



## NOTIFICATION OF TENDER DOCUMENT FOR SELECTION OF AGENCY FOR PROVIDING SECURITY SERVICES AT PETRONET LNG LIMITED, NEW DELHI

**Petronet LNG Limited**, a company with its registered office at World Trade Centre, 1<sup>st</sup> 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 “**Selection of Security Service Agency at PLL, New Delhi**” to submit their bid in accordance with Tender Document (**PLLDELHR000582023**).

### **Bid Eligibility Criteria (BEC) – Selection of Contractor**

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.

#### **A. Technical Criteria:**

- 1) The bidder should have any of the following experience of similar work (\*) in previous 7 (seven) years. The previous 7 (seven) years shall be counted from the last day of bid submission date (Kindly refer Note Point-iv of Notes given below).
  - a. One similar completed works each costing not less than the amount equal to Rs. 1.42 Cr exclusive of GST **OR**
  - b. Two similar completed works each costing not less than the amount equal to Rs. 1.15 Cr exclusive of GST **OR**
  - c. Three similar completed works each costing not less than the amount equal to Rs. 86 lakh exclusive of GST.

(\*) Definition of “Similar Work” “Providing Security Services of engaging minimum 50 security personnel. The Bidder shall submit PO/LOA/ Work / Service Order copy (ies) and their completion certificate(s) in the support of the above *duly certified/ attested by Chartered Engineer and notary public with legible stamp*.

- 2) The Bidder must have its office in Delhi/NCR. *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.*

- 3) The Bidder must have ISO certification for providing security services in last seven years (i.e., 2016-17, 2017-18, 2018-19, 2019-20, 2020-21, 2021-22, 2022-23). Bidder should submit ISO 9000/ 9001 certificate for each year in support of the same. *The Bidder should provide the copy of the ISO Certification duly certified/ attested by Chartered Engineer and notary public with legible stamp.*
- 4) Bidder must provide Certificate of Incorporation / Shops & Establishment Registration, PF Registration, ESIC Registration. Bidder must also provide Labour Licence for previous seven years (i.e., 2016-17, 2017-18, 2018-19, 2019-20, 2020-21, 2021-22, 2022-23). *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.*
- 5) Bidder must provide certificate from CA of timely submission of dues / returns for PF & ESIC of last financial year (FY 2022-23) for all its personnel's. *Bidder to submit Certificate duly certified by Chartered Accountant.*

Note: Documents in support of Technical Criteria

- i. The documents in support of the technical criteria shall be duly certified/ attested by Chartered Engineer and Notary public with legible stamp. However, any work/purchase/service order executed for PLL by any Bidder will not require any certification from external parties (i.e. Chartered engineer, notary or any third party agency).
- ii. The amount(s) as indicated above shall be exclusive of GST/indirect taxes for arriving at Single/ Two/ Three Completed work order values.
- iii. A job executed by a Bidder for its own offices cannot be considered as experience for the purpose of meeting requirement 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 payments of statutory tax in support of the job executed for Subsidiary/ fellow subsidiary / Holding company. Such Bidders to submit these documents in addition to the documents specified in the bidding documents to meet BEC.
- iv. Even in case the date of bid submission is extended, the date originally considered as reference date for experience criteria, shall remain unchanged.

**B. Financial Criteria:**

- 1) The annual turnover of the Bidder shall be minimum Rupees 2.50 Crore (Rs. Two Crore Fifty lakhs only) in each of the preceding three financial years prior to the prescribed Bid submission date (i.e., 2020-21, 2021-22, 2022-23).
- 2) Net worth of the bidder should be positive for financial year 2022-23.
- 3) Working Capital of the Bidder must be more than Rs.1.50 Crore as on 31<sup>st</sup> March 2023.

### **General Instructions**

For participation and more details Interested Party(ies) can buy the Tender Document on payment of Tender fee (Non-refundable) as per details provided below:

1	Tender Name of work	Selection of Security Service Agency at PLL, New Delhi
2	Tender No.	PLLDELHR000582023
3	Type of tender	Open Tender
4	Type of Bidding System	Single Stage Two-bid
5	Job Completion Period	Two years from the date of issue of Work order
6	Site / Location	Petronet LNG Limited, New Delhi Office.
7	Tender Fee (non-refundable)	Rs. 1,000/-. (INR One 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. The Tender Fee is to be deposited in the bank account given in Serial number 9.
8	Earnest Money Deposit (EMD)	INR 4,28,000 /- (Indian Rupees Four Lakh and Twenty-Eight thousand only).
9	Mode of payment Tender Fee and EMD	EMD can be submitted either in the form of Bank Guarantee (i.e. as per Form-12) or through online banking at below PLL account details: <b>Amount of EMD / Bid Security: Rs. 4,28,000/-</b> <b>Beneficiary Name: Petronet LNG Limited</b> <b>Account Number: PLLDELHR000582023</b> <b>Bank Name: HDFC Bank Ltd</b> <b>Branch Name: K G Marg, Delhi</b> <b>IFSC Code: HDFC0000003</b> <b>Note: Payment shall not be made via IMPS</b>
10	Availability of Tender Document on Website(s)	On any working day from 10:00 hrs up to 17:00 hours from <b>18/12/2023 to 08/01/2024.</b> 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 <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a> . PLL will issue the Tender document to such interested Bidders via email.

11	Contact Details and Address of Tender Dealing Officer	Designation: Sr. Manager (C&P) Tel. No.: 011-23472599 E-mail: <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a> 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 <b>January 09, 2024 (1500 Hours.)</b>
13	Last date for submission of Query	On or before <b>December 28, 2023</b> (through email on <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a> )
14	Date for Pre-Bid Meeting	<b>December 27, 2023</b> The Pre-Bid Meeting shall be conducted online, Bidder interested in attending the Pre-Bid meeting has to send its written request through email on <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a> on or before <b>December 26, 2023 (1500 Hours)</b> . 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.

Contact details are given below:

**Ashutosh Varma**

**Sr. Manager (C&P)**

**Petronet LNG Limited**

World Trade Centre, 1st Floor, Babar Road, Barakhamba Lane, New Delhi-110 001

Tel. No.: +91-11-23472525,

Email id: [cnp@petronetlng.com](mailto:cnp@petronetlng.com)