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PRE-QUALIFICATION [PQ]
FOR

CYCLONES FOR HS FCC UNIT

**AT HPCL VISAKH REFINERY,
VISAKHAPATNAM ANDHRA PRADESH, INDIA**

(PQ BIDDING DOCUMENT NO.22000444-HC-46009)


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1.0 INTRODUCTION:

- 1.1 Hindustan Petroleum Corporation Limited (HPCL) operates an 8.33 MMTPA refinery at Visakhapatnam in the state of Andhra Pradesh. HPCL VR is further enhancing its refining capacity up to 15 MMTPA under VRMP (Visakh Refinery Modernization Project)
- 1.2 Visakh Refinery (VR) of HPCL is an integrated refinery with three Crude distillation units, two Fluid Catalytic Cracking units, Visbreaker unit, Bitumen Blowing unit, Propylene Recovery unit, MS Block (NHT/CCR/Prime G/ISOM), Diesel Hydro Desulphurization unit and Diesel Hydrotreater unit. The Refinery can produce fuels with BS-VI product specifications for MS and HSD. HPCL is further enhancing its refining capacity up to 15 MMTPA under VRMP (Visakh Refinery Modernization Project)
- 1.3 HPCL has developed a High Severity FCC (HS-FCC) process to produce light olefins. The process has proprietary hardware and catalyst system. A unit of HS-FCC is planned to be set up in FCCU-II of HPCL – VR. This Tender is for procurement of Reactor & Regenerator Cyclone system for this Project.
- 1.4 A two stage process (collectively referred to as “Bidding Process”) shall be adopted for procurement of these Reactor & Regenerator Cyclone system. The first stage i.e. “Pre-qualification” involves the Experience & Financial Qualification of interested agencies who make an application in accordance with the provisions of this PQC bidding document for Prequalification.
- 1.5 At the end of this stage, the bidders meeting the Experience and Financial Criteria as mentioned in the PQ criteria (clause 5.0) shall be shortlisted and those pre-qualified bidders shall be eligible for issuance of complete bidding document for participation in the second stage of the Bidding Process. Accordingly, Bidders who are pre-qualified on the subject PQ selection process, shall only be issued Bidding document after signing Non-Disclosure Agreement (NDA) on limited basis later on, for participation in the bidding process for the procurement of Reactor & Regenerator Cyclone system.
- 1.6 For the first stage i.e. “Pre-qualification”, HPCL, invite Pre-Qualification (PQ) Bids against this Pre-Qualification Document for procurement of Reactor & Regenerator Cyclone system from competent Bidders with sound technical, commercial and financial capabilities meeting the pre-qualification criteria as stated in clause no. 5.0 below.

2.0 BRIEF SCOPE OF SUPPLY:

- 2.1. The scope of supply includes design, engineering and supply of Reactor & Regenerator Cyclone system.

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3.0 EXPECTED TIME SCHEDULE / DELIVERY PERIOD:

3.1 The Delivery Period shall be **09 months** from the date of Letter of Acceptance / Purchase Order, whichever is earlier.

4.0 SALIENT FEATURES:

a)	Pre-qualification document (PQ) Document No.	22000444-HC-46009
b)	Pre-qualification document (PQ) Document on Website	17-Feb-2023
c)	Earnest Money Deposit/ Bid Security	Not Applicable
d)	Last date and time of submission of PQ Bids	16-Mar-2023
e)	Site Visit & Pre-Bid Meeting	03-Mar-2023 at 11:00 hrs.
f)	Due date of Receipt of Bidder's Queries for Pre-bid	02-Mar-2023
g)	Due Date and time of submission of PQ Bids	16-Mar-2023
h)	Opening of PQ Bids	16-Mar-2023

Pre – Bid Meeting / Field visit:

Online Pre-bid meeting will be conducted at HPCL – Visakh Refinery on the date mentioned in the above table. Bidders are requested to send queries/clarifications if any, by e-mail to HPCL at least four days before the pre-bid meeting. Bidders or their authorized representatives are requested to attend the Pre-Bid Meeting so that their queries, if any, related to the Tender and Scope of supply can be addressed during the meeting. The clarifications shall be provided during the pre-bid meeting.

Pre-bid Meeting Link:


<https://hpc-in.zoom.us/j/96637900250?pwd=Zm1yQjhhVzE1ckE3ditTcHFWSzJ1UT09>

Contact persons for the pre-bid meeting and technical queries:

Mr. Abhishek Singh Niranjani;
 Chief Manager – Technical
 Tel: 0-891 / 289 4893
 E-Mail: abhisheksniranjan@hpc.in

Mr. PRADEEP KUMAR;
 Sr. Manager – Minor Projects
 Tel: 0-891 / 289 4829
 E-Mail: pradeepkondaka@hpc.in

Mr. PAWAN GUPTA
 Senior Engineer - Minor Projects
 Tel: 0-891 / 289 4946
pawan.gupta@hpc.in

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For any commercial related queries, please directly contact the following persons:

Mr. M. Sudhakar;
DGM - Project Materials
Tel: 0 – 891 / 289 4302
E-mail: Msudhakar@hpcl.in

Ms. Anita K
Chief Manager - Project Materials
Tel: 0 – 891 / 289 4327
Email: anitakonchanda@hpcl.in

5.0 PRE-QUALIFICATION CRITERIA (PQC):

Bidders seeking pre-qualification shall meet the minimum pre-qualification criteria detailed below to qualify:

5.1 Financial Criteria:

Average Annual Financial Turnover during the last 3 years, ending 31st March of the previous financial year, should be at least INR **Rs. 1.65 Crores**.

5.2 Technical / Experience Criteria:

5.2.1 Bidders should have experience of having successfully carried out and completed similar work during the last 7 years from the last day of the month previous to the one in which application is invited, which experience should be any one of the following:

- a) Three similar completed works, each costing not less than **Rs. 2.19 Crores OR**
- b) Two similar completed works, each costing not less than **Rs. 2.74 Crores OR**
- c) One similar completed work costing not less than **Rs. 4.38 Crores**

5.2.2 Similar work mentioned in Cl. 5.2.2 above is defined as:


“Similar work” is defined as Design, Engineering, Fabrication and Supply of Reactor & Regenerator Cyclones to any Petroleum Refinery or Petrochemical Process Units.

Note:

The above indicated amounts in PQC are exclusive of Taxes.

5.2.3 Bidder shall submit the following documents for qualifying themselves under the above mentioned Experience criteria:

- I. Copy of Purchase Order(s), covering similar works mentioned above.
- II. Copy of Completion Certificate(s) indicating value of work completed against above purchase order(s).
- III. Audited balance sheets and profit & loss accounts statements

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5.2.4 All documents furnished by the bidder in support of meeting the Experience and Financial criteria of PQC shall be:

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

Duly notarized by any Notary Public in the Bidder's Country or certified true copies duly signed, dated and stamped by an official authorized for this purpose in Indian Embassy/High Commission in Bidder's country

Or

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. 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.

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.


Bidder to note that all the supporting documents against Cl.5.0 shall be submitted in one go along with PQC bid only. **HPCL reserves the right to reject the bids if any supporting documents are not submitted along with the bid.**

5.3 ELIGIBILITY OF BIDDERS:

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, upto 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

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(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.

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.

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 / 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;

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- 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. 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. 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 the PQ bid shall be **4 (four)** months from the final bid due date.

7.0 GENERAL

- 7.1 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.
- 7.2 Bidder shall have single point responsibility for project management and execution of complete scope covered in the tender.

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8.0 INSTRUCTIONS REGARDING SUBMISSION OF BIDS:

8.1. PRE-QUALIFICATION BID complete in all respects should be digitally signed and submitted online only through the website <https://etender.hpcl.co.in>.
All the required documents pertaining to Pre-Qualification Criteria as required in this tender should be submitted online in the e-Proc system.

8.2. Corrigendum, if any will be hosted on the above website <https://etender.hpcl.co.in>

8.3. Applicants should regularly visit <https://etender.hpcl.co.in> to keep themselves updated.

9.0 ORIGINAL DOCUMENTS

9.1 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.

- i. Supporting documents pertaining to 'PQC' duly authenticated as mentioned in clause 5.0 above.
- ii. Power of Attorney

10.0 HPCL reserves the right to assess bidder's capability to execute this work by taking into account various aspects such as performance, etc. for evaluation of bids.

11.0 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 .

12.0 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.

13.0 Bids received after stipulated last date and time, due to any reasons what-so-ever, including postal delays, will not be considered.

14.0 HPCL reserves the right to reject any or all Bids received without assigning any reason.

15.0 Contractor shall understand that the Project descriptions and relevant contract conditions included in this PQ document are exclusively for pre-qualification purposes only. The pre-qualification documents are not and should not be construed as an invitation to main Tender.

16.0 Clarifications if any, can be obtained through e-mail: msudhakar@hpcl.in / anitakonchanda@hpcl.in .

DGM- Proj. Materials
HPCL-Visakh Refinery