



BHAGYANAGAR GAS LIMITED

(A JOINT VENTURE OF HPCL & GAIL)

BID DOCUMENT FOR

Hiring an agency to carry out survey in Hyderabad, Vijayawada and Kakinada GA.

- 1) Survey of Domestic, Commercial & Industrial potential on the BGL' existing network.**
- 2) Survey of Domestic, Commercial, Industrial & potential CNG stations along the authorized Geographical Area (GA) boundary as a part of boundary management.**

UNDER OPEN DOMESTIC COMPETITIVE BIDDING

Bid Document No.: BGL/537/2021-22

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SECTION – 7
SPECIAL CONDITIONS OF CONTRACT
&
SCOPE OF SERVICES

SPECIAL CONDITIONS OF CONTRACT (SCC)

GENERAL INFORMATION: -

The special conditions of contract shall be read in conjunction with general condition of contract (GCC), Schedule of rates, scope of work and any other document forming part of contract, wherever Context so Requires. GCC is available at tender issuing office and same shall be referred to by Tendered. Notwithstanding, the subdivisions of the documents in to separate sections every part of each shall be deemed to be supplementary of every other part and shall be read with and into the Contract so for as it may be practicable to do so. Where any portion of the special conditions of the Contract (SCC) is repugnant to or at variance with any provisions of the GCC then provision of SCC Shall be deemed to override the provision of GCC only to the extent of each repugnance or variations. In case of any contradictions the Decision of the Engineer-I In-Charge will be final and binding on the Contractor.

1. Duration of contract:

- I. For part (i) of the scope of work: Three months from the date of award of Contract/ work order.**
- II. For part (ii) of the scope of work: six months from the date of award of Contract/ work order.**

2. Price basis:

Bidders to quote on the basis of **FIRM** prices inclusive of all applicable taxes and duties as per scope of work defined above. No additional payment shall be admissible over and above the quoted price.

3. Validity of quoted rates:

The rates quoted and accepted shall remain valid for the entire period of contract and no escalation whatsoever permissible after the award of contract.

4. Taxes and duties:

The rates quoted and accepted shall include all taxes, duties, GST and other charges as applicable. BGL shall not entertain any such claim whatsoever on this account.

5. Payment Terms:

The payment for the subject work will be paid as follows: -

- (i) 70% of the payment Against the Invoice/RA Bills shall be released upon submission of invoices and submission of the Data as per BGL requirement.
Note: The decision of EIC of the tender will be final regarding any deviation/modification in payment terms even post award of contract, without citing any reason

And

- (ii) Balance 30% shall be released post verification of all the requisites as per scope of work.

Note: The decision of EIC of the tender will be final regarding any deviation/modification levying additional penalty if any even post award of contract, without citing any reason/s.

6. Rejection of tender:

BGL reserves the right to accept or reject the tender and to waive irregularities and formalities at its own discretion. Any attempt for canvassing shall debar the tender resulting in summarily rejection of the tender

7. Contract Performance Security:

The successful bidder within 30 working s days of award of work has to submit a contract performance bank guarantee (PBG) as per the format enclosed / Demand Draft (DD) for an amount equal to 3% of work order value excluding taxes and duties from a nationalized or scheduled banks of India.

Bank Guarantee shall be valid for a period of work order duration from the date of issue of LOI/WO.

The Contract performance Security shall be released after certification of work completion by Engineer/Officer-In- Charge (Marketing).

8. Defect liability period shall be for 3 months from the date of expiry of contract.

9. The agency shall be given limitations/ internal break up on to the number of customers to be surveyed i.e. the agency cannot complete the work order survey quantity from one geographical area rather EIC/OIC of the contract shall control and intimate the agency about the number of entries to be surveyed from each city.

10. The survey data has to be submitted in the format as prescribed by BGL including GPS location.

11. Price Reduction Schedule:

i) BGL would cross check random 30% of the total survey data submitted along with invoice. EIC/OIC of BGL reserves the right to vary the sample size for verification purpose.

ii) During verification if sample collected is found faulty then the following penalty will be imposed:

Slab	Faulty Sample Size	Applicable Penalty
Slab 1	In continuation to point (i): Out of 30% selected sample size for verification purpose if found more than 10% of the data is faulty out of 30% sample size	100% of the invoice amount will be deducted
Slab 2	In continuation to point (i): Out of 30% selected sample size for verification purpose	80% of the invoice amount will be deducted

	if found faulty data in the range of more than 5% - upto 10% out of 30% sample size	
Slab 3	In continuation to point (i): Out of 30% selected sample size for verification purpose if found faulty data in the range of more than 2% - upto 5% out of 30% sample size	50% of the invoice amount will be deducted
Slab 4	In continuation to point (i): Out of 30% selected sample size for verification purpose if found faulty data in the range of 0% - upto 2% out of 30% sample size	No amount will be deducted

EIC/OIC of the BGL reserves the right to levy any additional penalty based upon the discrepancy in the execution

iii) All the data of survey to be submitted to BGL EIC/OIC as per the format provided by the BGL. The format will be shared by the concerned officer as per the requirements. If found the data is not submitted as per BGL requirement BGL reserves the right to levy the penalty of Rs. 50 per surveyed data submitted.

iv) BGL reserves the right to add or modify any terms and condition of the tender based upon the need of it, including scope of work. In case any modification the quoted rate will be applicable for the payment of the same. The decision of selection of rate on the executed work to be billed by vendor to BGL will be in sole discretion of EIC/OIC of the tender.

12. Contract Agreement:

The bidder has to execute a contract agreement within 15 working days of the award of the work as per the format enclosed in tender Document.

13. Engineer/Officer – In – charge (EIC/OIC):

DGM – Marketing & BD, Bhagyanagar Gas Limited, Hyderabad shall be the Engineer/Officer – in – charge for this tender after award of work.

14. Bidder should have PF or ESIC, PAN and GST Registration number in its name.

15. SCOPE OF SERVICE / WORK:

15.1 Brief scope of work

(i) Identification of Domestic & Commercial customers with their complete details only from the existing BGL Network (0 to 50 Meters, 50 Meters to 100 Meters, 100 meters to 150 Meters and 150 Meters to 200 Meters)

Considering the both sides/footpaths along the road as 0 meter (only to the roads where pipeline network is laid) as starting point and the contractor shall cover the area at the edges of the road/s.

The contractor shall collect the following information in detail of potential customers customers/existing infrastructure during survey:

i. Name, complete address with landmark, contact details (Mobile No., Email ID etc.) only

- ii. Distance from the existing BGL network (0 to 50 Meters, 50 Meters to 100 Meters, 100 Meters to 150 Meters and 150 Meters to 200 Meters) separately.
- iii. Contractor has to cover all domestic (including individual houses, gated community, high rise buildings, etc.), commercial (including all star hotels, curry points, etc.), industrial infrastructure in the area.
- iv. Daily Progress Report (DPR) of survey on daily basis as specified format provided by BGL.
- v. Customer Information Form with details as nos. of burners, fuel type, fuel consumption per day, per day operational hours etc.
- vi. Concerned EIC/OIC of tender from BGL reserves the right to modify the T&C of the scope of work.
- vii. Contractor shall collect the format for Concerned EIC/OIC of tender from BGL for survey and submit the report and data gathered in the same format.
- viii. As a proof of survey, the contractor shall capture the picture of the infrastructure along with time stamp (the app shall be recommended by BGL and it will be binding on contractor to implement. No extra charges shall be payable by BGL against the purchase, usage of app.)
- ix. On every facility surveyed by contractor, the contract has to implant proof of survey on the infrastructure. The designing (shall be approved by EIC/OIC of tender from BGL), printing, and installation for the same on the infrastructure is to be done by contractor. BGL shall not be paying any extra cost associated to it.
- x. Any permission required for survey, implantation of proof of survey on the infrastructure, and any other in reference to work order shall be in scope of contractor BGL shall not be paying any extra cost associated to it.

(ii) Identification of Domestic, Commercial, Industrial & CNG locations with their complete details along the authorized Geographical Area (GA) Boundary

Considering the boundary of the BGL GA's as starting point and the contractor shall cover the area as mentioned above. If any clarification is required immediately concerned EIC/OIC shall be consulted.

- i. Name, Complete Address with landmark, Contact Details (Mobile No, Email id etc) along the Authorized Geographical Area Boundary of BGL (0 to 50 Meters, 50 Meters to 100 Meters, 100 Meters to 150 Meters and 150 Meters to 200 Meters) separately.
- ii. Daily Progress Report (DPR) of survey on daily basis as specified format provided by BGL.
- iii. Contractor has to cover all domestic (including individual houses, gated community, high rise buildings, etc.), commercial (including all star hotels, curry points, etc.), industrial infrastructure and locations of CNG stations in the area.

- iv. Customer Information Form with details as nos. of burners, fuel type, fuel consumption per day, per day operational hours etc. mapping in the GPS waypoint mobile app in case of RWA/Builders, Commercial, Industrial and CNG Stations. Concerned EIC/OIC of tender from BGL reserves the right to modify the T&C of the scope of work.
- v. Contractor shall collect the format for Concerned EIC/OIC of BGL for survey and submit the report and data gathered in the same format.
- vi. As a proof of survey, the contractor shall capture the picture of the infrastructure along with time stamp (the app shall be recommended by BGL and it will be binding on contractor to implement. No extra charges shall be payable by BGL against the purchase, usage of app.)
- vii. On every facility surveyed by contractor, the contractor has to implant proof of survey on the infrastructure. The designing (shall be approved by EIC/OIC of tender from BGL), printing and installation for the same on the infrastructure is to be done by contractor. BGL shall not be paying any extra cost associated to it.
- viii. Any permission required for survey, implantation of proof of survey on the infrastructure, and any other in reference to work order shall be in scope of contractor BGL shall not be paying any extra cost associated to it.
- ix. For CNG bunks contractor has to submit the vehicle count in the areas per BGL format. Also, the estimated CNG demand in per day basis.

15.2 Scope of work (others)

- 1) The Agency shall do the Identification of Commercial customers and Domestic customers and their associations with their complete details by door-to-door survey of allotted area by BGL only Distance from the Existing BGL network (0 to 50 Meters, 50 Meters to 100 Meters, 100 Meters to 150 Meters and 150 Meters to 200 Meters) and along the authorized Geographical Area (GA) boundary of BGL (0 to 50 Meters, 50 Meters to 100 Meters, 100 Meters to 150 Meters and 150 Meters to 200 Meters)
- 2) The identified/surveyed customers should have permanent building and be at their own premises or legally rented one.
- 3) The identified/surveyed customers should have Mapped in GPS Waypoints in case of RWA/Builders, Commercial, Industrial and CNG Stations.
- 4) Details of Survey shall be done as per BGL approved formats only. Same may be verified as an when required.

The Agency Shall do Survey of Commercial and Domestic customers to identify maximum potential of Domestic & Commercial connection, which includes individual Houses, Gated Community Societies, Residential Welfare Associations headed by Management Committee, Hotels, restaurants, banquet hall, hospitals, mandir, gurdwara, food courts, canteens, Dhabas, Bar & Restaurants etc. as per format provided by BGL

(iii) Minimum Qualification and Experience of Manpower

Graduate with six months of experience in marketing or field activities.



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SECTION 8

SCHEDULE OF RATES (SOR)

REFER E-TENDER NO.: BGL/537/2021-22 IN
E-TENDERING WEBSITE /PORTAL -
(<https://petroleum.euniwizarde.com/>))
FOR SCHEDULE OF RATES



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Bhagyanagar Gas Limited

SCHEDULE OF RATES (SOR)

Financial Bid / Priced Bid

Bid Document ref: BGL/537/2021-22, dtd. 22.02.2022

Item: Tender for Hiring an agency to carry out survey in 1) Survey of Domestic, Commercial & Industrial potential on the BGL' existing network. 2) Survey of Domestic, Commercial, Industrial & potential CNG stations along the authorized Geographical Area (GA) boundary as a part of boundary management.

Name of Bidder										
Sr. No.	GA Name	Distance from Existing Pipeline Infrastructure	SAC Code	Unit of Measurement (UoM)	Quantity	Unit rate inclusive of all taxes and duties but excluding GST (in Rs.)	Applicable GST rate (%)	Applicable GST rate (in Rs.)	Total unit rate inclusive of all taxes and duties but including GST (in Rs.) - in figures	Total unit rate inclusive of all taxes and duties but including GST (in Rs.)- in words
1	2	3	4	5	6	7.00	8.00	9=7 X 8	10 =7+9	918
1. Part (i)	Identification of DPNG/CPNG/IPNG customers with their complete details only from the existing BGL Network (0-50 meters, 50-100 meters, 100-150 meters and 150-200 meters)									
1a	Hyderabad	(0 – 50mtrs.)		Sq. KM	100			-	-	

Sign & Seal of Bidder



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1b		(50 – 100 mtrs.)		Sq. KM	100			-	-	
1c		(100 – 150 mtrs.)		Sq. KM	100			-	-	
1d		(150 – 200 mtrs.)		Sq. KM	100			-	-	
1e		(0 – 50mtrs.)		Sq. KM	50			-	-	
1f	Vijayawada	(50 – 100 mtrs.)		Sq. KM	50			-	-	
1g		(100 – 150 mtrs.)		Sq. KM	50			-	-	
1h		(150 – 200 mtrs.)		Sq. KM	50			-	-	
1i		(0 – 50mtrs.)		Sq. KM	100			-	-	
1j	Kakinada	(50 – 100 mtrs.)		Sq. KM	100			-	-	
1k		(100 – 150 mtrs.)		Sq. KM	100			-	-	
1l		(150 – 200 mtrs.)		Sq. KM	100			-	-	
Total incl. of all taxes & duties for SOR Part(i)									-	

Sign & Seal of Bidder



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2. Part (ii)	Identification of DPNG, CPNG, IPNG & CNG Stations locations with their complete details along the authorized Geographical Area (GA) boundary as part of boundary management only the distance of 0-50 meters, 50-100 meters, 100-150 meters and 150-200 meters from GA boundary of estimated										
	2a	Hyderabad	(0 – 50mtrs.)		Sq. KM	50			-	-	
	2b		(50 – 100 mtrs.)		Sq. KM	50			-	-	
	2c		(100 – 150 mtrs.)		Sq. KM	50			-	-	
	2d		(150 – 200 mtrs.)		Sq. KM	50			-	-	
	2e	Vijayawada	(0 – 50mtrs.)		Sq. KM	30			-	-	
	2f		(50 – 100 mtrs.)		Sq. KM	30			-	-	
	2g		(100 – 150 mtrs.)		Sq. KM	30			-	-	
	2h		(150 – 200 mtrs.)		Sq. KM	30			-	-	
	2i	Kakinada	(0 – 50mtrs.)		Sq. KM	50			-	-	
	2j		(50 – 100 mtrs.)		Sq. KM	50			-	-	

Sign & Seal of Bidder



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2k	(100 - 150 mtrs.)		Sq. KM	50			-	-	
2l	(150 - 200 mtrs.)		Sq. KM	50			-	-	
Total incl. of all taxes & duties for SOR Part(ii),Rs.								-	
Grand Total incl. of all taxes & duties for SOR Part(i) & Part(ii),Rs.								-	

Note:

1. Priced bids shall be Evaluation on the total lowest cost of the line items to BGL i.e. total of part (i) and part (ii).
2. Bidder shall bid for all the items in SOR. In case bidder don't bid for all items in SOR the bid submitted is subject to rejection without any intimation.
3. The bill will be processed based upon the quantified identified as per SOW.
4. Considering the variation in actual findings cost of the execution will vary.