



**BUSINESS RULE, TERMS & CONDITIONS OF ONLINE FORWARD AUCTION FOR  
SCRAP OF 13 NOS. OF OLD LAB INSTRUMENTS & ASSOCIATED FACILITIES OF  
JALANDHAR QA LAB, JALANDHAR TOP**

<b>BUYER NAME</b>	<b>Bharat Petroleum Corporation Limited Jalandhar TOP P.O. Suchi Pind, Opposite IOCL LPG Plant, Jalandhar – 144009, Punjab <u>SCRAP DISPOSAL OF 13 NOS. OF OLD LAB INSTRUMENTS &amp; ASSOCIATED FACILITIES</u></b>
<b>AUCTION TO BE CONDUCTED BY</b>	<b>M/s.C1 India Pvt Ltd   Gulf Petro Chem Building,  Building No. – 301, 1st Floor,  Udyog Vihar Phase – 2   Gurgaon  INDIA Cell: +91-7291981128/27   Phone: +91-124 430200/2002  Auction portal :- <a href="https://bpcl.c1auctions.com">https://bpcl.c1auctions.com</a></b>
<b>DATE OF AUCTION</b>	<b>Online Auction Date : 03.03.2025 Online Forward Auction:- 11:00 hr. (5 Minutes from bid time Auto Extension Unlimited) .</b>
<b>DOCUMENTS ATTACHED</b>	<b>1) Services Description <b>Annexure I</b> 2) Process Compliance Form <b>Annexure- II</b> 3) Price Confirmation_ <b>Annexure- III</b> 4) Contact Information</b>
<b>EMD &amp; Doc submission Last Date &amp; Time</b>	<b>1. Interested Bidders/their representatives are informed to physically visit &amp; check the scrap before bidding. 2. Interested Bidders to fill the enclosed self declaration letter format on their letter head, process compliance form on their company letter head and submit EMD for Rs. 2500/- in the form of DD in the name of Bharat Petroleum Corporation Ltd payable at Jalandhar, Punjab 3. Last Date &amp; Time 28/02/2025 till 12:00 hrs.</b>



## Business Rules For Forward Auction

### GENERAL TERMS AND CONDITIONS OF FORWARD AUCTION

Against this Enquiry for the subject services with detailed scope of work as per our specification, BPCL desires to conduct a "FORWARD AUCTION PROCEDURE" i.e. **ONLINE BIDDING on INTERNET.**

1. For the proposed Forward auction, technically and commercially acceptable bidders only shall be eligible to participate.
2. BPCL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on Internet.
3. BPCL will inform the vendor in writing for Forward auction, the details of service provider to enable them to contact and get trained.
4. Business rules like event date, time, start price, bid Increment, extensions, etc. also will be communicated through service provider for compliance.
5. Vendors have to send the e-mail the compliance form in the prescribed format (provided by service provider) before start of Forward auction. Without this the vendor will not be eligible to participate in the event.
6. Forward auction will be conducted on schedule date & time.
7. At the end of Forward auction event, the highest bidder value will be known on the network.
8. **The Highest bidder has to email the duly signed filled in prescribed format as provided on *package wise* basis to BPCL through service provider within 01 hour of auction without fail.**
9. In case, successful bidder for any Package is not finalized due to failure of Forward Auction, that package will be cancelled .Forward Auction process for next tenders shall be taken up.
10. **The Forward auction will be treated as closed only when the bidding process gets closed in all respects for the services listed in the tender.**



### **Business Rule for finalization of the contract.**

BPCL shall finalize the procurement of the services against this Tender through Forward auction mode. BPCL has made arrangement with M/s.C1 India Pvt. Ltd. who shall be BPCL's authorized service provider for the same. Please go through the guidelines given below and submit your acceptance to the same.

1. Computerized Forward auction shall be conducted by BPCL, on pre-specified date, while the vendors shall be quoting from their own offices/ place of their choice. Internet connectivity and other paraphernalia requirements shall have to be ensured by vendors themselves. It is to be noted that neither BPCL nor M/s.C1 INDIA PVT. LTD. are responsible for any unforeseen circumstances and its consequences. In order to ward-off such contingent situation, bidders are requested to make all the necessary arrangements / alternatives whatever required so that they are able to circumvent such situation and still be able to participate in the Forward auction successfully. On account of this the time for the auction cannot be extended and BPCL is not responsible for such eventualities. However, the vendors are requested to not to wait till the last moment to quote their bids to avoid any such complex situations.
2. Please note that the start price of a service in online Forward auction is open to all the participating (techno-commercially accepted) bidders. Any bidder can start bidding, in the online Forward auction, from the start price itself. **Please note that the first online bid that comes in the system during the online Forward auction can be equal to the auction's start price, or Higher than the auction's start price by one Increment, or higher than the auction's start price by multiples of Increment.**
3. M/s.C1 INDIA PVT. LTD. shall arrange to train your nominated person(s), without any cost to you. They shall also explain you, all the Rules related to the Forward Auction. You are required to give your compliance on it before start of bid process.

#### **SERVICES FOR BID: SCRAP OF 13 NOS. OF OLD LAB INSTRUMENTS & ASSOCIATED FACILITIES OF JALANDHAR QA LAB AT BPCL JALANDHAR TOP.**

4. **BIDDING CURRENCY AND UNIT OF MEASUREMENT:** Bidding will be conducted in Indian currency (INR) & Unit of Measurement will be displayed in Online Auction.
5. **Starting Bid/Bid Increment:** The opening price of the RA and the bid Increment value shall be available to the bidders on their bidding screen.
6. **BID PRICE:** The Bidder has to quote the rate as per the Tender Notice for 13 NOS. OF OLD LAB INSTRUMENTS & ASSOCIATED FACILITIES OF JALANDHAR QA LAB AT BPCL JALANDHAR TOP hosted on the website of C1 india portal.
7. **VALIDITY OF BIDS:** The Bid price shall be firm for a period specified in the tender document and shall not be subjected to any change whatsoever.



8. At the end of the Forward auction, successful bidder has to provide the price confirmation letter for his highest offer within 01 hour of closing of auction for that package as per the Annexure I & III respectively.

**9. Procedure of Forward Auctioning**

**i. Online English Forward (no ties) Auction {Forward Auction}:**

- All Techno-commercially acceptable bidders shall mandatorily log on to Forward auction portal for respective package at the start of the auction or during Forward auction period of 1 hour. Any bidder not logging on to Forward auction portal during entire 1 hour period shall be considered as withdrawal from tender process and shall be liable for action as deemed fit as per BPCL holiday listing policy.
- BPCL will declare its **Opening Price (OP)**, which shall be visible to the all vendors during the start of the Forward Auction. You will be required to start bidding after announcement of Opening Price and Increment amount. Also, please note that the start price of an item in online Forward auction is open to all the participating bidders. Please note that the first online bid that comes in the system during the online Forward auction can be equal to the auction's start price, or lesser than the auction's start price by one Increment, or lesser than the auction's start price by multiples of Increment. The second online bid and onwards will have to be lesser than the L1 rate by one Increment value, or lesser than the L1 rate by multiples of the Increment value.
- The bid Increment amount shall be specified by BPCL.
- **Duration of Auction:** English Forward (no ties) shall be for a **period of ONE hour**. If a bidder places a Bid in the last 5 minutes of Closing of the Auction, the auction shall get extended automatically for another 5 minutes from the time that Bid comes in. **In case, there is no Bid in the last 5 minutes of closing of Auction, the Auction shall get closed automatically without any extension. There are Unlimited Extension of 5 min. from last bid time.** However, vendors are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.

10. Successful vendor shall be required to submit the final prices, quoted during the English Forward (no ties) exactly in *the format* issued by BPCL/Service provider after the completion of Auction to BPCL, duly signed and stamped as token of acceptance without any new condition other than those already agreed to before start of auction.

11. During English Forward (no ties), if no bid is received within the specified time, BPCL, at its discretion, may decide to revise Opening price / scrap the Forward auction process.

12. Your bid will be taken as an offer to services. Bids once made by you, cannot be cancelled / withdrawn and you shall be bound to execute the contract as mentioned above at your final bid price. **Should you back out and not agree as per the rates quoted, BPCL shall take action as appropriate as per BPCL holiday listing policy.**



13. You will be able to view the following on your screen along with the necessary fields in the English Forward (no ties) {Forward Auction}:
  - b. Highest Bid in the Auction
  - c. Bid Placed by you
  - d. Opening Price.
  - e. Your rank in the auction.
14. At the end of the Forward Auction, BPCL will decide upon the winner. BPCL's decision on award of Contract shall be final and binding on all the Bidders.
15. BPCL shall be at liberty to cancel the Forward auction process / tender at any time, before placing contract, without assigning any reason.
16. BPCL shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.
17. Other terms and conditions shall be as per BPCL techno-commercial tender and other correspondences till date.
18. You are required to submit your acceptance to the terms / conditions / modality given above before participating in the Forward auction.



### **Terms & Conditions of Forward Auction**

1. **LOG IN NAME & PASSWORD:** Each Bidder is assigned a Unique User Name & Password by M/s.C1 INDIA PVT. LTD. The Bidders are requested to change the Password after the receipt of initial Password from M/s.C1 INDIA PVT. LTD. All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.
2. **BIDS PLACED BY BIDDER:** The bid of the bidder will be taken to be an offer to execute the work. Bids once made by the bidder cannot be cancelled. The bidder is bound to execute the work as mentioned above at the price that they bid. Should any bidder back out and not execute the contract as per the rates quoted, BPCL and/or M/s.C1 INDIA PVT. LTD., shall take action as per BPCL holiday listing policy.
3. **HIGHEST BID OF A BIDDER:** In case the bidder submits more than one bid during Forward auction, the highest bid will be considered as the bidder's final offer to execute the work.
4. **AUCTION TYPE: 1) English Forward Auction. ( No Ties )**
5. **DURATION OF AUCTION:** The auction will be of 60 mins duration. In case there is any acceptable bid quoted by any bidder within 5 minutes of closing of the auction, the auction will be extended for another 5 minutes from the time that Bid comes in. However, vendors are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.
6. **BID INCREMENT:** The minimum Bid Increment shall be available to the Bidders at the start of the auction. The bidder can view the same by clicking on the Item details at the start of the auction. Please note that the start price of an item in online Forward auction is open to all the participating bidders. First online bid that comes in the system during the online Forward auction can be equal to the auction's start price, or higher than the auction's start price by one Increment, or higher than the auction's start price by multiples of Increment. The second online bid and onwards will have to be higher than the H1 rate by one Increment value, or higher than the H1 rate by multiples of the Increment value.
7. **VISIBILITY TO BIDDER:** The Bidder shall be able to view the following on his screen along with the necessary fields during English Forward – No ties Auction:
  - Highest Bid in the Auction
  - Bid Placed by him
  - Rank of the respective bidder
  - Start Price & Bid Increment Value
8. **AUCTION WINNER:** At the end of the Forward Auction, BPCL will evaluate all the bids submitted and will decide upon the winner.
9. **OTHER TERMS & CONDITIONS:**



- The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other suppliers / bidders.
- The Bidder shall not divulge either his Bids or any other exclusive details of BPCL to any other party.
- BPCL's decision on award of Contract shall be final and binding on all the Bidders.
- BPCL along with M/s.C1 INDIA PVT. LTD. can decide to extend, reschedule or cancel any Auction.
- M/s.C1 INDIA PVT. LTD. shall not have any liability to Bidders for any interruption or delay in access to the site irrespective of the cause.
- M/s.C1 INDIA PVT. LTD. is not responsible for any damages, including damages that result from, but are not limited to negligence. M/s.C 1 INDIA PVT. LTD. will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information etc.
- The bidder will be intimated in advance for start of the auction process by BPCL/C1 India Pvt. Ltd. The bidder shall ensure availability of his representative at the time of start of auction process. No request for extension in scheduled start time or access to the site for participation after start of auction process will be entertained by BPCL/C1 India Pvt. Ltd.

N.B.

- All the Bidders are required to submit the Process compliance Form (**Annexure-II**) duly signed, stamped to **M/s C1 India Pvt Ltd, Gurgaon vide email before start of auction.**



## ANNEXURE- I

The Services to be executed as per SOR item and the Auction Start Time & Close Time is as follows:

Date : 03.03.2025

Start Time : 11:00 Hrs

Close Time : 12:00 Hrs

### **Online Forward Auction for SCRAP DISPOSAL 13 NOS. OF OLD LAB INSTRUMENTS & ASSOCIATED FACILITIES OF JALANDHAR QA LAB AT BPCL JALANDHAR TOP**

#### SERVICES DESCRIPTION: LUMP SUM RATE FOR RESPECTIVE PACKAGE

Package No.	Description of Work	Lump Sum Cost excluding GST for Part A of Respective Package in Rupees																												
1	<p>SCRAP DISPOSAL OF 13 NOS. OF OLD LAB INSTRUMENTS &amp; ASSOCIATED FACILITIES OF JALANDHAR QA LAB AT BPCL JALANDHAR TOP</p> <p>LIST OF OLD INSTRUMENTS / EQUIPMENT ARE GIVEN BELOW:</p> <table border="1"><thead><tr><th>S.No.</th><th>Item Description</th></tr></thead><tbody><tr><td>1</td><td>Perkin Elmer GC for Jalandhar Lab</td></tr><tr><td>2</td><td>5KVA Stabiliser Pekin Elmer GC</td></tr><tr><td>3</td><td>Glass Dist Unit</td></tr><tr><td>4</td><td>MANUAL ABEL FLASH POINT APPARATUS</td></tr><tr><td>5</td><td>AUTO DISTILLATION ANALYSER-I</td></tr><tr><td>6</td><td>AUTO DISTILLATION ANALYSER-II</td></tr><tr><td>7</td><td>Split AC 2 tons</td></tr><tr><td>8</td><td>METTLER WEIGHINGBALANCE</td></tr><tr><td>9</td><td>4 door personal locker</td></tr><tr><td>10</td><td>MANUAL DISTILLATION ANALYSER-I</td></tr><tr><td>11</td><td>AC FOR PFS MOBILE VAN HR37A5279</td></tr><tr><td>12</td><td>AUTO ABEL FLASH POINT TESTER-I</td></tr><tr><td>13</td><td>Dual Dist App for Jammu Ind M/L</td></tr></tbody></table>	S.No.	Item Description	1	Perkin Elmer GC for Jalandhar Lab	2	5KVA Stabiliser Pekin Elmer GC	3	Glass Dist Unit	4	MANUAL ABEL FLASH POINT APPARATUS	5	AUTO DISTILLATION ANALYSER-I	6	AUTO DISTILLATION ANALYSER-II	7	Split AC 2 tons	8	METTLER WEIGHINGBALANCE	9	4 door personal locker	10	MANUAL DISTILLATION ANALYSER-I	11	AC FOR PFS MOBILE VAN HR37A5279	12	AUTO ABEL FLASH POINT TESTER-I	13	Dual Dist App for Jammu Ind M/L	<b>Rs. 15000.00 with Min 2% increment</b>
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**Annexure- II**  
**Process Compliance Form**

*(The bidders are required to print this on their company's letter head and sign, stamp before RA)*

To ,  
M/s C1 India Pvt.Ltd.  
Plot No. 68, 03rd floor, Sector - 44,  
Gurugram, Haryana - 122003.

**Sub: Online Forward Auction for “13 NOS. OF OLD LAB INSTRUMENTS &  
ASSOCIATED FACILITIES OF JALANDDHAR QA LAB AT BPCL JALANDHAR TOP”**

Dear Sir,

This has reference to the Terms & Conditions for the **Online Forward Auction** provided by **M/s.C1 India Pvt. Ltd.**

This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Commercial Terms and the Business rules governing the Forward Auction as mentioned in RFP of BPCL as well as this document and confirm our agreement to them.
- 3) **We also confirm that we have taken the training on the auction tool and have understood the functionality of the same thoroughly.**
- 4) We confirm that BPCL and M/s.C 1 INDIA PVT. LTD. shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-auction platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the auction event.
- 5) We also confirm that we will Email the price confirmation of our quoted price as per Annexure III within 01 hour of the completion of the Forward auction and the format as requested by BPCL/ M/s.C1 INDIA PVT. LTD..
- 6) We, hereby confirm that we will honour the Bids placed by us during the auction process.

With regards

Signature with company seal

Name –

Company / Organization –

Designation within Company / Organization –

Address of Company / Organization –

**Sign & Scan this document and send to :- [auctions@c1india.com](mailto:auctions@c1india.com)**



Annexure III  
Price Confirmation

(The bidders are required to print this on their company's letter head and sign, stamp after RA)

To,

M/s. C1 India Pvt Ltd  
Plot No. 68, 03rd floor, Sector - 44,  
Gurugram, Haryana - 122003.

Sub: Final Lump sum price quoted during **Online Forward Auction for SCRAP DISPOSAL OF 13 NOS. OF OLD LAB INSTRUMENTS & ASSOCIATED FACILITIES OF JALANDHAR QA LAB AT BPCL JALANDHAR TOP**

Ref : 1. **Forward Auction dt. 03.03.2025**

Dear Sir,

We confirm that we have quoted.

1. -----

**(Lump Sum Cost excluding GST for Part A of Respective Package)**

as our final lump sum prices during the Forward Auction conducted today.

Thanking you and looking forward to the valuable order from BPCL.

Yours sincerely,

For \_\_\_\_\_

**Name:**

**Company:**

**Date:**

**Seal:**



## CONTACT INFORMATION

<b>C1 India Pvt Ltd</b>	<b>BPCL</b>
<p>M/s.C1 India Pvt Ltd   Plot No. 68, 03rd floor, Sector - 44, Gurugram, Haryana - 122003. Cell: +91-7291981128   Phone: +91-124 4302002/2001</p> <p><b>Contact person</b></p> <p><b>Ms.Neeti Bala Chandraa</b> Cell : +91-7291981128 Email: <a href="mailto:neeti.bala@c1india.com">neeti.bala@c1india.com</a></p> <p><b>Mr. Chandan kumar</b> Mob:- 9015145373 Direct line – 0124 4302004 Email: <a href="mailto:chandan.kumar@c1india.com">chandan.kumar@c1india.com</a></p> <p><b>Mukesh Kumar</b> Cell : +91-7291981127 Email: <a href="mailto:mukesh.kumar@c1india.com">mukesh.kumar@c1india.com</a></p>	<p>Bharat Petroleum Corporation Limited, Jalandhar TOP P.O. Suchi Pind, Opposite IOCL LPG Plant, Jalandhar – 144009, Punjab</p> <p><b>Contact Person</b> <b>Mr. S.V Pavan Kumar</b> Manager HSSE Bharat Petroleum Corporation Limited, Jalandhar TOP P.O. Suchi Pind, Opposite IOCL LPG Plant, Jalandhar – 144009, Punjab Mob: 7032808666 Email : <a href="mailto:svpavankumar@bharatpetroleum.in">svpavankumar@bharatpetroleum.in</a></p> <p><b>Mr. Abhay Kumar</b> Asst Manager QA Laboratory, Bharat Petroleum Corporation Limited, Jalandhar TOP P.O. Suchi Pind, Opposite IOCL LPG Plant, Jalandhar – 144009, Punjab Mob: 8004791090 Email : <a href="mailto:abhaykumar001@bharatpetroleum.in">abhaykumar001@bharatpetroleum.in</a></p> <p><b>Mr. Kamal Negi</b> Plant Incharge Bharat Petroleum Corporation Limited, Jalandhar TOP P.O. Suchi Pind, Opposite IOCL LPG Plant, Jalandhar – 144009, Punjab Mob:9824201038 Email : <a href="mailto:negik@bharatpetroleum.in">negik@bharatpetroleum.in</a></p>

Self declaration letter



Date:

To  
**M/s. Bharat Petroleum Corporation Ltd**  
Jalandhar TOP  
P.O. Suchi Pind, Opposite IOCL LPG Plant,  
Jalandhar – 144009, Punjab

Sub: **Verification of Scrap & Submission of EMD**

Dear Sir,

We wish to confirm that we have physically inspected the scrap of 13 NOS. OF OLD LAB INSTRUMENTS & ASSOCIATED FACILITIES OF JALANDHAR QA LAB before bidding & hereby we are by submitting EMD for participating in the tender with details as follows:

Bidder Name:

Bidder Customer Code:

DD Number:

DD Date:

Bank Name:

Amount: **Rs. 2500/- (Two Thousand Five Hundred Rupees Only)**

Thanking you

Regards

M/s.