


NOTICE INVITING TENDER
FOR
(INDIAN COMPETITIVE BIDDING)



HINDUSTAN PETROLEUM CORPORATION LTD.
VISAKH REFINERY

Tender no.: 21000040-HD-46009

IMPORTANT: Please note that this is an e-Public Tender. Please login at site (<https://etender.hpcl.co.in>) and respond to the tender. Please note that this is an online tender and online 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 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 DIGITAL ASSETS CREATION FOR VR
HINDUSTAN PETROLEUM CORPORATION LIMITED IN VISAKHAPATNAM IN
THE STATE OF ANDHRA PRADESH (INDIA)**

1.0 INTRODUCTION


HPCL Visakh Refinery is situated at Malkapuram, Visakhapatnam. This tender is to create digital assets for the plant which includes intelligent 3D models through laser scanning, intelligent P&IDs, intelligent E&I database and master tag library for various units and any sub-units in respective battery limits as per the details in this tender.

2.0 BRIEF SCOPE OF WORK:

HPCL Visakh refinery intends to create/consolidate all the up-to-date as-built/as-is engineering information of units-CDU-II, FCCU-II, MEROX & PRU of Visakh refinery (total 4 nos.). The major categories of work are:

1. Capturing of up-to-date as-is physical plant scan data using laser scanning technology. Creation of intelligent 3D models from the scan data using latest 3D modelling software
2. Creation of up-to-date intelligent P&IDs from available hard/soft copies and field information. Wherever up-to-date P&ID is not available, bidder has to make the same afresh.
3. Creation of master tag management database for the complete project
4. Creation and Management of Instrumentation Database
5. Creation and Management of Electrical Database
6. Intelligent P&ID (2D) and 3D model shall be integrated to each other with the built in facility of compare & update so as to exchange the properties to and fro.
7. Schematic 3D integrator shall be used to build 3D model from 2D. The 3D model shall be in integration with 2D (datasheets, P&IDs, drawings) at tag level and shall facilitate two-way flow of information between 3D and 2D, synchronization of all tag attributes and revision management.
8. Using integration platform, designer/modeller shall be able to validate the 3D design data and check consistency against the P&ID.

Please refer Attachment-I for complete technical specification and for detailed job scope including software, hardware and training requirements.


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3.0 TIME SCHEDULE / DELIVERY / DURATION OF CONTRACT:

- 3.1 The Delivery period for all the listed deliverables as per Attachment-I for these units is 12 (twelve) months from the date of placement of Purchase Order.
- 3.2 Training in the software (ADMIN and USER level) to be provided within three months from the date of placement of Purchase Order.
- 3.3 Hardware to be installed at HPCL premises within three months from the date of placement of Purchase Order.

4.0 SALIENT FEATURES OF BIDDING DOCUMENT:

a)	Tender Document No.	:	21000040-HD-46009
b)	Bidding Document on Website	:	24.07.2021
c)	Earnest Money Deposit/ Bid Security	:	Vendor to submit declaration in lieu of EMD
d)	Pre-Bid Meeting & Site Visit	:	03.08.2021
e)	Due date of Receipt of Bidder's Queries for Pre-bid Meeting	:	02.08.2021 by 11:00 hrs (IST)
f)	Last date and time for submission of EMD by POST to the address in 4.1 below	:	Not applicable. Vendor to submit declaration in lieu of EMD
g)	Last Date and time of Online submission of Bids (Bid Due Date)	:	16.08.2021 @ 15:00 Hrs (IST)
h)	Opening of EMD in physical form	:	Not applicable
i)	Opening of Pre-qualification Bids (Part-I) in eProc site	:	16.08.2021 @ 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)

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4.1 EMD (Part-I of bid) shall be submitted to: Not applicable.

4.2 PRE-BID MEETING

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

Bidder shall consider in their priced bid, all the prebid discussions and subsequent corrigenda issued, if any, 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 **BOTH** the qualification criteria, stipulated at 5.1 and 5.2 below.

5.1 Financial Criteria:

5.1.1 Average Annual Financial Turnover during the last 3 years, ending 31st March, of the previous financial year, should be at least Rs.1.19 Cr.


5.2 Experience Criteria

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

1. Three similar completed works, each costing not less than the amount of Rs.1.59 Cr. or
2. Two similar completed works, each costing not less than the amount of Rs. 1.99 Cr. or
3. One similar completed work costing not less than the amount of Rs. 3.18 Cr.

5.2.2 “**Similar work**” mentioned in 5.2.1, 5.2.2 & 5.2.3 above is defined as:

“The Tenderer/vendor should have completed capturing of as-built plant data, intelligent 3D modelling and submission of as-built 3D model of any of the process units / process facilities in Refinery/offshore/Petrochemical/gas/Fertilizer industry in India or Abroad during the last 7 years ending last day of the month previous to one in which applications are invited”.

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The vendor shall submit job completion report as proof for completed works.

5.2.3 Bidder shall submit following document copies duly notarized in support of their claimed past projects for the same:

- a) Bidder shall submit documentary evidence in detail in respect of their claim for the experience as stated above giving complete details of work done including client's name & address, detail scope of work, value of work and date of commencement & date of completion. Copies of the work order/ contract, completion certificate, etc.
- b) End user/owner operator (of any of the facilities as listed in clause 5.1) completion certificate and satisfactory performance certificate to be submitted with bid along with contact details.
- c) The software which will be used in the project shall have proven record for last 7 years and should meet all the 3D intelligent requirements stated in the ATTACHMENT-I. Bidder shall provide the necessary documents for the same to HPCL for review and approval.
- d) Criteria for prior experience and prior turnover (PQC) to be relaxed by 15% for Micro and Small Enterprises (MSEs) subject to meeting the prescribed quality and technical specification of the tendered items/services.
- e) Bidder shall submit the balance sheet, audited Financial Statements including Profit and Loss Account, necessary undertaking, documentary evidence etc. along with bid to establish his experience and track record meeting qualification criteria.
- f) The submission of authenticated documents meeting the requirement criteria is the prime criteria for qualification of the bidder.
- g) The bidder not meeting the qualification criteria is liable for rejection at the discretion of HPCL.
- h) The bidder shall quote for all line items. Not quoting for any line items will disqualify the bidder.

Note:

- i) Both the above criteria to be met for qualification of applicants.
- ii) The above works can be part of a single PO or different POs as per 5.2.1.
- iii) All the amounts mentioned above are basic, exclusive of all taxes and extras.

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5.3 DOCUMENTS REQUIRED FOR FULFILLING QUALIFICATION CRITERIA

5.3.1 Documents for experience criteria.

- a. Copy of purchase orders
- b. Completion certificates from Clients

The PO date and completion date (as mentioned in the completion certificates) shall comply with the 7 years' criteria mentioned in Cl. 5.2.

5.3.2 Documents for financial criteria

Balance sheet or Audited Financial Statements including Profit and Loss Account, necessary undertaking etc. along with bid to establish bidder's experience and track record meeting qualification criteria.

5.3.3 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.

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

Therefore, the bidder shall, in their 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 technical 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.

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5.5 **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 two or more affiliates submit a bid, then any one or all of them are liable for disqualification. However up to three (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.

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.

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- 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 warrantees/ 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

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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):

Vendor to submit declaration in lieu of EMD in the attached format.


8.0 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 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

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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 GENERAL


- 10.1 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.
- 10.2 Subsequent to the submission of bid, bidders are not allowed to change the price.
- 10.3 Bidder shall have single point responsibility for project management and execution of complete scope covered in the tender.

11.0 INSTRUCTIONS REGARDING SUBMISSION OF BIDS:

- 11.1. Bid shall be submitted under 3 bid system in three PARTs as follows:
- EMD (DECLARATION IN E-PROC SYSTEM)
 - PART-I: PRE-QUALIFICATION BID (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 E-PROC SYSTEM)
 - PART-III: PRICED BID (IN E-PROC SYSTEM)
- 11.2. Confidential Technical Data / Documents: Incase confidential technical data / documents have to be submitted by the vendor, same can be submitted in a sealed envelope on or before the Tender Due Date/ Extended Due Date & Time.
- 11.4. 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.
- 11.5. 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.

12.0 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, PART-II, i.e., Unpriced, bid shall be opened in the e-proc site. After establishing

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techno-commercial acceptability of the unpriced techno-commercial offers, 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.

13.0 ORIGINAL DOCUMENTS

13.1 The following documents shall be submitted in original:

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

14.0 HPCL reserve 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.

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 whatsoever, 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 / anitakonchanda@hpcl.in

DGM-Project Materials
HPCL-Visakh Refinery