

**PRE-QUALIFICATION DATA BOOKLET****FOR****BIOMASS SUPPLY****PROJECT NAME: BIO REFINERY PROJECT****TOYO JOB NO. : 6370****OWNER: BHARAT PETROLEUM CORPORATION LIMITED.****PMC : TOYO ENGINEERING INDIA PRIVATE LIMITED.**



3	23.01.2018	Issued for Approval	ASD	ASD	SWD
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**(PQ DOCUMENT NO. : 6370-BBBR/BIOM/PQB-002)**

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 <p>Bharat Petroleum Corporation Ltd</p>	<p align="center"><b>PRE-QUALIFICATION DATA BOOKLET FOR BIOMASS SUPPLY FOR 2G ETHANOL BIO REFINERY, BARGARH, ODISHA, INDIA</b></p>	
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**NOTICE INVITING E-TENDER FOR 2G ETHANOL BIO-REFINERY AT BARGARH, ODISHA  
(NATIONAL COMPETITIVE BIDDING)  
For PRE-QUALIFICATION (PQ) OF BIDDERS**

Toyo Engineering India Private Limited (TEIPL) on behalf of Bharat Petroleum Corporation Limited (BPCL) invites e-bids for pre-qualification from eligible bidders for the following

<p align="center"><b>BPCL E-tender No.: 35589 PQ No. : 6370-BBBR-BIOM/PQB- 002</b></p>		
<p align="center"><b>Name of Work</b></p>	<p align="center"><b>Document available on Website</b></p>	<p align="center"><b>Online Bid submission due date / Time</b></p>
<p>BIOMASS SUPPLY for 2G ETHANOL BIO REFINERY, at BAULSINGHA VILLAGE, BHATLI TEHSIL, BARGARH DISTRICT, ODISHA, INDIA.</p>	<p align="center"><b>From 12.02.2018 to 05.03.2018 up to 12:00 Hrs (IST)</b></p>	<p align="center"><b>05.03.2018 (12:00 hrs.) IST</b></p>

Contact Person:

1. Toyo Engineering: Mr. Sushilkumar Deshmukh (CPM)/ Mr. Amit Desai (PM), Ph.: 022-25735960 / 022-25736994
  2. BPCL: DGM Projects (Biofuels) Ph.: 022-25533346
- E-mail: amit.desai@toyo-eng.com/ [guptaak7717@bharatpetroleum.in](mailto:guptaak7717@bharatpetroleum.in)

The complete document (along with NIT & qualification criteria) is available on BPCL website [www.bharatpetroleum.in](http://www.bharatpetroleum.in) > Tenders >Refinery Procurement or BPCL's E-Tendering website <https://bpcleproc.in> and on central public procurement portal website: <http://eprocure.gov.in/cppp>. However, bidders have to submit their bids only through e-tendering website of BPCL.

All amendments, time extensions, clarifications & corrigendum, etc. will be uploaded on websites only and will not be published in newspapers. Bidders should regularly visit the above websites to keep themselves updated.

## 1.0 INTRODUCTION

1.1 M/s. Bharat Petroleum Corporation Limited (BPCL), hereinafter also referred to as “OWNER” is planning for installation of 2G Ethanol Bio-Refinery at Baulsingha village, Bhatli Tehsil, Bargarh district, Odisha.

Toyo Engineering India Pvt. Ltd. (TEIPL) has been appointed by OWNER as their PMC for this Project.

The proposed Bio-refinery site is located at Baulsingha village, Bhatli Tehsil, Bargarh district, Odisha (approximately 220 km East of Raipur), near the border of Chhattisgarh and Odisha. The Project site is located away from the coast line.

The following work is envisaged as part of this Supply Package:

<b>Sr. No.</b>	<b>Description</b>
<b>1</b>	<b>Biomass supply (rice straw/maize stalk)</b>
<b>2</b>	<b>Agreement with Local farmers</b>
<b>3</b>	<b>Arrangement of storage depots near site to ensure supply throughout the year</b>
<b>4</b>	<b>Transport of biomass to site</b>
<b>5</b>	<b>Required Machinery for execution</b>

1.2 Only those Bidders who qualify the subject PQ and also meet / comply with the requirements specified under various sections of this PQ booklet, will be issued the Tender document on limited basis, to submit the bids for supply of Biomass for 2G Ethanol Bio refinery on Lumpsum Turnkey Basis. In case of consortium, the tender document will be issued only to the leader of the consortium.

1.3 Bidders shall submit, along with their PQ bids, the Integrity Pact (duly signed and stamped) in the format enclosed with this document. Bids of Bidders who do not sign & submit the Integrity Pact will not be considered for further evaluation.

## **2.0 SCOPE OF WORK:**

Supply of Biomass as per the specifications, agreements with local farmers for getting material, arrangement of storage depots near site, transportation of material to site as and when required throughout the year, and arrangement of necessary machinery required such as balers, loaders etc. for executing the work. Biomass supplier has to collect the Biomass within 20 KM radius from the Bio-refinery location.

The site is located at Baulsingha village, Bhatli Tehsil, Bargarh district, Odisha.

## **3.0 MINIMUM PRE-QUALIFICATION CRITERIA:**

Bidder seeking Pre-Qualification shall meet the following minimum Pre-Qualification criteria:

### **3.1 IN CASE OF SINGLE BIDDER:**

#### **3.1.1 Experience Criteria**

**3.1.1.1** The Bidder should possess experience of having successfully completed, with a single point responsibility, at least one supply contract for Biomass raw material to Bio refineries, Power plants, food industry, Sugar mill, Paper Industry etc. based on Lumpsum Turnkey basis during the last 10 (Ten) years with scope of work comprising of procurement including supply, storage and transportation of at least one of the following:

- a) Rice straw
- b) Wheat straw
- c) Sugarcane
- d) Corn
- e) Cereals
- f) Woody crops
- g) Agricultural residues
- h) Any other agriculture products

The quantity handled should be more than 25000 MT per year and is capable of handling approximately 500 MT / Day of rice straw or equivalent tonnage for other agro supplies.

Bidder shall have agreements with local farmers / agencies to supply the raw material along-with storage and transportation arrangements.

Bidder shall have to submit the Biomass collection plan to cater to the qualifying criteria or the maximum supply possible from his end.

**3.1.1.2** In case above supply experience criteria are not met by the Bidders themselves, the Bidder may engage a sub-contractor who singly meets the experience criteria under 3.1.2.1. In such a case, the Bidders shall control, monitor the work of the subcontractor.

At the time of PQ bidding, the Bidder shall furnish Memorandum of Understanding with the Sub-Contractor for executing the procurement, storage and supply work, which shall be subject to acceptance by Owner / Consultant. The sub-contractor shall not be changed during execution of job without prior approval of Owner/Consultant.

**3.1.1.3** Bidder has to provide all the supporting documents for demonstrating above qualifications / experience criteria in English language.

### **3.1.2 Financial Criteria:**

**3.1.2.1** The Average Annual Turnover of single bidder shall be at least Rs 3 crores during the immediate preceding three financial years, i.e. 2016 ~ 2017, 2015 ~ 2016 and 2014 ~ 2015, or financial year ending 31.12.16, 31.12.15 & 31.12.14.

**3.1.2.2** The financial net-worth of the bidder as per the latest audited annual report shall be positive.

**3.1.2.3** Bidder shall not be under liquidation, court receivership or similar proceedings.

**3.1.2.4** Bidder shall not be on Holiday list / negative list of BPCL/TEIPL/MOPNG/any Oil PSE. Bidder to submit a self-certificate/declaration to this effect.

**3.1.2.5** Bidder has to provide all the supporting documents for demonstrating above qualifications / experience criteria in English language.

Financial years / previous periods as above shall be reckoned from the due date of submission of bids.

Owner / PMC shall have the discretion to split the contract between minimum two or more bidders.

## **3.2 IN CASE OF CONSORTIUM BIDS**

**3.2.1** The total number of Consortium members including their leader shall not exceed two (One Leader and One Member).

### **3.2.2 Experience Criteria**

**3.2.2.1** The Leader of the Consortium should possess experience of having successfully completed, either with a single point responsibility or as Leader/Member of consortium, at least one supply contract for Biomass raw material to Bio refineries, Power plants, food industry, Sugar mill, Paper Industry etc. based on Lumpsum Turnkey basis during the last 10 (Ten) years with scope of work comprising of procurement including supply, storage and transportation of at least one of the following:

- a) Rice straw
- b) Wheat straw
- c) Sugarcane
- d) Corn
- e) Cereals
- f) Woody crops
- g) Agricultural residues
- h) Any other agriculture products

The quantity handled should be more than 25000 MT per year and is capable of handling approximately 500 MT / Day of rice straw or equivalent tonnage for other agro supplies.

Bidder shall have agreements with local farmers / agencies to supply the raw material along-with storage and transportation arrangements.

Bidder shall have to submit the Biomass collection plan to cater to the qualifying criteria or the maximum supply possible from his end.

**3.2.2.2**In case above supply experience criteria are not met by the Bidders themselves, the Bidder may engage a sub-contractor who singly meets the experience criteria under 3.1.2.1. In such a case, the Bidders shall control, monitor the work of the subcontractor.

At the time of PQ bidding, the Bidder shall furnish Memorandum of Understanding with the Sub-Contractor for executing the procurement, storage and supply work, which shall be subject to acceptance by Owner / Consultant. The sub-contractor shall not be changed during execution of job without prior approval of Owner/Consultant.

**3.2.2.3**Bidder has to provide all the supporting documents for demonstrating above qualifications / experience criteria in English language.

### **3.2.3 Financial Criteria:**

**3.2.3.1**The Average Annual Turnover of the Leader of the Consortium meeting the requirement as per Clause 3.2.2.1 above shall be at least Rs. 3 crores during the immediate preceding three financial years, i.e. 2016 ~ 2017, 2015 ~ 2016 and 2014 ~ 2015, or financial year ending 31.12.16, 31.12.15 & 31.12.14.

**3.2.3.2**The financial net-worth of the bidder as per the latest audited annual report shall be positive.

**3.2.3.3** Bidder shall not be under liquidation, court receivership or similar proceedings.

**3.2.3.4** Bidder shall not be on Holiday list / negative list of BPCL/TEIPL/MOPNG/any Oil PSE. Bidder to submit a self-certificate/declaration to this effect.

**3.2.3.5**Bidder has to provide all the supporting documents for demonstrating above qualifications / experience criteria in English language.

Financial years / previous periods as above shall be reckoned from the due date of submission of bids.

Owner / PMC shall have the discretion to split the contract between minimum two or more bidders.

### **3.2.4 Consortium Leader and Distribution of Work**

**3.2.4.1**The Leader of the Consortium shall meet both the Experience criteria (Supply and Commercial) and Financial criteria.

**3.2.4.2**The division in scope of work between the Consortium members shall be commensurate with their past experience. The Material Management shall be performed by the Leader.

The members of the Consortium shall assume responsibility jointly and severally and shall submit Agreement / Memorandum of Understanding (MOU) along with the bid clearly defining the scope and responsibility of each member including the Leader.

The MOU shall be converted to a definitive Agreement between the parties after award of job and before signing of Contract which shall be done within three months from the date of award. The Agreement must remain in force at least till the pendency of the Contract.

**3.2.4.3** The Consortium Leader and the distribution of work shall be identified and submitted along with the bid and shall not be changed thereafter without approval of Owner/PMC.

**3.2.4.4** Members of the Consortium shall give irrevocable Power of Attorney (POA) to the Leader.

**3.2.4.5** The selected Leader of the Consortium shall be authorized to incur liabilities and receive instructions for and on behalf of any and all member(s) of the Consortium.

**3.2.4.6** Members of the Consortium shall be liable jointly and severally for the performance of the Contract and discharge of the Contractor's obligations and liabilities under the Contract.

#### 4. BRIEF DETAILS OF THE PRE QUALIFICATION PROCESS

Sr. No.	Details	Date/Time
1	PQ Document on Website	<b>12.02.2018 (09:00 hrs) IST To 05.03.2018 (12:00 hrs) IST</b>
2	Site Visit, if desired by the bidder	Contact person for Site visit <b>Mr. Amit Desai – Project Manager</b> Email: <a href="mailto:amit.desai@toyo-eng.com">amit.desai@toyo-eng.com</a> Phone: 022-25735960
3	Last date and time of submission of PQ bids (Due date)	<b>05.03.2018 (12:00 hrs) IST</b>
4	Opening of PQ bids	<b>05.03.2018 (13:00hrs)</b> (On e-tender portal)
5	Earnest Money Deposit for PQ bids	Not applicable

If any of the dates identified above happen to be a declared holiday in TEIPL – Mumbai the next working day shall be considered.

The complete Bidding document is available on BPCL's website: <https://bpcleproc.in/EPROC/> Bidders can view and download the document from the website mentioned above.

All amendments, time extension, clarifications, etc. will be uploaded in the website only and will not be published in newspapers. Bidders should regularly visit the above website to keep themselves updated.

**5.** Evaluation of Pre-Qualification shall be carried out as specified in pre-qualification booklet.



6. Issuance of PQ Data booklet and/or submission of PQ bids by itself shall not amount to pre-qualification or entitle the Bidder to participate in the bidding.
7. OWNER / PMC will not be responsible for any costs or expenses incurred by the Bidder in connection with preparation or delivery of PQ Bids including costs and expenses incurred by the Bidder during prequalification.
8. The PQ Bid submitted online through BPCL's website (<https://bpclproc.in/EPROC/>) only shall be considered for evaluation. PQ bids through any other mode shall not be accepted.
9. OWNER / PMC reserve the right to reject any or all PQ bids at their sole discretion without assigning any reason whatsoever.
10. Canvassing in any form by the Bidder or by any other Bidder on their behalf may lead to disqualification of their PQ bid.
11. Bidder submitting their PQ Bid shall not be under liquidation, court receivership or similar proceeding, otherwise the bidder may be disqualified and not considered for pre-qualification.
12. The Bidder shall submit documentary evidence by way of copies of work order, proof of completion, proof of one year operation of the Plant and Memorandum of Understanding and/or Letter of commitment from sub-contractor, if applicable and balance sheet or audited financial statements including Profit & Loss Account, etc. along with the PQ Bid to establish Bidder's conformance to Pre-Qualification criteria.
13. All documents furnished by the bidder in support of meeting the Experience Criteria (Technical and Commercial) and Financial Criteria of Pre-qualification Criteria (PQC) shall be duly Notarized by any Notary Public in the country. In case of Notarization, Bidder shall also submit an Affidavit duly notarized in the Format attached as Appendix – V with this NIT, signed by the Authorized signatory of the Bidder.
14. Financial documents shall be duly certified by statutory auditors of the Bidder or a practicing Chartered Accountant (not being an employee or a Director or not having any interest in the bidder's company/firm) where audited accounts are not mandatory as per law.
15. In case Bidder submits bound published and audited annual financial statements including balance sheets, profit & loss accounts and all other schedules for the preceding three financial years in original, the same shall be considered without certification of Statutory Auditor/Notarization of Notary Public.
16. In cases where due to their internal / local regulation the bidder is not able to submit audited financial statements, CEO / CFO's certificate in original from the company or from the parent company (in case bidder is a subsidiary) stating the turnover of the bidding entity along with a declaration that the bidding company is not in a position to submit its financial statement as per the local / internal regulation (clearly specifying the applicable regulation) with an endorsement by

Chartered Accountant / Statutory Auditor / Certified Public Accountant (not being an employee or a Director or not having any interest in the bidder(s) company / firm) may be accepted.

17. Wherever Chartered Accountant / Statutory Auditor / Certified Public Accountant (not being an employee or a Director or not having any interest in the bidder(s) company / firm) is not in a position to endorse such CEO / CFO's certificate due to local regulations, CEO / CFO's certificate in original without endorsement may be accepted provided a reference of the local regulation restricting this endorsement is given in the CEO / CFO certificate.
18. However, in case the bidder submits a photo copy of published financial statement, the same shall be certified either by statutory auditor or Notary Public, in original, as per Sr. No. 14 above.
19. Bidder shall not be on Holiday list / negative list of BPCL/TEIPL/MOPNG/any Oil PSE. Bidder to submit self-declaration to this effect.
20. Bidders are required to submit all past experiences meeting BQC along with relevant supporting documents in the first instance itself, along with the bid. Accordingly, only such past experience(s) shall be considered for qualification.
21. In case any documents are not in English Language, then the English translation copy of the same shall be furnished duly certified, stamped and signed by Local Chamber of Commerce, along with the original PQC documents.
22. All documents furnished by the bidder in support of meeting the Experience and Financial criteria of PQC as per NIT shall be submitted in a separate section/booklet along with their PQ Bid. This section/booklet shall be titled as "Documentation against Bidder Qualification Criteria (Technical and Financial)" with proper index and page numbering. Refer Instructions to Bidders (ITB) for details.
23. Bidder should ensure submission of complete information/ documentation in the first instance itself, in support of their fulfilling the qualification/eligibility criteria. BPCL/TEIPL reserve the right to complete the evaluation based on the details furnished with /without seeking any additional information.
24. Submission of authentic documents is the prime responsibility of the Bidder. However, BPCL/TEIPL reserves the right of getting the document cross verified, at their discretion, from the document issuing authority.
25. BPCL/ TEIPL reserve the right to complete the evaluation based on the details furnished (without seeking any additional information) and/or in-house data, survey, or otherwise.
26. The Bidder must establish a full-fledged office at Bargarh, either of their own or of their subsidiary / associate company through which the total project job can be coordinated.
27. In case of ambiguity or incomplete documents pertaining to pre-qualification criteria (PQC), bidders shall be given only one opportunity with a fixed deadline after bid opening to provide complete & unambiguous documents in support of meeting the pre-qualification criteria (PQC). In case the bidder fails to submit any document or

submits incomplete documents within the given time, the bidder's submission will be rejected.

28. A job completed by a bidder as a sub-contractor shall be considered for the purpose of meeting only the commercial experience criteria of PQC subject to submission of following documents in support of meeting the Commercial experience criteria of "Pre-Qualification Criteria":

- a. Copy of work order along with SOR issued by main contractor.
- b. Copies of Completion Certificates from the end User/Owner and also from the main contractor. The Completion Certificate shall have details like work order Number / date, brief scope of work, ordered & executed value of the job, completion date etc. However, where the Completion Certificate does not mention the executed value of the Work Order, the bidder shall submit other documentary proof evidencing the executed value of the work order (e.g. : documents such as Tax paid, Invoice ( s ) etc.).

29. In case audited balance sheets and profit and loss account for the immediate preceding financial year is not available for bid closing date up to 31<sup>st</sup> December, the Bidder has an option to submit the audited balance sheets and profit & loss account of the three previous years immediately prior to the last financial year. However, for bid closing date after 31<sup>st</sup> December, the bidder has to compulsorily submit the audited balance sheets and profit and loss account for the immediate three preceding financial years, for evaluation and his qualification with respect to financial criteria. In any case the date (i.e. the financial period closing date) of the immediate previous year's audited annual accounts should not be older than eighteen (18) months from the bid due date.

30. Bidders may raise disputes / complaints, if any, with the nominated Independent External Monitor (IEM) whose name/ address/ contact numbers are as given below:

1) Name of Procuring Officer- <b>PO</b>	Mr. V. M. Malpe			To be contacted for: <b>All Other Clarifications/ Details Regarding This Tender</b>
2) PO's email ID	<a href="mailto:malpevm@bharatpetroleum.in">malpevm@bharatpetroleum.in</a>			
3) <b>PO's</b> Office Address	P&CS Department, 2 <sup>nd</sup> Floor, BPCL Mahul Refinery, Mumbai-400074			
4) <b>PO's</b> Contact Number	022-25533298			
1. Name of <b>IEM</b> and E-Mail Id	Shri. S.S.N. Moorthy / ssnm1950@yahoo.com	Shri. Vikram Srivastava/ vikramsrivastava1973@gmail.com	Shri. Shantanu Consul / shantanuconsul@gmail.com	To be contacted for: <b>COMPLAINTS ONLY</b>
2. <b>IEM's</b> Address	GFQ, Ist Floor, B. Block, Summit Apts. Mettupalayam Road, Coimbatore - 641 043	E-202, Second Floor, Greater Kailash Part 2, New Delhi - 110048	No.9MCHS (IAS Officers Colony), 16th Main, 5th C Cross, BTM 2nd stage, Bangalore - 560 076	
3. <b>IEM's</b> Mobile Number	09500998610	09810642323	09740069318	

**INSTRUCTIONS  
TO  
BIDDERS  
FOR  
PQ BID SUBMISSION**

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## **1.0 DEFINITIONS**

- 1.1 'Owner' shall mean M/s Bharat Petroleum Corporation Ltd. (BPCL), a Government of India Enterprise incorporated in India having their registered office at Bharat Bhavan, 4 & 6, Currimbhoy road, Ballard Estate, Mumbai – 400001, India, which expression shall include their successors and assigns.
- 1.2 'PMC' or 'Consultant' shall mean M/s Toyo Engineering India Pvt. Limited (TEIPL) having their Registered Office at Toyo House, LBS Marg, Kanjurmarg (West), Mumbai-400 078 (India) which expression shall include their successors and assigns.
- 1.3 'Project' shall mean the Project described in this document.
- 1.4 'Contractor' shall mean any Person, Company, Firm or Body who may be engaged by Owner for works and services connected with Procurement, Supply, Storage, transportation, Material Management for the supply of Biomass.
- 1.5 'IFP' shall mean 'Invitation for Pre-Qualification'.
- 1.6 'PQ' shall mean Pre-qualification.
- 1.7 'PQ Bid' shall mean the bid submitted by Bidder(s) for Pre-qualification for issue of the bidding document for the Biomass Supply and in response to this 'PQ Booklet'.
- 1.8 'Bidder' shall mean the agency who shall submit or who have submitted the PQ Bid in response to PQ Booklet.
- 1.9 'Pre-qualified Bidder' shall mean the Bidder who has been pre-qualified for issue of the Bidding Document for the Biomass supply.
- 1.9.1 In case a bidder is pre-qualified, with area of concern / deficiency in the qualification proposal, which shall be solely at the discretion of Owner/ Consultant, such 'area of concern' shall be mentioned in the notification of Owner/ Consultant and such Bidders shall be considered as pre-qualified only when such required details/ documents are submitted by these Bidders to the satisfaction of Owner/Consultant.
- 1.9.2 'Bidding Document/ Main Bidding Document' shall mean the document issued to the Pre-qualified Bidder for submission of their Bid.
- 1.10 'LSTK' shall mean Lumpsum Turnkey.
- 1.11 'Supply' shall mean procurement, storage and transportation of material.
- 1.12 'Experience Criteria' shall mean the minimum experience criteria as specified herein (clause 3.0 of NIT), to all Bidders who have submitted the PQ Bid. Only those Bidders who meet this 'Experience Criteria' shall be considered as meeting the minimum Pre-qualification requirements with respect to experience.
- 1.13 'Financial Criteria' (clause 3.0 of NIT) shall mean the minimum single Contract Value and Annual Turnover criteria mentioned and shall be applied to all Bidders who have submitted the PQ Bid for the said package. Financial criteria shall be applied in respect to the bidding entity and not of Group where bidder is part of a Group.
- 1.14 All headings of the clauses in this document are broadly indicative of the contents of the clauses and not as a summary of the contents thereof.
- 1.15 Unless otherwise specifically stated, the singular shall include the plural and vice versa.

1.16 Leader of Consortium shall mean the bidder who will be solely responsible entity for the Consortium commitments.

## **2.0 TERMS AND CONDITIONS**

### **2.1 Cost of bidding**

The Bidder shall bear all costs associated with the preparation or delivery of its PQ Bid, participating in discussions etc. including costs and expenses related with visits to the Site(s). OWNER / PMC will in no case be responsible or liable for those costs and expenses regardless of the outcome of the bidding process.

### **2.2 Language of PQ Bids**

The Bid and all correspondence incidental and related to Bid shall be written in English Language only. Any printed literature and document submitted in any other language, should be accompanied by authenticated English translation, in which case, for purpose of interpretation of the Bid, English translation shall govern. Responsibility for correctness in translation shall lie with the Bidders.

### **2.3 Bidder as Sub-Contractor**

A single bidder or Consortium leader / member shall not be a sub-contractor of another bidder at the bidding stage.

### **2.4 Supply Sub-contracting**

In the event of sub-contracting as detailed in clause 3.1.1 and 3.2.2 of NIT, the Bidder shall furnish details such as:

2.4.1 Number of personnel trained and experienced in the executing the work.

2.4.2 At all the phases of the project, the Bidder and sub-contractor(s) shall position at work site.

### **2.5 MULTIPLE / ALTERNATIVE PQ BIDS**

A Bidder (i.e. the bidding entity) shall, on no account submit more than one PQ Bid either directly (as a single bidder or indirectly as a sub-contractor) failing which following actions shall be initiated:

- i) All PQ Bids submitted by such bidder (say 'A') directly and indirectly, shall stand rejected and EMD, if any, in case of direct PQ Bid by Bidder 'A' shall be forfeited.
- ii) If another Bidder (say 'B') has proposed Bidder 'A' as a sub-contractor then bidder 'B's bid shall also be rejected. However, in case the Bidder 'B' has also proposed an alternative sub-contractor who is other than Bidder 'A' , then Bidder 'B's bid shall be evaluated with the proposed alternative sub-contractor only. Hence, every bidder shall ensure in his own interest that his proposed sub-contractor is not submitting alternative / multiple bids.

### **2.6 OWNER'S / PMC'S RIGHT**

- 2.6.1 OWNER / PMC reserves their right to call for originals of the supporting documents for verification, if so deemed fit and also to cross check for any details as furnished by the Bidder from their previous Clients / Consultants. The Bidder shall have no objection whatsoever in this regard.
- 2.6.2 OWNER / PMC reserves the right to assess Bidder's capability and capacity to perform the assignment by taking into account various aspects such as concurrent commitments, resources available, etc., should the circumstances so warrant such assessment in the overall interests of the Project.
- 2.6.3 OWNER / PMC reserves the right to make use of available in-house data also for pre-qualification of agencies who have submitted P.Q. bids for pre-qualification.
- 2.6.4 OWNER / PMC reserves the right for acceptability of the Bidder's Bank, for Performance Bank Guarantee, which are required to be submitted by successful bidder after award of work.
- 2.6.5 All the details / documents submitted along with the PQ Bid and which have been considered for pre-qualification shall remain valid and the minimum commitments from Bidder and in case of successful Bidder, such commitments may form part of Contract document.
- 2.6.6 In-house work experience shall not be considered as valid experience for the purpose of Pre-qualification.

### **3.0 OPENING AND EVALUATION OF PQ BID**

#### **3.1 OPENING OF PQ BIDS**

- 3.1.1 PQ Bid shall be opened online through the e-tender portal, at the specified date and time given in the PQ booklet or extended otherwise. The bidders who have submitted their PQ Bid will be able to view online the name and status of all the bidders at their respective windows, after the PQ bid opening by Owner/Consultant.

#### **3.2 BID EVALUATION CRITERIA**

Bidder intending to participate shall meet the Pre-Qualification criteria stated in 'NIT'. Bidders who meet the Experience Criteria (Technical and Commercial) and Financial Criteria as mentioned in 'NIT', and also meet / comply with the requirements specified under various clauses of this Pre-Qualification (PQ) Booklet will be pre-qualified.

#### **3.3 BID EVALUATION**

While evaluating the Bidder's conformity with Minimum Experience Criteria, the following considerations shall be applied.

- a) Only such works shall be taken into consideration, the details of which have been submitted by the Bidder along with copy of Work Order/ notification for award/contract agreement, copy of completion certificate and proof that unit was in operation.
- b) Copy of work order/ notification for award of work is a mandatory document which establishes that the Bidder has been awarded a work which meets the minimum single contract value mentioned under Experience Criteria, Clause no. 3.1 & 3.2 of NIT.



- c) Proof of operation of Plant is also a mandatory document to establish that plant was in operation for at least one year.
- d) In case these mandatory documents as required under (b) to (c) above are not enclosed, such works may not be considered as meeting/ contributing the Experience Criteria.
- e) For evaluating, only such Financial details shall be taken into consideration, which have been submitted by the Bidder.
- f) PMC will examine the PQ Bids for their completeness, whether the documents have been signed, and whether the details furnished are generally in order.
- g) OWNER / PMC reserve the right not to seek any clarification on documents submitted in support of prequalification requirements and evaluate the PQ bids as on "Received basis".
- h) Bidder intending to participate shall meet the pre-qualification requirement stated in clause 3.0 of Invitation for Pre-Qualification above.
- i) Owner's right to accept any PQ bid and reject any or all PQ bids

The OWNER / PMC reserves the right to accept or reject any PQ bid and to annul the Bidding process and reject all PQ bids at any time without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for the Owner's action.

### **3.4 CONTACTING THE OWNER / PMC**

3.4.1 No Bidder shall contact the OWNER / PMC on any matter relating to its PQ Bid from the time of submission of PQ Bid, unless requested so in writing. Any effort by an Bidder to influence the OWNER / PMC in the Owner's decisions in respect of PQ Bid evaluation will result in the rejection of that Bidder's PQ Bid.

3.4.2 Bidder to note that non-submission of relevant supporting documents may lead to rejection of their PQ Bid. It is to be ensured that all relevant supporting documents shall be submitted along with their PQ Bid in the first instance itself. Pre-qualification may be completed based on the details so furnished without seeking any subsequent/ additional information.

### **3.5 PREPARATION / SUBMISSION OF PQ BIDS**

On receipt of the PQ Booklet, Bidder shall submit Acknowledgement cum Consent Letter (Appendix-III) within 05 (Five) working days after receipt of PQ Booklet to PMC.

### **3.6 PQ BID OUTLINE REQUIREMENTS**

Bidder is required to make a proposal in a format as per the Structure mentioned in the PQ Bid Submission check list as per Appendix II in order to achieve the objective of maintaining a uniform proposal structure from all the Bidders. This requirement must be adhered to by all the Bidders:

The Bid Qualification Requirement (BQC) requirements are explicitly stated in the prequalification data booklet. Bidder is required to study these requirements in detail and make a proposal in the outline as defined above completely meeting these requirements. The Bid must be complete in all respects leaving no scope for ambiguity.

It is in the interest of Bidder to submit complete and comprehensive proposal leaving no scope for OWNER / PMC to raise any further questionnaires as the proposal may only be evaluated on the basis of what has been submitted by the Bidder in the first instance in order to adhere with very strict Project Schedule requirements.

Complete PQ BID shall be serially page numbered and indexed in detail. Wherever reference to any document is made in support of pre-qualification criteria, the relevant page number of such document shall be clearly indicated. All strikeouts, corrections etc. shall be duly authenticated by affixing the signature alongside. In case such strikeouts/corrections are not authenticated, such bids shall not be taken up for further evaluation.

#### **4.0 DOCUMENTS COMPRISING THE PQ BID**

The PQ bid should be prepared by the Bidder and shall be submitted along with the following minimum documents:

- i) Submission of Power of Attorney (POA) in favor of the Authorized Bid Signatory.
- ii) The PQ bid shall be signed (e-signed) by the person duly authorized to sign on behalf of the bidder & having valid Power of Attorney (POA) for the same at the time of bid submission. The digital signature used for signing the PQ bid shall be issued in the name of such Authorized person & the certificate details, available from the e-signed documents, should indicate the details of the signatories. Any consequences resulting due to such signing (e-signing) shall be binding on the bidder.
- iii) Details of the experience as per clause 3.0 of this NIT completed during the last 10 (ten) years as detailed out in 'Invitation for Prequalification' as per BQC form. Copies of Work Orders and completion certificates should be enclosed with the Bid in support of pre-qualification requirement.
- iv) Annual audited report statement for the last 3 (three) financial years i.e. 2016 ~ 2017, 2015 ~ 2016 and 2014 ~ 2015. This shall be a verifiable statement of annual accounts certified by a Chartered Accountant or Public accountant in the form of printed annual reports or similar document.
- v) Concurrent commitments.
- vi) Information regarding any current litigation in which the bidder is involved
- vii) Bankers certificate of solvency.
- viii) Details of facilities and manpower / organization available with Bidder. Where Bidder does not have such facilities / manpower in-house or where in-house facilities/ manpower are inadequate, the bidder shall confirm that he is willing to engage a sub-contractor duly approved by OWNER / PMC. The proposed sub-contractor shall be identified & detailed information provided at the time of Bidding for purpose of evaluation by OWNER / PMC.
- ix) "Original" PQ booklet duly signed and stamped by the Bidder.
- x) Bidders shall, within 3 (three) days of PQ Bid Opening, submit the originals of all those documents which have been scanned and have been uploaded in PQ bid, meeting Bidder Qualification Criteria (BQC) as per ITB. All these documents shall be submitted

in originals in a separate section/booklet along with their offer. This section/booklet shall be titled as "Documentation against Bidder Qualification Criteria (Technical, Commercial & Financial) Ref: PQ Booklet No. 6370-BBBR/BIOM/PQB-002" with proper index & page numbering & the same shall be sent to :

**M/s. Bharat Petroleum Corporation Limited.**

**Mr. V. M. Malpe**

P&CS Department

2<sup>nd</sup> Floor, South Block, Admin Building

Bharat Petroleum Corporation Limited

Mumbai Refinery,

Mahul, Chembur,

Mumbai- 400074

All Forms duly filled as stipulated in this PQ booklet shall be submitted with PQ bid.

**5.0 SUBMISSION OF PQ BIDS**

5.1 PQ Bid in Physical Form, through e-mail/Post/Fax/CD etc. is not permitted. The PQ Bid submitted online through BPCL's website: <https://bpclproc.in/EPROC/> only shall be considered for evaluation. Bidders are required to upload the PQ Bid along with all supporting documents on the BPCL's website: <https://bpclproc.in/EPROC/> only.

5.2 The PQ bid shall be submitted by uploading relevant document in respective covers provided in the BPCL's website: <https://bpclproc.in/EPROC/>.

5.3 Bidders are advised to download the documents from BPCL's website: <https://bpclproc.in/EPROC/>. This ensures that the Bidder downloads proper/complete PQ documents. This also enables the bidder to visit the website for any corrigendum/amendments, time extension, clarifications, etc. which is essential for submitting proper PQ bid. Failure of bidder to submit PQ bid without taking cognizance of corrigendum/amendments issued by TEIPL/BPCL shall be liable for rejection.

**6.0 MANDATORY REQUIREMENTS**

**6.1 LITIGATION/ARBITRATION**

6.1.1 Bidder shall give number and details of any litigation / arbitration proceedings presently under process or have undergone earlier with respect to the works executed by Bidder during last 5 years.

6.1.2 Bidder submitting their PQ details shall not be under liquidation, court receivership or similar proceedings, such bidders will be disqualified and will not be considered for pre-qualification.

**6.2 FRAUDULENT PRACTICES**

6.2.1 The OWNER requires that Bidders observe the highest standard of ethics during the award/ execution of Contract. "Fraudulent Practice" means a misrepresentation of facts in

order to influence the award of a Contract to the detriment of the Owner, and includes collusive practice among bidders (prior to or after PQ Bid/ Bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Owner of the benefits of free and open competition.

- i) The OWNER will reject a proposal for award if it determines that the bidder recommended for award has engaged in fraudulent practices in competing for the Contract in question. Bidder is required to furnish the complete and correct information / documents required for evaluation of their PQ Bids/ Bids. If the information/ documents forming basis of evaluation is found to be false/ forged, the same shall be considered adequate ground for rejection of bids and forfeiture of Earnest Money Deposit.
- ii) In case, the information/ document furnished by the Bidder/Contractor of **6370-BBBR/ BIOM/PQB-002** forming basis of evaluation of his PQ Bid /Bid is found to be false / forged after the award of the contract, Owner shall have full right to terminate the contract and get the remaining job executed at the risk & cost of such Bidder/ Contractor without any prejudice to other rights available to Owner under the contract such as forfeiture of Contract Performance bank guarantee (CPBG) / Security Deposit, withholding of payment etc.
- iii) In case, this issue of submission of false documents comes to the notice after execution of work, Owner shall have full right to forfeit any amount due to the Bidder / Contractor along with forfeiture of Contract Performance bank guarantee (CPBG)/ Security Deposit furnished by the bidder / contractor.
- iv) Further, such bidder / contractor shall be put on Blacklist/ Holiday/ Negative List of OWNER/TEIPLMOPNG/any Oil PSE debarring them from future business with Owner & TEIPL for a time period, as per the prevailing policy of OWNER & TEIPL.

### **6.3 APPLICABLE LAW AND JURISDICTION**

The Bidding Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Mumbai shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Bidding Process.

- 6.4 All the details / documents submitted along with PQ proposal which have been considered for evaluation of Pre-qualification shall form as the minimum commitments from Bidder and shall form part of Contract document to that extent.
- 6.5 Bidder shall ensure that as a minimum the following activities are performed by them directly and not sub-contracted.
  - i) Overall Management
  - ii) Planning, Monitoring
  - iii) Procurement
  - iv) Storage arrangements
  - v) Transportation.

### **7.0 ACKNOWLEDGEMENT & CONFIRMATION**

- 7.1 Within 05 (Five) days of downloading the PQ Booklet, Bidder shall acknowledge the receipt of PQ Booklet and confirm his intention to submit his PQ Bid as per the Proforma enclosed as Appendix - III to this document.

7.2 Bidder must furnish the Acknowledgement-Cum-Consent Letter positively. Bidder should download the PQ Booklet in their name and while downloading the PQ Booklet shall give complete and correct contact details while downloading the document.

# BIDDING FORMS

## **ROC - FORMS**

### **RESPONSIVE OFFER CRITERIA (ROC)**

- (1) Bidder must categorically state that all terms and conditions of PQ data booklet vide clause 3.0 of "NIT" are acceptable to them.
- (2) All the forms are duly filled, stamped and signed by Bid signatory.
- (3) Bidder proposal is as per Bid outline requirements.

(SIGNATURE OF BIDDER)

**BID QUALIFICATION CRITERIA (BQC)**

**EXPERIENCE DETAILS FOR 2G ETHANOL BIOREFINERY – BIO MASS SUPPLY**

Bidder to submit following information as per below clause **1.0 Experience** and **2.0 Annual Turnover** and also in **Form (1), Form (2) and Form (3)** attached herewith:

**1.0 EXPERIENCE**

<b>SR. NO.</b>	<b>DESCRIPTION</b>	<b>PROJECT – 1, 2 etc.</b>
1.	Project name and description	
2.	Capacity of plant	
3.	(a) Awarded contract value (INR) without service tax / GST	
	(b) Final executed contract value (INR) without service tax / GST	
4.	Scope of responsibilities for :	
	(a) Procurement and supply	
	Note: in case work executed on CONSORTIUM/JV basis only scope of responsibilities of Bidder's organization be mentioned	
<b>SR. NO.</b>	<b>DESCRIPTION</b>	<b>PROJECT – 1, 2 etc.</b>
5.	Name of Owner	
	(a) Name and address of Owner's contact person	
	(b) Telephone and Fax No.	
6.	Name of Consultant (if any)	
	(a) Name and address of Consultant's contact person	
	(b) Telephone and Fax No.	
7.	(a) Date / month / year of award / commencement of Project	
	(b) Date / month / year of scheduled commissioning of Project.	



	(c) Date / month / year of actual commissioning of Project.	
8.	Basis of work	Individual / Consortium / Joint venture
9.	Whether document submitted in support viz. copies of work order and completion certificate identifying the scope of responsibility and successful completion of order for ascertaining BQC.	
10.	Health & safety	Total no. of accidents / loss time accidents
11.	Documents enclosed as proof	
12.	Copy of MOU to be enclosed if experience mentioned above is executed as Consortium / JV	

## 2.0 ANNUAL TURNOVER

- (1) 2016 - 2017 INR \_\_\_\_\_ Crores  
(2) 2015 -2016 INR \_\_\_\_\_ Crores  
(3) 2014 -2015 INR \_\_\_\_\_ Crores

Whether copies of balance sheet and annual turnover statements for the above three financial years submitted - YES / NO

**Note 1 :** Bidder shall furnish the experience details as above of orders which they consider suitable for their pre-qualification. OWNER / PMC reserve the right not to evaluate any other Project details.

**2 :** Bidder to note that BQC form shall be filled as per the Proformas as stated, along with copies of work order and completion certificates.

**3 :** Bidder to note that non-submission of relevant supporting documents may lead to rejection of their PQ bid. It is to be ensured that all relevant supporting documents shall be submitted along with the PQ bid in the first instance itself. Pre-qualification may be completed based on the details so furnished without seeking any subsequent additional information.

## LIST OF FORMS

**Bidder to submit following FORMS duly filled in:**

FORM - 1	Bidder's concurrent commitment
FORM - 2	Bidder's past experience for the last 10 years
FORM - 3	Financial details
FORM – 4	Confirmation regarding Mandatory requirements
FORM – 5	Bidder's Organization details
FORM – 6	Litigation / Arbitration details
FORM – 7	Confirmation regarding Blacklisting/Holiday list from BPCL, TEIPL/MOPNG/any Oil PSE

**DETAILS OF CONCURRENT COMMITMENTS**

(Name of the project)

<b>SR. NO.</b>	<b>FULL POSTAL ADDRESS OF CLIENT AND NAME OF OFFICER IN-CHARGE</b>	<b>DESCRIPTION OF THE WORK</b>	<b>VALUE OF CONTRACT</b>	<b>DATE OF COMMENCEMENT OF WORK</b>	<b>SCHEDULED COMPLETION PERIOD</b>	<b>% COMPLETION AS ON DATE</b>	<b>REMARKS</b>

(SIGNATURE OF BIDDER )

**PROCUREMENT AND SUPPLY EXPERIENCES**

Bidder shall furnish their Procurement and supply experience details with reference to the work, which pre-qualify them in line with Experience Criteria mentioned under clause 3.0 of 'Invitation for Pre-qualification'

(MARK FOR APPLICABILITY IN BOX  )

Biomass supply Package:

<b>S. No.</b>	<b>Description</b>	<b>PROJECT – 1, 2 etc.</b>	
1.	Name of Project, Raw material, Location		
2.	Description of work		
3.	Single Contract value (without service tax/GST) a) Awarded b) Final executed c) Exchange rate considered for contract		
4.	Capacity of the plant		
5.	Name of Owner, Postal Address, Phone / fax no. / Email		
6.	Name of Consultant/ Postal Address, Phone / fax no. / Email		
7	Project Status  • Date of Award • Effective Date of Contract • Starting date • Delays in months, if any • Reasons for delay, if any • Scheduled completion date • Actual Project completion date • Delay in months (if any) • Reasons for delay (If any)		
8	Scope of work executed by Bidder's organization  (In case work has been executed on Consortium / JV basis, only scope of work of Bidder's organization be mentioned)	<ul style="list-style-type: none"> <li>• Procurement services <input type="checkbox"/></li> <li>• Procurement including supply <input type="checkbox"/></li> <li>• Storage Arrangement <input type="checkbox"/></li> <li>• Transportation <input type="checkbox"/></li> </ul>	

10	Completion status	<ul style="list-style-type: none"> <li>Specify Date of completion</li> </ul> -Whether completion certificate enclosed YES <input type="checkbox"/> No <input type="checkbox"/>	
11.1	Copy of work order/ Contract Agreement enclosed	YES <input type="checkbox"/> No <input type="checkbox"/>	
11.2	A certificate that the Plant is put into commercial operation	YES <input type="checkbox"/> No <input type="checkbox"/>	
12	Health and Safety records	<ul style="list-style-type: none"> <li>Total number of lost time accidents</li> <li>Total number of fatalities (if any)</li> </ul>	
13	Sourcing of permanent materials	Countries such as ----- -----	
14	Volume of work such as	<ul style="list-style-type: none"> <li>Qty in MT.</li> <li>Storage Facility in MT</li> <li>Storage availability in days</li> <li>Transportation in no of vehicles</li> </ul>	
15	Constraints	Details of constraints faced in the execution of the work	
16	Type of Project	Whether this work is for: <ul style="list-style-type: none"> <li>Bio Refinery <input type="checkbox"/></li> <li>Power plants <input type="checkbox"/></li> <li>Food Industry <input type="checkbox"/></li> <li>Sugar Mills <input type="checkbox"/></li> <li>Paper Industry <input type="checkbox"/></li> </ul>	
17	Basis of work	<ul style="list-style-type: none"> <li>Individual <input type="checkbox"/></li> <li>Consortium</li> <li>Joint Venture</li> </ul>	
18	Details of work experience in India		

**FINANCIAL DETAILS**

**A. AUDITED ANNUAL TURNOVER REPORTS FOR LAST 3 YEARS**

	Gross Turnover INR	Gross Profit INR	Net Profit after tax, interest & Depreciation INR
i.) 2016-2017 ii.) 2015-2016 iii.) 2014-2015  i)31.12.2016 ii)31.12.2015 iii)31.12.2014			

**B. DETAILS OF BANKERS:**

MAIN BANKERS	NAME
	ADDRESS
	PHONE / FAX

**C. ENCLOSE AUDITED REPORT OF PROFIT & LOSS STATEMENT FOR THE PRECEDING THREE ACCOUNTING YEARS**

2016-2017  
 2015-2016  
 2014-2015  
 OR  
 31.12.2016  
 31.12.2015  
 31.12.2014

**D. PROJECTED ANNUAL TURNOVER – INR**

**D.1 CURRENT ACCOUNT YEAR**

- COMPANY INR

**D.1 NEXT ACCOUNT YEAR**

COMPANY INR

E. CREDIT FACILITIES AVAILABLE WITH COMPANY -----  
(Banker's letter may be enclosed)

G. THE BIDDER SHALL ATTACH FRESH SOLVENCY CERTIFICATE ISSUED BY HIS  
MAIN BANKER

SUBMITTED	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

H. ENCLOSE LETTER FROM YOUR BANKER/SELF THAT THE AGENCY IS NOT  
UNDER LIQUIDATION, COURT RECEIVERSHIP OR SIMILAR PROCEEDINGS.

**CONFIRMATION REGARDING MANDATORY REQUIREMENTS**

Bidder shall confirm their compliance with the Mandatory Requirements as mentioned under the following clauses of this PQ Booklet

- Clause No.7.1.1 of ITB : YES -
  
- Clause No. 7.1.2 of ITB : YES -
  
- Clause No. 7.5 of ITB : YES -



### **BIDDER'S ORGANIZATION DETAILS**

In this Exhibit Bidder shall detail out Company's Organization details, detailing out specifically.

- 1) Whether the Company is
  - a) Public / Pvt. Limited Company
  - b) Partnership
  - c) Sole Proprietor
  - d) Farmer's Cooperative
  
- 2) Whether any change in Company's Ownership has occurred, during last 10 years, if yes, then when:
  - a) No change
  - b) Changed up to 2 times during last 10 years
  - c) Changed more than 3 times during last 10 years

**LITIGATION / ARBITRATION DETAILS**

In this Exhibit Bidder shall furnish details of litigation /arbitration cases of the Bidder during the last 5 years.

**CONFIRMATION REGARDING BLACKLISTING /HOLIDAY LIST FROM BPCL,  
TEIPL/MOPNG/ANY OIL PSE**

In this Exhibit Bidder shall confirm that bidder is not Blacklisted or included in the Holiday list from BPCL, TEIPL/MOPNG/any Oil PSE.

FORMAT OF DECLARATION  
(NOTARIAL ATTESTED)

To,  
Bharat Petroleum Corporation Ltd.

Sub: Tender No. : \_\_\_\_\_ for \_\_\_\_\_

Dear Sir,

1. The Pre-Qualification Bid no. \_\_\_\_\_ dated \_\_\_\_\_ submitted by us may be regarded as a joint bid of \_\_\_\_\_ (name of Consortium members) for the subject work.
- 2(a). The signature of Mr. \_\_\_\_\_ (name of Consortium member) on the Bid & offer may be regarded as signature(s) of the duly authorized signatory of \_\_\_\_\_ (name of Consortium member) on the Bid & offer may be regarded as signature(s) of the duly authorized signatory of \_\_\_\_\_ (name of Consortium members) and we do hereby ratify, confirm and adopt the said signature(s) as the signature(s) of our duly authorized signatory.
- (b) The signature of Mr. \_\_\_\_\_ on the bid offer shall be regarded as the signature of the duly authorized signatory of \_\_\_\_\_ , and we do hereby ratify, confirm and adopt the said signature as the signature(s) of our duly authorized signatory.
- (c) The signature of Mr. \_\_\_\_\_ on the bid offer shall be regarded as the signature of the duly authorized signatory of \_\_\_\_\_ , and we do hereby ratify, confirm and adopt the said signature as the signature(s) of our duly authorized signatory.
3. We further undertake to be jointly and severally liable for execution of the Contract, if awarded, in accordance with its terms, and to jointly and severally assume responsibility for all obligations and liabilities under the contract.
4. We hereby state that M/s. \_\_\_\_\_ shall be the Leader of the Consortium authorized to represent the Consortium in all transactions with Bharat Petroleum Corporation Ltd. and to bind all the Consortium members, in the event of the Consortium submitting this joint bid being selected as the successful bidder for the award of the Contract.
5. We hereby confirm that \_\_\_\_\_ who is a Consortium member qualified under Clause 3.2.2.1 of the NIT for the Biomass supply for 2G Ethanol Bio refinery at Baulsingha village, Bhatli Tehsil, Bargarh district, Odisha, India of Bharat Petroleum Corporation Ltd, shall assume direct responsibility for performing the procurement, storage and supply for the Project and shall be directly responsible for managing the following critical activities of the Project.

[Set forth identified critical activities]

6 (a) (Name of the Consortium member) shall be directly responsible for performing the following activities of the Project.  
(Set forth activities)

(b) (Name of the Consortium member) shall be directly responsible for performing the following activities of the Project.  
(Set forth activities)

7. As and when the contract is awarded, we undertake to sign such further document(s) and/or contracts as BPCL may require to further jointly and severally bind us \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ in the manner hereinabove set forth for the due, proper and timely performance of all obligations and the due discharge of all liabilities under the Contract.

8. We hereby confirm that the undersigned are each duly authorized and competent to issue this letter / undertaking on behalf of each of the signatories for whom they have signed.

Yours faithfully,

For \_\_\_\_\_  
(Name)  
Designation

For \_\_\_\_\_  
(Name)  
Designation

## CHECK LIST FOR PQ BID SUBMISSION

## SUBJECT: CHECK LIST FOR PQ BID SUBMISSION

Bidder is requested to fill this Check List and ensure that all details / documents as mentioned in the Pre-Qualification Booklet is submitted along with their PQ Bid. Please tick the box and ensure compliance and specify the Page No. of PQ Bid submitted.

### A. UNDER SECTION-1

#### A.1 Letter of submission

Submitted  Page No. -----

#### A.2 Check List

This check list duly filled in and stamped

Submitted  Page No. -----

#### A.3 Power of Attorney in favor of Signatory of PQ Bid

Submitted  Page No. -----

#### A.4 Memorandum of Understanding in Case of Consortium bids

Submitted  Page No. -----

#### A.5 Basis of Bidding

i) Single Bidder

ii) Consortium Bidding

#### A.6 Integrity Pact Duly signed and stamped

Submitted  Page No. -----

### B. UNDER SECTION-2

#### B.1 Particular Experience Details as per BQC along with copy of work order / Award of work, copy of Proof of Completion And that the plant is in operation or PG test run has been conducted

Submitted  Page No. -----

#### B.2 Specify name of projects for which Experience details as per Sl. No. B.1

has been submitted :

-----  
-----  
-----

**B.9 Present commitments as per Form-1**

Submitted  Page No. -----

**B.3 Past Experience details as per Form-2**  
along with copy of work order / award of work,  
copy of Proof of Completion and that the plant  
is in operation or PG test run has been conducted

Submitted  Page No. -----

**B.4 Specify name of projects for which**  
Experience details as per Sl. No. B.3  
has been submitted :

-----  
-----  
-----

**B.5 Financial details as per Form-3**

Submitted  Page No. -----

**B.5.1 Audited Balance sheet including**  
Profit and Loss account for the  
Last three years

Submitted

Submitted for the years

1. -----
2. -----
3. -----

**B.5.2 Fresh solvency certificate**  
Issued by the Banker

Submitted  Page No. -----

**B.5.3 Any other document**

Submitted  Page No. -----

Furnish details



B.6 Confirmation regarding Mandatory requirements as per Form-4

Submitted  Page No. -----

C. UNDER SECTION-3

Company's Organization details as per  
Form-5

Submitted  Page No. -----

D. UNDER SECTION-4

Details regarding litigation / arbitration  
Proceedings as per Form-6

Submitted  Page No. -----

E. UNDER SECTION-4

Confirmation regarding Blacklisting / Holiday list  
BY BPCL, TEIPL/MOPNG/any Oil PSE as per Form-7

Submitted  Page No. -----

F. One copy of PQ Booklet duly signed and  
Stamped on each page

Submitted  Page No. -----

**ACKNOWLEDGEMENT CUM  
CONSENT LETTER**

To

**Toyo Engineering India Pvt. Limited  
Toyo Technology Center, 71,  
Kanjur Village Road,  
Kanjurmarg (East),  
Mumbai 400 042, India**

**Kind Attn.: Mr. Sushilkumar Deshmukh / Mr. Amit Desai – Chief Project  
Manager / Project Manager**

**SUBJECT :** Biomass supply for “2G ETHANOL BIO REFINERY” Project of  
M/s. BHARAT PETROLEUM CORPORATION LIMITED (BPCL)  
at Baulsingha village, Bhatli Tehsil, Bargarh district, Odisha

**(PQ BOOKLET NO.: 6370-BBBR/ BIOM/PQB-002)**

Dear Sir,

We hereby acknowledge receipt of a complete set of PQ Booklet along with enclosures for preparing the PQ Bid by downloading from your website.

We undertake that the PQ Booklet 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 submit the PQ Bid for the subject unit

And furnish following details with respect to our office:

POSTAL ADDRESS : \_\_\_\_\_  
\_\_\_\_\_  
TELEPHONE NUMBER : \_\_\_\_\_  
TELEFAX NUMBER : \_\_\_\_\_  
CONTACT PERSON : \_\_\_\_\_  
E-MAIL ADDRESS : \_\_\_\_\_

B. Contact person at New Delhi, if any :

POSTAL ADDRESS : \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE/MOBILE NUMBER :\_\_ \_\_\_\_\_

TELEFAX NUMBER : \_\_\_\_\_

CONTACT PERSON : \_\_\_\_\_

E- MAIL ADDRESS : \_\_\_\_\_

C. We are unable to submit PQ Bid for the reasons given below.

Reasons for non-submission of PQ Bid:

\_\_\_\_\_  
\_\_\_\_\_

AGENCY'S NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

NAME : \_\_\_\_\_

DESIGNATION : \_\_\_\_\_

DATE : \_\_\_\_\_

NOTE: Bidders are requested to furnish the details mentioned at (A) and (B) or (C) above immediately within 05 (Five) days after receipt of PQ Booklet.

**(SIGNATURE AND STAMP OF BIDDER)**

**FORMAT FOR FURNISHING AFFIDAVIT  
AFFIDAVIT**

AFFIDAVIT OF ....., S/o D/o , resident of  
EMPLOYED AS ..... WITH  
.....HAVING OFFICE  
AT .....PIN.....

I, the above named deponent do hereby solemnly affirm and state as under:-

1. That I am the authorized representative and signatory of M/s.....
2. That the document (s) submitted as mentioned hereunder by M/s..... along with the Bid  
Document submitted under covering letter no.... dated.... towards PQ Booklet No..... for..... (Project) has/have been submitted under my knowledge.

Sr. No.	Document Reference no. & date	Document subject	Issuing Authority

3. That the document(s) submitted as mentioned above, by M/s..... along with the Bid  
Document for meeting the Bidder Qualification Criteria there under, vide covering letter no.... dated.... towards PQ Booklet No ..... for.....are authentic, genuine, copy of their originals and have been issued by the issuing authority mentioned above and no part of the document(s) is false, forged or fabricated.
4. That no part of this affidavit is false and that this affidavit and the above declaration in respect of genuineness of the documents has been made having full knowledge of (i) the provisions of the Indian Penal Code 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 BPCL/TEIPL to initiate action in the event of such declaration turning out to be a misrepresentation or false representation.
5. I depose accordingly.

DEPONENT

VERIFICATION

I, .....the deponent above named do hereby verify that the factual contents of this affidavit are true and correct. No part of it is false and nothing material has been concealed there from.

Verified at .....on this.....day of.....20...

DEPONENT