

To,

FORWARDING LETTER

SUBJECT: INVITATION FOR E-BID FOR CONSTRUCTION OF A SINGLE-STORY BUILDING OF 3120 SQ. FT. PLINTH AREA TO INSTALL VARIOUS INSTRUMENTATION UNITS ALONG WITH OFFICE SPACE INSIDE THE INDUSTRIAL AREA OF AGCL, DULIAJAN

1. INTRODUCTION

Assam Gas Company Ltd. (having registered office at Duliajan, Assam 786602 CIN No.U11101AS1962SGC001184), leading profit making company and wholly owned by the Government of Assam carries out all kinds of business related to natural gas (Transportation and Distribution) in India.

In view of manifold increase of activities, AGCL intends to construct a single-story building of 3120 sq. ft. plinth area to install various instrumentation units along with office space inside its industrial area at Duliajan.

2. TENDER OBJECTIVE

The objective of this tender document is to select a reputed and bonafide indigenous contractor to construct a single-story building of 3120 sq. ft. plinth area to install various instrumentation units along with office space inside the industrial area at Duliajan

You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through e-procurement portal of Govt. of Assam i.e. www.assamtenders.gov.in in complete accordance with the following details and enclosed Tender documents:

	Tender No. & Date:	CIB/CIVIL/1321/18
2.	Type of Bid:	Single Stage-2(two) Bid System
	Tender/Tender Processing Fee: *	Rs.1,850.00
4	Bid Closing Date & Time	21/08/2023 at 2.00 PM
5	Bid Opening Date & Time	21/08/2023 at 2.15 PM
6	Priced Bid Opening Date & Time	Will be intimated to the eligible bidders who satisfy conditions of Technical Bid through e-tender mode.
7	Bid Submission Mode	Bid should be uploaded in e-procurement portal of Govt. of Assam i.e. www.assamtenders.gov.in .
8	Bid Opening Place:	Technical bids will be opened online
9	Bid Validity:	120 Days from date of Closing of bid
10	Bid Security: *	Rs.1,85,000.00
11.	Amount of Performance	8% of each running bill will be retained in addition

	Guarantee/Security	to retention of EMD.
12.	Validity of Performance Guarantee/Security	Upto 12 months from the date of successful completion of the contract
13.	Quantum of Liquidated Damage	0.5% of basic contract cost & applicable taxes for default in timely completion of work for delay per week or part thereof subject to maximum of 7.1/2% of total contract value.
14.	Contract period	240 days from the date of work order

*Vide govt. of Assam notification No. FEB. 269/2017/27 Dtd. Dispur the 21st August 2019. EMD & Tender processing fees should be paid through online by logging into Assam govt e tender website, [https:// assamtenders.gov.in](https://assamtenders.gov.in) either through : Option1- Online payment or Option2 - NEFT/ RTGS.

Note: If any date specified above happens to be a holiday in AGCL, then the next working day will be considered.

3. Prospective bidders or their authorized representative(s) may visit the site for preliminary assessment of the requirement at their own expenses. Bidder cannot make any claim against AGCL towards its expense incurred in connection with the preparation and delivery of their bids, site visit, participating in discussion, if any and other expenses incurred during bidding process.

4. All amendments, clarifications, corrigenda, addenda, time extension etc. to the tender will be hosted on the company's website and in the e-tender portal only. Prospective bidders are requested to regularly visit the website and e-portal to keep them updated.

5. Exemption from submission of bid security: In case any bidder is exempted from paying the Bid security, they should upload the supporting documents along with their technical bid. The detailed guidelines for exemption of the Bid security are given below.

- a. Central Govt. Department & Public Sector Undertaking Companies are exempted from submission of bid security.
- b. **Micro & Small Enterprises** are exempted from Tender /Tender Processing fee and bid security against the tender irrespective of their product category and product capacity.

Categorization and various Criteria applicable to MSE bidders shall be guided by the Gazette Notification No. CG-DL-E-26062020-220191 dated 26.06.2020 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES.

The bidder claiming as MSE status (MSE-General, MSE-SC/ST, MSE -Woman) against this tender has to submit the following documents for availing the benefits applicable to MSEs:

- i. Udyam Registration Number with Udyam Registration Certificate.

Note: In case bidding MSE is owned by Schedule Caste or Schedule Tribe or Woman entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST/Woman entrepreneur should also be enclosed.

6.SUBMISSION OF MSE REGISTRATION CERTIFICATE IN E-TENDER PORTAL:

For EMD/Bid Security exemption, MSE bidders shall have to upload their Udyam Registration Certificate or Udyog Aadhar registration or Registration Certificate under the "Technical Attachments Tab" in E-tender portal on or before the bid closing date and time of the tender.

MSE Registration Certificate submitted in hard copy shall not be accepted.

If any MSE bidder fails to submit/ upload his/her valid registration certificate in e-tender portal on or before the bid closing date and time of the tender, such bidders shall not be entitled for the benefit of EMD exemption and in that case, due to non-submission of EMD, such bidders shall be rejected straightway.

Note: The Purchase Preference Policy for MSE bidders shall not be applicable in this tender.

7.0 The bidders are required to furnish the composition and status of ownership of the firm in whose name bid documents have been purchased/issued along with one or more of the following documentary evidences (which are applicable to the bidder) in support of the same and scanned copies of the same should be uploaded along with the Un priced bid documents.

7.1 In case of Sole Proprietorship Firm, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, business and residential address, E-mail and phone numbers of the owner and copies of GST Registration Certificate.

7.2 In case of HUF, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form, Family Arrangement indicating therein the name, residential address, E-mail and phone numbers of the owners in general and Karta in particular and copies of GST Registration Certificate.

7.3 In case of Partnership Firm, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mails and phone numbers of all the partners (including the Managing Partner), registered partnership agreement/deed and copies of GST Registration Certificate.

7.4 In case of Co-Operative Societies, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mails and phone numbers of all the Directors or persons who are at the helm of affairs, registration certificate from Registrar of Co-Operative Societies and copies of GST Registration Certificate.

7.5 In case of Societies registered under the Societies Registration Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, registration certificate from the Registrar of the state and copies of GST Registration Certificate.

7.6 In case of Joint Stock Companies registered under the Indian Companies Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, Certificate of Incorporation from the Registrar of Companies, Memorandum and Articles and copies of GST Registration Certificate.

7.7 In case of Trusts registered under the Indian Trust Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone numbers of all the Trustee or persons who are at the helm of affairs, registration certificate from the Registrar of the state, Trust Deed and copies GST Registration Certificate.

8.0 Obligations of proactive disclosure:

(i) Procuring authorities as well as agencies are obliged under **Code of Integrity for Public Procurement (CIPP)** to suo-moto proactively declare any conflicts of interest (pre-existing or

as soon as these arise at any stage) in any procurement process or execution of contract. Failure to do so would amount to violation of this code of integrity; and

(ii) Any bidder must declare, whether asked or not in a bid document, any previous transgressions of such a code of integrity with any procuring entity in any country during the last three years reckoned from the original bid closing date or of being debarred by any other procuring entity. Failure to do so would amount to violation of this code of integrity

iii) To encourage voluntary disclosures, such declarations would not mean automatic disqualification for the bidder making such declarations. The declared conflict of interest may be evaluated and mitigation steps, if possible, may be taken up by the procuring authority. Similarly, voluntary reporting of previous transgressions of code of integrity elsewhere may be evaluated and barring cases of various grades of debarment, an alert watch may be kept on the bidder's actions in the tender and subsequent contract.

9. AGCL now looks forward to your active participation in this bidding process

Thanking you,

Yours' faithfully



**Managing Director
Assam Gas Company Ltd.**