

**TECHNO-COMMERCIAL TENDER INVITATION**

TENDER DOCUMENT NO. : EPIL/VAD/700-G02/0110-05/201568  
 TENDER DOCUMENT FOR : Modification & Replacement work of Column Internals in various Columns during Shut down Period, at Refinery Site, Vadinar  
 TENDER ISSUE DATE : 28 January 2010  
 TENDER DUE DATE : 15 February 2010  
 COMMODITY GROUP : Contract & Service  
 QUANTITY WITH UOM : As per Annexure-II  
 ISSUED BY : Tender Cell, EPIL - Vadinar  
 TENDER FOR ITEM/PACKAGE : EOL Refinery Expansion Project

**GLOBAL NOTICE FOR INVITATION OF TENDER**

Dear Sirs,  
 Essar (“Buyer”) invites bids through tendering for the work for **EOL Refinery site Vadinar, Jamnagar**, from competent agencies meeting the Bidder’s Eligibility Criteria as per the detailed TENDER document attached.

Mode of tendering: a) Techno Commercial unpriced bid in Electronic form & Hard copy  
 b) Techno Commercial priced bid in Hard copy in sealed envelope.

**Technical Clarification / Queries:**

Contact Person : Sudhir Porichha / Amit Jani	Contact Person 2 : G. G. Mehta
E Mail : sudhir.porichha@essar.com / amit.jani@essar.com	E Mail : gg.mehta@essar.com
Contact No : +91 2833 241161 / 2833 241542	Contact No : +91 2833 241103
Mobile No : +91 98252 12974 / 98252 06680	Mobile No : +91 98252 10226

**Commercial Clarification / Queries:**

Contact Person : Rajesh R Warbhe	Contact Person 2 : Tushar Wadnerkar
E Mail : rajesh.warbhe@essar.com	E Mail : tushar.wadnerkar@essar.com
Contact No : +91 2833 241145	Contact No : +91 2833 241151
Mobile No : +91 98252 10935	Mobile No : +91 98252 13197

**1.0 Techno Commercial Unpriced Bid Submission:**

- 1.1 Techno Commercial **Unpriced Bid** should contain complete Technical and Commercial detail but **without price** which should be uploaded on to our website. (<http://www.aegisglobal.com/contact/tender.html>)
- 1.2 In case Bidder submits multiple Techno - Commercial bids, please maintain the **Revision Number and Date** on the first page of the Techno - Commercial bid uploaded on our website, only the last revision submitted shall be considered as final.
- 1.3 If the price is mentioned by mistake or deliberately in the Techno Commercial Unpriced Bid, the said bid shall be liable for disqualification.
- 1.4 One set Hard copy of Techno-commercial **unpriced bid** in a separate sealed Envelop subscribing the **Tender Number, Tender due Date, and “Techno-commercial unpriced bid” shall be submitted along with as mentioned in point No. 2.0.** Only price should be blanked in the **unpriced** commercial bid document.

## **2.0 Techno Commercial priced Bid Submission:**

Hard copy of Techno-commercial **priced bid** in a separate sealed Envelop subscribing the **Tender Number, Tender due Date, and “Techno-commercial priced bid”** must be sent in hard copy to “Tender Cell, Essar Projects India Limited, Essar House, 12, Swastik Society, Jamnagar – 361008, GUJARAT” to be received on or before the tender due date.

## **3.0 General:**

- 3.1) All price bid must be on FOT and FOR Site basis.
- 3.2) Price quoted must be valid for **06 (Six) Months** from the bid closure date.
- 3.3) Buyer reserves the right to reject any or all the bids received at his discretion without assigning any reason whatsoever.
- 3.4) This Invitation for Bids / Request for Quotation (IFB / RFQ) is an integral and inseparable part of the enclosed TENDER Document.
- 3.5) Buyer reserves the right to order either in part or full of the tender quantity.

## **4.0 New Vendor Eligibility**

- 4.1 Established vendors with minimum three years of operation and their ability to meet the tender requirement / volume within the specified time.
- 4.2 Complete vendor profile must be uploaded on site and submitted along with the commercial offer for vendor evaluation by us.
- 4.3 Documentary evidence of business association with reputed customer must be submitted along with the commercial offer.

## **THIS IS NOT A PURCHASE ORDER**

For & On Behalf of ESSAR

### **Tender Cell**

**Mail ID: tc.ecilvadinar@essar.com**

**Phone No: 02833 – 241521**

**Mobile No: +91 98253 04285**

### **Annexure:-**

- Annexure I : Instruction to Bidders (ITB)
- Annexure II : Priced Bill of Approximate Quantities (BOQ)
- Annexure III : Special Conditions of Contract (SCC)
- Annexure IV : General Terms and Conditions for Construction Contracts (GCC)
- Annexure V : Scope Matrix
- Annexure VI : Procedure for Issue of Entry cum Punching Card
- Attachment : Drawings, ITP's & Specification

### **Annexure I:**

#### **Instructions to Bidders for participation in Tenders**

Bidders are requested to read following conditions in conjunction with various conditions, wherever applicable appearing with this TENDER invitation.

#### **1) HOW TO SEARCH, VIEW AND DOWNLOAD TENDER?**

Note: All tender documents are available on <http://www.aegisglobal.com/contact/tender.html> tender only in soft copies as PDF / ZIP files. For viewing Tender Files, use **Adobe Acrobat 6 Reader or later version**.

## **2) REQUEST FOR USER ID and PASSWORD:**

To participate in TENDER submission, it is mandatory on the part of Bidder(s) to have User ID and Password. In case Bidder does not have User ID and Password, Bidder must register on <https://www.essar.com/vrf/Webforms/Registration/Main.aspx> User ID and Password will be mailed to Bidder on successful registration. Please ensure that all the mandatory fields (identified with a star mark) are filled in the web form.

**Note:** Without login I.D Bidder cannot upload the Technical bid for tender. There will be single login I.D for each Bidder. In case you do not get an email containing user-id / password or forgot user ID / Password, send your request email to [vmanagement@essar.com](mailto:vmanagement@essar.com)

## **3) SUBMISSION OF DOCUMENTS:**

Bidders are required to upload only the Techno commercial **un-priced Bid** details and supporting documents which form part of the TENDER in the website. Only files in the PDF format to be uploaded. **(Max file size 5MB)**. Drawings can be uploaded in ZIP file (Max file size 5MB). In case the file size exceeds the above limit, split document in to multiple files. Please also maintain the Revision Number of each Techno – commercial bid uploaded.

## **4) ONE TENDER PER BIDDER**

A Bidder submitting multiple Techno – Commercial bid shall be liable to be rejected for all the bids.

## **5) COST OF BIDDING**

The bidder shall bear all costs associated with the preparation and submission of the TENDER, and BUYER, will in no case be responsible or liable for this cost, regardless of the conduct or outcome of the bidding process.

## **6) CLARIFICATION ON TENDER DOCUMENT**

A prospective bidder requiring any clarification(s) of the Bidding Documents may contact Essar Personnel referred to, on Page 01 of this document.

## **7) LANGUAGE OF TENDER**

The TENDER prepared by the bidder, all correspondence documents relating to the TENDER exchanged by the bidder shall be in English. Metric measurement system shall be applied unless otherwise specified.

## **8) DOCUMENTS COMPRISING THE TENDER**

The TENDER prepared by the bidder shall comprise the following:

- (a) Covering letter
- (b) Bidder's General Details / Information
- (c) Copies of documents as specified.
- (d) Copy of Schedule of Price, Schedule mentioning "Quoted / Not Quoted" along with all Taxes / duties considered.
- (e) Document establishing the eligibility and conformity to the TENDER Documents of all Goods, which the bidder proposes to supply under the award.

**Note:** All pages of the Techno - Commercial bid are to be signed and sealed by authorized person of the bidder.

## **9) TENDER CURRENCIES:**

Bidders may submit TENDER in the currency INR.

## 10) PERIOD OF VALIDITY OF TENDER

The TENDER shall remain valid for acceptance as mentioned in point 3.2 from the TENDER due date. Buyer shall reject a TENDER valid for a shorter period being non-responsive. The Bidder shall not be entitled during the said period as mentioned in point 3.2, revoke or cancel its TENDER or to vary the TENDER given or any term thereof.

In exceptional circumstances, prior to expiry of the original TENDER validity period, the Buyer may request that the bidder extend the period of validity for a specified additional period. The requests and the responses thereto shall be made in writing to the contact person as mentioned on Page 01.

## 11) CORRUPT AND FRAUDULENT PRACTICES

The Buyer requires that Bidders / Consultant observe the highest standard of ethics during the execution of Contract. In pursuance of this policy, the Buyer defines, for the purposes of this provision, the terms set forth below as follows:

- i) "Corrupt Practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of official in contract execution; and
- ii) "Fraudulent Practice" means a misrepresentation of facts in order to influence the execution of a Contract to the detriment of the Buyer, and includes collusive practice among bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Buyer of the benefits of free and open competition;

The Buyer will reject a proposal for award if it determines that the bidder recommended for award has engaged corrupt or fraudulent practices in competing for the Tender in question:

## 12) Do's and Don'ts for Bidders

- **Do's :-**
  - File upload should be done before the bid closing date.
  - Submission of softcopy of un-priced Techno – Commercial offer is mandatory.
  - Follow the uploading procedure guidelines correctly
  - Incomplete bid will be rejected
  - Field marked ' \* ' shall be compulsorily filled
  - Bidder shall clearly provide the Contact Person name, address, email ID and contact numbers for the technical / commercial clarifications
  - You must check the confirmation messages which will popup after successful upload of the document.
  - All text files in the PDF format shall be uploaded. (Max file size 5mb). In case the file size exceeds the above limit, split document in multiple files. All Drawing files must be zipped before upload. Hard Copy of document must be submitted as per details given in point 1.0 and 2.0
  - Please provide tender ref. no. in all communication.
  - Bidder may use download manager or equivalent for downloading the file.
- **Don'ts:-**
  - Don't upload incomplete document both commercial / technical quotes
  - Don't wait for last minute submission of the Bid.
  - Don't exceed file size as this may disrupt document upload.