



**VADODARA GAS LIMITED**  
(A joint venture of GAIL gas and VMC)

**NOTICE INVITING TENDER**

**TENDER NO: VGL/CO/C&P-CNG/BD202103144 DATED 09/09/2021**

**HIRING OF MANPOWER THROUGH THIRD PARTY FOR PERIPHERAL & SUPPORT SERVICES AT VGL FOR A PERIOD OF 24 MONTHS**

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VGL invites tender on n-procure from registered and experienced Contractors under appropriate category.

Tender uploaded on (n) Procure ([www.nprocure.com](http://www.nprocure.com)) Website vide **ID No. 481398**

**HIRING OF MANPOWER THROUGH THIRD PARTY FOR PERIPHERAL & SUPPORT SERVICES AT VGL FOR A PERIOD OF 24 MONTHS**

**Contract Period: 24 Months**

**Tender Fees: Not Applicable**

**EMD: Rs. 2,09,805/-**

**Looking at the current scenario of COVID - 19; Pre-bid conference has not been scheduled. You are requested to please go through the tender as uploaded on n-Procure and raise all the techno-commercial queries (if any) latest by 20/09/2021 through mail to [rutvik.12@vgl.co.in](mailto:rutvik.12@vgl.co.in)/[cnp@vgl.co.in](mailto:cnp@vgl.co.in).**

Last date for uploading the duly filled Tender documents along with the necessary Documents, Certificates, Tender Fees and EMD on n-Procure: **04/10/2021 upto 16:00 Hrs**

Hard Copy of the Online Uploaded Documents on n-Procure should be submitted along with Certificates, Tender Fees and EMD on or before **06/10/2021 till 16:00 Hrs** to Asst. Mgr. (C & P), Vadodara Gas Limited, 1<sup>st</sup> floor, Riddhi Tower, Nr. Manisha Circle, O. P. Road, Vadodara - 390015.

Opening of Un-Priced Bid on n-Procure shall be on **04/10/2021 at 1700 Hrs.**

**BID EVALUATION CRITERIA (BEC)**

**TECHNICAL CRITERIA (as a single bidder)**

Bidder shall have experience of having completed/ executed at least one single order / contract of “similar Work” of any Government/ Semi Government/ PSU/ CGD/ MNC/ Pvt. Ltd. Company/ Public Limited Company having a minimum order value of Rs. 8.24 Lakhs for a period of One (01) year duration in any one of the previous 7 years to be reckoned from the final bid closing date.

“Similar Work” shall mean supply of manpower for Office Management/ Support/ Peripheral/ Allied/ Revenue/ Project/ O & M Activities.

**DOCUMENT TO BE SUBMITTED**

In Support of BEC, bidder must submit, copy(s) of Work Order/ Contract including detailed scope of work, schedule of rates along with its completion/ execution certificate from the concerned authority, duly certified by the Chartered Engineer and Notary Public with legible stamp with original attestation along with the bid to meet the above technical criteria.



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The Completion Certificate/ Execution Certificate/ Client Certificate must be clearly showing the following details:

- Full Address of Client & Contractor
- Reference of relevant work order and its value
- Actual value of executed work
- Date of actual completion, successful execution of works.

**NOTE:**

A job executed by a bidder for its own plant/ projects cannot be considered as experience for the purpose of meeting the requirement of BEC of this 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/ Chartered Accountant 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 document to meet BEC.

**FINANCIAL CRITERIA (as a single bidder)**

**Annual Turn Over** of the bidder should be a minimum of **Rs. 27.45 Lakhs**, in any one of the preceding three financial years.

**Net worth** of the bidder should be **positive** as per the last audited financial statement.

**Working Capital** of the Bidder should be a minimum of **Rs. 5.49 Lakhs** as per last audited financial year.

**DOCUMENTS REQUIRED**

The bidder shall submit "Details of Financial Capability of bidder" in prescribed format (F - 16) duly signed and stamped by a **Chartered Accountant**.

Further, copies of audited annual financial statements of last three years submitted in bid shall be duly certified and attested by notary public with legible stamp with latest date. No photo copy of attestation/certification of CA & Notary shall be considered.

If the bidder's working capital is inadequate, the bidder should supplement it with a letter from the bidder's bank having net worth not less than Rs. 100 Crores, confirming the availability of the line of credit to cover the inadequacy of working capital required as above strictly in the prescribed format.



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**NOTE:**

- (i) **Annual Turnover** – In case the tenders having the bid closing date upto 30<sup>th</sup> September of the relevant financial year, and audited financial results of immediate 3 preceding financial years are not available, the bidder has an option to submit the audited financial results of the 3 years immediately prior to that. Wherever the closing date of the bid is after 30<sup>th</sup> September of the relevant financial year, bidder has to compulsorily submit the audited financial results for the immediate 3 preceding financial years.
- (ii) **Net worth and Working Capital** – In case the tenders having the bid closing date upto 30<sup>th</sup> September of the relevant financial year, and audited financial results of immediate preceding financial year is not available, in such a case the audited financial results of the year immediately prior to that year will be considered as last financial year for Net worth/ Working Capital calculation. Wherever the closing date of the bid is after 30<sup>th</sup> September of the relevant financial year, bidder has to compulsorily submit the audited financial result for the immediate preceding financial year.

**METHODOLOGY FOR EVALUATION OF PRICE BIDS**

Evaluation, Comparison and Award shall be done on overall L1 basis.

Considering the nature of job, splitting of quantities will not be possible in this tender and hence the clause for award of 25 % of ordered quantity to MSE as per PPP 2012 is not possible. Therefore, MSE quoting within price band of L1 (other than MSE) + 15%, may be awarded for full/ complete services subject to matching of L1 (lowest) price as per ITB of tender document. In case two or more MSE bidder(s) comes within the price band of L1+15%, the preference to match the L1 rate shall be given in sequence of their inter-se position (L2, L3...and so on).

In case of a tie at the lowest bid (L1) position between two or more bidders, the order/ LoA will be placed on the bidder having higher/ highest turnover in last audited financial year.

**NOTE:** VGL shall not be responsible for any delay in receiving the tenders and reserve the right to accept/ reject any or all tenders without assigning any reason.

**OFFER VALIDITY:** The offer should remain valid for a period of 90 Days from the right to accept/ reject any or all tenders without assigning any reason.

**DISCLAIMER:** Any revision, clarification addendum, corrigendum, time extension, etc. to the above tender will be hosted on n-procure website only and no separate notification shall be issued in the press. Bidders are requested to visit the website regularly to keep themselves updated.