NOTICE INVITING TENDER (NIT) FOR SELECTION OF CONTRACTOR FOR ANNUAL RATE CONTRACT (ARC) FOR OUTSOURCING OF SERVICE ASSOCIATES FOR A PERIOD OF TWO YEARS AT PETRONET LNG LIMITED, DAHEJ (GUJARAT) INDIA

Petronet LNG Limited (PLL), a company 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.

The company invites bids from the prospective bidders for **"ARC for outsourcing of service associates for a period of two years"** at Petronet LNG Limited, Dahej Terminal. Bids to be submitted in accordance with the Tender Document reference no**: PLL/DHJ/HR/10856-R1/2025-26.**

The Bidder should meet the techno-commercial Bid Evaluation Criteria (BEC) as stated below and any Bidder not meeting the same will be rejected:

Bid Evaluation Criteria (BEC)

A. Financial

1. The annual turnover of the bidder shall be minimum INR 57,20,000.00 (Indian Rupees Fifty-Seven Lakh and Twenty Thousand Only) in any one of the 03 (three) preceding Audited Financial Years.

2. Net worth of the bidder should be positive as per the Balance Sheet of the latest Audited Financial Year.

3. Working Capital of the bidder should be minimum INR 11,44,000.00 (Indian Rupees Eleven Lakh and Forty-Four Thousand Only) as per the Balance Sheet of the latest Audited Financial Year, in the absence of which a line of credit from the Bank shall be submitted.

B. Technical

1. The bidder should have any of the following experience of similar work (*) of Providing Service Associates to reputed Oil & Gas Industries/Power Plant (Thermal/Gas only) or Petrochemical Industries or Fertilizers Industries or LNG Industries 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-6).

(a) One (01) similar contract of value not less than INR 57,20,000.00 **OR**
(b) Two (02) similar contracts of value not less than INR 45,76,000.00 each **OR**
(c) Three (03) similar contracts of value not less than INR 34,32,000.00 each

(*) Definition of "Similar Work"
"Deployment of Service Associates for Plant Operations & Maintenance Services in 24 Hrs Shift.
Retail Outlets or Store experience will not be considered."

The Bidder shall submit PO/LOA/Agreement/Work / Service Order copy (ies) and their completion certificate(s) in the support of this criteria

2. The Bidder must have valid trade license / license under shop & establishment / registration from the State Govt. for supply of manpower etc. to concerned district /EPF, ESI & service tax registration.
   The Bidder shall submit copy of the valid licenses/certificate(s) in the support of this criteria.

   Note:
   Documents in support of Technical Criteria

1. 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).**

2. The amount(s) as indicated above shall be exclusive of GST/indirect taxes for arriving at Single/ Two/ Three Completed work order values.

3. If the prospective bidder is executing rate / maintenance / service contract which is still running and the contract value / quantity executed prior to due date of bid submission is equal to or more than the minimum prescribed value in the BEC such experience will also be taken in to consideration provided that the bidder has submitted satisfactory work / supply / service execution certificate issued by the end user.

4. A job executed by a Bidder for its own plant/projects 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.

5. In case the work orders submitted by the bidder is in multiple currency/ non-INR, the same shall be converted to equivalent INR considering the conversion rate as on the date of issue of the reference order(s) based on SBI TT selling rate or RBI / Customs Notified exchange rate.

6. Even in case the date of bid submission is extended, the date originally considered as reference date for experience criteria, shall remain unchanged.

General Instructions

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

1	Tender No:	**PLL/DHJ/HR/10856-R1/2025-26** **Dated: 13.08.2025**
2	Name of Work	ARC for outsourcing of service associates for a period of two years at Petronet LNG Ltd., Dahej.
3	Type of Tender	Open/National/Single Stage Two-Bid- **Zero Deviation Basis**
4	Tenure of Contract	24 (Twenty-Four) months

5	Site Location	Petronet LNG Limited, GIDC Industrial Estate, Plot No. 7/A, DAHEJ, Ta. : Vagra, Dist.: Bharuch, Gujarat (India).
6	Tender Document Fee (non-refundable)	INR 1,000.00 (Indian Rupees One Thousand Only)
7	Earnest Money Deposit (EMD)	INR 3,43,300.00 (Indian Rupees Three Lakh Forty-Three Thousand and Three Hundred Only)
8	Mode of payment of Tender Document Fee and EMD	**1. The bidders should submit the Tender Document Fee/EMD (separately) through online mode through link given below and copy of UTR/details of transaction should be sent at the email address: C&P_Dahej@petronetlng.in/sumitkumar@petronetlng.in** ***https://petronetlng.in/emd/tender?number= PLL/DHJ/HR/10856-R1/2025-26*** ***(copy and paste the entire link as above)*** User manual for **Tender Document Fee/EMD** submission through online banking is attached as Appendix-C. **2.** The bidder may also submit EMD in the form of Bank Demand Draft in the name of "PETRONET LNG LIMITED" payable at Dahej or Bank Guarantee (Ref.:- Form-14).
9	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 of 13.08.2025 to 03.09.2025 upto (17:00 Hrs) Petronet LNG Limited, GIDC Industrial Estate, Plot No. 7/A, DAHEJ, Taluka: Vagra, Dist.: Bharuch, PIN- 392130 Gujarat (India). Tel: 02641- 670231/232 Email id: C&P_Dahej@petronetlng.in/sumitkumar@petronetlng.in Alternatively, PLL shall issue one (1) soft copy of the tender document vide email after receipt of requisite tender fees.
10	Tender Issuing / Receiving Authority	Dy. General Manager (C&P) Petronet LNG Limited GIDC Industrial Estate, Plot No. 7/A, DAHEJ, Taluka: Vagra, Dist.: Bharuch, PIN- 392130 Gujarat (India). Tel: 02641- 670231/232 Email id: C&P_Dahej@petronetlng.in/sumitkumar@petronetlng.in
11	Date and Time for pre-bid conference/meeting	On 22.08.2025 (1100 Hrs.) at the above-mentioned address. Bidders having submitted tender fee will only be permitted to attend pre-bid conference/meeting.
12	Last Date of Sale of Bids	On 03.09.2025
13	Last date for receipt of Query from Bidders	On or before 19.08.2025 (Bidder shall use **Form 13**)
14	Last Date/Time of Submission of Bids	On or before 04.09.2025 (1400 Hrs.)

15	Date/Time of Opening of Bids	On 04.09.2025@ 1500 Hrs

The Tender Document is non-transferable, except from an entity to its promoters or vice-versa, and would have to be necessarily procured by the Bidding Company.

The Bidding Document will be sold on receipt of application along with requisite tender fee. 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/proposal from such bidder shall be returned. The above is with prejudice to other rights of PLL.

Notes:

- PLL reserves the right not to issue the tender document and/or accept or reject any or all the bids at any stage of the process and/or annul / modify the process without assigning any reasons on its sole discretion.
- No separate notification w.r.t. this tender shall be issued in press. Interested parties to regularly visit PLL website for any updates.

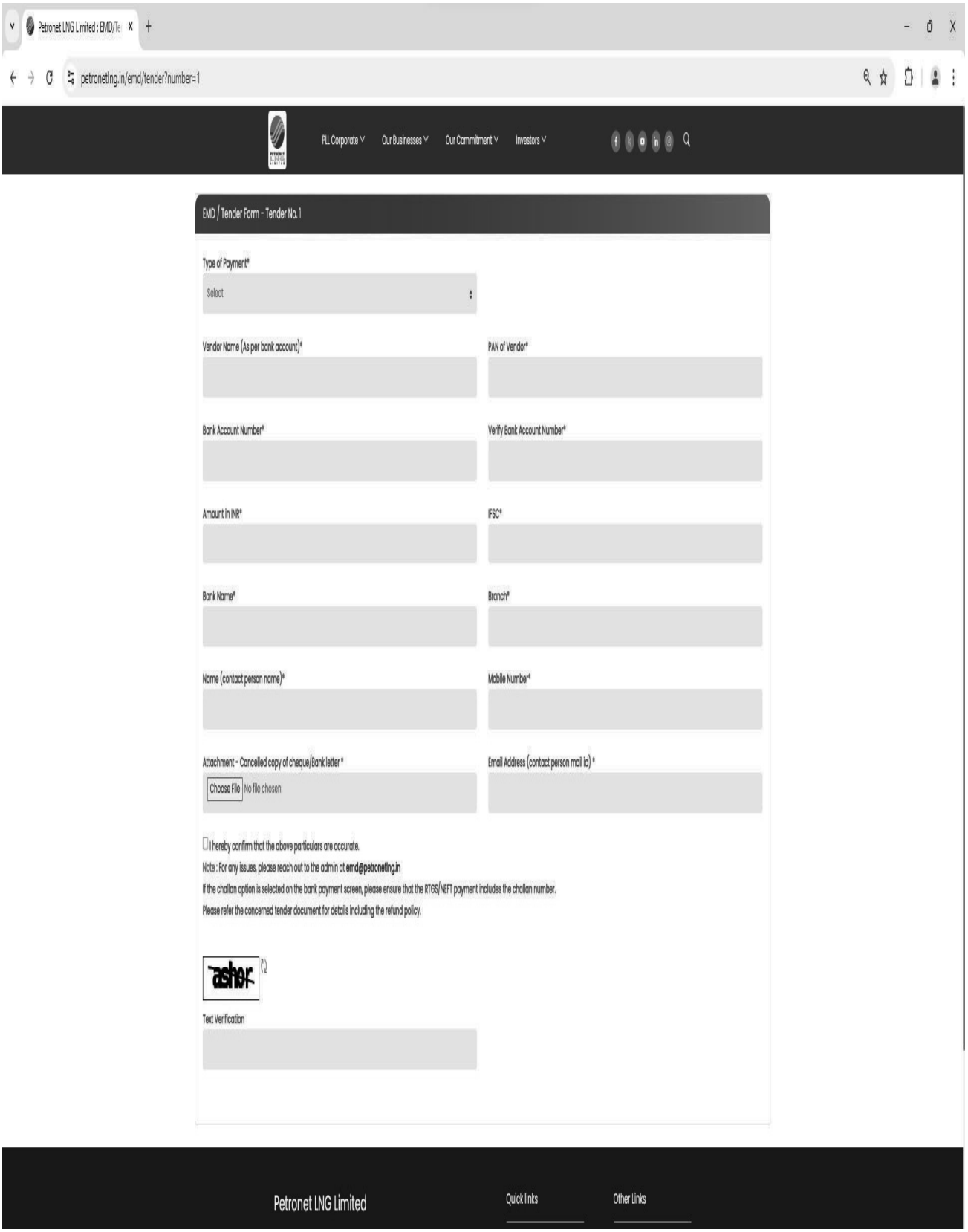
Contact details are given below:

Manager (C&P)
Petronet LNG Limited
GIDC Industrial Estate, Plot No: 7/A, Dahej,
Taluka Vagra, Distt. Bharuch-392130, Gujarat
Tel. No.: 02641-670232/233/235/231
Email id: C&P_Dahej@petronetlng.in/sumitkumar@petronetlng.in

1. Document in **PDF** (read only) **format- Attached**
2. **Tender Number: PLL/DHJ/HR/10856-R1/2025-26**
3. **Tender Name**: ARC for outsourcing of service associates for a period of two years at Petronet LNG Ltd., Dahej.
4. **Location** - Kochi, Dahej, Delhi, Gopalpur, Petrochemical Plant (Any One)- Petrochemical Plant
5. **Classification** - National/Domestic, Global/ICB, Supply, Services, Works, Consulting, Insurance, Lumpsum, Item Rate, Reverse Auction, IE Tender (More than one can be selected)- National/Domestic
6. **Bid Submission Date** - 04.09.2025

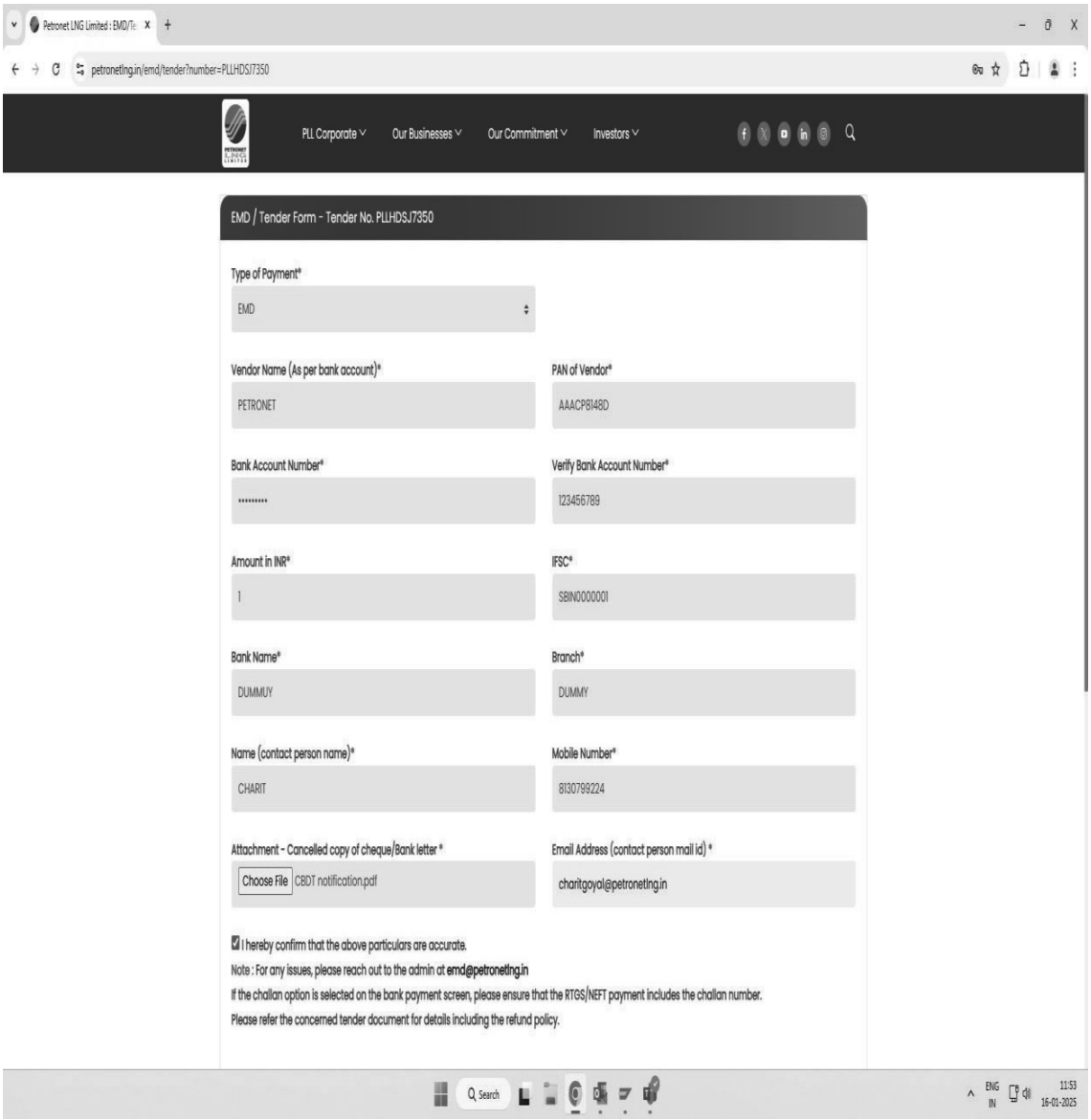
Steps involved (Bidders perspective)

1. Bidder has to open the given link and following web page will be opened in browser.

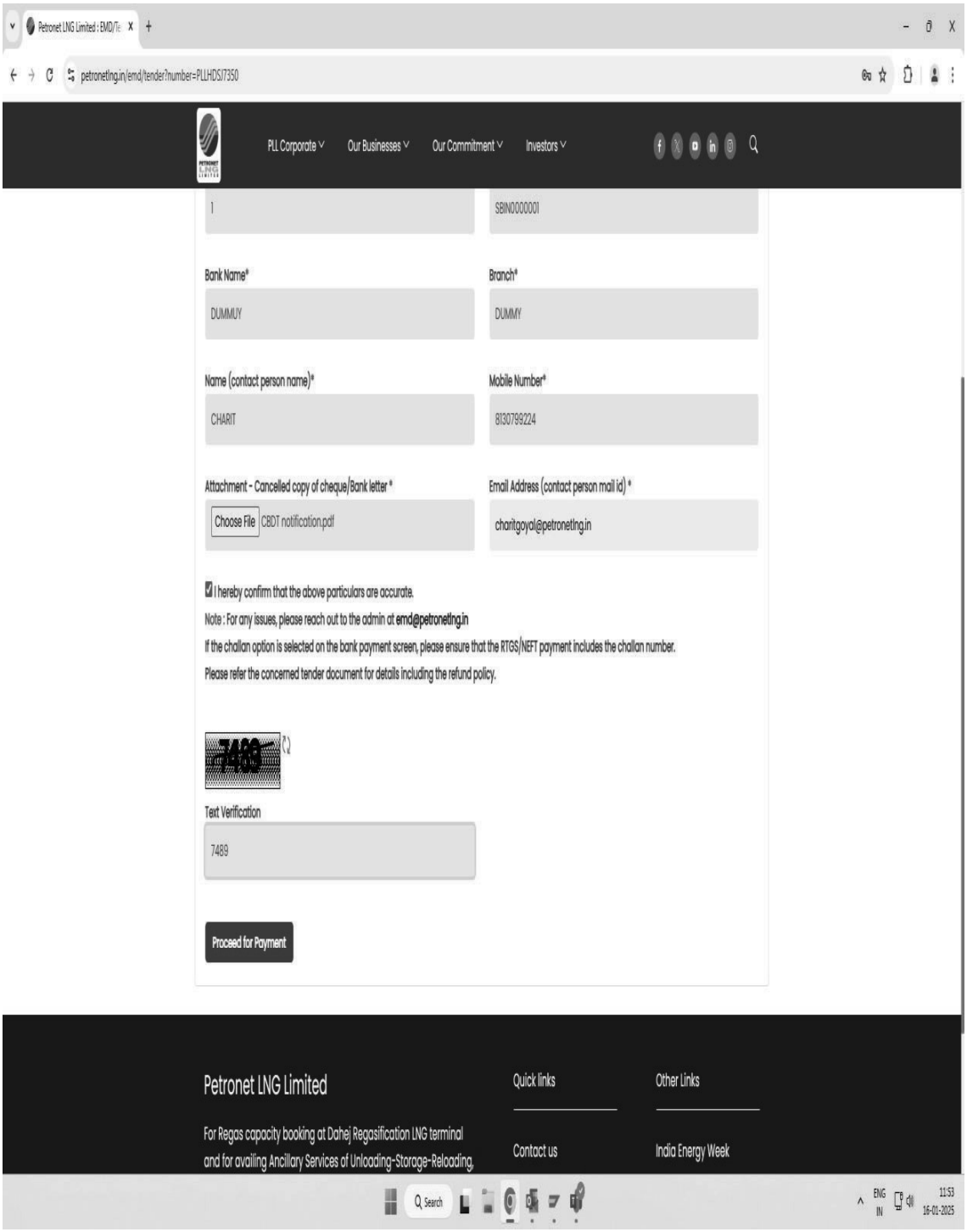


2. Bidder has to fill the following details in respective fields: -

a. Type of Payment – EMD or Tender Fees
b. Bidder Name
c. PAN of Bidder
d. Bank Account Number
e. IFSC Code
f. Amount in INR
g. Bank Name
h. Branch
i. Contact Person Name
j. Mobile Number
k. Copy of cancelled Cheque / Bank Letter
l. Contract Person mail address



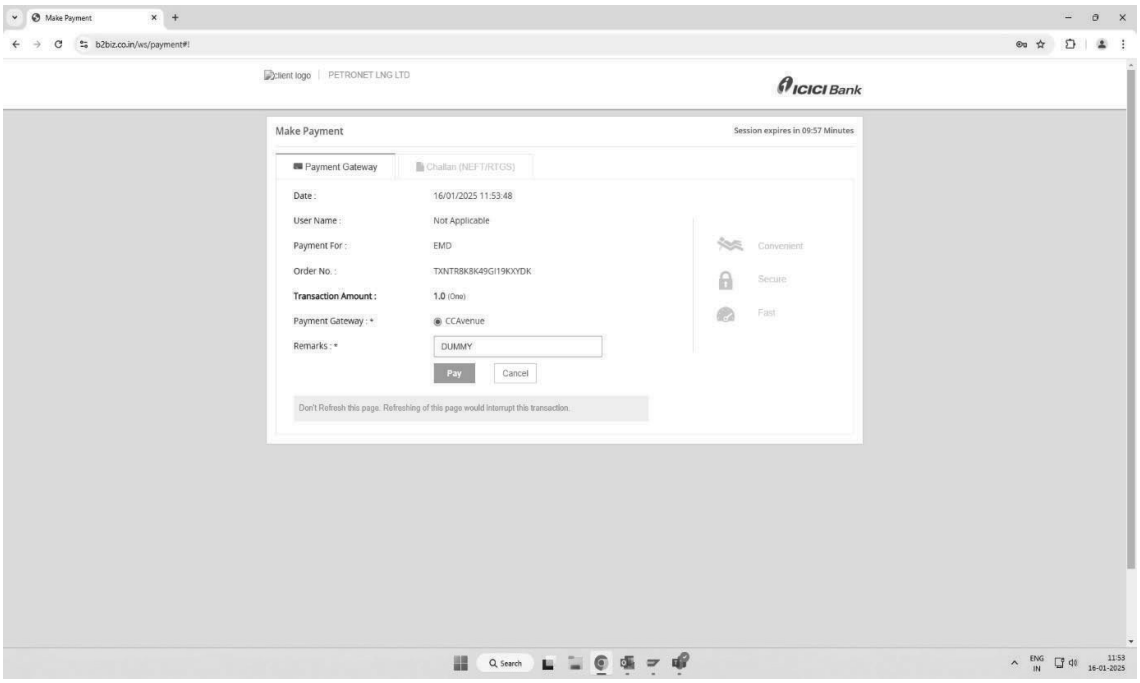
3. Bidder has to certify the filled details, enter captcha and click on Proceed for payment button.



Kindly note that necessary validations are implemented in field box.

In case all details are not filled properly, then Proceed for Payment button will not be shown.

4. Once the Bidder click on Proceed for Payment button, following webpage will open.



5. Bidder has to select the mode of payment out of the following options: -

a. Payment Gateway

If the Bidder selects Payment Gateway option, then he has to provide **Remarks** and click on **Pay** button. Following webpage will open, where Bidder has to fill the billing information and make the payment from **Net-banking** or **Debit Card** and proceed accordingly.

Debit Card

Bidder has to fill the card details and then he will be redirected to the OTP page on Bank's website. Once he enters the OTP, transaction will be completed successfully, and Bidder will be redirected to Petronet EMD page with Payment confirmation message and receipt.

Simultaneously, a system generated mail will be triggered on Bidder's mail id along with Payment Receipt.

Personal Net-banking

Bidder has to click the Net-banking option and select his bank from the list and click on make payment option. Thereafter Bidder will be redirected to the Bank's Net-banking page and login with his credentials and make the payment. Transaction will be completed successfully, and Bidder will be redirected to Petronet EMD page with Payment confirmation message and receipt.

Simultaneously, a system generated mail will be triggered on Bidder's mail id along with Payment Receipt.

Corporate Net-banking

Bidder has to click the Net-banking option and select his bank's corporate portal from the list and click on make payment option. Thereafter Bidder will be redirected to the Bank's Corporate Net-banking page and login with his credentials and create the Cheque/ RTGS/ NEFT instruction. Bidder will be redirected to Petronet EMD page with Payment awaiting message and a system generated mail will be triggered on Bidder's mail id along with pending payment receipt.

Thereafter as per Bidder's SOP in place, transaction need to be authorised by the approvers on the Corporate Net-banking portal. After approval of transaction by the Bidder, status will be updated in the next 30 minutes on Petronet server and a payment success mail will be triggered on Bidder's mail address.

b. Challan Payment

If Bidder select challan payment, a unique challan will be generated, and Bidder will be redirected to Petronet EMD page with Payment awaiting message and a system generated mail will be triggered on Bidder's mail id along with challan.

Thereafter Bidder has to make the NEFT/RTGS payment on the account details provided in the challan generated. After processing of transaction by the Bidder, status will be updated in the next 30 minutes on Petronet server, and a payment success mail will be triggered on Bidder's mail address.

PETRONET LNG LTD	
Date:	09/01/2025 11:19:52
Beneficiary Name:	PETRONET LNG LIMITED PETCHEM ACCOUNT
Beneficiary Account No.:	PTRLNG235610
Beneficiary IFSC:	ICIC0000106
Bank Name:	ICICI Bank
Amount in Figure (in INR):	1.0
Amount in Words (in INR):	One
Reference No.:	TXNCP98XAQBLO985RUK6
Mode of Payment:	NEFT/RTGS
Client Code:	PTRLNG
IP Address &Date:	125.63.96.162 09/01/2025 11:19
Terms &Conditions: Please try to make NEFT/RTGS payment atleast one day prior to tender closing.	
Signature of Depositor	
(For BANK'S USE ONLY)	
Date of Transfer:	
Rupees:	
Debited A/c No.:	
Remittance No.:	
Authorised Signatory	
Branch Stamp	
ICICI Bank	