



## **Invitation for Expression of Interest (EOI)**

**For**

### **Empanelment of Service Providers for Training on First Aid Treatment (Basic Life Support) and Related Assessment & Certification**

**REF. NO. GGL/EOI/2024-25/005**

**EOI Published on 16<sup>th</sup> August, 2024**

**Response Submission by 12<sup>th</sup> September, 2024**

**Response to the EOI shall be submitted at the following address**

**Kind Attention: VP- Materials  
Gujarat Gas Limited  
Office No. 4 & 5, Ground Floor,  
IT Tower-2, Infocity,  
Gandhinagar- 382009 Gujarat**

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**A. Invitation for Expression of Interest (EOI)**

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## **A. INVITATION FOR EXPRESSION OF INTEREST (EOI)**

Gujarat Gas Limited (GGL) intends to empanel interested & capable contractors for ***“Training on First Aid Treatment (Basic Life Support) and Related Assessment & Certification”***.

Experienced and capable contractors are requested to submit their Expression of Interest for empanelment with GGL for this requirement, within the stipulated timelines, in line with the requirements detailed in this document.

The Bidder Qualification Criteria (BQC) based upon which the bidders shall be evaluated are listed in Section C of this document. The Expression of Interest (EOI) should be accompanied by all the necessary documents as mentioned in Section C.

Contractors already qualified / working with GGL for subject category or any similar/ associated activities are **NOT AUTOMATICALLY QUALIFIED** for this EOI.

**All interested contractors MUST respond to this EOI, after which the evaluation process will be followed in line with the criteria defined in this document.**

**Bidders qualified under this process will be empaneled for a period of 2 (Two) years from the date of empanelment for issuance of Tender/RFQ.**

GGL reserves the right not to issue the enquiry/tender subsequent to the EOI evaluation and/or modify the process without assigning any reason whatsoever.

This notice does not in any manner impose any legal obligations on GGL or confer any rights on any other party in respect of the contents herein. Any contractual obligations or rights shall always be subject to a final and binding written contract executed between GGL and the party claiming such contractual obligations or rights.

GGL has the sole discretion to accept or reject any of the submissions without assigning any reasons. Responses submitted through Agents / Intermediaries will not be considered.

## **B. INSTRUCTIONS TO BIDDERS**

1. The onus of providing all necessary company/ experience related information, in appropriate manner and medium, as prescribed in this document, and so as to demonstrate the competency of the Bidder and to allow proper evaluation, will rest entirely on the Bidder. The Bidder shall ensure submission of complete & comprehensive information/documentation in the ***first instance itself***. There is no obligation on part of GGL to seek any additional/missing details not submitted in the first instance.
2. If the Qualification documents are submitted in company's name, a '**Power of Attorney**', in favour of the person who is authorized to sign the qualification documents on behalf of the company, must accompany the qualification documents.
3. All information has to be typed or hand written legibly. All pages of the qualification documents have to be signed by the Bidder's authorized personnel (**as given in point 2 above**). All corrections, erasures or overwriting, therein, have to be signed by the Bidder's authorized personnel.
4. The description of scope of work mentioned in the title is indicative only and the detailed scope of work will be provided to the qualified bidders, if & when requirement arises.

5. The decision of GGL for selection or rejection of the bidders shall be final and binding to all without assigning any reason whatsoever.
6. Bidder is required to furnish the complete and correct information and/or documents required for evaluation, as specified in EOI. If the information and/or documents forming basis of evaluation is found to be false/forged/Fake/incorrect and /or concealment of facts to deceive selection process, the same shall be considered adequate ground for rejection and appropriate action will be taken as per the OWNER's prevailing ACTIONS TO BE TAKEN AGAINST VENDORS/ CONTRACTORS FOR DEFAULTS IN TENDER/CONTRACT TERMS, DISCHARGE OF CONTRACTUAL OBLIGATIONS, CORRUPT/FRAUDULENT / COLLUSIVE /COERCIVE PRACTICES.
7. Even though meeting the qualification criteria, any Bidder may be disqualified if the Bidder:
  - a) Has made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
  - b) Has past record of poor performance at GGL/ other clients, such as abandoning the works, not properly completing the contract, statutory non-compliances, inordinate delays in completion, litigation history, or financial failures etc.; and/or
  - c) Has indulged in inducement of any GGL official and/or their consulting engineer and other advisors in any manner whatsoever
8. As part of the qualification process, GGL, at its sole discretion, may also visit Bidder's works/project sites and/or any Bidder's premises to assess level of Quality, Safety, and bidder's ability to plan, mobilize and deploy resources.
9. The Bidder is expected to examine carefully all instructions & formats in the documentation. Failure to comply with the documentation requirements of EOI document shall be at the Bidder's own risk and may result in disqualification of the Bidder.
10. The EOI documentation and all correspondence, incidental to and concerning the same, shall be in English language. For supporting documents and printed literature submitted in any other language, an equivalent English translation shall also be submitted. Responsibility for correctness in translation shall lie with the Bidder. In case of any conflict, for the purpose of interpretation of the bid, the English translation shall govern.
11. All supporting document as mentioned above shall be in English language only. In case of the certificates / documents are in a language other than English, translated documents of the same, duly attested by a third party agency.
12. **It may also be noted that all GGL tenders are published e-tendering portal [www.tender.nprocure.com](http://www.tender.nprocure.com), which is an initiative of Gujarat Narmada Valley Fertilizers & Chemicals Limited (GNFC), Promoted by Govt. of Gujarat. For participation in GGL eTenders, registration with nProcure portal is mandatory, without which GGL shall not be able to assign e-tenders to your firm.**  
Contact details of the same is as below:  
  
**(n)Code Solutions-A division of GNFC Ltd.,**  
  
(n)Procure Cell, 304, GNFC Infotower, S.G. Road, Bodakdev, Ahmedabad – 380054 (Gujarat)  
Fax: +91-79-40007533, email: [nprocure@ncode.in](mailto:nprocure@ncode.in), TOLL FREE NUMBER: 1800-419-4632/7359 021 663
13. In case of any queries or details/clarity required, write to us on [kalpeshkumar.patel@gujaratgas.com](mailto:kalpeshkumar.patel@gujaratgas.com) (Phone: +91 79 26737546) and [jignesh.desai@GUJARATGAS.com](mailto:jignesh.desai@GUJARATGAS.com) (Phone: +91 79 26737545) .

14. The expression of interest along with all required supporting documents as listed above should be sent to below mentioned address captioned with EOI Reference no. within stipulated EOI submission date:

**VP- Materials**  
**Gujarat Gas Limited.**  
**Office No. 4 & 5, Ground Floor,**  
**IT Tower-2, Infocity,**  
**Gandhinagar- 382009 Gujarat**

### **C. Bidder Qualification Criteria (BQC) -Attached Separately as Annexure-A**

**Documents shall be submitted in line with BQC requirement only.**

The expression of interest along with all required supporting documents as listed above should be sent to below mentioned address captioned with EOI Reference no. within stipulated EOI submission date:

**VP- Materials**  
**Gujarat Gas Limited.**  
**Office No. 4 & 5, Ground Floor,**  
**IT Tower-2, Infocity,**  
**Gandhinagar- 382009 Gujarat**

All supporting document as mentioned above shall be in English language only. In case of the certificates / documents are in a language other than English, translated documents of the same, duly attested by a third party agency.

**BIDDER INFORMATION FORM**

To  
GUJARAT GAS LIMITED,  
Office No. 4 & 5, Ground Floor  
IT Tower-2, Infocity  
Gandhinagar- 382009 Gujarat

1. Name of Firm/Company (As per PAN) \_\_\_\_\_
2. Type of Firm/Company (Tick One) :  PROPRIETORSHIP FIRM     PARTNERSHIP FIRM  
   INDIAN COMPANY             FOREIGN COMPANY  
   PRIVATE LIMITED
3. PAN linked with **AADHAAR** (It is mandatory, in case registered firm is "**PROPRIETORSHIP FIRM**")  
  :  YES (Attach screen shot of Income Tax E-filing Portal)  
  :  NO
4. Mirco/Small/Medium Scale :  YES (Copy of relevant certificate to be attached)  
  :  NO
5. GST Registered Address \_\_\_\_\_  
(Intended Place of Supply of Material/Service to GGL)
6. GST Registration No. (GSTIN) : \_\_\_\_\_ - Corresponding to the Address mentioned in Sr. No. 3 above (Copy of GST Registration Certificate to be attached)
7. GST Registration Type : Registered / Registered-Composition  
**Note: GST Registration is mandatory for supplying any Material and/or Service to GGL.**
8. Address of Registered Office \_\_\_\_\_  
(As per Certificate of Incorporation, Partnership Deed etc.)
9. PAN No. \_\_\_\_\_ (**Copy of PAN Card to be attached**)
10. Name of Contact Person with designation \_\_\_\_\_
11. Telephone Number \_\_\_\_\_  
(Country Code)    (Area Code)    (Telephone Number)
12. Mobile Number \_\_\_\_\_
13. E-mail address \_\_\_\_\_
14. Website \_\_\_\_\_

**Note: Electronic Fund Transfer Mandate Form should be submitted as per attached format along with original cancelled cheque.**

\_\_\_\_\_  
(SEAL AND SIGNATURE OF BIDDER)

## RTGS / NEFT / IFT - Electronic Fund Transfer Mandate Form

(Mandate for receiving payments through RTGS / NEFT  
From GUJARAT GAS LIMITED)

1	Vendor Name	
2	Vendor Code	
3	Permanent Account Number (PAN)	
4	Particulars of Bank Account	
	A. Bank Name	
	B. Branch	
	C. Branch Code	
	D. Address	
	E. City Name	
	F. Telephone No	
	G. RTGS / NEFT IFSC Code	
	H. 9 digit MICR code appearing on the cheque book	
	I. Type of Account	
	J. Account No.	
5	Vendor's e-mail id	
6	Reason for change in bank account	

(Mandatorily enclose physical cancelled cheque).

We hereby declare that if the transaction is delayed or done in other bank account because of incomplete or incorrect information, we would not hold the company responsible. We agree that the payment made by GGL in either the existing bank account or new bank account shall be deemed as effective and due discharge of its liabilities owed to us to the extent of the amount paid. We further represent and confirm that the aforementioned bank change is neither inconsistent with nor contrary to nor in breach of any order/judgment/direction by any court/tribunal or any authority so appointed by the court/tribunal and any applicable law, rules and regulations . In case of any claim, action or proceedings that may be initiated against GGL on account of the aforementioned bank change, we undertake to indemnify and keep GGL harmless and indemnified against the said claims, action and proceedings for all the times and on full indemnity basis. .

In addition to the above, the undersigned represent and warrant that he/she is duly authorized by the aforementioned Company/Partnership Firm (as the case may be) to request GGL and get the bank account, as mapped in the system of GGL, changed to another bank account.

Date: \_\_\_\_\_

Place: **Sign and Seal by only authorized person as per banking records**

\_\_\_\_\_ **BANK Confirmation** \_\_\_\_\_

We confirm that M/s \_\_\_\_\_  
\_\_\_\_\_ is having above bank account with us and above request to GGL has been signed by authorized signatories, same are matching with our banking records.

Date: \_\_\_\_\_

Place: **Sign and Seal by banks**

**POWER OF ATTORNEY**

**(To be stamped in accordance with Stamp Act-Rs-300/-)**

Know all men by these present, I/We .....(Name of Partner/Proprietor/Director) of .....(name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorized Mr./ Ms (name)..... son/daughter/wife of ..... And presently residing at....., who is presently employed with us/the Lead Partner of our Consortium and holding the positing of....., as our true and lawful attorney ( hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our application for submission of any kind bid or participation in tendering process in Gujarat Gas Ltd. including but not limited to signing and submission of all applications, bids and other documents, and writings, participate in Pre-Application and other conference and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Concession Agreement and undertaking consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Project and /or upon award thereof to us and or till the entering into of the Concession Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

This power of attorney is valid for the FY...../Calendar Year..... unless revoked earlier.

IN WITNESS WHEREOF WE, .....THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY AT .....ON THIS..... DAY OF.....2....

For  
(Signature, name designation and address)

Witness:-

1.  
(Notarized)

2.  
Accepted  
.....  
(Signature)

(Name, Title and Address of the Attorney)

Notes:-

- i. The mode of execution of the power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants) (s) and when it is so required, the same should be under common self-affixed in accordance with the required procedure.
- ii. Wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board of shareholder's resolution /power of attorney in favor of the person executing this power of Attorney for the delegation of power hereunder on behalf of the Applicant.



**DECLARATION OF OTHER CRITERIA**  
**(on BIDDER Letter head)**

To,  
GUJARAT GAS LIMITED,  
Office No. 4 & 5, Ground Floor  
IT Tower-2, Infocity  
Gandhinagar- 382009 Gujarat

Dear Sir,

With reference to Gujarat Gas Limited, EOI Reference No. - GGL/EOI/2024-25/005:

1. I/We understand that a Bidder who submits or participates in more than one bid, directly or indirectly, will result in disqualification of all the proposals, in which the Bidder has participated. Hence, I/We hereby undertake & declare that we have submitted single bid against the above referred e-Tender. Further, I/we declare that none of our proprietor /partner(s) is/are same proprietor/ common Partner(s) in/with any of the bidders participating in the tender.
2. I/We are NOT debarred or blacklisted or put on holiday by (a) Gujarat Gas Limited, or (b) any of the GSPC Group Companies, as on the bid submission date.
3. I/We hereby confirm that ***(Bidder shall tick/select any one of the options below - as applicable)***

There is/are no on-going and/or Past Litigation(s)/Arbitration(s) process with, either (a) Gujarat Gas Limited, or, (b) any of the GSPC Group Companies.

There is/are on-going and/or Past Litigation/Arbitration process with, either (a) Gujarat Gas Limited, or, (b) any of the GSPC Group Companies, details of which are attached herein *(Bidder to attach/upload list of such Past as well as on-going Litigation/Arbitration Proceedings, which includes the case no., date & year of filing litigation, the litigating parties, the subject matter of litigation, order(s) passed in litigation, present status of litigation, and the value of claim, if any*

GGL may evaluate the details of such litigation / arbitration proceedings and may at its sole discretions disqualify such bidder who is indulging in frivolous litigation/arbitration OR having history of initiating litigations/arbitrations, against GGL or GSPC Group Companies; and proceed with the bidding process. Further, the bidder shall provide any additional details/clarifications as may be require by GGL in this regard in time bound manner.

4. We will meet qualification criteria on its own. (e.g. qualification through Joint Venture/ Consortium/ MoU etc. are not allowed.)

*Note: With respect to point nos. 1, 2 and 3, if the aforementioned undertaking or any part thereof is found false/incorrect/inaccurate OR occurrence of any of the above-mentioned disqualifying events contemplated at point nos. 1, 2 and 3, during empanelment period/award period, shall make the concerned bidder liable for disqualification for tenders/contract award, at the sole discretion of GGL.*

For the purpose of this Declaration, 'Litigation/Arbitration' shall mean any suit, litigation, arbitration, judicial or quasi-judicial proceeding initiated by/against the Bidder involving GGL and/or any of the GSPC Group Companies before any Court/ Forum/ Tribunal/ Authority/ Regulator/ Arbitrator as on the date of submission of bid.

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(SEAL AND SIGNATURE OF BIDDER)

## DECLARATION OF RELATIONSHIP WITH GGL EMPLOYEES

**(On Bidders' Letterhead against EOI)**

To,  
GUJARAT GAS LIMITED,  
Office No. 4 & 5, Ground Floor  
IT Tower-2, Infocity  
Gandhinagar- 382009 Gujarat

Dear Sir,

With reference to Gujarat Gas Ltd. e-Tender ID/EOI/RFQ Reference No. - \_\_\_\_\_, I/We hereby confirm that ***(Bidder shall tick/select any one of the options below - as applicable)***

I/We (including all Partners/Directors/Proprietor) are NOT Relative(s) of or have any financial or business transactions with any Employee(s) of Gujarat Gas Limited. It is further declared that if in the future such a conflict of interest arises, we will immediately intimate the same to GGL.

I/We (any of Partner/Director/Proprietor) am/are Relative(s) of or have financial or business transactions with Employee(s) of Gujarat Gas Limited  
***(Bidder to attach/upload list of such relationship, if any)***

We hereby declare and confirm that the above information and particulars are true and correct.

We undertake that, at its sole discretion GGL shall take appropriate action(s) in case of any contravention of this declaration.

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**Name & Sign of the Authorised Representative**  
**Company Seal**

**Note:** To encourage voluntary disclosures, any conflict of interest declared above would not mean automatic disqualification of the bidder(s) making such declarations. The declared conflict of interest would be evaluated and mitigation steps, if possible, would be taken by GGL. In case such mitigation is not possible, GGL may at its sole discretion exercise the right of disqualification of bidder(s).

### Contact Details of Issuing Authority

<b>Tender Name:</b>	Empanelment of Service Providers for Training on First Aid Treatment (Basic Life Support) and Related Assessment & Certification.
<b>Tender/EOI NO:</b>	GGL/EOI/2023-24/005
<b>Date:</b>	

Sr. No.	Name of Bidder	Contact Number of Bidder	Name of Issuing Authority of Work Order and Place	Contact Details from Issuing Authority of Work Order Name, Mo. No., Email id	Name of Issuing Authority of Work Completion Certificate/IRN/ Dispatch Clearance/Invoices and Place	Contact Details from Issuing Authority of Work Completion Certificate/IRN/ Dispatch Clearance/Invoices. Name, Mo. No., Email id	Signature of bidders

## Bidder Qualification Criteria (BQC) - Annexure-A

### BIDDER QUALIFICATION CRITERIA (BQC) for EMPANELMENT OF SERVICE PROVIDERS FOR TRAINING ON FIRST AID TREATMENT (BASIC LIFE SUPPORT) AND RELATED ASSESSMENT & CERTIFICATION

Sl.	Criteria	Supporting Documents
<b>Technical Criteria</b>		
1	<p>The Bidder shall have at least ANY of the following experience for successfully completing <b>Training on First Aid Treatment (Basic Life Support)</b> for any of the following: State government / Central government / State PSU/ Central PSU / Oil &amp; Gas companies / Any Industry during the last 7 years reckoned from the month in which this tender is published:</p> <p>Executed <u>Single PO/Work order</u> of <b>Training on First Aid Treatment (Basic Life Support)</b> for any of the following: State government / Central government / State PSU/ Central PSU / Oil &amp; Gas companies /Any Industry of minimum value <u>INR 4.0 Lakhs</u></p> <p><b>OR</b></p> <p>Executed <u>Two PO/Work orders</u> of <b>Training on First Aid Treatment (Basic Life Support)</b> for any of the following: State government / Central government / State PSU/ Central PSU / Oil &amp; Gas companies / Any Industry, <u>each</u> of minimum value <u>INR 2.5 Lakhs</u></p> <p><b>OR</b></p> <p>Executed <u>Three PO/Work orders</u> of <b>Training on First Aid Treatment (Basic Life Support)</b> for any of the following: State government / Central government / State PSU/ Central PSU / Oil &amp; Gas companies / Any Industry, <u>each</u> of minimum value <u>INR 2.0 Lakhs</u></p>	<p><b>Bidders not associated with GGL:</b> shall submit the Work Orders/Contract for fulfilment of the criteria specified herein and shall submit the corresponding satisfactory Work Completion Certificate issued by client as documentary evidence towards adherence to the criteria specified herein.</p> <p><b>Bidders associated with GGL (existing and previously):</b> shall submit the Work order/Contract for fulfilment of the criteria specified herein</p>

Sl.	Criteria	Supporting Documents
<b>Financial Criteria</b>		
2	<p>1. Bidder shall have minimum <u>Annual Turnover of INR 7.8 Lakhs</u> in any of the preceding three financial years to be reckoned from the Tender publishing month.</p> <p>2. Bidder shall have a minimum <u>Working Capital of INR 1.6 Lakhs</u> for the last audited financial year</p> <p>3. Bidder's <u>Net Worth</u> as per the last audited financial statement shall be <u>positive</u>.</p>	<p><b>Bidders (Both associated with GGL and not associated with GGL)</b> shall submit Chartered Accountant certificate with UDIN confirming Annual turnover, Working capital and Net worth from audited balance sheets as per criteria specified herein.</p> <p><b>Note:</b></p> <p>a) If the bidder's working capital is inadequate, the bidder shall furnish a letter from any bank approved by Government of Gujarat for submission of Bank Guarantee as per relevant GR applicable at the time of bid published date, confirming the availability of the line of credit for the working capital requirement as specified herein.</p> <p>b) If audit is not applicable, CA to certify that the vendor has opted for presumptive taxation scheme U/s 44AD of the Income Tax Act, 1961 in the respective year/years and the turnover reported in the return of income filed with the Income Tax Department are matching.</p>

**BQC Notes (Most Important):**

1. Bidder shall submit all qualification documents (preferably colour copy) in the physical form to GGL office as mentioned in the EOI.
2. All qualification documents as mentioned above falls under rejection category and non-submission of any of the requisite documents shall make the EOI liable for rejection summarily.
3. For Bidder associated with GGL, Documentary evidence for work completion (i.e. Completion Certificate / Performance Certificate) against Gujarat Gas Limited Purchaser Order/ Work order/ contract is not required. However, the same will be verified by GGL internally and Technical evaluation will be carried out by GGL as per criteria considering completed work against submitted PO/work order/contract.
4. All Bidders (GGL associated as well as non-associated): Bidder shall submit contact details (other than GGL) of document issuing authority/end client with minimum information like person Name & Designation, Office address, Email address, Contact Number etc.
5. Bidder is suggested to submit the documents in line with BQC requirement only.
6. Maximum three rounds of missing document submission shall be carried out with maximum response time of 3 days for each round, to avoid rejection of bidder due to non-submission of appropriate documents from bidder's end.