



**NOTIFICATION OF TENDER FOR APPOINTMENT OF IMPLEMENTATION
PARTNER FOR DMS AT PETRONET LNG LIMITED**

Petronet LNG Limited, a company with its registered office at World Trade Centre, 1st Floor, Babar Road, Barakhamba Lane, New Delhi, 110 001, India, incorporated in April, 1998 under the provisions of the (Indian) Companies Act, 1956 (“**PLL**” or the “**Company**”) and promoted by Bharat Petroleum Corporation Limited (“**BPCL**”), GAIL (India) Limited (“**GAIL**”), Indian Oil Corporation Limited (“**IOCL**”) and Oil & Natural Gas Corporation Limited (“**ONGC**”), is engaged in the business of import, storage, regasification and marketing of Liquefied Natural Gas in India. Its shares are listed on the Bombay Stock Exchange and the National Stock Exchange of India

The company invites bids under single stage two-bid system for **TENDER FOR APPOINTMENT OF IMPLEMENTATION PARTNER FOR DMS AT PETRONET LNG LIMITED**, to submit their bid in accordance with Tender Document (**PLLDELIT000542022**).

For selection of bidders, Eligibility Criteria is described below. The Bidder should meet the following Techno Commercial Criteria and any Bidder not meeting the same will be rejected.

Bid Eligibility Criteria (BEC)

The interested bidder should meet the following technical and financial qualifying criteria.

Sl. No.	Parameter	Pre-Qualification Criteria	Document Required
TECHNICAL CRITERIA			
01	Age of the Company	The bidder should be a company registered under Companies Act, 1956/2013 (as amended) or a Partnership firm registered under Limited Liability Partnership Act, 2008 for at least seven (7) years, as on last date of bid submission.	<i>The Bidder should provide the copy of the Certificate of incorporation issued by Registrar of Companies/ Partnership Deed duly certified/ attested by Chartered Engineer and notary public with legible stamp</i>
02	OEM Authorization	The bidder should be an OEM or authorized partner of OEM for supply of licenses, solution implementation and maintenance support under warranty/ AMC, for the products required to implement the DMS solution.	<i>In case the Bidder is an OEM, then the Bidder should provide a self-undertaking. In case the Bidder is an authorized partner of OEM, then the Bidder should provide a certificate from OEM stating that the Bidder is an authorized partner of OEM.</i>

03	Technical Support Centre/office	The bidder should have a technical support centre/office operational in India having at least 10 technical resources.	<i>The Bidder should provide an undertaking to this effect (specifying the location, number of technical resources and contact number of such centre (s)) must be submitted on bidder's letterhead by its Company Secretary or Director or CTO or CFO or Partner.</i>
04	DMS experience	a) The bidder must have experience of at least two (2) DMS projects (supply of license & solution implementation /support) in the last 7 years out of which at least one (1) project (single work order) should be worth at least INR 5.5 Cr excluding taxes.	<i>The Bidder should provide copy of Work Order/ Purchase Order and Work Completion Certificate of the projects from the client duly certified/ attested by Chartered Engineer and notary public with legible stamp.</i>
		b) The Bidder must have implemented the proposed DMS solution in at least one (1) organization in India having at least 500 live users per organization in last 7 years. The requisite dates shall be reckoned from the last date of bid submission.	<i>The Bidder should provide the Implementation Certificate from client certifying that the proposed DMS solution has been successfully implemented duly certified/ attested by Chartered Engineer and notary public with legible stamp.</i>
05	CMMI Level 3 experience	The bidder or its parent company should be CMMI Level 3 or above compliant, as on the last date of submission of the bid.	<i>The Bidder should provide copy of the certificate of CMMI Level 3 or above duly certified/ attested by Chartered Engineer and notary public with legible stamp.</i>
06	Gartner's Magic Quadrant	The OEM of the proposed DMS solution by the Bidder appear in the Gartner's Magic Quadrant for Content Services Platforms (latest edition as on last date of the bid submission)	<i>The Bidder shall provide the Gartner's Magic Quadrant for Content Services Platforms Report (latest edition as on last date of the bid submission) duly attested by Chartered Engineer and notary public with legible stamp.</i>
07	Implementation Partner	The OEM of the proposed DMS solution by the Bidder should have at least 3 authorized partners for the proposed DMS solution in India.	<i>The Bidder should provide a certificate from OEM stating the names of at least 3 authorized partners and the same shall be attested by Chartered Engineer and notary public with legible stamp.</i>

For avoidance of doubt following shall be considered as DMS solution for the purpose of interpretation of Technical BEC criteria

- a) Enterprise Content Management,
- b) Document Management System,
- c) Paperless office solution.

FINANCIAL CRITERIA

01	Turnover	The Bidder should have an annual turnover of at least Rs. 5.5 Cr. during any of the last three financial years (2021-22,2020-21,2019-20).	<i>The Bidder should provide Audited Financial statements for the financial years 2019-20, 2020-21, 2021-22. Bidder to submit Certificate duly certified by Chartered Accountant.</i>
02	Net-worth	The bidder should have positive net worth as on 31/03/2022.	<i>Bidder to submit Certificate duly certified by Chartered Accountant.</i>
03	Working Capital	The bidder should have Working Capital of at least Rs. 1.08 Cr. as on 31/03/2022.	<i>Bidder to submit Certificate duly certified by Chartered Accountant.</i>

Note:

1. All charges of the Third party for verification and certification shall be borne by the Bidder.
2. PLL reserves the right to call for any further information that it deems necessary. In case, the Company finds the submitted information to be false / forged / misleading in any manner, the bidder is liable to be put on a holiday for a three-year period.

Documents in support of Technical Criteria:

- 1) Bidder shall submit documents in support of the Technical Bid Evaluation Criteria (BEC) duly certified/attested by independent chartered engineer and notary public with his legible seal and signature.
- 2) Jobs executed by subsidiary/fellow subsidiary/holding company:
A job executed by a Bidder for its own plant/projects cannot be considered as experience for the purpose of meeting the requirements of BEC of the tender. However, jobs executed for subsidiary / fellow subsidiary / holding company will be considered as experience for the purpose of meeting BEC subject to submission of tax paid invoice(s) duly certified by statutory auditor of the Bidder towards payment of statutory tax in support of the job executed for subsidiary / fellow subsidiary / holding company. Such Bidders are required to submit these documents in addition to the documents specified in the bidding documents to meet BEC of the tender.

Documents in support of Financial Criteria:

- 1) All relevant documents submitted in support of financial criteria shall be duly certified by independent chartered accountant with his legible seal and signature and UDIN number.

- 2) If the bidder's working capital is negative or inadequate, then such bidder shall submit a letter from any scheduled commercial bank, as per RBI Act, 1934, confirming the availability of the line of credit to cover working capital requirement specified above, as per the format provided in tender document.
- 3) "Net worth" means the aggregate value of the paid-up share capital and all reserves created out of the profits and securities premium account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited balance sheet, but does not include reserves created out of revaluation of assets, write-back of depreciation and amalgamation.

General Instructions

1.	Tender Name of work	Tender for appointment of implementation partner for DMS at Petronet LNG Limited
2.	Tender No.	PLLDELIT000542022
3.	Type of tender	Open Domestic Tender
4.	Type of Bidding System	Single Stage Two-bid
5.	Contract Period	The contract period will commence from the date of issuance of the LOA. The term of the contract shall be of 42 months (06 months (implementation) + 12 months (stabilization/ handholding) post go-live of implementation phase + 24 months (support)).
6.	Site / Location	Petronet LNG Ltd. New Delhi - 1st Floor, World Trade Centre, Babar Road, Barakhamba Lane New Delhi - 110 001, India
7.	Earnest Money Deposit (EMD)	INR 23,00,000/- (Indian Rupees Twenty-Three Lakhs only)
8.	Tender Document fee (non-refundable)	Rs. 5,000/- (INR Five Thousand only). (The above amount is inclusive of GST, Bidder to bear any and all bank charges to ensure that above net amount (Tender fee) is credited to PLL.
9.	Mode of payment of Tender fee and EMD	EMD can be submitted either in the form of Bank Guarantee (i.e. as per Form-9) or through online banking at below PLL account details: Beneficiary Name : Petronet LNG limited Account Number : PLLDELIT000542022 Bank Name : HDFC Bank Ltd Branch Name : K G Marg, Delhi IFSC Code : HDFC0000003 Note: Payment shall not be made via IMPS.
10.	Place and time of issue of Tender Document	On any working day from 10:00 hrs up to 17:00 hours from 23/12/2022 to 23/01/2023 . Note: After submission of requisite amount of Tender fee, Bidder will email the receipt of the Payment along with Bidder's GST registration certificate and PAN card on cnp@petronetlng.in . PLL will issue the Tender document to such interested Bidders via email.
11.	Contact Details and Address of Tender Dealing Officer	Designation: General Manager (C&P) Mob. No.: 011-23472525 E-mail: cnp@petronetlng.in Address: Petronet LNG Limited, 1st Floor World Trade Centre, Babar Road, Barakhamba Lane, New Delhi

12.	Last Date/Time of Submission of Bids	On or before 24th January 2023 (1500 Hrs.) Physical submission (in hard copy) as per Clause 4 of the ITB at the address given below: Petronet LNG Limited 1st Floor World Trade Centre Babar Road, Barakhamba Lane, New Delhi-110001
13.	Last date for submission of Query	On or before 06th January 2023 . (Through email on cnp@petronetlng.in) <i>Bidders to note that PLL shall not consider or be obligated to respond to any query(ies) submitted after the query submission date and time.</i>
14.	Date for Pre-Bid Meeting	03rd January, 2023 The Pre-Bid Meeting shall be conducted online, any Bidder interested in attending the Pre-Bid meeting has to send its written request through email on cnp@petronetlng.in on or before 02nd January 2023 (1500 Hrs.) . PLL will send the link for joining the meeting accordingly.

- Bids must be submitted strictly in accordance with Clause No. 4 of ITB. The NIT is an integral and inseparable part of the bidding document.
- The Bidding Documents shall remain the exclusive property of the Owner without any right with the Bidder to use them for any purpose except for the purpose of Bidding and for use by the successful Bidder with reference to the Work.
- No tender documents will, however, be sold / issued to the bidders who are on Holiday by PLL (if any) or have initiated any court proceedings, arbitration or started any litigation process against PLL. If the documents were issued inadvertently / downloaded from website, offers submitted by such bidder shall not be considered if the bidder is on holiday as stated above on the due date of Bid submission, offer from such bidder shall be returned. The above is with prejudice to other rights of PLL.
- PLL reserves the right to reject any or all Bid or cancel / withdraw the invitation to bid without assigning any reason whatsoever and in such case no bidder / intending bidder shall have any claim arising out of such actions.
- If the date of receiving and opening of Tender happens to be holiday/declared holiday, the Tender shall be received and opened on the next working day at the same time and in the same manner.