



**VADODARA GAS LIMITED**

**SUBJECT: CORRIGENDUM-1 & REPLIES TO BIDDER'S QUERIES DATED 27/01/2022**

**TENDER NO.: VGL/CO/C&P-CNG/BD202111172 DATED 04/01/2022 & TENDER ID: 499372**

**SUBJECT: SERVICES FOR HIRING OF MANPOWER FOR BILLING, DISTRIBUTION AND CASH COLLECTION OF VGL'S PNG CUSTOMERS AT DANDIYA BAZAAR GAS OFFICE AND WARD OFFICES FOR VGL, VADODARA FOR A PERIOD OF TWO YEARS**

The said tender was uploaded on (n) Procure ([www.nprocure.com](http://www.nprocure.com)) vide Tender ID No. 499372 for the above-mentioned works.

**REPLIES TO BIDDER'S QUERIES HAVE BEEN ADDRESSED BELOW:**

<b>SR. NO.</b>	<b>SECTION NO. &amp; NAME</b>	<b>CLAUSE &amp; PAGE NO. &amp; DESCRIPTION</b>	<b>BIDDER'S QUERY</b>	<b>VGL'S REPLY</b>
<b>1.</b>	<b>SECTION-I IFB</b>	<b>CLAUSE NO. 2 (F) PAGE NO. 8 OF 126 TENDER FEE</b>	What will be the tender fee we have to pay?	<b>Tender Fee is not applicable for said tender.</b>
<b>2.</b>	<b>SECTION-I IFB</b>	<b>CLAUSE NO. 4.0 (iii) PAGE NO. 9 OF 126</b>	What is meaning of "POA"? Is it "Power of Attorney"?	<b>Confirmed. Same shall be submitted on non-Judicial stamp paper for authorized signatory.</b>
<b>3.</b>	<b>IMPORTANT INSTRUCTION</b>	<b>PAGE NO. 3 OF 126</b>	In case of work order on hand, which supporting documents are required to be submitted along with tender? Kindly specify it.	<b>Please refer Page No. 3 of 126. (Instruction to Bidders for Uploading and Submission of Techno – Commercial Bid Documents on N-Procure and in Physical Form Respectively)</b>
<b>4.</b>	<b>SECTION-II BEC</b>	<b>CLAUSE NO. 1.1.2 TECHNICAL BEC PAGE NO. 11 OF 126</b>	In case if a clause 1.1.2, it requires the experience of 53,800 bills per month. Whether this requirement talks about last month experience of during last quarter experience for all the three months or during last six months for all the six months or last 12 months for all 12 months? Kindly clarify it with duration.	<b>Considering the present workload position, the tenderer must have an experience of 53,800 bills per month during all the last 12 months (i.e., during 01.01.2021 to 31.12.2021)</b>



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4.	SECTION-I ITB	CLAUSE NO. 11.1 DOCUMENTS COMPRISING THE BID [MANUAL & E- TENDER] PAGE NO. 19 OF 126	Clause 11.1 requires to submit two envelopes. Whether two separate envelopes should be packed in a big single envelope or any other way expected?	<b>Two separate envelopes should be packed in a big single envelope. (Also Refer Page No. 125-126)</b>
5.	SECTION-II BEC	CLAUSE NO. 1.2.1 FINANCIAL BEC PAGE NO. 11 OF 126	The requirement of annual turnover is Rs.100.70 lakhs. Whether this requirement is applicable for FY 20-21 or FY 19-20?	<b>Annual Turn Over of the bidder should be a minimum of Rs. 106.70 Lakhs, in any one of the preceding three financial years. (Also Refer VGL Replies Point No. 15)</b>
6.	IMPORTANT INSTRUCTION	PAGE NO. 3 OF 126	As given tender clause No.1 (iv & v) (Page 3), 1.1.2 (Page 11). F-3 (Page 98), No.3 of Check List (Page 115) if requires authorization by chartered engineer. You are kindly requested clarify which documents should be authorized by Chartered Engineer.	<b>All documents in support of Technical Criteria of BEC to be furnished by the Bidder shall necessarily be duly certified/ attested by Chartered Engineer and Notary Public with legible stamp.</b>
7.	SECTION-II ITB	CLAUSE NO. 40 PUBLIC PROCURMENT POLICY PAGE NO. 32 to 34 OF 126	Wanted to know whether we are eligible for exemption in the EMD based on the attached Udyam certificate.	<b>Please Refer Clause No. 40 of ITB (Refer Page No. 32 to 34 to 126)</b>
8.	SECTION-II BEC	CLAUSE NO. 1.1.1 & 1.1.2 TECHNICAL BEC PAGE NO. 11 OF 126	We worked for 5 years and we got PO with value of per bill. Means Rs XX/Bill not PO in total value of 5 years revenue. So is fine will submit copy of invoices of any year out of five.	<b>You are requested to submit Work Order. However, Submission of work completion certificate will be mandatory with all necessary details.</b>



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9.	SECTION-II	CLAUSE NO. 1.1.2 TECHNICAL BEC PAGE NO. 11 OF 126	Is Total of last month's bills?	Refer VGL reply as in Point No. 04
10.	SECTION-II BEC	CLAUSE NO. 1.1.2 TECHNICAL BEC PAGE NO. 11 OF 126	Same this bills 53,800 is not mentioned for which month or average of months, is fine if will submit our last year or last month copy of invoice which shows number of bills?	Refer VGL reply as in Point No. 04
11.	SECTION-II ITB	CLAUSE NO. 40 PUBLIC PROCURMENT POLICY PAGE NO. 32 to 34 OF 126	Just wanted to confirm Tender fee & EMD is waived off and Bid Security is applicable for MSME	<b>MSE (Micro and Small) bidders are exempted from submission of EMD. Tender Fee is not applicable for Said Tender. Also, Please Refer Clause No. 40.0 of ITB (Refer Page No. 32 to 34 to 126)</b>
12.	SECTION-II ITB	CLAUSE NO. 40 PUBLIC PROCURMENT POLICY PAGE NO. 32 to 34 OF 126	Udyam/MSME certificate is now online and Notary need original to attest it, CA can verify it online but Notary refused. Anyone can verify Udyam Online	<b>Tender Condition Prevails.</b>
13.	SECTION-II IFB	CLAUSE NO. 4.0 (iii) PAGE NO. 9 OF 126	Pls confirm POA is only for Employee, and if Director is signing bid, he got powers from resolution only and PoA is not required in such case.	<b>Noted. Same (Board Resolution) shall be submitted duly notarized.</b>



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<b>13.</b>	<b>GENERAL</b>	<b>-</b>	How Much Potential Customers Approx. in Marketing?	<b>As per tender terms &amp; condition</b>
<b>14.</b>	<b>GENERAL</b>	<b>-</b>	How Much Customers Per Month for Spot Billing in All Segments?	<b>As per tender terms &amp; condition</b>
<b>15.</b>	<b>SECTION-II BEC</b>	<b>CLAUSE NO. 1.4 METHODOLOGY FOR EVALUATION OF PRICE BIDS PAGE NO. 11 OF 126</b>	ITR submission date has been extended for FY 20-21 up to 15 Feb 22, So docs of 17-18, 18-19 & 19-20 is valid?	<b>In case audit of last financial year 2020-2021 is not completed till date of bid submissions, bidder may declare the same &amp; has option to provide details/documents of previous year i.e., 2019-2020 audited result which shall be considered as last audited financial year i.e., 2019-2020. Similarly, in such case the previous 03 financial years shall be 2017-2018, 2018-2019 &amp; 2019-2020.</b>



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16.	SECTION-II BEC	CLAUSE NO. 1 BEC PAGE NO. 11 OF 126	<p>Our work is not relevant to engineering/technical still need to verify documents form Chartered Engineer?</p> <p>Can do legal documents from Notary and Financial from CA? or both or all three required Chartered Engineer, Chartered Accountant and Notary?</p>	<p><b><u>AUTHENTICATION OF DOCUMENTS TO BE SUBMITTED IN SUPPORT OF BEC</u></b></p> <p><b><u>Technical Criteria of BEC</u></b></p> <p>All documents in support of Technical Criteria of BEC to be furnished by the Bidder shall necessarily be <b><u>duly certified/ attested by Chartered Engineer and Notary Public with legible stamp.</u></b></p> <p><b><u>Financial Criteria of BEC</u></b></p> <p>Bidder shall submit "Details of financial capability of Bidder" in prescribed format (F-16) duly signed and stamped by a chartered accountant/ Certified Public Accountant (CPA).</p> <p>Further, copy of audited annual financial statements submitted in bid shall <b><u>be duly certified/ attested by Notary Public with legible stamp.</u></b></p>



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17.	SECTION-II BEC	CLAUSE NO. 1.1 TECHNICAL BEC PAGE NO. 11 OF 126	With respects to above referenced tender of your department we would like to suggest some changes to be revised which will enable you for an efficient and proper execution of tender competition. In your condition 1.1 Technical Criteria, clause 1.1.1 which states "Bidder should have completed one single order of similar works of value not less than Rs. 32 Lakhs" to which we request you to consider ongoing services of similar works for hiring of manpower for cash collection, billing, distribution etc. Also in your condition clause 1.1.2 of similar works which states "Similar Work shall mean services for hiring of Manpower for Billing, Distribution and Cash Collection of Bills for various jobs/ activities/ services with minimum of 53,800 Bills processed per Month." to which we kindly request you to remove this particular line "minimum 53,800 bills processed per month" as not all contracts/services happen to execute such bills every month. Revising of these conditions will allow more qualified agencies to participate making tender competition healthier and efficient also allowing you to properly select qualified agency.	<b><u>Tender Condition Prevails</u></b>



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**Additional Points: Additional point as below is mandatory for said tender.**

**Point-1: Salary & wages is required to be paid as per full compliance of Central wages Rules & Regulation. (As per tender SCC clause- 15.B.2)**

**Note-2: No undisputed statutory due (like undisputed Income Tax, GST, PF, ESIC, other statutory labour due etc.) should be outstanding for more than six months as on 31.03.2021 (Attach on CA certificate). (As per tender SCC clause 31.)**

Sr. No.	Clause No.	Page No.	Section No. and Name	Tender Specification	Existing Description	To be Amended as
18	2.I	08 of 126	I – Invitation for Bid (IFB)	Due Date & Time of Bid Submission (ONLINE SOFT COPY)	27/01/2022 upto 1600 Hrs	14/02/2022 upto 1600 Hrs
19	2.J	08 of 126		Due Date & Time of Bid Submission (HARD COPY)	29/01/2022 upto 1600 Hrs	16/02/2022 upto 1600 Hrs
20	2.K	08 of 126		Due Date & Time of UN-PRICED BID OPENING (n-Procure)	27/01/2022 upto 1700 Hrs	14/02/2022 upto 1700 Hrs

**ALL OTHER TERMS AND CONDITIONS SHALL REMAINS UNCHANGED**

**NOTE: A COPY OF THIS REPLIES TO BIDDER'S QUERIES AS ISSUED ON n- Procure / VGL WEBSITE ALONG WITH SIGN AND SEAL OF THE BIDDER WILL BE REQUIRED TO BE SUBMITTED WITH TECHNO – COMMERCIAL BID AS THIS WILL BE AN INTEGRAL PART OF THE TENDER.**