



NOTIFICATION OF TENDER DOCUMENT FOR APPOINTMENT OF SOCIAL MEDIA & BRANDING PARTNER FOR PETRONET LNG LIMITED , NEW DELHI

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 (“**IOC**”) 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 Appointment of Social Media & Branding partner for PETRONET LNG LIMITED prospective bidders to submit their bid in accordance with Tender Document (**PLL/DEL/C&P/IT/2019/014**).

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) – Selection of Construction Contractor

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

S.No	Particulars	Documents to be submitted
1.1.	The Bidder should in operation for a minimum period of 10 years with minimum 15 employee on date of Bid submission. (Freelancer are not permitted)	i) Certificate of Incorporation /Registration ii) Pan Card iii) GST Registration iv) Certificate of CA for a minimum 10 years of in operation and number of employee
1.2.	The Bidder should have average turnover of Rs. 10 Cr for last three financial years. (i.e., 2016-17, 2017-18, 2018-2019)	i) Original Certificate of CA to be submitted. ii) Audited Balance Sheet for last three financial years (i.e., 2016-17, 2017-18, 2018-2019)
1.3.	The Bidder must have completed/ or have in progress a minimum of following projects of Digital Media in last 3 years (2016-17, 2017-18, 2018-2019): <ul style="list-style-type: none"> • One project For 50 lakhs or, • Two projects of 25 Lakhs each or, • Four projects of 15 Lakhs each or, • Six projects of 10 Lakhs each 	A certified copy of the work orders for Projects undertaken to be submitted. & Proof of works along with web links to showcase works along with value of works created. Sample works showcased should have been promoted or launched on Digital Mediums.

	Digital media shall mean online media management such as Youtube, Facebook , twitter , LinkedIn, video production for similar or other platform.	
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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	Tender for the Appointment of Agency for Social Media & Branding partner at Petronet LNG Ltd., New Delhi
2.	Type of tender	Open/Single Stage Two-bid
3.	Job Completion Period	01 year from the date of award of LOA by PLL, with a provision of extension to further one year on same terms and conditions.
4.	Site Location	Petronet LNG Limited, 1 st Floor world Trade Centre, Babar Road, Barakhamba Lane, New Delhi.
a.	Tender Document fee (non-refundable)	INR 1000/- (Indian Rupees One Thousand only)
b.	Earnest Money Deposit (EMD)	INR 2,40,000/- (Indian Rupees Two Lakhs and forty Thousand only)
c.	Mode of payment of Tender fee and EMD	The Bidder shall submit Tender fee & EMD in the form of Demand Draft in the name of "PETRONET LNG LIMITED" payable at New Delhi or in the form of Bank Guarantee (Ref.:- Form-12). The Bank Guarantee should be from a Scheduled Bank/ Nationalized Bank. Bidders registered with MSME/ NSIC are exempted to submit Tender fees and EMD.
5.	Place and time of issue of Bid Document	Tender can be collected on any working day from the address given below from 10:00 hrs 08/07/2019 to 01/08/2019 up to (17:00 hrs) Petronet LNG Limited 1 st Floor World Trade Centre Babar Road, Barakhamba Lane, New Delhi-110001 <u>Tel. No. 011-23472525. Email:CNP@petronetlng.com</u>
6.	Tender Issuing / Receiving Authority	Sr. Manager (C&P) Petronet LNG Limited 1 st Floor World Trade Centre Babar Road, Barakhamba Lane, New Delhi-110001 <u>Tel. No. 011-23472525. Email:CNP@petronetlng.com</u>

7.	Last Date/Time of Submission of Bids	On or before 02nd August, 2019 (1500 Hrs.)
8.	Last date for submission of Query	On or before 19th July, 2019
9.	Date for Pre Bid Meeting	@ 1500 hrs on 23rd July, 2019
10.	Copy of other documents to be submitted along with the bid	List of essential documents to be submitted along with the Bid as specified in clause 6 of ITB
11.	Mode of submission	Bids to be submitted in accordance with clause 5 of ITB

The Bidding Document is non-transferable and would have to be necessarily procured by the bidding company.

PLL reserves the right not to issue the document and / or accept or reject any or all the bids at any stage of the process and / or modify the process without assigning any reason at its sole discretion.

Contact details are given below:

Amit Verma

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**