



# NOTICE INVITING APPLICATION

**RGPPL/C&M/Vendor Empanelment  
/4/2017-20/services**

**March - 2017**

**“Empanelment of Vendors for  
procurement of Services”**



**APPLICATION FOR EMPANELMENT / REGISTRATION OF  
CONTRACTORS  
FOR  
PROCUREMENT OF SERVICES  
FOR  
RGPPL, RATAGIRI, MAHARASHTRA**

RGPPL invites applications from eligible contractors for the procurement of services mentioned in **Annexure A** for RGPPL Site, Ratnagiri.

Application for Enlistment/Registration duly filled in shall be received upto **1500 Hrs (IST)** on **30.04.2017** at following address.

C & M Dept,  
Ratnagiri Gas & Power Pvt. Ltd.,  
AT & PO: Anjanwel,  
Taluka: Guhagar,  
Dist.:Ratnagiri,  
Maharashtra – 415634

Any change in last date for submission of application will be published only in our websites [www.rgppl.com](http://www.rgppl.com)

For further details, may contact as detailed below;

For Contracts: Sr.Mgr. (C&M) / Dy. Manager (C&M)  
[dipak.patilj@site.rgppl.com](mailto:dipak.patilj@site.rgppl.com) / [amrita.sharma@site.rgppl.com](mailto:amrita.sharma@site.rgppl.com)  
or at Tel. no:02359–241134 / fax no:02359- 241012



# Ratnagiri Gas & Power Private Limited (RGPPL)

1. **INTRODUCTION:** “M/s Ratnagiri Gas and Power Pvt. Ltd” or RGPPL is a joint venture company promoted by NTPC Ltd & GAIL (India) Ltd, 1967 MW combined cycle gas based power generation plant & LNG terminal. Ratnagiri Gas & Power Project is situated at village Anjanwel, Taluka – Guhagar, Dist. Ratnagiri (Maharashtra). The project site is located at a distance of approx. 10 KMs North of Guhagar Town & 50 kms from Chiplun (on Mumbai-Goa highway). The nearest Railway Station is Chiplun (Mumbai – Madgaon Route, KONKAN Railways).
2. **SCOPE:** RGPPL plans to enlist register contractors for RGPPL Site for Procurement of Services required as per Annexure-A. Applicant may apply for any number of services as per their Company Profile & Qualifying Criteria of respective service.
3. **INSTRUCTIONS TO THE APPLICANTS**
  - 3.1 The applicant will have to submit his application through registered/ speed post/in person after carefully examining the documents/conditions etc.
  - 3.2 Applicants will submit the duly completed application along with all the required documents. Subject work of the application for which the agency is applying should be clearly mentioned on the envelope. RGPPL shall not be responsible for any delay or non-receipt of application in time.
  - 3.3 Further, applicants are required to fill up all the required data/information sought in **Annexure-B, Annexure-C, Annexure-D, Annexure-E, and Annexure-F.**
  - 3.4 The applicant shall submit the Power of Attorney duly authorized & notarized for the person signing and submitting the application on behalf of the applicants.
  - 3.5 The applicant shall strictly adhere to the “Fraud Prevention Policy” of RGPPL As per Annexure-E of the application.
  - 3.6 All cost incurred by applicants for preparing and submitting the application, providing clarification or any other expenses whatsoever shall be borne by applicants themselves.
  - 3.7 The information sought shall be filled in completely and wherever not applicable it should be written as “Not Applicable”.
  - 3.8 A prospective Applicant requiring any clarification to the Enlistment documents may notify the same through e-mail or in writing by post at respective location as per detail address given below. RGPPL will respond to any request for clarification that it receives not later than Seven (07) days prior to the deadline for submission of online application prescribed by the RGPPL.

Services:  
a) Dipak Patil, Sr.Mgr. (C&M) /Ms. Amrita, Dy. Manager (C&M)  
Phone No. 02359-241134  
Fax No. 02359-241012  
Email ID: [dipak.patil@site.rgppl.com](mailto:dipak.patil@site.rgppl.com) / [amrita.sharma@site.rgppl.com](mailto:amrita.sharma@site.rgppl.com)
  - 3.9 The Applicant may modify, substitute or withdraw his original application for Enlistment after its submission, but in any case before the specified deadline for submission. For doing so, a corresponding written notice of the modification or substitution or withdrawal has to be submitted by the Applicant to the Employer prior to the last date notified for receipt of the applications.
  - 3.10 No applications shall be modified, substituted or withdrawn by the Applicant subsequent to the last date notified for receipt of the applications.
  - 3.11 Any information/data furnished by the Applicant found to be incorrect or false or misleading at any point of time would render him liable to be debarred from the Enlistment.

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- 3.12 RGPPL reserves the right to cross check and confirm the information /details furnished by the Applicant.
  - 3.13 Last date for submission of application for empanelment/registration completed in all respect along with necessary documents is 31.01.2014 till 1500 hrs. (IST). Any change in last date for submission of application will be published only in our websites.
  - 3.14 **Make sure that the submission of application is completed well in advance of the time specified.**
  - 3.15 Applicant's attention is drawn that during the period, the applications are under consideration, the applicant is advised to refrain from contacting by any means, the Employer and/or his employees/representatives on matters related to the applications under consideration. Any effort by an Applicant to influence the Employer's processing of applications for Enlistment will result in the rejection of the Applicant's application for Enlistment/Registrations. During the evaluation of the Applications, the Employer may, at its discretion, ask the Applicant for clarification to the applications including documentary evidences.
4. **EVALUATION CRITERIA FOR ENLISTMENT:** For the purpose of Enlistment, Applicants shall be evaluated on the basis of stipulated Qualifying Requirements along with supporting documents etc.
  5. Even though an Applicant may satisfy the above requirements, he would be liable for disqualification if he has made misleading or false representation or deliberately suppress the information in the forms, statements and enclosures required in the application.
  6. This Enlistment/Registration shall be valid for a period of **three (03) years** from the date of issue of the enlistment letter. However, the Enlistment/Registration shall be updated once in a year.
7. **CANCELLATION OF ENLISTED /REGISTERED AGENCIES**
    - 7.1 The Enlistment /Registration of agency (ies) shall be cancelled by RGPPL if the agency is non responsive against our enquires or on account of its performance or bankruptcy and activities detrimental to the interest of RGPPL. The decision of RGPPL in this regard shall be final and binding on the agency.
    - 7.2 Notwithstanding anything contained in this application for Enlistment, RGPPL reserves the right to accept or reject any application and annul the process and reject all applications at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reasons.
  8. Applicant may note that mere submission of filled in application for Enlistment and/or submission of additional information do not automatically entitle him to claim for Enlistment. RGPPL at its discretion may re-invite or modify or annul the process without assigning reason whatsoever.
  9. Applicants who respond within due date with application as mentioned above against this advertisement will be considered for Enlistment/Registration.
  10. **LANGUAGE OF THE Application:** All information in the application form shall be in English language.



## 11. **Agency's Profile:**

11.1 **Name and Address (es) of the sole Proprietor/Partners/Board of directors and photocopy of Affidavit of Proprietorship / Partnership Deed / Memorandum of Articles of Association to be submitted. Company registration certificate registered under company act.**

11.2 **Agency's name stated on the application should be the exact legal name of the Firm.**

11.3 **Copies of documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership to be submitted**

## 12. **Signature on Documents:**

12.1 The documents must contain the name, residence and place of business of the person or persons making the document and **each page of the proposal must be signed and sealed by the agency with his/her usual signature.** The names of all persons signing should be typed or printed below the signature.

12.2 Documents by the partnership firm must be furnished with all names of the partners and be signed with the partnership name, followed by the signature(s) and designation(s) of the authorized partner(s) or other authorized representative(s).

12.3 Corporation/company must be signed with legal name of the corporation/company by the persons authorized to bid on behalf of such corporation/company in the matter.

12.4 **Valid evidence of authority of the person signing on behalf of the agency should be furnished along with the documents.**

12.5 Erasures or other changes in the documents must bear the signature of the persons signing the document.

12.6 Document not conforming to the above requirements of signing may be disqualified at the discretion of RGPPL.

13. **Late Documents:** Documents submitted after the time and date fixed for the receipt of documents as set out in the document are liable to be rejected. However, RGPPL reserves the right to consider the delayed documents under certain circumstances.

14. **DISCLAIMER:** RGPPL reserves the right not to proceed further, to change the process or procedure to be applied for Enlistment/Registration. It also reserves the right to decline to discuss further with any Applicant applying for Empanelment /Registration.



## Annexure - A Qualifying requirement

### Financial Requirements:

#### A. Average Annual Turnover:

Sr. No	Limit	Requirement
1	Upto 10 Lacs	Minimum Average Annual Turnover should be 10 lacs in the last <b>Three Consecutive Completed Financial Years</b>
2	Upto 20 Lacs	Minimum Average Annual Turnover should be 20 lacs in the last <b>Three Consecutive Completed Financial Years</b>
3	Upto 30 Lacs	Minimum Average Annual Turnover should be 30 lacs in the last <b>Three Consecutive Completed Financial Years</b>
4	Upto 40 Lacs	Minimum Average Annual Turnover should be 40 lacs in the last <b>Three Consecutive Completed Financial Years</b>
5	Upto 50 Lacs	Minimum Average Annual Turnover should be 50 lacs in the last <b>Three Consecutive Completed Financial Years</b>

B. The Bidder should meet either of the following during the last 7 years ending last day of the month previous to one in which notice is invited:

Sr. No	Limit	Requirement
1	Upto 10 Lacs	Completed / Executed <b>"ONE similar work"</b> of contract value not less than Rs. 8,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"TWO similar works"</b> each of contract value not less than 5,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"THREE similar works"</b> each of contract value not less than 4,00,000 /-
2	Upto 20 Lacs	Completed / Executed <b>"ONE similar work"</b> of contract value not less than Rs. 16,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"TWO similar works"</b> each of contract value not less than 10,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"THREE similar works"</b> each of contract value not less than 8,00,000 /-

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3	Upto 30 lacs	Completed / Executed <b>"ONE similar work"</b> of contract value not less than Rs. 24,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"TWO similar works"</b> each of contract value not less than 15,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"THREE similar works"</b> each of contract value not less than 12,00,000 /-
4	Upto 40 lacs	Completed / Executed <b>"ONE similar work"</b> of contract value not less than Rs. 32,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"TWO similar works"</b> each of contract value not less than 20,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"THREE similar works"</b> each of contract value not less than 16,00,000 /-
5	Upto 50 lacs	Completed / Executed <b>"ONE similar work"</b> of contract value not less than Rs. 40,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"TWO similar works"</b> each of contract value not less than 25,00,000 /-
		<b>Or</b>
		Completed / Executed <b>"THREE similar works"</b> each of contract value not less than 20,00,000 /-

### C. Technical Requirements:

Sr. No	Name of Work	Similar works definition
1	Rate contract for Cryogenic Insulation	The agency should have executed a contract involving application of at least (120 square meter area) Cryogenic Insulation similar as 2 (iii) below.
2	Painting of piping and structure	<p>I. The agency must be manufacturer/ authorized painting applicator of a particular paint manufacturer i.e the agency should submit letter from the Original Paint manufacturer (from the specific list of paints to be supplied) that he is the authorized Painting applicator for Industrial paint application.</p> <p>II. Similar nature of works/service means jobs pertaining to painting of plant piping, structures.</p> <p>III. The agency must have executed the painting of piping &amp; structures jobs in fertilizers/ refineries/petrochemicals/ oil &amp; gas installations/power plants</p>





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3	Hot thermal insulation repair & maintenance work at RGPPL site	Should have successfully executed repair/maintenance of Hot Thermal Insulation along with supply of insulation materials and accessories "for PSU's or their Joint Ventures/Govt Organization/Private Limited Companies.
4	Rubber lining inspection, repair and new rubber lining works for chemical storage tanks at RGPPL site	Should have successfully executed repair or new rubber lining (minimum 3 mm thickness in two or more layers covering 100 m <sup>2</sup> area as per IS:4682 or equivalent) jobs, at site with all the materials and equipment's/machineries required for completion of work including curing of Rubber lining, for acid/caustic/Hypochlorite & other chemical tanks in power plant/Refinery/chemical industries.
5	Strengthening of pipeline and metal surfaces by Wrapping/ Coating at RGPPL site	Should have successfully executed Maintenance / repair of metal pipe lines by external wrapping / coating through two components paste grade system based on metal alloy blended with high molecular weight reactive polymers. The sealing compound and wrapping material shall be suitable for sea water and should meet 1000 hrs salt water spray test as per ASTM B 117 criteria. Multiple layer application to withstand line pressure of 08 kg/cm <sup>2</sup> in 20 Inch NB pipe line. All preparatory works & lining should be executed as per ASTM-D-2996 / BS-4994 standards at RGPPL site with all the tools, machineries, special compound and wrapping material required for work and execution shall be done on line charged with salt water, raw water and in contact with salt water / chemical fumes / mist.
6	Biannual Contract for carrying out Infrared Thermography survey of Switchyard & Main Plant Equipment at RGPPL site	<b>Similar works</b> means "The agency should possess an experience certificate of carrying out a similar nature of work for Infrared Thermography of electrical equipment in Power station/switchyard/heavy industries."
7	LT Motor rewinding	Bidder should be a contractor: (a) having experience of successfully executed at least two years LT motor rewinding contracts during the last seven-year period (current date) with work completion certificate. (b) having a work shop for rewinding capacity of minimum 250hp motors & having test trial facility for minimum 250hp motors. (same is to be approved/certified by any government/autonomous/statutory body)

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Regd Office: NTPC Bhawan, Core-7, SCOPE Complex, 7, Institutional Area, Lodhi Road, New Delhi – 110003

Site Office: At & Post: Anjanwel, Tal: Guhagar, Dist.: Ratnagiri -415 634, Maharashtra, India.

Corporate Identification Number: U40105DL2005 PTC 138458 Website Address: [www.rgppl.com](http://www.rgppl.com)





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8	Cooling water treatment for Block I, II & III" at RGPPL	<i>Vendor should have experience of at least 6 months (continuous) in treating cooling water using sea water as makeup with circulating rate of minimum 18000m<sup>3</sup>/hr in a single system. Relevant details like LOA or PO copies with water qualities of make up and CW system should be produced along with references of contact person of the industry where the said treatment has been carried out.</i>
9	Water proofing treatment with APP membrane and other water proofing work at RGPPL	<b>1. <i>Similar works</i></b> means "APP membrane Water proofing of Building". <b>2.</b> <i>The agency should either be a manufacturer or authorized applicator of a manufacturer of APP waterproofing membrane. And should submit documents in support of this.</i> <i>"Documentary evidence in support for, "manufacturer or authorized applicator of a manufacturer of APP waterproofing membrane".</i>
10	Testing and calibration of PSV/TSV/VRV	<i>I. The agency should have executed similar work of safety Valve Calibration / Maintenance in Oil &amp; Natural Gas Industry.</i> <i>II. Bidder should himself have authorization as competent person or Inspector for Certification of Safety Relief Valves / Pressure safety Valves issued by PESO (Petroleum and explosives safety Organization) or any other Government Agency / Statutory Body OR should have such a person in their rolls or should An MOU / agreement with such person / agency.</i> <i>III. While submitting the bid, the bidder should produce documentary evidence. Supporting documents should be duly attested by Gazetted Officer / Public Notary Executive Magistrate.</i>

**D.** The Agency should have valid **PAN No.**, **PF No.**, and **Service Tax Registration**.

**E. Agency shall submit following documents in support of above:**

1. Copy of audited Balance Sheet and Profit & Loss Account Statement, for immediate preceding three completed financial years, in support of Para A above.
2. Copy of PAN card, PF No., Service Tax Registration Certificate in support for Para C above.
3. Copy of the Letter of award / Work order/ duly signed Agreement copy **and** completion certificate clearly indicating 'Name of Work', 'Contract Value' and 'Contract Period' as documentary evidence in support of successful execution provided by client in support for Para C above.

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## Annexure – B

### Agency's Application Form

Services Applied for	List of Supporting Documents for fulfilling the qualification requirement

**Agency applying for more than one service shall apply in separate envelope. And each envelope should contain all supporting documents.**

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## **Annexure - C** **Agencies Information Form:**

Agencies are requested to furnish the following information & enclose the valid documentary evidence against the same:

Sr. No		
1	<b>Name &amp; Address of the Company :</b>	
1.1	Regional Office:	
1.2	Registered / Head office :	
2	<b>Name &amp; Designation of the key person authorized for this application</b>	
3	<b>Contact information :</b>	
3.1	Mobile no	
3.2	Telephone No	
3.3	Fax No	
3.4	Email	
4	<b>Status of the Company</b> (Please mark tick as √)	
	Proprietary	Partnership
	Private Ltd	Public Ltd
		Central/State Govt./PSU's
		Others (Please Specify)
5	<b>Registration no. of the Company / Firm</b>	
6	<b>PAN No:</b>	
7	Provident Fund no / Employees State Insurance no / Workmen's Compensation policy no	
8	Sale Tax /VAT/CST Nos	
9	TIN No	
10	WCT No	
11	Service Tax	
12	ISO & Other Certification	
13	Nature of Product/Services dealt in	
14	NSIC/SSI Units	

- **Agencies are requested to enclose the copy of supporting documents along with the application for verification.**

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# Ratnagiri Gas & Power Private Limited (RGPPL)

## Annexure - D Supporting Documents

For Qualifying Requirement:

QR CLAUSE	Documents against qualifying Requirement	Reference No. of Document enclosed in support of QR.
	<i>Copy of Audited Balance Sheet(s) and Profit &amp; Loss Account(s)</i> FY 2015-2016 FY 2014-2015 FY 2013-2014	
2	<i>Copy of the Letter of award / Purchase Order / Work order executed &amp; documentary evidence in support of successful execution issued by clients:</i>	
3	Copy of PF No. Copy of PAN Card. Copy of Service Tax registration certificate. Copy of Sale Tax / VAT Registration No	

### TURNOVER STATEMENT:

The agency shall indicate his annual turnover for minimum last three years based on the audited balance sheet and profit & loss account statement.

FINANCIAL YEAR	ANNUAL TURNOVER (Rs.)
2015-2016	
2014-2015	
2013-2014	

### PF NO, PAN NO. & SERVICE TAX NO. :

PF NUMBER	
PAN NUMBER	
SERVICE TAX NUMBER	
SALE TAX / VAT REGISTRATION No.	

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**Annexure - E**

**FORM OF ACCEPTANCE OF FRAUD PREVENTION POLICY**

To,  
RATNAGIRI GAS AND POWER PRIVATE LIMITED,  
At & Post: Anjanwel, Tal. Guhagar,  
Dist.: Ratnagiri,  
Maharashtra, India – PIN 415 634  
Phone: 02359 – 241134.

Sir/Madam,

We have read the contents of the Fraud Prevention Policy of RGPPL displayed on its website **http://www.rgppl.com** and undertake that we along with our associate /collaborator/ subcontractors / sub-vendors / consultants / service providers shall strictly abide by the provisions of the Fraud Prevention Policy of RGPPL.

Yours faithfully,

Date:

Place:

(Signature) .....

(Printed Name).....

(Designation).....

(Common Seal).....

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## Annexure-F

### FINAL CHECK LIST

Sr. No.	DESCRIPTION	Agency's confirmation
<b>1.</b>	<b>Bidder's Details:</b>	
	a) Name	
	a) Full address	
	c) Tel No.	
	d) Fax No.	
	e) Email	
	f) Name & designation of the person signing the application	
<b>2.</b>	<b>QR has been carefully examined &amp; QR CHECKLIST filled in totality ( All reference documents also enclosed)</b>	
<b>2.1</b>	Copy of Audited Balance Sheet(s) and Profit & Loss Account(s) of FY 2015-2016	
<b>2.2</b>	Copy of Audited Balance Sheet(s) and Profit & Loss Account(s) of FY 2014-2015	
<b>2.3</b>	Copy of Audited Balance Sheet(s) and Profit & Loss Account(s) of FY 2013-14	
<b>2.4</b>	Copy of the Letter of award / Purchase Order / Work order executed & documentary evidence in support of successful execution issued by clients	
<b>2.5</b>	Copy of PF No	
<b>2.6</b>	Copy of PAN Card	
<b>2.7</b>	Copy of Service Tax registration certificate	
<b>2.8</b>	Copy of Sale Tax / VAT Registration No	
<b>3.</b>	<b>Documentary proof for</b> Power of Authority of the person signing the application.	
<b>4.</b>	<b>Company Registration Certificate as per company act</b>	
<b>5.</b>	<b>Duly completed and signed Notice Inviting Application copy</b>	

\*Agency should tick mark in the above table against the documents submitted.

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