

BQC for Data gathering and verification activity - SAB



BIDDER QUALIFICATION CRITERIA DATA GATHERING AND VERIFICATION ACTIVITIES ACROSS GEL SITES
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Document No: GEL/TS/I&M/BQC/DATA GATHERING AND VERIFICATION

Sr. No.	Criteria	Supporting Documents
A	Technical Criteria	
A1	Bidder shall have Similar Work Experience and must have successfully executed minimum contract value of Rs. 3 lakhs in a Single PO in the past 7 years reckoned from date of the tender published month. Notes 1. Similar Work Experience: Spot billing/Meter reading/AMC/O&M services for utility companies like Gas / Electricity / Water / Telecom etc.) 2. All values are basic values, excluding GST or any taxes.	1. Bidders not associated with GEL Bidder shall submit Purchase Order / Service Order/Contract from client/ end user along with supporting document(s) issued by client/end user such as Work Completion Certificate / Performance Certificate / any other relevant document from client/ end user for the same Purchaser Order(s)/ Service Order/Contract for fulfilment of the criteria specified herein. Supporting document issued by client/end user shall have following minimum details clearly indicated: - a) Full Name & Address of Client / End user and signatory of certificate b) Relevant purchase order(s) / service order/Contract number and its date c) Date of supporting document d) Name of the Bidder e) Executed value as per option selected on the left. If the Contract value and other criteria as specified on the left is not indicated in the PO/ Work Completion/ Execution/ Performance certificate; then bidder must furnish the scope of work / approved Schedule of Rates / any relevant documents to justify the Experience Criteria (Technical) requirements at the time of EOI / Bid submission itself. 2. Bidders associated with GEL (existing and previously) shall submit the GEL issued Purchase order/Service order/Contract for fulfilment of the criteria specified herein.
B	Financial Criteria	
B1	1. Bidder shall have minimum Annual Turnover of Rs. 5 lakhs in any of the preceding audited financial years reckoned from the Tender publishing month. 2. Bidder shall have minimum Working Capital of Rs. 1 lakh in the last audited financial year. 3. Bidder's Net Worth as per the last audited financial statement shall be positive.	Chartered Accountant Certificate with UDIN confirming annual turnover, working capital & net worth as per criteria specified herein. (Tentative format for CA certificate is attached at Annexure-1). Note: 1. Bidder has to submit only CA Certificate as a documentary evidence towards adherence to the criteria specified herein.

Sr. No.	Criteria	Supporting Documents
		2. 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 Tender published date, confirming the availability of the line of credit for the working capital requirement as specified herein. 3. If audited financial report of Last FY is not available, then preceding Financial Year shall be considered and relevant documents shall be provided. 4. If audit report is not applicable as per Income Tax Rules, in such cases bidder to submit, full income tax return along with CA certification (with UDIN) incorporating additional as below. a) "Profit offered for tax" in Income Tax Return for respective year/years to be made part of the CA certificate. If audit is not applicable, CA to certify in his certificate that the vendor is not covered under the Tax Audit as per Income Tax Act, 1961 and rules there too in the respective year/years and the turnover reported in the return of income filed with the Income Tax Department are matching with books of accounts.

BQC Notes (Most Important)-

Document Uploading:

1. Bidder shall submit all qualification documents (preferably color scan copy) as mentioned above on N-procure. No additional documents in the physical form shall be considered.
2. All qualification documents as mentioned above falls under rejection category and non-submission of any of the requisite documents shall make the EOI / bid liable for rejection summarily.
3. For Bidder associated with GEL, Documentary evidence for work completion (Inspection Release Note / Completion Certificate / Performance Certificate) against Gujarat Energy Limited Purchaser Order/ Work order/ contract is not required. However, the same will be verified by GEL internally and Technical evaluation will be carried out by GEL as per criteria considering submitted PO/work order/contract.
4. 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, shall however be submitted along with the EOI / bid.
5. Bidders need to provide excel sheet mapping supporting documents file name, page no. to each BQC Clause No. (as per Annexure 2).

6. Bidder is suggested to submit the documents which have been already verified by GEL/GEL appointed consultant in previous tenders, if any. In case of submission of documents which have been not verified by GEL/GEL appointed consultant in previous tender, Bidder is suggested to submit the document for which issuing authority is accessible and responsive.
7. Bidder shall submit contact details (other than GEL) of document issuing authority with minimum as Name & Designation, Office address, Email address and Contact Number
8. Documents shall be submitted in line with BQC requirement only.
9. Only those documents which are sufficient for qualification shall be uploaded. Extra documents shall be avoided.
10. Indicative GAs are as follows:
 - Surat, Hazira, Ankleshwar, Bharuch & Narmada

CHECKLIST FOR BIDDERS

Checklist for BQC (Only for bidders' reference, criteria and supporting document for evaluation shall be considered as per above table):

Sr. No	Supporting Documents to be submitted	Submitted in Bid / EOI (Yes/ No)
Technical Criteria- A1 Check list		
A1(a)	GEL associated Bidder (Existing and Previously): Submit GEL issued Purchase order/Service order(s) for fulfilment of the criteria specified herein	
A1(b)	GEL non-associated Bidder: Submit Purchase / Service Order(s) / Contracts for fulfilment of the criteria specified herein	
A1(c)	GEL non-associated Bidder: Submit corresponding Completion Certificate / experience certificate/ or any other relevant document from client/ end user for the same Purchaser / Service Order(s) for fulfilment of the criteria specified in the BQC criteria.	
Financial Criteria- B1 Check list		
B1(a)	All Bidders (GEL associated as well as non-associated): CA certificate with UDIN number mentioning Turnover from Audited Balance Sheets from any of preceding three financial years i.e. any one of FY 23-24, FY 24-25 and FY 25-26.	
B1(b)	All Bidders (GEL associated as well as non-associated): CA certificate with UDIN number mentioning Working Capital from Audited Balance Sheets. i.e. FY 25-26 OR FY 24-25	
B1(c)	All Bidders (GEL associated as well as non-associated): CA certificate with UDIN number mentioning Net Worth from Audited Balance Sheets. i.e. FY 25-26 OR FY 24-25	

Annexure-1

CERTIFICATE FOR FINANCIAL CAPABILITY OF THE BIDDER

(This certificate is to be submitted on the letter head of Chartered Accountant/CPA.)

We have verified the Audited Financial Statements and other relevant records of M/s (Name of the bidder) and certify the following:

A. AUDITED ANNUAL TURNOVER OF PRECEDING THREE FINANCIAL YEARS:

Year	Amount (Currency)
Year1:	
Year2:	
Year3:	

B. NET WORTH AS PER AUDITED FINANCIAL STATEMENT OF PRECEDING FINANCIAL YEAR:

Description	FY.....
	Amount (Currency)
Net Worth	

C. WORKING CAPITAL AS PER AUDITED FINANCIAL STATEMENT OF PRECEDING FINANCIAL YEAR:

Description	FY.....
	Amount (Currency)
Working Capital	

Name of Audit Firm:
signatory]

Chartered Accountant:

Date:

Membership no.:

UDIN:

[Signature of Authorized

Name:

Designation:

Seal:

Annexure-2

Format for submitting EXCEL SHEET

No	Criteria	File name of Supporting Document(s) Submitted	Page no. of Supporting Document(s) Submitted
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