation.

- 2) Please specify RFQ no. in all Correspondence.
- 3) Bidders are required to upload the complete bid comprising of Part-I: - Unpriced Bid along with all supports documents & Part-II: - Priced Bid on the e-tender portal only.
- 4) Queries, if any, must be raised within 07 working days from the date of publication of tender documents.
- 5) Bidder should make sure that their priced bid (Part-II/BOQ) contains only prices. Rates mentioned elsewhere shall not be taken into cognizance. Offer shall be liable for rejection if any condition directly or implied, recorded in Priced Bid (Part-II/BOQ).
- 6) As far as possible Bidders are requested to clarify all the technical queries related to tender during the Pre-bid meeting i.e. before the bid opening and ensure compliance of all provisions of the bidding document.
- 7) Bidder's authorized representative(s) shall attend the pre bid meeting on the prescribed day at the given venue specified in RFQ. During the pre-bid meeting, all the technical and commercial issues shall be discussed and concluded to ensure that the bid received subsequent to pre bid meeting shall be without any deviations to terms and conditions. Hence, bidders shall treat the pre bid meeting as utmost important and depute competent & senior person capable of taking on the spot decision to sort out all the technical and commercial issues. However, in case any bidder does not attend the pre bid meeting, it shall be understood that the bidder has a clear understanding of the scope, terms & conditions of the bidding document and does not have any comments/ deviations to the requirements of the bidding document.
- 8) In order to ensure fruitful discussions during pre-bid meeting, the bidder is requested to submit any queries/clarification/information pertaining to Bidding document in writing delivered by hand or by e-mail in the format provided in Bidding Forms so as to reach two days prior to Pre-bid meeting. These queries shall be replied during pre-bid meeting. The editable soft copies of the queries shall also be e-mailed to concerned persons specified in BDS, to enable PIL to prepare replies to the queries in the same format expeditiously.
- 9) The bidders are required to participate in the pre-bid meeting after going through the entire bidding document. Bidder shall come with all technical and commercial points on which they need clarifications and also to ensure that they possess all the supporting documentation for meeting Financial & Technical criteria. In case of any doubt, they may discuss the same during the meeting to avoid any techno commercial clarifications/ discussions post bid.
- 10) Replies to the pre-bid queries / Conclusion agreed in this meeting shall be uploaded as "Record Notes of Pre-bid Meeting / Reply to Pre-bid Queries" on IOCL e-Tendering Portal (<https://iocletenders.nic.in>). Record Notes of Pre-bid Meeting/Reply to Pre-bid Queries shall be considered as part of enquiry document.
- 11) Based on the pre-bid discussions, no-deviation form/ techno-commercial compliance shall be signed and submitted by the bidders as part of their offer. After pre-bid meeting, no deviation other than commercially loadable deviations mentioned in SPC shall be accepted. Bidder in their own interest shall submit bids fully complying to bidding document requirements and PIL shall reserve the right to proceed with the available compliant bids for evaluation without raising any technical/ commercial queries.
- 12) Technical specification should be strictly as per the Material Requisition attached. It may be noted that the Bid shall be evaluated as received and technical queries may not be issued.
- 13) The bidder who is providing the technology from the company, which is recently acquired / taken over by them or purchasing the technology by other companies, shall provide proper documentary evidence. In the absence of the same their offer shall be liable for rejection.
- 14) Submission of authentic documents shall be the prime responsibility of the bidder.
- 15) The offers with incomplete/ irrelevant documents or anomalies are liable to be rejected without any communication. Hence, bidders are advised to take utmost care while uploading their prequalification documents.
- 16) Relevant supporting documents towards other requirements specified are also to be uploaded along with Techno - commercial bid failing which bid is liable for rejection.

- 17) Wherever IOCL (Owner) / PRAJ (Consultant) have concerns or apprehensions regarding the authenticity / correctness of any document, IOCL (Owner) / PRAJ (Consultant) reserve the right of getting the documents cross-verified from the document issuing authority. In the event of submission of any document/ certificate by the Bidder in a language other than English, the English translation copy of the same duly certified, stamped and signed by Chamber of Commerce of bidder's country. Translation by Indian Embassy/ High Commission or authorized / approved translation agencies (by Indian embassy / high commission or any other authority) shall also be acceptable.
- 18) IOCL (Owner) / PRAJ (Consultant) reserve the right to use in-house information for assessment of bidder's capability for consideration of bid.
- 19) IOCL (Owner) / PRAJ(Consultant) reserves the right to reject any or all of the tenders or parts of the tender so received and may cancel the tender in part or full, extend the due date of Tender submission etc. without assigning any reason.
- 20) IOCL (Owner) / PRAJ(Consultant) will not be responsible for non-submission of bid within specified time of tender submission due to any website related problems.
- 21) Offer shall be rejected & not considered for further evaluation and supplier shall be put on holiday / suspension / banning list, as applicable of PIL / IOCL (as per their prevailing policy) in case,
 - a. The bidder alters / modifies / withdraws the bid Suo-moto after opening the bid (s) within the validity period and / or submits multiple bids/ alternative bids.
 - b. If the successful bidder fails to accept arithmetical corrections
 - c. If the Information/ documents submitted by the bidder in the bid is found to be false/ forged.
 - d. The successful bidder fails to deposit the PBG or to execute the order

LIST OF ENCLOSURES:-

1. RFQ

PART-I COMMERCIAL

1. Special Purchase Conditions & Instruction to Bidder
2. General Purchase Conditions (GPC)
3. Supervision Terms and Conditions
4. Packing, Marking, Shipping and Documentation Specification for Indigenous and Imported Materials.
5. Guidelines on Personal Protective Equipment (PPE)
6. Standard Specification for Health, Safety & Environment (HSE) Management at construction sites)

PART-II (PRICE PART)

1. Unpriced Bid (BOQ)
2. Priced Bid

PART III TECHNICAL

Material Requisition (MR) No: S-17047-4-BSM-9101

CHECK LIST OF DOCUMENTS TO BE SUBMITTED WITH OFFER

Sr. No.	Description	Remarks (Yes / No)
1	Duly filled Detailed formats from SPC -	
	a) Taxes & Duties for Indian Bidders – Annexure 1 to ATC	
	b) Taxes & Duties for Foreign Bidders – Annexure 2 to ATC	
	c) Contact details of Vendor - Annexure 3 to ATC	
	d) Vendor Bank Mandate - Annexure 4 to ATC	
	e) DEVIATIONS STATEMENT (COMMERCIAL) - Annexure 5 to ATC	
	f) DEVIATIONS STATEMENT (TECHNICAL) - Annexure 6 to ATC	
	g) Declaration of non-tampering of tender document - Annexure 7 to ATC	
	h) PROFORMA OF DECLARATION OF BLACK LISTING / HOLIDAY LISTING - Annexure A	
	i) COMPLIANCE TO BID REQUIREMENT - Annexure F	
	j) Integrity Pact - Annexure R	
	k) Requirement for monitoring of manufacturing progress. – Annexure-S	
	l) Power of Attorney - Annexure I	
	m) Prohibition on direct or Indirect Import and Export from/to Democratic People's Republic of Korea- Annexure II	
	n) Form D - Annexure III	
2	Technical Documents Index Page (signature and stamping of this index page is a token of acceptance of all the technical documents (S-17047-4-BSM-9101) of the tender (except for the ones mentioned in the technical deviation statement)	
3	Technical questionnaire + Datasheets duly filled with relevant data wherever required	
4	Price Schedule (BOQ), both priced & unpriced duly filled.	

Please ensure all documents are attached as per check list.

ANNEXURE-1
BIDDER QUALIFICATION CRITERIA
TO
RFQ NO. S-17047/4/CII/MR/1003
PROJECT NAME: 100 KLPD BIOMASS TO ETHANOL PROJECT



OWNER: INDIAN OIL CORPORATION LIMITED



EPCM: PRAJ INDUSTRIES LIMITED

Rev No.	Date	Purpose	Prepared By	Checked By	Approved By
0	25.07.2018	ISSUED FOR TENDER	VSL	APK	SRG

A) TECHNICAL EXPERIENCE CRITERIA:-

- a) Copies of Purchase orders mentioning the contract value, Design / Engineering, supply.
- b) Completion certificate by client / CONSULTANT for executed Purchase orders.
- c) In case any other document is submitted by bidder in support of execution, the same shall be subject to acceptance by IOCL or its representative.
- d) IOCL/ CONSULTANT reserves right to verify the information and may request for further clarification.
- e) The failure to meet the Technical Qualification Criteria shall render the bid liable for rejection. Therefore, the Bidder shall in his own interest furnish complete documentary evidences.
- f) The bidder shall ensure that each & every information is furnished and the same is correct and complete in all respects. Incorrect information furnished shall render the bid liable for rejection.
- g) Any proposed solution for size reduction of biomass in **single stage by Twin shaft shredder is not acceptable**. [Considering limitations of twin shaft shredder for achieving guaranteed particle size as per projects requirement.]
- h) Any proposed solution for size reduction of biomass in **Two Stages with Twin shaft shredder (Primary and Secondary)** must have biomass based commercial installation.
- i) For the referred installations, the equipment manufacturer shall indicate the name of the person (along with his address, telephone no., fax no./email-id etc.) who may be contacted by the Purchaser / his representative, if felt necessary and arrange visit of purchaser / EPCM to any of the running installation.

Sr. No.	TECHNICAL QUALIFICATION CRITERIA
T1.	Bidder must have supplied size reduction equipment for any type of biomass mentioned below : Rice straw, Wheat straw, Grain straw, Bagasse, wood, Bark, Roots.
T2.	Bidder must have supplied size reduction equipment for any type of biomass as mentioned in serial no. T1 wherein , 1. Particle size of Biomass feed at inlet handled should be at least 200 mm . 2. Particle size of size reduced biomass at outlet offered as, 30 mm and below (more than 90%).
T3.	Bidder must have supplied size reduction equipment for biomass as mentioned in serial no. T1 wherein handled moisture in feed should be at least 15% w/w.
T4.	Bidder must have supplied size reduction equipment for biomass as mentioned in serial no. T1 wherein bidder have offered output capacity of size reduction equipment at least 5 TPH (Dry basis) in single machine / single train.
T5.	Bidder must have supplied size reduction equipment for biomass as mentioned in serial no. T1 wherein bidder has handled baled Biomass having bulk density of approximately 160 kg/m ³ and above.

“Successful installation(s)” – The installation (s) where bidder has supplied the equipment(s) and those equipment(s) are running satisfactory for the duration of 1 year and above complying design conditions as agreed in work order issued by client.

Bidder to fill in below format for reference installation (s) wherein bidder has complied the mandatory requirements specified above for EPCM / Purchaser review.

Sr.No.	Parameter	Installation 1	Installation 2	Installation 3
1	Client name and location of installation			
2	Client contact details			
3	Mill Capacity (TPH on Dry basis)			
4	Type of Mill offered (Single shaft , Twin shaft , Hammer mill)			
5	Number of size reduction sages offered (single / 2 stage etc)			
6	Number of Mill / Number of Trains offered(For 2 stage size reduction system)			
7	Feed stock handled (Name , Size, Bulk density)			
8	Particle sizes offered at outlet with % [e.g below 30 mm (above 90%)]			
9	Moisture content handled % w/w			
10	Tool life offered (Hrs)			
11	Bulk density at outlet offered			
12	Year of installation			

B) COMMERCIAL EXPERINCE CRITERIA:-

For experience, the order(s) executed by the bidder, during the last Seven years ending on the last day of the month immediately preceding the month in which the last date of bid submission falls , should be considered as under

- a) Three orders each executed for “similar item” where executed value is not less than the amount equal to **INR10,32,99,000/- (Rupees Ten Crores Thirty Two lakhs Ninety Nine Thousand Only).**

Foreign Bidders: USD1490822 (US Dollars One Million Four Hundred Ninety Thousand Eight Hundred and Twenty Two Only).

OR

- b) Two orders each executed for “similar item” where executed value is not less than the amount equal to **INR13,77,32,000/- (Rupees Thirteen Crores Seventy Seven lakhs Thirty Two Thousand Only)**

Foreign Bidders: USD1987762 (US Dollars One Million Nine Hundred Eight Seven Thousand Seven Hundred and Sixty Two Only).

OR

- c) One order executed for "similar item" where executed value is not less than the amount equal to **INR17,21,65,000 (Rupees Seventeen Crores Twenty one lakhs Sixty Five Thousand Only).**

Foreign Bidders: USD2484702 (US Dollars Two Million Four Hundred Eighty Four Thousand Seven Hundred and Two Only).

"Similar item" means "Design / Engineering, Supply of Mill for Biomass Size Reduction having Capacity of at least 5 TPH on Dry basis"

Purchase Order value for the above purpose shall be considered as FCA Dispatch Point order value excluding taxes, duties and freight for Indian bidders and FOB port of exit order value for foreign bidders.

For fulfilling the commercial experience criteria any one of the following documents may be considered as valid proof for meeting the criteria:

- a) Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoice covering the "similar item" have been executed to the required value.
- b) Purchase order copy along with bank certificate indicating payment against the PO.

C) FINANCIAL CRITERIA

The annual turnover of the bidders during at least one of the preceding three financial years, should be at least **INR20,65,98,000/- (Rupees Twenty Crores Sixty Five Lakhs Ninety Eight Thousand Only).**

Foreign Bidders: - USD2981700 (US Dollars Two Million Ninety Hundered Eighty One Thousand Seven Hundred Only).

D) NET WORTH REQUIREMENT :

Bidder shall have positive Net worth. To establish the same, bidder shall furnish the latest Audited Financial Statement including Auditors reports, Audited Balance Sheet, Profit & Loss Account , Notes, Annexures (if any) etc.

In case Net worth is negative, the bid shall be considered for further evaluation only if the bidder provides an undertaking from financial institutions towards "financial support for executing orders in case of order placement on them"

The net worth means paid up share capital, share application money pending allotment* and reserve # less accumulate losses and deferred expenditure to the extent not written off.

#Reserves to be considered for the purpose of net-worth 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. Accordingly, the definition of net-worth shall be as follows

Paid up share capital	XXXX
Add: Share application money pending allotment	XXXX
Add: Reserves (as defined above)	XXXX
Less: Accumulate Losses	XX
Less: Deferred revenue expenditure to the extend not written off	XX
Net-worth	XXXX

The failure to meet Net worth Criteria will render the Bid to be summarily rejected.

OTHER TERMS AND CONDITIONS:

1. IOCL/ CONSULTANT reserve the right to use their In-House information for assessment of Bidder's capabilities.
2. Bids on Consortium or Joint Venture basis are not acceptable
3. Bidder shall submit a self-certificate stating that they are not under liquidation, court receivership or similar proceedings failure to do so or the bidder is under, court receivership or similar proceedings, their bids shall not be considered
4. Bidder shall not be on Holiday/ Suspension/ Banning List of IOCL/Administrative Ministry
5. Submission of authentic documents shall be the prime responsibility of the bidder.
6. Wherever IOCL or its representative have concerns or apprehension regarding the authenticity/ correctness of any document, IOCL or its representative reserve the right of getting the document cross verified from the document issuing authority
7. In case a foreign bidder submits any of the Bidder Qualification support documents in any language other than English, then it will be the responsibility of such foreign vendor to also provide the English translation copy of the same duly certified, stamped and signed by their Local Chamber of Commerce. Translation by Indian Embassy/ High Commission or authorized/ approved translation agencies (by Indian embassy/ high commission or any other authority) shall also be acceptable.
8. For fulfilling the financial criteria, annual audited and published financial statements (balance sheet, P&L account, auditor report and all other schedules/notes to balance sheet and P&L account) of the bidder shall be considered as financial proof.
9. 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 31st March) is not available and where bid closing date is up to 31st 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 31st December, it is compulsory to submit the financial details of the immediate three preceding financial years only.

10. In case due to internal / local regulation, a foreign bidder is unable to submit audited balance sheet, the following shall apply:
 - i. In such case CEO/CFO's certificate in original from the company or from the parent company (in case bidder is a subsidiary) stating the turnover of the bidding entity along with a declaration that the bidding company is not in a position to submit its financial statement as per the local / internal regulation (clearly specifying the applicable regulation) with an endorsement by Chartered Accountant / Statutory Auditor / Certified Public Accountant (not being an employee or a Director or not having any interest in the bidder(s) company / firm) shall be accepted.
 - ii. Wherever Chartered Accountant / Statutory Auditor / Certified Public Accountant (not being an employee or a Director or not having any interest in the bidder(s) company / firm) is not able to endorse such CEO/CFO's certificate due to local regulations, CEO/CFO's certificate in original without endorsement may be accepted provided a reference of the local regulation restricting this endorsement is given in the CEO/CFO certificate.
11. Wherever Chartered Accountant / Statutory Auditor / Certified Public Accountant (not being an employee or a Director or not having any interest in the bidder(s) company / firm) is not in a position to endorse such CEO/CFO's certificate due to local regulations, CEO/CFO's certificate in original without endorsement may be accepted provided a reference to the local regulation restricting this endorsement is given in the CEO/CFO certificate.
12. All documents furnished by the bidder in support of meeting the Technical, Commercial, Financial Criteria of BQC & Net Worth requirement shall be:
 - i. Submitted duly certified by Statutory Auditor of the bidder or a practicing Chartered Accountant (not being an employee or a Director and not having any interest in the bidder's company) where audited accounts are not mandatory as per law.

OR
 - ii. Submit documents duly notarized by any notary public in the bidder's country or certified true copies duly signed, dated and stamped by an official authorized for this purpose in Indian Embassy/ High Commission in Bidder's country.

OR
 - iii. Bidder shall provide self-certified documents either from CEO or CFO or Company Secretary of the bidder (Limited company only) along with Self-Certification as per enclosed Annexure-III. This option shall not be applicable to Proprietorship/ Partnership firms.Requirement of above certification shall not be applicable to published audited annual financial statements in English, if original booklets are submitted.
13. In case of a MSE bidder, documentary evidence as per the prevailing Government policy shall be acceptable. In addition, copy of the document shall be submitted duly authenticated. However, in case authenticated document is not submitted in original, the same can be accepted provided a valid MSE certification is available on Government portal (www.nsicsonline.com) or Government Udyog Aadhar portal.
14. CONSULTANTS or their subsidiary company or companies under the management of CONSULTANTS, are not eligible to quote for the execution of the same job for which they are working as consultant with the exception of

- participation as Third Party Inspection Agency (TPIA) for the same job.
15. Bidder shall not be allowed to use the credentials of its parent or any group company to meet the Experience Criteria.
 16. The bidders must submit complete and unambiguous documents pertaining to BQC in the first instance itself along with the offer. CONSULTANTS/IOCL may not offer any opportunity to the bidder to provide complete or unambiguous documents and reserve the right to proceed on the basis of documents received along with the offer and in case of non-submission of some documents or submission of incomplete or ambiguous documents, the bid may be rejected.
 17. Notwithstanding any other condition / provision in the tender documents, in case of ambiguity or incomplete documents pertaining to BQC, bidders shall be given only one opportunity with a fixed deadline after bid opening to provide complete and unambiguous documents in support of meeting the Bidder Qualification Criteria. In case the bidder fails to submit any document or submits incomplete documents within the given time, the bidder's tender will be rejected.

ACKNOWLEDGEMENT OF RFQ

The Supplier is requested to mail the following statement within 3 working days of receipt of the enclosed "Request for Quotation" (RFQ) / NIT No. _____

Acknowledgement Letter to "REQUEST FOR QUOTATION"

Email : _____
Vendor's Ref. No. : _____
Date : _____
To : _____
Attention : _____
Subject : _____
Response against your "Request for Quotation" No. : _____

For _____ (specify item) **for** _____ **PROJECT**

Dear Sir,

We acknowledge receipt of your above referred RFQ and confirm that:

- i) We will be submitting offer so as to reach you within the due date.
- ii) We regret to quote as: A)
B)

Thanking you,

Yours faithfully (Authorized Signatory)

Name

Designation

Company Name, Address & Seal Fax No.

Email:

Ph. No.:

Mobile No.