



NOTICE INVITING TENDER

Sealed offers in **two-bid-system** are invited from competent contractors for the following work:

Name of Work	Due Date & Time of Submission	Earnest Money Deposit	Contract Period
Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003] -Tender No. OC10000085	19-07-2011 upto 15.00 hrs	₹ 7,000.00	60 (Sixty) days from the date of handing over site.

BRIEF SCOPE OF WORK:

Construction of Workers accommodation at Overnight Tank Lorry as per tender document

QUALIFICATION REQUIREMENT:

The intending bidders for above tender should meet the qualifications as given below:

- i) Average annual financial turnover during the last 3 years should be at least **₹ 3.24 lacs**
- ii) Experience of having successfully completed **similar works*** during **last 10 years ending last month** should be either of the following:
 - Three similar works costing not less than **₹ 3.24 lacs** each, OR,
 - Two similar works costing not less than **₹ 4.32 lacs** each, OR,
 - One similar work costing not less than **₹ 5.40 lacs**.

The value of past experience will be adjusted at a simple rate of 7% for every completed year ending last day of the month preceding the month in which bids are invited.

* **Similar Works** : Civil Construction jobs.

- iii) Service Registration no., Income Tax PAN No. EPF Code, VAT Registration no. etc of bidder to be furnished

Intending agencies may download the tender document from NRL website www.nrl.co.in free of cost.

SUBMISSION AND OPENING OF TENDER:

The tenders duly completed as per requirement of the tender document shall be submitted to the office of **GM (Commercial & CC)**, Numaligarh Refinery Limited, NRL Site, during the specified date and time. Unpriced Bids shall be opened on the date of submission of bids after 15-30 hrs.

GENERAL:

NRL takes no responsibility for delay, loss or non-receipt of tenders sent by post. NRL reserve the right to accept or reject any or all the tenders without assigning any reason thereof and to allow purchase preference to Public Sector Enterprise as admissible under existing Government Guidelines. **TENDER WITHOUT EARNEST MONEY DEPOSIT WILL BE REJECTED.**

Date: 28th June, 2011

**GM (Commercial & CC)
Numaligarh Refinery Limited,
Numaligarh, Dist: Golaghat,
Assam – 785 699.
Phone: 03776-265545/265491**



NUMALIGARH REFINERY LIMITED

A GOVERNMENT OF INDIA ENTERPRISE

TENDER DOCUMENT

FOR

**Construction of Workers accommodation at
Overnight Tank Lorry - [WAX-003]**

Tender No. OC10000085

UNPRICED BID



PREPARED & ISSUED BY

NUMALIGARH REFINERY LIMITED

(A Govt. of India Enterprise)



NOTICE INVITING TENDER

	Date : 28th June 2011 Contact Person: Sanjeeb Barman Phone : 03776-265491 Email ID : sanjeeb.barman@nrl.co.in Our reference : Tender no. OC10000085
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Sub: Bid document for Construction of Workers accommodation at Overnight Tank Lorry.
[WAX-003] - (Tender No.: OC10000085)

Dear Sirs,

Sealed offer in **Two Bid** is invited by Numaligarh Refinery Ltd. for the work as detailed below:

1. **Name of the work** : **Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**
2. **Earnest Money Deposit** : ₹ 7,000.00 (Rupees Seven thousand only).
3. **Contract Period** : 60 (Sixty) days from the date of handing over site.
4. **Last date & time for receipt of bid** : 15.00 hours on **19-07-2011**
5. **Date & time of Opening of bid** : After 15.00 hours on **19-07-2011**
6. **Place of submission of Bid** : **GM (Commercial & CC)**
Numaligarh Refinery Limited,
NRL Complex, Numaligarh
Dist: Golaghat
Assam - 785 699
Fax No.: 03776-265514 / Phone: 03776-265545 / 265534

7. Submission of Bid:

Bids should be submitted separately in two parts, viz. **PART I & PART II** in **sealed envelopes** superscribed with the Tender no., Due Date, and nature of bid (**priced or unpriced**).

PART I : One copy of **UNPRICED BID**, complete with Technical & Commercial details, relevant documents etc. **duly signed & stamped on each page & Earnest Money Deposit, other than prices.**

PART II : One copy of **PRICED BID** with **Schedule of Rates duly filled, signed & stamped on each page.**

The two envelopes containing Part I and Part II of bids separately should be enclosed in a single sealed envelope superscribed:

Quotation for the job
Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]
(Tender No.: OC10000085)

Contd. 2

All corrections and alterations in the entries of tender paper shall be signed in full by the tenderer with date. No erasures or over writing are permissible.

8. **Earnest Money:**

The bidder shall deposit Earnest Money Deposit in the form of Demand draft of **STATE BANK OF INDIA** in favour of **Numaligarh Refinery Limited**, payable at **SBI, Numaligarh Refinery Complex Branch** (Code : 5377). **Tender without earnest money will be summarily rejected.**

9. **Submission of offer :**

Tender with 6 months validity from the date of opening under sealed cover and superscribing the name of the work and date of opening will be received at the Commercial Department of Numaligarh Refinery Limited, Numaligarh by the time and date mentioned above. If the last date of receipt of tender happens to be a non-working day, the last date will be the next working day at the aforesaid time.

10. **Scope of work and Supply :**

The scope of work & supply of this work will be in accordance with the Tender Document, Special Conditions of Contract, Schedule of Rates and as per the direction of Engineer-in-charge.

11. **Rate:**

Rate should be quoted both in figures and words as per Schedule of Rates of Priced Bid.

12. **Security deposit:**

2.5% of contract value has to be submitted as initial security deposit within ten days from the date of receipt and acknowledgement of the work order. The balance 7.5% will be recovered in installments through deductions at the rate of 10% of the value of each running account bill till the total security deposit amount is collected. Alternatively, Contractor at his option, can furnish bank guarantee from nationalized bank for 10% of the contract value towards security deposit before commencement of job. Security Deposit will be released after expiry of defect liability period.

13. **Measurement of work**

Payment will be made on the basis of joint measurements, taken by the contractor and certified by Engineer-in-charge.

14. **Terms of payment:**

Payment shall be made monthly against the work done during the preceding month on pro-rata basis based on certification made for payment by E-I-C.

Further break-up of payment terms if deemed necessary shall be decided by the E-I-C. The above payments are subject to deductions towards security deposit, income tax, WCT/VAT and other recoveries as applicable as per terms of the contract.

15. **Defect Liability Period:**

12 months from the date of issue of completion certificate by E-I-C.

16. **Penalty Clause:**

In case the contractor fails to comply with provisions of tender and requirement, monetary penalty as deemed fit by the Engineer-in-charge will be levied, subject to a maximum compensation of 10% of the contract value and the same shall be final and binding on the contractor.

17. **Price, Taxes, Duties:**

Without prejudice to stipulations in General Conditions of Contract, the bidder should quote firm prices inclusive of all taxes, duties, sales tax on works contract and other levies on which no variation will be allowed. **However, the quoted price should be exclusive of SERVICE TAX. Service Tax as applicable will be loaded on the quoted price by NRL.**

Payment towards Service tax component of contract value will be released only if contractor:

- i) Possess valid Service Tax Registration.
- ii) Submits Invoices under Rule 4A of Service Tax Rules.

18. **Other terms and conditions:**

- (a) Transfer of tender documents issued to one shortlisted bidder to another is not permissible. Further, tender containing uncalled for remarks or any additional conditions are liable to be rejected.
- (b) The management of NRL reserves the right to reject any or all the tenders received without assigning any reason thereof.
- (c) NRL reserves the right to allow Purchase preference to PSU etc and apply the policy of the Government with regard to Small Scale Industries and other guidelines.
- (d) The following procedures are applicable in regard to NSIC / SSI Units:
 - I. Earnest Money / Security Deposit need not be submitted.
 - II. Tender sets may be issued free of cost.

The above are subject to the fulfilling of under mentioned conditions :

- i) SSI Units should be registered with National Small Scale Industrial Corporation Limited (NSIC).
- ii) The Unit should be registered for the item tendered.
- iii) The monetary limit indicated in NSIC registration certificate should cover value of items ordered.
- iv) Registration Certificate is valid as on date of order.
- v) Photostat copy of valid NSIC registration certificate should be submitted in support.

Registration with DGS&D will not entitle a Tenderer to claim exemption from Security Deposits.

- (e) Variation in the value of the work will not vitiate the tender agreement.
- (f) The contractor will have to abide by the existing laws applicable to contract works and co-operate with other contractors working at site and will not cause hindrance to other works.
- (g) The contractor shall observe all labour and other statutory rules and regulation of State/Central Govt. in force including the Safety and Environmental rules & regulations. In case of any violations of such laws, rules & regulations, the cost involvement thereof shall exclusively be borne by the contractor and the company shall have no liability whatsoever on this account.

- (h) **Senior Manager (Project-Civil)** shall be the Engineer-in-charge of the work and the contractor will have to abide by the instructions of Engineer-in-charge as given from time to time.
- (i) **The General Conditions of contract of NRL will be applicable for this contract also.** Intending tenderer may see the General Conditions of Contract of NRL at the website www.nrl.co.in or at the Commercial Department of NRL site office on any working day during office hours. Clauses related to arbitration will only be as per the amendment enclosed as annexure wherever the term GCC appears.
- (j) Tenderers will fill up the all annexures attached to this Letter Inviting Tender clearly and sign every page of this Letter Inviting Tender before submission of the tender. Tender in which any of the required particulars and prescribed information are missing or are incomplete, are liable to be rejected.
- (k) One authorized representative of the vendor/contractor may remain present during the tender opening on the due date, time and venue.
- (l) No escalation of contract value, in any form whatsoever will be entertained during the contract period.

Applicable Labour Wage:

- i) The minimum wages per day (Inclusive of all allowances and benefits) of contract workers w.e.f. 01-01-2007 will be as below:
- | | | |
|-------------|---|----------|
| • Unskilled | : | ₹147.00 |
| • Skilled | : | ₹ 162.00 |
- ii] For the purpose of calculating PF and other statutory payments, basic wage of unskilled and skilled category of contract workers per day will be ₹ 103.00 and ₹ 122.00 respectively.
- iii] Bonus is to be paid to the contract workers by the contractors as per the payment of Bonus Act, 1965.
- iv] The contractors will make necessary deductions for PF from the wages of the workers as per the PF Act and deposit the same to the authorities concerned along with the employers' contribution.
- v] The contract workers will also be entitled to the following leave annually:
- Earned Leave - 18 days
 - Casual Leave - 06 days.
 - Sick Leave - 04 days.
- vi] An annual increment of ₹ 5.00 to the total wages of both Unskilled and Skilled category of workers will be given every year w.e.f. 1st January starting from 01-01-2008 till 31-12-2010.
- (m) Mobilisation advance / extended stay compensation is not applicable under this contract.
- (n) Insurance shall be effected for all employees of the contractor, engaged in the performance of the subject job. (Refer clause 104.1 (ii) of GCC).

- (o) **The contractor is required to obtain** labour license under Contract Labour (R&A) Act, 1970 & **PF registration number on awarding the contract.** The present rate of PF is 12% (Refer Clause 107.2 of GCC)
- (p) The contractor will not engage minor labour below 18 (eighteen) years of age under any circumstances. The contractor will further comply with the provisions of the following act and indemnify the company against all claims, which may arise out of the following Acts, & Rules framed thereunder:
 - i) The Contract Labour (Regulation and Abolition) Act,
 - ii) The Minimum Wages Act.
 - iii) The Workman's Compensation Act.
 - iv) The Payment of Wages Act,
 - v) The Payment of Bonus Act,
 - vi) The Employees Provident Fund & Misc. Provisions Act,
 - vii) Family Pension Scheme,
 - viii) Inter State Migrant Workmen (Regulation of Employment & Condition of Service) Act, or any other acts or statute not hereinabove specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work
- (q) In case any of the document/information(s) furnished by a bidder are found to be false/forged, such bidder will be kept in holiday list apart from other penal actions as deemed fit by NRL.
- (r) **Non Participating bidders are requested to state reasons for non-participation in the 'REGRET FORM' enclosed.**

The bidder *must* submit PF Code, IT PAN No. and Service Tax Registration Certificate along with their offer.

GM (Commercial & CC)
Numaligarh Refinery Limited.

PREQUALIFICATION CRITERIA

Name of Work : Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]

Tender No. : OC10000085

- i) Average annual financial turnover during the last 3 years should be at least **₹ 3.24 lacs**
- ii) Experience of having successfully completed **similar works*** during **last 10 years ending last month** should be either of the following:
 - Three similar works costing not less than **₹ 3.24 lacs** each, OR,
 - Two similar works costing not less than **₹ 4.32 lacs** each, OR,
 - One similar work costing not less than **₹ 5.40 lacs**.

The value of past experience will be adjusted at a simple rate of 7% for every completed year ending last day of the preceding the month in which bids are invited.

Similar Works: Civil Construction job.

Note:

- It is to be noted that experience as main contractor will only be taken cognizance of for the purpose of assessing qualifying criteria. However, authorized sub-contractors under principal contractors can also be considered provided their works completion certificate is issued by the client organization in case of job executed elsewhere under PSUs, limited companies, Government Departments, Quasi government and autonomous bodies. However, in case of sub-contractors under contractors engaged by NRL, the works completion certificate issued by the main contractor will only be acceptable provided the same is endorsed in original by Engineer-in-charge of NRL in terms of job description and value.
 - In-case of composite work involving the subject job, the bidder has to submit certificate of value for the qualifying work out of the total value of the composite work from the client and this value only shall be considered for evaluation.
 - Completion certificate issued by the client department should be duly signed & stamped by competent authority and the designation & address of the signatory should be clearly indicated. Further, the completion certificate must clearly indicate the work order reference, name of the work, date of starting / completion, executed value of the work, quality of performance etc. Work order copy to be enclosed.
 - Xerox copies of completion certificates submitted by the bidder in their offer should be self attested and stamped. Illegible certificates shall be rejected without any further reference.
- iii) Income Tax PAN No.; Service Tax Registration no., EPF Code & VAT Registration no of bidder to be furnished.
 - iv) Offer will be considered only when NRL is satisfied with experience and capability of the tenderer to take up this work.

SPECIAL CONDITIONS OF CONTRACT

Name of Work : Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]

Tender No. : OC10000085

Following are the Special conditions to be followed in addition to the GCC included in the tender document which are applicable for the subject job:

Scope of Work:

1. The scope of work shall be as per the SOR description and tender requirement.

2. Other terms and condition:

- a) Entry is permitted to the contractor employees with valid photo gate passes only, which should be produced whenever asked for by any concerned refinery officials/ security staff.
- b) Work permit system applicable at NRL site to be followed.
- c) The work has to be executed under strict supervision and by following proper safety norms & precautions as given in the tender document.
- d) All the PPEs like helmets, safety shoes, safety belts etc. required by workmen at site, need to be supplied by the contractor and hence quoted prices shall be inclusive of all safety items to be provided.
- e) In addition to the above, extra precautions like barricading tapes etc. shall have to be used as and when directed by the EIC during various activities.
- f) A first aid box with all necessary medicines should be kept at the site office.
- g) No material on any of the site work shall be so stacked or placed as to cause danger or inconvenience to any person or public.
- h) The excavated materials shall not be placed within 1.5 m (5 feet) of the edges of the trenches or half of the depth of the trenches whichever is more.
- i) Proper housekeeping is the most essential thing to be maintained in the site office and its surroundings to the satisfaction of the EIC.
- j) Contractor has to maintain necessary site record registers as directed by Engineer in charge.
- k) Contractor should store cement and TMT bars properly as per standard specifications or as directed by the concerned EIC in temporary go-downs at site which has to be dismantled as per instruction of the EIC.
- l) All materials shall be preserved properly at site.
- m) Site office, material go-downs etc. shall be constructed at designated locations as identified by the EIC.
- n) Technical specifications for the jobs shall be as per SOR item description / applicable Indian standards / APWD/ CPWD specifications.

- o) It is contractor's responsibility to supply approved materials with relevant manufacturers / reputed lab test reports. However, NRL may conduct confirmatory tests of the materials/ structures independently as per requirement.
- p) The contractor will be responsible and must check and satisfy himself the accuracy of levels, lines positions, dimensions, sizes etc. of the finished work in accordance with the contract.
- q) All materials, tools & tackles shall have to be arranged by the contractor except Cement and Reinforcement steel.
- r) Single point construction water and electrical power shall be provided by NRL on free of charge subject to availability. Contractor will have to make their own arrangement to tap power and water from the nearby source provided by NRL. Further, contractor may make their own arrangement for construction water & power in case of interruption in supply of these facilities by NRL. Any claim by contractor for delay in execution of the job due to disruption in water & power supply by NRL shall not be entertained.
- s) Contract agreement, Labour License, Insurance policies etc. has to be submitted prior to starting of the job.

3. Minimum Resources Requirement:

The contractor has to mobilize the following minimum resources which shall be provided/augmented as per site requirement and within 15 days of written request from Engineer-in-charge.

- a) 1 (One) nos. Mixture machine (hooper mounted)
- b) 2 (two) nos. concrete vibrators with sufficient number of nozzles
- c) 12 (Twelve) nos. (12) of cube moulds
- d) Sufficient number of experienced Supervisory staff (having experience in civil jobs) to be stationed at site.

4. Scope of Supply:

- a) NRL will issue the following materials on chargeable basis: TMT bar and cement only. (Reconciliation statement for materials is to be submitted along with RA bills).

Chargeable rates-

Sl.No	Item Description	Unit	Rate to be Charged
1.	OPC, IS- 269, Gr.33	Bag	₹ 335.00
2	Reinforcement steel(TMT of Grade Fe 500) IS-1786	MT	₹ 55,775.00

- b) The following scrap allowances are permissible. The percentage allowance shall be accounted on the basis of erected weights/lengths based on approved fabrication drawings, cutting diagrams etc. the contractor shall account fully for the material issued to him for the work either by way of incorporation in the work, return of unused and serviceable materials and scrap allowance given below both for returnable scrap and for uncountable scrap. The accounting shall be done category wise/size wise/schedule wise/selection/thickness wise.
Salvageable Uncountable

As per approved cutting diagram

Plates - 0.5%

Reinforcement/Structural Steel 2.5% 0.5%

Cement Nil 3%

Cut lengths of MS and for steel bars of length less than 2.0 meters, structural steel sections/MS Pipes of less than 1.5 M, MS plates of less than 0.5 sq. Meter area and /or last lateral dimensions less than 0.2 meter shall constitute scrap while MS twisted rods of 2 M lengths and above, steel sections/MS pipes of 1.5 M and above, MS plate of area 0.5 M and above and / or least lateral dimension of 0.2 M and above shall be considered as serviceable and returnable materials. All scraps shall be returnable to Owner's stores category wise namely MS Plates, MS twisted bars, MS rounds, MS structural etc. failing which recovery will e effected at a rate equivalent to twice the landed cost of the material/prevailing market rates as on the date of final bill. For non accounting of these free issue material/materials over and above the actual consumption as determined by the Engineer-in-Charge plus scrap allowance as given above, recovery shall be effected at the rate equivalent to twice the landed cost of the materials as on the date of final bill.

DETAILS OF SIMILAR WORKS DONE DURING THE PAST TEN YEARS

Name of Work : **Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**
Tender No. : **OC10000085**
Name of Bidder :

Sl.No.	Full postal address of client & name of officer-in-charge	Description of work	Value of contract	Date of commencement	Actual compln. time in months	Year of Compln.	Remarks
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(SIGNATURE OF BIDDER)

DETAILS OF EQUIPMENTS TOOLS & TACKLES**Name of Work** : Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**Tender No.** : OC10000085**Name of Bidder** :

The bidder shall submit herein details of construction equipment, tools, tackles proposed to be deployed for this work and shall indicate in each case whether the same is (a) already owned by bidder and available for use on this Contract. (b) anticipated to be hired by Contractor or (c) anticipated to be purchased by Contractor. In case of (a) present location shall be stated. In case of (b) and (c) location of hirer or supplier shall be stated.

Item proposed to be deployed	Description make model & capacity	Numbers	Year of manufacture	Category (a) or (b) or (c) above	Location	Remarks
1	2	3	4	5	6	7

Contractor agrees to augment the above chart with additional number/categories of equipment if required to complete the work within the agreed time schedule of completion, as directed by the Engineer-in-Charge.

(SIGNATURE OF BIDDER)

ANNEXURE - III

ANNUAL TURNOVER IN LAST THREE YEARS

Name of Work : **Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**

Tender No. : **OC10000085**

Name of Bidder :

Sl. No	Financial Year	Turnover
1		
2		
3		

Copy of Audited Balance Sheet including Profit & Loss Account of respective years to be provided.

(SIGNATURE OF THE BIDDER)

PROPOSED SITE ORGANISATION

Name of Work : **Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**

Tender No. : **OC10000085**

Name of Bidder :

Our site organisation shall consists of the following categories of manpower with tentative numbers. Numbers of manpower of any category shall be increased based on instruction of the Engineer-in-Charge

(SIGNATURE OF BIDDER)

ANNEXURE-V

COMPLIANCE TO BID REQUIREMENTS

Name of Work : **Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**

Tender No. : **OC10000085**

Name of Bidder :

We confirm that our bid complies to the total techno-commercial requirements of bidding document without any deviation.

(SIGNATURE OF BIDDER)

ANNEXURE - VI

BID VALIDITY

Name of Work : **Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**

Tender No. : **OC10000085**

Name of Bidder :

We hereby undertake that our bid for the above stated work shall remain valid for a period of 6 (six) months from the date of opening. In case of our revoking or cancelling the bid within the validity period, NRL is entitled to forfeit the Earnest Money Deposit paid by us along with the bid.

(SIGNATURE OF BIDDER)

ANNEXURE - VII**CHECKLIST FOR SUBMISSION OF BIDS**

Bidders are requested to fill this checklist and also to ensure that the details/ documents have been furnished as called for in this bidding document.

Please tick (✓) the box for this details furnished in the bid.

1.	Submission of bid letter (Tender Form) along with one set of bidding document	
2.	Earnest Money Deposit with details	
3.	Details of Tenderer	
4.	Power of Attorney in the name of the signatory of the bid.	
5.	Organization Chart with qualification & experience profile of key personnel (brief CVs) including number and status of supervisory staff to be deployed.	
6.	Financial documents : (a) Audited balance sheet including Profit and Loss Accounts for the last 3 (three) years.	
7.	List of Equipment to be deployed	
8.	Details of similar works executed in last 10 years along with copies of work orders, completion Certificates indicating the scope of work etc.	
9.	PAN No.	
10.	PF Registration No. ESI and copy of Certificate	
11.	Service Tax Registration Certificate	
12.	Validity of Bids	
13.	Compliance to the requirement of bidding document	

Bidder should list the exclusion, if any, along with the reasons thereof.

(SIGNATURE OF THE BIDDER)

ANNEXURE-A

Name of Work : **Construction of Workers accommodation at Overnight Tank Lorry. [WAX-003]**

Tender No. : **OC10000085**

01. NAME OF BIDDER :
- ADDRESS
- PHONE NO
02. REGISTRATION NO. & CLASS :
IF ANY
(SPECIFY ORGANISATION)
03. EARNEST MONEY DEPOSIT :
WITH DETAILS
04. PREVIOUS EXPERIENCE :
(Bidder should submit the
work order copy and completion
certificate along with the offer)
05. SALES TAX / VAT REGISTRATION:
CERTIFICATE:
06. WHETHER SSI UNIT:
(If yes, please furnish the copy
of the Registration Certificate)
07. PAN No issued by Income Tax Dept :
(Please furnish the copy, if any)
08. Provident Fund Code No.:
(Please furnish the copy, if any)
09. SERVICE TAX REGISTRATION NO. :
(Please furnish documents, if any)

I/We hereby offer to execute the above mentioned work as per enclosed SOR (Priced Bid) and as per laid down terms and conditions of this Bid document.

(SIGNATURE OF BIDDER)

Date :

Place :



**NUMALIGARH REFINERY LIMITED
COMMERCIAL DEPARTMENT**

REGRET FORM

To,

Date:.....

THE GM (COMMERCIAL & CC)
NUMALIGARH REFINERY LTD.,
DIST- GOLAGHAT,
ASSAM – 785699

Dear Sir,

**Name of Work : Construction of Workers accommodation at Overnight Tank Lorry.
[WAX-003]**

Tender No. : OC10000085

With reference to your above mentioned Tender Enquiry, we regret our inability to quote for the same due to _____

Yours faithfully,

Signature

Name : _____

Designation : _____

For M/s : _____
Name of the party/seal

NOTES :

1. Please mention in the blank space, the reason for not being able to quote for this enquiry.
2. The “Regret Form” shall be sent under sealed envelope so as to reach before due date of the Tender Enquiry.

Paste This Slip On the Envelope of the Offer:

-----✂-----
Quotation for the job of:

**Name of Work : Construction of Workers accommodation at Overnight Tank
Lorry. [WAX-003]**

**(Tender No. OC10000085)
Due date: 19-07-2011**

To,

GM (Commercial & CC)
Numaligarh Refinery Limited,
NRL Complex, Numaligarh,
Dist : Golaghat **Assam – 785 699**
Phone : 03776 – 265545
Fax No.: 03776-265514

From:
M/s.....

-----✂-----

TENDER DOCUMENT RECEIPT

**Name of Work : Construction of Workers accommodation at Overnight Tank
Lorry. [WAX-003]**

Tender No. : OC10000085

Received the tender document for the above mentioned job.

Name of the bidder : M/s.

Address :

Phone & fax :

Contact Person :

Date : _____
Sign of the Bidder/Representative

Kindly return this receipt to **Commercial Dept. NRL Site**