
BHARAT PETROLEUM CORPORATION LIMITED

POLYOLS PETROCHEMICALS PROJECT FOR BPCL-KOCHI REFINERY (BPCL-KR) AT KOCHI, KERALA (INDIA)

BIDDING DOCUMENT FOR SOIL INVESTIGATION WORKS FOR ADDITIONAL AREAS FOR POLYOLS PETROCHEMICALS PROJECT

(BIDDING DOCUMENT NO. A8RD-FLR-00-K-001)

(BPCL E TENDER SYSTEM ID - 67332)

**PREPARED AND ISSUED BY:
FLUOR DANIEL INDIA PRIVATE LIMITED
GURUGRAM**

Client: BPCL-Kochi Refinery
Project: Polyols Petrochemicals Project
Project No: A8RD

Document No.: A8RD-FLR-00-K-001
Date: 09-Dec-2019: Rev. 2
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MASTER INDEX

NAME OF WORK : SOIL INVESTIGATION WORKS FOR ADDITIONAL AREAS FOR
POLYOLS PETROCHEMICALS PROJECT OF BHARAT
PETROLEUM CORPORATION LIMITED – KOCHI REFINERY
(BPCL-KR)
BIDDING DOCUMENT NO. : A8RD-FLR-00-K-001

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LETTER INVITING BID (LIB)

Bidding Document No. A8RD-FLR-00-K-001

Dated: 11 December 2019

To,

SUBJECT: SOIL INVESTIGATION WORKS FOR ADDITIONAL AREAS FOR POLYOLS PETROCHEMICALS PROJECT OF BHARAT PETROLEUM CORPORATION LIMITED – KOCHI REFINERY (BPCL-KR)

BIDDING DOCUMENT NO.: A8RD-FLR-00-K-001 / E-TENDERING NO.: 67332

1.0 INTRODUCTION

Bharat Petroleum Corporation Limited – Kochi Refinery, Ambalamugal (BPCL-KR) is implementing POLYOL Petrochemicals Project at Kochi Ambalamugal. Fluor Daniel India Private Limited (FLUOR) is appointed as the Project Management Consultant (PMC) for the Project.

Fluor Daniel India Private Limited (FLUOR) on behalf of Bharat Petroleum Corporation Ltd., Kochi Refinery (BPCL-KR) the OWNER, invites e-bids for "**SOIL INVESTIGATION WORKS FOR ADDITIONAL AREA FOR POLYOLS PETROCHEMICALS PROJECT**" under **single stage two bid system** as detailed in the Bidding Document (Part-I: Techno-commercial Part & Part-II: Price Part).

2.0 BRIEF SCOPE OF WORK

The brief scope of work is mentioned in Technical part of Bidding Document.

3.0 TIME FOR COMPLETION

02 (Two) months from the date of issue of Fax of Acceptance (FOA).

4.0 SALIENT FEATURES OF BIDDING DOCUMENT

- a) Bidding Document on website : **From 11.12.2019 to 26.12.2019**
The complete Bidding Document is available and can be viewed / downloaded directly from BPCL's e-tendering Portal: <https://bpclproc.in>. A link for the complete Bidding Document is available on BPCL website: www.bharatpetroleum.in.
- b) Earnest Money Deposit (EMD) : Not Applicable
- c) Site Visit : **From 09:00 Hrs. (IST) of 13.12.2019**
- d) Pre Bid Meeting : **From 09:00 Hrs. (IST) of 16.12.2019**
At Fluor Daniel India Pvt. Ltd.
6th floor, Infinity Tower, Tower B, DLF Cyber City, DLF Phase II, Gurugram - 122002, Haryana
- e) Last Date and time of submission of Bids : **1400 Hrs. (IST) on 26.12.2019**
(Through BPCL's e-Tendering Portal: <https://bpclproc.in>)
- f) Opening of Techno-Commercial (Unpriced) Bid : **1430 Hrs. (IST) on 26.12.2019**
- g) Mode : Through BPCL's e-Tendering Portal : <https://bpclproc.in>
-

SUBMISSION OF BIDS ONLINE:

Kindly note that Bids are required to be submitted only through E-Tender portal. (Please ignore stipulations mentioned elsewhere in this tender document and its annexures regarding the submission of offers and documents in hard copy.)

Bids are required to be submitted only through BPCL E-Tendering portal (URL: <https://bpclproc.in> maintained by M/s. E-procurement Technologies Limited, our authorized service provider for e-tendering) using valid digital signature Certificates. Bidders are required to register themselves on the above portal. Detailed Instructions in this regard are provided in the Bid submission manuals containing instructions for participating in the e-tenders which is available in the site, <https://bpclproc.in>. Bidders are requested to get acquainted with the E-Tendering System in advance and obtain/seek clarifications, if any from BPCL E-Tendering Portal Help Desk at 0484 2821642/1655 / E-mail: kochi@eptl.in

Bidders in their own interest are requested to register on the BPCL E-Tendering portal and upload/submit their bid well in time. Bidder will be responsible for any delay due to other issues. Physical Bids / Offers or Bids through any other mode except e-bid shall not be accepted. The Offers submitted through e-tendering system, as above shall only be considered for evaluation and ordering. Bids sent through Fax/E-mail/Courier/Computer floppy/CD/Pen Drive shall not be accepted.

The Detailed Tender can be viewed/ downloaded from the website: <https://bpclproc.in>. Information of the same is given on BPCL website www.bharatpetroleum.in and <http://eprocure.gov.in/cppp>. Bidders are requested to submit/ upload their offer with all required documents through BPCL e-procurement website <https://bpclproc.in>.

Upon logging in to the e-procurement website, bidders can download the bid documents and shall thoroughly go through the same. Bids complete in all respects should be uploaded in the e-tendering portal on or before due date and time. All pages of the documents submitted by the bidders shall be duly signed, stamped, scanned and uploaded in the portal. The offer shall be submitted in the Portal under the digital signature of the bidder in the E-Procurement website.

All the bids shall be evaluated from the inputs made by the bidders on the e-Procurement portal. PLEASE NOTE THAT THE OFFERS SUBMITTED AGAINST THIS "TENDER" WILL BE EVALUATED "ELECTRONICALLY". Hard copies of the bids shall not be submitted to the office, since hard copies shall not be considered for evaluation.

5.0 PAYMENT TERMS

The payment terms shall be as per Annexure-V of Special Conditions to Contract.

6.0 DELETED

7.0 AWARD METHODOLOGY

Soil Investigation Work shall be awarded to the agency(ies) based on overall lowest (L1) evaluated price basis for respective part as per provision of Bidding document.

8.0 GENERAL

- 8.1** If the bidder / bidder's proposed subcontractor are on Holiday/Negative list of BPCL or FLUOR on due date of submission of bid/ during the process of evaluation of the bids, the offers of such bidder(s) shall not be considered for bid opening/evaluation/Award. If the bidding document were issued inadvertently/ downloaded from website, offers submitted by such bidders shall also be not considered for bid opening/evaluation/Award. In this regard, Bidder shall submit a declaration as per Format provided elsewhere in the Bidding document.
- 8.2** Bidder shall not be under liquidation, court receivership or similar proceedings.
- 8.3** Submission of authentic documents is the prime responsibility of the Bidder. Wherever OWNER/PMC has concern or apprehension regarding the authenticity/ correctness of any document, OWNER/PMC reserves a right of getting the document cross verified from the document issuing authority.
- 8.4** OWNER/PMC reserve the right to assess bidder's capability and capacity to execute the work using in-house information and by taking into account other aspects such as past performance etc.
- 8.5** The complete Bidding Document is available on BPCL's e-tender website: <https://bpclproc.in>. Bidders are required to submit their bid through this e-tendering system only.
- 8.6** Corrigenda/Addenda, if any, shall also be available on the above mentioned web sites. No extension in the bid due date / time shall be considered on account of delay in receipt of any document by mail.
- 8.7** Bidding documents once issued are non-transferable in other name and shall at all times remain the exclusive property of the PMC with a license to the Bidder to use the Bidding Documents for the limited purpose of submitting the bid.
- 8.8** Bidders are requested to have all your queries clarified and deviations sorted out before bidding. However, In case it is unavoidable, Bidder may stipulate exceptions and deviations to bid requirements only as per the format attached to bid document. Any exceptions/deviations expressed or included elsewhere in the quotation will not be valid.
- 8.9** Techno-commercial part of the Bids shall be opened at 1430 Hrs. (IST) on the due date for submission of Bids. Time and date of opening of Price Bids shall be notified to the acceptable Bidders at a later date.
- 8.10** OWNER/PMC shall not be responsible for any expense incurred by Bidders in connection with the preparation & delivery of their Bids, site visit, participating in the discussion and other expenses incurred during the bidding process.
- 8.11** Purchase Preference to Central Public Sector Undertakings shall be allowed as per existing Government Policy. BPCL reserves right to provide purchase preference to MSE registered Bidders as per Public Procurement Policy' 2012. However purchase preference to MSE shall not

- be applicable for work contracts.
- 8.12** OWNER/PMC reserves the right to reject any or all the Bids received at its discretion and to annul the bidding process at any time without assigning any reason whatsoever.
- 8.13** Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their bid.
- 8.14** In case any Bidder is found to be involved in cartel formation, his bid will not be considered for evaluation / placement of order. Such Bidder will also be debarred from bidding in future.
- 8.15** For detailed specifications, terms and conditions and other details, refer Bidding Document.
- 8.16** Clarification, if any, can be obtained from Mr. Sanjiv Kapoor, Contracts Manager, Fluor Daniel India Pvt. Limited, Mobile no 9873184457, 6th floor, Infinity Tower, Tower B, DLF Cyber City, DLF Phase II, Gurugram -122002, Haryana, India; email: Sanjiv.Kapoor@fluor.com, with cc to Mangesh.Bhake@fluor.com.
- 8.17** Please acknowledge receipt of this letter along with all enclosures within 3 days of receipt and confirm that you will submit your bid on or before the due date. In case you decide not to participate in this bidding system, please return to us the complete set of Bidding Document at the earliest along with reasons of non-participation in the bidding process. In case there is no response, names of such bidders may be removed from the bidders list.
- 8.18** Queries / Clarifications relating to the online bid submission process can be obtained from the helpdesk, Please E-Mail to the following E-Mail ID along with the snapshots of the errors being faced to: kerin@eptl.in ; kochi@eptl.in ; jorphin@eptl.in ; support@bpclproc.in with copy to avinashnigam@bharatpetroleum.in / maniphs@bharatpetroleum.in. Or Contact the Common Helpdesk No. 0484-2821642/1655 or 8129549304 or 8123393789 or helpline numbers as updated in the E tender portal.

Contracts Manager,
Fluor Daniel India Private Limited,
6th floor, Infinity Tower, Tower B,
DLF Cyber City, DLF Phase II,
Gurugram -122002, Haryana,

Client: BPCL-Kochi Refinery
Project: Polyols Petrochemicals Project
Project No: A8RD

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ACKNOWLEDGEMENT CUM CONSENT LETTER

(TO BE SUBMITTED IN BIDDER'S OWN LETTER HEAD)

To

FLUOR DANIEL INDIA PRIVATE LIMITED
6th floor, Infinity Tower, Tower B, DLF Cyber City,
DLF Phase II, Gurugram -122002, Haryana, INDIA.

E-Mail : Sanjiv.Kapoor@fluor.com, Mangesh.Bhake@fluor.com
ATTN. : **Mr. Sanjiv Kapoor - Contracts Manager**
NAME OF WORK : **SOIL INVESTIGATION WORKS FOR ADDITIONAL AREAS
FOR POLYOLS PETROCHEMICALS PROJECT OF BHARAT
PETROLEUM CORPORATION LIMITED – KOCHI REFINERY
(BPCL-KR)**
(BIDDING DOCUMENT NO. A8RD-FLR-00-K-001)

Dear Sir,

We hereby acknowledge receipt of a complete set of Bidding Document along with enclosures for subject work as per the Master Index, for our use in preparing the Bid.

We undertake that the contents of the above Bidding Document shall be kept confidential and further that the drawings, specifications and documents shall not be transferred and that the said documents are to be used only for the purpose for which they are intended.

A) We intend to bid as requested for the subject work and furnish following details with respect to our quoting office:

- (i) POSTAL ADDRESS : _____

- (ii) TELEPHONE NUMBER : _____
- (iii) TELEFAX NUMBER : _____
- (iv) CONTACT PERSON : _____
- (v) E-MAIL ADDRESS : _____

B) Contact person at Delhi, if any:

- (i) POSTAL ADDRESS : _____

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- _____
- _____
- (ii) TELEPHONE NUMBER : _____
- (iii) TELEFAX NUMBER : _____
- (iv) CONTACT PERSON : _____
- (v) E-MAIL ADDRESS : _____
- (vi) MOBILE : _____

C) We are unable to bid for the reasons given below and we are returning back the entire set of Bidding Documents.

Reasons for non-submission of Bid:

BIDDER'S NAME : _____

SIGNATURE : _____

NAME : _____

DESIGNATION : _____

DATE : _____

NOTE: Bidder is requested to furnish the details mentioned at (A) and (B) or (C) immediately after receipt/download of bidding document.

(SIGNATURE OF BIDDER)

Client: BPCL-Kochi Refinery
Project: Polyols Petrochemicals Project
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PROFORMA FOR LETTER OF AUTHORITY FOR ATTENDING SITE VISIT / PRE-BID MEETINGS

(TO BE SUBMITTED IN BIDDER'S OWN LETTER HEAD)

To,

Date. _____

FLUOR DANIEL INDIA PRIVATE LIMITED,
6th floor, Infinity Tower, Tower B
DLF Cyber City, DLF Phase II,
Gurugram -122002, Haryana, INDIA

ATTN. : Sanjiv Kapoor, Contracts Manager

**SUBJECT : SOIL INVESTIGATION WORKS FOR ADDITIONAL AREAS FOR POLYOLS
PETROCHEMICALS PROJECT OF BHARAT PETROLEUM CORPORATION
LIMITED – KOCHI REFINERY (BPCL-KR)
(BIDDING DOCUMENT NO. A8RD-FLR-00-K-001)**

Dear Sir,

We _____ hereby authorize following
representative(s) to attend Un-priced /Price bid opening against your Bidding Document
No. _____.

1. Name & Designation _____ Signature _____

We confirm that we shall be bound by all commitments made by aforementioned authorised
representatives.

Yours faithfully,

Signature

Name & Designation
For and on behalf of

Notes:

- A. This letter of authority should be on the letterhead of the bidder and should be signed by a person competent and having the power of attorney to bind the bidder.
- B. Bidder's authorized executive(s) is required to carry a copy of this authority letter while attending the site visit / pre-bid meeting and submit the same to PMC/OWNER.



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- ANNEXURE-V INFORMATION ABOUT BIDDER**
- ANNEXURE-VI CONFIRMATION PRIOR TO AWARD OF JOB**
- ANNEXURE-VII E-TENDERING METHODOLOGY**
- ANNEXURE-VIII DECLARATION REGARDING HOLIDAY LISTING STATUS**

The Complete Bidding Document with Annexures can be viewed and downloaded from E Tendering website of Bharat Petroleum Corporation Limited; i.e; <https://bpcleproc.in>,

Corrigenda/Addenda, if any, shall also be available on the referred web site.

Bidders are required to upload & submit their e-Bid through BPCL's E-procurement website <https://bpcleproc.in> only.

Guidelines for E tendering is provided below

E-TENDERING METHODOLOGY/GUIDELINES

Instructions for Online Bid Submission:

The subject tender is an e-tender and available on BPCL E-procurement website <https://bpclproc.in>. The bidding documents are and shall remain the exclusive property of BPCL without any right of the Bidder to use them for any purpose except bidding and for use by successful Bidder with reference to the work. All interested bidders are requested to register themselves with the portal indicated above and enroll their digital certificate with the 'user id' for participation in the tender. The bidders are required to submit / upload their BIDS along with all required documents electronically, on or before the due date and time, on the BPCL e-procurement Portal (URL: <https://bpclproc.in>) only, using valid Digital Signature Certificates (DSC). The instructions given below are meant to assist the bidders in registering on the BPCL e-procurement Portal, prepare their bids in accordance with the requirements and submitting their bids online on the BPCL e-procurement Portal.

REGISTRATION:

- 1) Bidders are required to enroll/ register on the e-Procurement module of the BPCL e-procurement Portal by clicking on the tab "Register" (on right hand side uppermost corner of screen) on the BPCL e-procurement Portal, which is free of charge.
- 2) As part of the enrolment/ registration process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process and update in BPCL e-procurement Portal for updation of records. These details would be used for any communication from the BPCL e-procurement Portal.
- 4) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 5) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.
- 6) After login into the BPCL e-procurement Portal, more detailed information useful for submitting online bids on the BPCL e-procurement Portal is available at left hand side lowermost corner as 'e-Procurement guide for bidder'.

SEARCHING FOR TENDER DOCUMENTS

- 1) To search for a tender published on the BPCL e-procurement Portal click on tab 'Search RFX/Tender' and put E-Tender Number/System ID.

2) The bidder should make a note of the unique E-Tender Number/System ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.

SUBMISSION OF BIDS

1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time, i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument and also upload the scanned copy of the instrument.

4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, as per instructions given in the bidding document. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time.

5) Price Bid formats has been provided with the tender document to be filled in by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable.

6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) Hard copies of the bids shall not be submitted, unless specially asked for by BPCL. The same if submitted shall not be considered for evaluation.

9) For submitting the digitally signed copy of the un-priced tender documents as token of acceptance, bidders are required to put tick mark against tender documents in the "Bid common forms" of the E-Tender.

RE-TENDER

Please note that if Tender has been re-tendered, than it is mandatory for the bidder to submit their offer again on BPCL e-procurement Portal.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the relevant contact person/s indicated in the tender.

2) If tenderers need some clarifications or are experiencing difficulties while enrolling or while participating in this e-Tender, please E-Mail to the following E-Mail ID along with the snapshots of the errors being faced to: Mr Kerin-kerin@eptl.in; support@bpcleproc.in with copy to avinashnigam@bharatpetroleum.in, maniphs@bharatpetroleum.in.

OR Contact the Common Helpdesk No. 0484-2821655 or helpline numbers as updated in the E tender portal.
