

NOTICE INVITING TENDER

FOR

CLO FILTRATION PACKAGE FCCU - II

(GLOBAL COMPETITIVE BIDDING)




HINDUSTAN PETROLEUM CORPORATION LTD.

VISAKH REFINERY

Tender no.: 22000205-HD-46009

IMPORTANT: Please note that this is an e-Public Tender. Please log in at site (<https://etender.hpcl.co.in>) and respond to the tender. Please note that this is an online tender and on line response submitted at site (<https://etender.hpcl.co.in>) shall only be accepted. No other mode of submission (hard copies in the form of fax, submission by hand etc. or email submission etc.) shall be accepted. The Server Date & Time as appearing on the HPCL website (<https://etender.hpcl.co.in>) shall only be considered for the cut-off date and time for receipt of tenders. For submitting on line response Digital Certificate / Signatures (Class II/ Class III) shall be mandatory. For already existing vendors, in case you are logging in for the first time please ensure to upload your Digital certificate. The process for same is listed in the Help link after logging in. PLEASE LOGIN WITH YOUR EIGHT DIGIT JDE VENDOR CODE AND CORRESPONDING BILL TRACKING SYSTEM (BTS) PASSWORD TO BID FOR THE TENDER. New bidders will have to temporarily register to be able to quote for this tender in eProc system. In case of any difficulty in logging or in case you do not have the BTS password, please contact Eproc helpdesk at: 022- 41146666 on any day between 10.00 AM to 6.00PM except on Sundays/Public holidays. Please refer to help link after logging in, in case you are new to e-Tender.

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**NOTICE INVITING TENDER (NIT) FOR
CLO FILTRATION PACKAGE FCCU II
BIDDING DOCUMENT NO. 22000205-HD-46009
(GLOBAL COMPETITIVE BIDDING)
E-TENDERING**

1.0 INTRODUCTION

HPCL is considering to install a Slurry Oil/ Clarified Oil (CLO) filtration package in FCCU-II Unit located at Visakh Refinery, Visakhapatnam, Andhra Pradesh, India. This is required for filtration of clarified oil (CLO) from FCCU-2, which is feed for RUF unit, being constructed as part of Visakh Refinery Modernization Project (VRMP). RUF unit requires clarified oil from FCCUs containing catalyst particles less than 100ppm. As clarified oil carries catalyst particles of approximately 5000-10000ppm, same requires to be filtered before routing to RUF unit. The proposed slurry oil filtration system shall be designed to reduce the catalyst fines in FCCU-II slurry oil as per Process Data Sheet.

2.0 SCOPE OF WORK:

2.1 VENDOR's Scope of supply & work includes design, engineering, manufacturing, procurement of materials and bought out components, fabrication and assembly at shop as a skid mounted, piped and instrumented package including PLC system ready for installation, inspection, testing at manufacturer's works, painting, electrical tracing, insulation, packing, transport to site and supply of all commissioning spares, special tools & tackles, first fill of consumables, commissioning, training of HPCL personnel, performance guarantee test run and documentation as per the tender document.


3.0 DELIVERY SCHEDULE:

For Foreign Bidders

Entire package shall be supplied within **8 (Eight) months** from the date of LOA/PO whichever is earlier. Date of Bill of lading shall be considered as date of delivery.

For Indian Bidders

Entire package shall be supplied within **10 (Ten) months** from the date of LOA/PO whichever is earlier. Date of receipt of the package at HPCL site shall be considered as the date of delivery.

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4.0 SALIENT FEATURES OF BIDDING DOCUMENT:

a)	Tender Document No.	:	22000205-HD-46009
b)	Bidding Document on Website	:	21-09-2022
c)	Earnest Money Deposit/ Bid Security	:	INR 37,50,000/- for Indian Bidders USD 48,400 for Foreign Bidders
d)	Pre-Bid Meeting	:	04-10-2022 @ 11:00 Hrs (IST)
e)	Due date of Receipt of Bidder's Queries for Pre-bid Meeting	:	30-09-2022 @ 15:00 Hrs (IST)
f)	Last date and time for submission of EMD by POST to the address below	:	19-10-2022 @ 15:00 Hrs (IST)
g)	Last Date and time of Online submission of Bids (Bid Due Date)	:	19-10-2022 @ 15:00 Hrs (IST)
h)	Opening of EMD in physical form	:	19-10-2022 @ 15:00 Hrs (IST)
i)	Opening of Pre-qualification Bids (Part-I) in eProc site	:	19-10-2022 @ 15:00 Hrs (IST)
j)	Opening of Techno commercial (Un-priced) Bids (Part-II)	:	Shall be opened online in e-Proc site after review of Pre-qualification Bids (Part-I)
k)	Opening of Priced Bids (Part-III)	:	Shall be opened online in e-Proc site after review of Techno-Commercial Bids (Part-II)

EMD (Part-I of bid) shall be submitted to:

DGM – Materials (P)
Project Materials Department
PO Box: 15, Hindustan Petroleum Corporation Limited
Malkapuram, Visakhapatnam – 530 011
Andhra Pradesh, India.

Telephone No.: 0891-289 4302 / 4334
: 0891-286 4302 / 4334
E-mail: msudhakar@hpcl.in / kunal.parmar@hpcl.in

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4.1 **PRE-BID MEETING**

The Bidder shall attend a pre-bid meeting online (via zoom) wherein the clarifications will be provided to all the technical-commercial queries pertaining to the tender. However, such list of queries should be forwarded by the bidder before the due date of Receipt of Bidder's Queries for Pre-bid Meeting.

Clarifications to all techno-commercial queries will be provided during this meeting and no further queries will be acceptable after completion of this meeting. The pre-bid meeting shall be conducted online via zoom on the date mentioned above.

All clarifications regarding to Pre Bid Queries shall be furnished to vendors during Pre Bid Meeting & shall also be posted on website. Vendor shall consider all the pre-bid discussions and subsequent corrigendums issued if any, in his priced bid submitted on or before the bid due date, which shall be firm and final. No revisions to the quoted price and no further queries will be allowed thereafter.

5.0 **PRE- QUALIFICATION CRITERIA (POC):**

Tenderers intending to participate this tender shall fulfil the qualification criteria, stipulated at 5.1, 5.2, 5.3 and 5.4 below.

5.1 **FINANCIAL CRITERIA:**

- 5.1.1 The average annual Financial Turnover of the Bidder during the last 3 years, viz., FY 2019-20, FY 2020-21 & FY 2021-22, should be at least **Rs.8,10,00,000/- (For Indian Bidders) or USD 10,45,297 (For foreign Bidders)** as per the audited financial results. If audited financial results of FY 2021-22 are not available, audited financial results of FY 2018-19 are to be submitted by the bidder.


Note: a. In case of Foreign Bidders, if the Annual Turnover is in currency other than USD, the same shall be converted into equivalent USD considering the conversion factor indicated in Bidder's Audited Financial Report. In case the same is not indicated, the conversion rate of USD as on last date of Bidder's financial year shall be considered.

5.2 **TECHNICAL CRITERIA:**

- 5.2.1 Applicants shall have experience of having successfully carried out and completed similar nature of work during the last 7 years ending last day of the month previous to the one in which applications are invited. This experience should comply with any one of the following clauses:

- a. Three similar completed works, each costing not less than Rs.10,80,00,000/- (for Indian Bidders) or USD 13,93,728 (for Foreign Bidders).

or

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- b. Two similar completed works, each costing not less than Rs.13,50,00,000/- (for Indian Bidders) or USD 17,42,160 (for Foreign Bidders)
or
c. One similar completed work costing not less than Rs.21,60,00,000/- (for Indian Bidders) or USD 27,87,456 (for Foreign Bidders)

5.2.2 "Similar nature of work" means design, engineering, manufacturing, supply, installation and commissioning of FCC slurry oil filtration system in Petroleum Industry.


Note: a. Criteria for prior experience and prior turnover (PQC) to be relaxed by 15% for Micro and Small Enterprises subject to meeting the prescribed quality and technical specification of the tendered items/services.

b. Bidder shall fulfil the above Technical criteria in the last 7 years ending last day of the month previous to the one in which bids are invited. The above indicated amounts in PQC are exclusive of Taxes.

5.3 DOCUMENTS REQUIRED FOR FULFILLING PRE-QUALIFICATION CRITERIA

5.3.1. Bidder shall submit the following documents in support of their claim for meeting Technical Pre-Qualification Criteria:

- a. The bidder shall furnish documentary evidence by way of copies of work order (indicating the breakup of value of work), completion certificate commensurate with the award of work & subsequent amendments and User Certificate for satisfactory operation of the system at least for a period of one year.
- b. The vendor shall also provide the telephone, fax numbers and e-mail address of the contact person of other Indian refineries along with PO copies, to whom the vendor has supplied FCC slurry oil filtration system for meeting the catalyst fines content of < 100 ppmw on continuous basis for at least 3 months. In case, vendor has not supplied to any Indian Refineries, then Purchase order copies of foreign refineries (duly authenticated and translated in English Language) with contact telephone, fax and e-mail ID etc. of the contact persons shall be necessarily provided. Vendor shall ensure that such documentation is enclosed in the bid. Bidder shall not be a trader of Slurry oil Filtration System.
- c. Bidder shall submit completion certificate(s) from Clients for each PO. The completion date shall comply with the 7 years' criteria mentioned in Cl. 5.2. above. Completion Certificate(s) should indicate executed value and executed value exclusive of the taxes shall only be considered for for evaluation and qualification with respect to PQC.
- d. In the event the value of the qualifying work(s) cannot be ascertained from the Work Order/Completion Certificate submitted by Bidder, Copy of Schedule of Rates (SOR) as per Contract, relevant pages of Contracts, Copy of relevant pages of Final Bill certified by Owner for establishing requirement of BQC or written letter from their Client specifying the nature of work with quantities and values can be submitted for qualification.
- e. Bidder shall provide certificate from a customer for the continuous and reliable operation of the filtration system for at least one year while meeting above specification.
- f. For Indian Bidder(s), Order value(s) in multiple currencies shall be converted to equivalent INR as on the date of award of such proposed qualifying work(s). Similarly, for Foreign

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Bidder(s), Order value(s) in multiple currencies shall be converted to equivalent USD as on date of award of such proposed qualifying work(s).

5.3.2. Documents for financial criteria: Bidder shall submit the complete audited balance sheets and profit and loss account along with Auditor's Report including all Schedules for the immediate three preceding financial years, for evaluation and his qualification with respect to financial criteria.

5.3.3. All documents furnished by the bidder in support of meeting the Experience and Financial criteria of PQC shall be authenticated in the following manner:

Either

Duly certified by Statutory Auditors of the bidder or practicing Chartered Accountant (not being an employee or a Director or not having any interest in the bidder's company) where audited accounts are not mandatory as per law.

Or

Documents Duly notarized by any Notary Public/Apostille 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


Bidder shall submit self-certified documents in original from any one out of CEO or CFO or Company Secretary of the bidder (Limited company only) along with self-certification as per enclosed Annexure- A. 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.

5.3.4. The failure to meet any of the above Pre-Qualification Criteria will render the Bid to be rejected.

Therefore, the bidder shall in his own interest furnish complete documentary evidence by way of copies of work orders, completion certificates from Clients/Consultants, Self-certification for liquidation/court receiving or similar proceedings and balance sheet including Profit and Loss Accounts, Solvency certificates etc. along with the PQC bid, in support of their fulfilling the Pre-Qualification Criteria as given above. The vendor shall produce all the above documents in original before HPCL. Any additional documents, if deemed necessary to establish the qualifying requirements may be submitted by the Bidder. HPCL reserves the right to complete the evaluation based on the details furnished (without seeking any additional information) and / or in-house data, survey or otherwise. HPCL reserves the right to reject the bids if supporting documents to qualify PQC are not submitted along with the bid.

5.3.5. Submission of authentic documents is the prime responsibility of the Bidder. However, HPCL reserves the right of getting the document cross verified, at their discretion from the document issuing authority. Bidder shall provide all necessary assistance in this regard. The bidder has to enclose the list of work orders and complete address of the client, phone no., e-

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mail, name of contact persons, website etc., for whom they have executed such jobs in support of their claims that they are meeting Pre-qualification criteria.

5.4 ELIGIBILITY OF BIDDERS

5.4.1 All bidders shall be required to provide a declaration stating that they have not been banned or delisted by any government or quasi government agencies or PSUs. If a bidder has been banned by any government or quasi government agencies or PSU, this fact must be clearly stated and it may not necessarily be a cause of disqualification. If declaration is not given, the bid shall be rejected as non – responsive.

5.4.2 Parties who are affiliates of one another can decide which Affiliate will make a bid. Only one affiliate may submit a bid. Two or more affiliates are not permitted to make separate bids directly or indirectly. If 2 or more affiliates submit a bid, then any one or all of them are liable for disqualification. However, up to 3 affiliates may make a joint bid as a consortium, and in which case the conditions applicable to a consortium shall apply to them. “Affiliate” of a Party shall mean any company or legal entity which:

- (a) Controls either directly or indirectly a Party, or
- (b) Which is controlled directly or indirectly by a Party; or
- (c) Is directly or indirectly controlled by a company, legal entity or partnership which directly or indirectly controls a Party.


“Control” means actual control or ownership of at least a 50% voting or other controlling interest that gives the power to direct, or cause the direction of, the management and material business decisions of the controlled entity.

5.4.3 Bids may be submitted by:

- a) A single person/ entity (called sole bidder);
- b) A newly formed incorporated joint venture (JV) which has not completed 3 financial years from the date of commencement of business;
- c) A consortium (including an unincorporated JV) having a maximum of 3 (Three) members;
- d) An Indian arm of a foreign company.


5.3.4 Fulfilment of eligibility criteria and certain additional conditions in respect of each of the above 4 types of bidders is stated below, respectively:

- a) The sole bidder (including an incorporated JV which has completed 3 financial years after date of commencement of business) shall fulfil each eligibility criteria.
- b) In case the bidder is a newly formed and incorporated joint venture and which has not completed three financial years from the date of commencement of business, then either the said JV shall fulfil each eligibility criteria or any one constituent member / promoter of such a JV shall fulfil each eligibility criteria. If the bid is received with the proposal that one constituent member / promoter fulfils each eligibility criteria, then this member

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/ promoter shall be clearly identified and he/it shall assume all obligations under the contract and provide such comfort letter / guarantees as may be required by Owner. The guarantees shall cover inter alia the commitment of the member / promoter to complete the entire work in all respects and in a timely fashion, being bound by all the obligations under the contract, an undertaking to provide all necessary technical and financial support to the JV to ensure completion of the contract when awarded, an undertaking not to withdraw from the JV till completion of the work, etc.


- c) In case of bidder(s) is / are a consortium (including an unincorporated JV), then the following conditions, as applicable, shall apply:
- 1) Each member in a consortium may only be a legal entity and not an individual person;
 - 2) The bidder shall specifically identify and describe each member of the consortium;
 - 3) The consortium member descriptions shall indicate what type of legal entity the member is and its jurisdiction of incorporation (or of establishment as a legal entity other than as a corporation) and provide evidence by a copy of the articles of incorporation (or equivalent documents);
 - 4) One participant member of the consortium shall be identified as the “Prime member” and contracting entity for the consortium;
 - 5) This prime member shall be solely responsible for all aspects of the Bid/Proposal including the execution of all tasks and performance of all consortium obligations;
 - 6) The prime member shall fulfil each eligibility criteria;
 - 7) A declaration shall be given from each of the consortium member in the form of a letter signed by a duly authorized officer clearly identifying the role of the member in the Bid and the member’s commitment to perform all relevant tasks and obligations in support of the prime / lead member of the consortium and a commitment not to withdraw from the consortium;
 - 8) No change shall be permitted in the number, nature or share holding pattern of the Consortium members after pre-qualifications, without the prior written permission of the owner.
 - 9) No change in project plans, time tables or pricing will be permitted as a consequence of any withdrawal of failure to perform by a consortium member;
 - 10) No consortium member shall hold less than 25% stake in a consortium;
 - 11) Entities are affiliates of one another are allowed to bid either as a sole bidder or as a consortium only;
 - 12) Any person or entity can bid either singly or as a member of only one consortium.
- d) In case the bidder is an Indian arm (Subsidiary, authorized agent, branch office or affiliate) of a foreign bidder, then the foreign bidder shall have to fulfil each eligibility criteria. If such foreign company desires that the contract be entered in to with the Indian arm, then proper back to continuing (parent company) guarantee shall be provided by the foreign company clearly stating that in case of any failure of any supply or performance of the equipment, machinery, material or plant or completion of work in all respects and as per the warranties/ guarantees that may have been given, then the foreign company shall assume all obligations under the contract. Towards this purpose, it shall provide such comfort letter/ guarantees as may be required by Owner.

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The guarantees shall cover inter alia the commitment of the foreign company to complete the entire work in all respects and in a timely fashion, being bound by all the obligations under the contract, an under taking to provide all necessary technical and financial support to the contract when awarded, an undertaking not to withdraw from the contract till completion of the work, etc.”

6.0 **SUBMISSION OF BIDS & VALIDITY**

- 6.1 Bids are required to be submitted only through HPCL e-procurement site (<https://etender.hpcl.co.in>) using valid digital signature Certificates.
- 6.2 Physical Bids / Offers or Bids through any other mode 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.
- 6.3 Bidders are requested to get acquainted with the E-Tendering System in advance and obtain/seek clarifications, if any from E-proc helpdesk at: 022- 41146666 on any day between 10.00 AM to 6.00PM except on Sundays/Public holidays.
- 6.4 Validity of bid shall be **4 (four)** months from the bid due date / extended due date.
- 7.0 **BID SECURITY /EARNEST MONEY DEPOSIT (EMD):** Amount shall be as per clause no. 4.0 as above.
- 7.1 EMD shall in the form of Demand Draft issued by an Indian Scheduled Bank or from any Indian branch of an international bank (other than Co-operative Banks) in favour of Hindustan Petroleum Corporation Limited, payable at Visakhapatnam (**OR**) in the form of Non-Revocable Bank Guarantee on ₹100/- (Rupees One Hundred only) non-judicial stamp paper (as per format enclosed) issued by a Scheduled Bank (other than Co-operative banks) and valid for Six Months from the Original Bid Due Date. (**OR**) Thru e-payment/wire transfer; thru HPCL’s e-procurement portal. HPCL shall not be liable to pay any bank charges, commission or interest on the amount of bid security.
- 7.2 In case, EMD is in the form of irrevocable Bank Guarantee the same shall be from any Indian scheduled Bank or from a branch of an International bank situated in India and registered with the Reserve Bank of India as scheduled foreign bank. All Foreign Bank Guarantees will be confirmed by a bank located in India acceptable to the Corporation.
- 7.3 The bid security shall be valid for two (02) months beyond the validity of the bid as specified in the Bidding Document i.e. 6 (Six) months from original bid due date.
- 7.4 Bids without Earnest Money Deposit(EMD) / Bid Security will not be considered and will be summarily rejected, subject to exemptions as mentioned at clause no. 8 below.
- 7.5 **Tenders received without Earnest Money Deposit will be rejected**, subject to exemptions as mentioned at clause no. 8 below.

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7.6. Issuance of Bank Guarantee shall be confirmed by the Bank directly to the Owner preferably through Structured Financial Messaging System (SFMS), as it provides an RBI supported Integrated Platform for Bank Guarantee Verification.

For SFMS, the Owner's Bank Details/other information are as follows:

ICICI Bank, Backbay Branch, Mumbai

IFSC Code : ICIC0000393

HPCL's Customer ID: 508902133

Unique Identifier Code (UIC) : HPCL508902133VR

Note : BG Issuance advice should mention applicable Unique Identifier Code (UIC) in row/field number 7037 of SFMS Delivery Report. The BG should be submitted as per the HPCL's format along with print out of SFMS Delivery report from the BG Issuing Bank Branch.

8.0 **Exemption of EMD/ Bid Security:**

8.1 Public Sector Enterprises and Agencies registered as Micro/Small Enterprises (MSEs) or with National Small Scale Industries Corporation (NSIC) are exempted from EMD. For this purpose, in the event of the tenderer being a Public Sector Enterprise, a declaration to that effect and in case of agencies registered with NSIC or a MSEs, a copy of the registration Certificate or acknowledged copy of Entrepreneur Memorandum (EM-II) or UAM Certificate should be submitted.

8.2 Industries registered with MSME shall provide necessary documentary evidence duly certified by statutory auditor as per Bidding Document. Also, the MSE / NSIC certificate provided shall be valid as on the date of bid opening; failing which the bids shall be summarily rejected.

8.3 The Registration Certificate should remain valid during the period of the contract that may be entered into with such successful bidder.


8.4 In case, the EMD exemption letter / documents are uploaded in the HPCL e-proc site and hard copies are not received as on the due date, the offers shall be considered after due verification of the documents uploaded in the HPCL e-proc site.

9.0 **INTEGRITY PACT**

The Integrity Pact duly signed by the authorized official of HPCL and the contractor will form part of this contract / Purchase order. The bidder shall comply with the requirements of the Integrity Pact. Pro-forma of Integrity Pact, which is issued along with the bidding document shall be returned by the bidder long with technical bid, duly signed by the same signatory who signs the bid i.e. who is duly authorized to sign the bid. All the pages of the Integrity Pact shall be duly signed by the same signatory.

BIDDER'S FAILURE TO RETURN THE INTEGRITY PACT ALONG WITH THE BID, DULY SIGNED, SHALL LEAD TO OUTRIGHT REJECTION OF SUCH BID.

If the Bidder has been disqualified from the tender process prior to the award of contract according to the provisions under Integrity Pact, HPCL shall be entitled to demand and

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recover from bidder Liquidated damages amount by forfeiting the EMD/Bid security (Bid Bond) as per provisions of Integrity Pact.

If the contract has been terminated according to provisions of the Integrity Pact, or if HPCL is entitled to terminate the contract according to provisions of Integrity Pact, HPCL shall be entitled to demand and recover from the Contractor liquidated damages amount by forfeiting the Performance Bank Guarantee / Security Deposit as per Integrity Pact.

10.0 **INSTRUCTIONS REGARDING SUBMISSION OF BIDS:**

10.1 Bid shall be submitted under 3 bid system in three PARTs as follows:

- EMD AND IP (THROUGH POST AS WELL AS IN E-PROC SYSTEM)
- PART-I: PRE-QUALIFICATION BID (THROUGH POST AS WELL AS IN E-PROC SYSTEM)

All the required documents pertaining to Pre-Qualification Criteria as required in this tender should be submitted online in the e-Proc system.


- PART-II: UN-PRICED TECHNO-COMMERCIAL BID (IN EPROC SYSTEM)
- PART-III: PRICED BID (IN EPROC SYSTEM)

10.2 The bids prepared by the bidder, all correspondences and documents relating to the bids, exchanged by the bidder with HPCL, shall be written in English language only.

10.3 Bidders are requested to quote all the relevant information like taxes and duties, delivery period, and all other information as sought in the applicable columns in tender in the un-priced bid format.

10.4 Subsequent to the submission of bid, bidders are not allowed to change the price.

10.5 The bids prepared by the bidder, all correspondences and documents relating to the bids, exchanged by the bidder with HPCL, shall be written in English language.
Any printed literature furnished by the Bidder may be in another language, provided that the literature is accompanied by an authentic English translation, in which case, for the purpose of interpretation of the document, the English version will govern.

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11.0 SEQUENCE OF BID OPENING:

First, the envelope super scribed with EMD shall be opened. After verification and establishing correctness of all the enclosures, PART-I i.e. Prequalification bid shall be opened in the e-proc site. After verification and establishing correctness of the enclosures i.e. PQC, the PART-II i.e. Unpriced bid shall be opened in the e-proc site. After establishing techno-commercial acceptability of the unpriced techno-commercial offers, the PART-III i.e. the priced offers of only techno-commercially acceptable bidders shall be opened in the e-proc site.


Reverse Auction, if applicable, shall be conducted at the discretion of HPCL before opening of priced offers of only techno-commercially acceptable bidders. The detailed terms and conditions of Reverse Auction are as per tender documents.

12.0 ORIGINAL DOCUMENTS

- a. The following documents in addition to uploading the scanned copies of the same on the HPCL's e-procurement website, shall also be submitted in Original in physical form on or before bid due date and time at the address mentioned under clause no. 4.0 failing which the bid shall be rejected outrightly and un-price bid opening of such bidder shall not be carried out
 - i. EMD/Bid Security
 - ii. Integrity Pact
- b. The following documents in addition to uploading the scanned copies of the same on the HPCL's e-procurement website, shall also be submitted in Original in physical form on or before bid due date and time at the address mentioned above.
 - i. Supporting documents pertaining to 'PQC' duly authenticated as mentioned in clause 5 above.
 - ii. Power of Attorney

13.0 Bidders are required to furnish all information and documents as called for in this document, in English language. Any printed literature furnished by the bidder may be in another language, provided that the literature is accompanied by an authentic English translation, in which case, for the purpose of interpretation of the document, the English version will govern.


14.0 HPCL reserves the right to assess bidder's capability and capacity to perform the contract by taking into account various aspects such as concurrent commitments and performance etc. of the Bidder, should the circumstances so warrant such assessment in the overall interest of the

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project. HPCL reserves the right to complete the evaluation based on the details furnished without seeking additional information.

- 15.0 Grievance Redressal: There is a Grievance Redressal Mechanism in HPCL for vendors, participating in the tender, the details of which are available on HPCL website www.hindustanpetroleum.com .
- 16.0 HPCL shall not be responsible for any costs or expenses incurred by bidder in connection with the preparation or delivery of Bids, including costs and expenses related with visits to the site.
- 17.0 Bids received after stipulated last date and time, due to any reasons what-so-ever, including postal delays, will not be considered.
- 18.0 HPCL reserve the right to reject any or all Bids received without assigning any reason.
- 19.0 Time and date of opening of price bids shall be intimated only to qualified and techno-commercially acceptable Bidders at a later date. Tender opening (unpriced bid as well as priced bid) will be done online at the time and dates specified in the tender. Vendors who have responded to the tender are requested to login at the specified date and time at HPCL e-procurement website (<http://etender.hpcl.co.in>) for witnessing the tender opening (unpriced bid as well as priced bid in case of technically accepted vendors)
- 20.0 Clarifications if any, can be obtained through e-mail: msudhakar@hpcl.in / kunal.parmar@hpcl.in

DGM-Project Materials
HPCL-Visakh Refinery

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Annexure-A
SELF-CERTIFICATION

I, _____ S/o/D/o of _____, working as CEO/CFO/Company Secretary (indicate, as applicable) of the Company _____ having its registered office at _____ certify that all the details including documents pertaining to Bidder Qualification Criteria signed by undersigned vide our offer reference _____ against your Enquiry document _____, are true, authentic, genuine and exact copy of its original.

It is certified that none of the documents are false/forged or fabricated. All the documents submitted has been made having full knowledge of (i) the provisions of the Indian laws in respect of offences including, but not limited to those pertaining to criminal breach of trust, cheating and fraud and (ii) provisions of bidding conditions which entitle the HPCL to initiate action in the event of such declaration turning out to be a misrepresentation or false representation.

I further certify that further documents, if any, required to be submitted by our company, shall be submitted under my knowledge and those documents shall also be true, authentic, genuine, exact copy of its original and shall not be false/forged or fabricated.

DECLARATION

I, _____ S/o/D/o of _____, working as CEO/CFO/Company Secretary (indicate, as applicable) of the Company _____ having its registered office at _____ with reference to our bid _____ against your Enquiry document _____, declare that in case, at a later date, any of the document submitted in our bid referred above is found to be false/forged or fabricated, I, shall be held responsible for the same and HPCL has every right to take action against me and my company, as deemed fit as per provisions of the Bidding right to put our company on Holiday/Black list for future business with HPCL.

Specimen Signature of authorized representative

Signature
Name & Designation (CEO or CFO or Company Secretary)