

 MNGL MAHARASHTRA NATURAL GAS LIMITED	Tender for Rate Contract for supply of Digital Food Coupons / Meal Vouchers for MNGL, Pune BID NO. MNGL/CP/20256-27/110
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MAHARASHTRA
A NATURAL GAS LTD., PUNE
(A joint venture of GAIL (India) Ltd & BPCL)

Tender for Rate Contract for supply of Digital Food Coupons / Meal Vouchers for MNGL, Pune

BID DOCUMENT NO. MNGL/C&P/2026-27/110 Dated 15.09.2026

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INVITATION FOR BIDS (IFB)

BID DOCUMENT NO.: MNGL/CP/2026-27/110

Date: 15.09.2026

M/s Maharashtra Natural Gas Ltd., Pune invites online bids (Technical & Financial) UNDER **SINGLE BID SYSTEM** from eligible bidders for the item(s) in complete accordance with the Bid Documents.

Tender document number	MNGL/CP/2026-27/110 dated 15.09.2026
ITEM(S)	Tender for Rate Contract for supply of Digital Food Coupons / Meal Vouchers for MNGL, Pune
TYPE OF BID	Open Domestic Competitive Bidding
TIME SCHEDULE	As per Scope of Work
EARNEST MONEY / BID SECURITY	Not applicable
BID SECURITY VALIDITY	Not applicable
TENDER FEE ((Non-refundable)	Not applicable
BID VALIDITY	2(Two) months from the bid due date
Pre-bid meeting date and time	NA
Bid submission due date and time	22.09.2026 till 15:00 Hrs. IST
Bid Submission at	https://etenders.gov.in
Techno-commercial bid opening date and time	23.09.2026 at 16:00 Hrs. IST
Address for submission of EMD/Bid Security and venue for pre-bid meeting and opening of bids	Sr. Manager (C&P) C&P Department, Maharashtra Natural Gas Limited, Pride Purple Coronet, 2 nd Floor, Baner Road, Baner, Pune – 411045
Contact details	Telephone: +91 (20) 25611000/1156 Email: neeraj@mngl.in / gasaid@mngl.in
BIDDER ELIGIBILITY CRITERIA & BID EVALUATION CRITERIA	As per Annexure – I to IFB

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(The bids have to be submitted online in electronic form on <https://etenders.gov.in/eprocure/app> only. No physical bids will be accepted.)

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INSTRUCTIONS TO BIDDERS

INSTRUCTION FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (CPP) Portal i.e. <http://etenders.gov.in/eprocure/app>, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

REGISTRATION

- (i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<https://etenders.gov.in/eprocure/app>) by clicking on the link “Online Bidder Enrolment” option available on the home page. **Enrolment on the CPP Portal is free of charge.**
- (ii) During enrolment/ registration, the bidders should provide the correct / true information including valid email-id & mobile no. All the correspondence shall be made directly with the contractors / bidders through email-id provided.
- (iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iv) For e-tendering, possession of valid Digital Signature Certificate (**Class III Certificates with signing key usage**) is mandatory which can be obtained from SIFY /nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/ SmartCard.
- (v) Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- (vi) Only one valid DSC should be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and should ensure safety of the same.
- (vii) Bidders can then log into the site through the secured login by entering their user ID/ password and the password of the DSC/ eToken.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters could include

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Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords, etc., to search for a tender published on the CPP Portal.

- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

- (i) For preparation of bid, Bidders shall search the tender from published tender list available on site and download the complete tender document and should take into account corrigendum if any published before submitting their bids.

After selecting the tender document same shall be moved to the 'My favourite' folder of bidders account from where bidder can view all the details of the tender document.

- (ii) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- (iii) Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.
- (iv) Bidders should get ready in advance the bid documents in the required format (PDF/xls/rar/dwf/jpg formats) to be submitted as indicated in the tender document/schedule. **Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**
- (v) Bidders can update well in advance, the documents such as experience certificates, annual report, PAN, EPF & other details etc., under "My Space/ Other Important Document" option, which can be submitted as per tender requirements.

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This will facilitate the bid submission process faster by reducing upload time of bids.

SUBMISSION OF BIDS:

- (i) Bidder should log into the site well in advance for bid submission so that he/ she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay.
- (ii) Bidder should prepare the EMD as per the instructions specified in the NIT/ tender document. The details of the DD/BG/others physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- (iii) While submitting the bids online, the bidder shall read the terms & conditions (of CPP portal) and accepts the same in order to proceed further to submit their bid.
- (iv) Bidders shall select the payment option as offline to pay the EMD and enter details of the DD/BG/others.
- (v) Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender document.
- (vi) Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- (vii) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- (viii) **If price quotes are required in XLS format, utmost care shall be taken for uploading Schedule of quantities & Prices and any change/ modification of the price schedule shall render it unfit for bidding.**

Bidders shall download the Schedule of Quantities & Prices i.e. Schedule of Rates, in XLS format and save it without changing the name of the file. Bidder shall quote fee (need to select at par and need to write 0% as Fee amount is fixed) a, thereafter, save and upload the file in folder mentioned as .xls (Price bid) only.

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The bidders are cautioned that uploading of financial bid elsewhere, i.e. other than uncover may result in rejection of the tender. (If Applicable)

- (ix) Bidders shall submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). **The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.**
- (x) After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the bidders shall **take print out of system generated acknowledgement** number and keep it as a record of evidence for online submission of bid, which will also act as an entry pass to participate in the bid opening.
- (xi) Bidders should follow the server time being displayed on bidder’s dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system.
- (xii) All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology.

ASSISTANCE TO BIDDERS:

- (i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contract person indicated in the tender.
- (ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24X7 CPP Portal Helpdesk. The 24 x 7 Help Desk Number 0120-4001002, 0120-6277787 and 0120-4001005. The helpdesk email id is support-eproc@nic.in

1.0 SUBMISSION OF BIDS:

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Bids are to be submitted online in electronic form on <https://etenders.gov.in/eprocure/app> only on or before due date & time of submission at the e-mail id mentioned above. No physical bids will be accepted.

The Bid shall contain the documents as specified below:

- i. Earnest Money Deposit: NOT APPLICABLE
- ii. Complete tender document duly stamped and signed on each page.
- iii. All forms & Formats and other documents sought under this tender document, duly filled in with relevant information, signed with rubber seal of the bidder.
- iv. Schedule of Rates duly filled in and signed by the bidder.

Bid must be submitted within the stipulated date and time as indicated in the tender. The bid must be valid for 30 days from the final due date of bid opening.

Non-submission of the requisite certificates/documents shall render the bid non-responsive and shall be liable for rejection.

Any change in bid after due date of submission of tender is not allowed.

Please confirm that you have received the tender document and will be quoting for the tender items/jobs. In case you are not quoting for the same, please inform the reasons for non-submission of bid in the attached format duly filled in failing which MNGL may not send tender document to such bidder(s) in future.

The Bidder is required to submit the bid along with their covering letter under letter head disclosing the name and designation of authorized person signing the bid, complete postal address of firm / company, telephone no., fax no., e-mail etc.

Unsolicited bids or bids being submitted to other than the one specifically stipulated in the tender documents will not be considered for evaluation if not received to the specified destination within stipulated date and time.

2.0 Eligible Bidders:

2.1 Reputed Super market Chains engaged in the providing digital meal vouchers or food coupons are eligible to participate in this tender

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The coupons or meal vouchers provided by the agency must be widely acceptable across the specific location or Geographic Area (GA) for which the bid is being submitted

2.2 Evaluation and Award of Work:

Evaluation shall be done as per GA wise ((i.e. on total evaluated price including all taxes and duties respective GA) and order shall be placed on L-1 bidder GA wise accordingly.

In case of tie for L-1 bidder, the order shall be placed on the bidder having highest turnover during the preceding three financial years, i.e. 2023-24, 2024-25 and 2025-26 amongst the bidders.

3.0 Bid Document is non-transferable. Bidder must submit the bid directly. All bids received against this tender shall be evaluated as per the provisions of tender document.

4.0 Bidder to note that taking deviation to following clauses of tender documents lead to rejection of their bids:

- a) Firm Price
- b) Scope of Work / Special Conditions of Contract
- c) Specifications
- d) Price Schedule
- e) Delivery/Completion Schedule
- f) Period of Validity of Bid
- g) Applicable Laws
- h) Any other condition specifically mentioned in the tender documents else where that non-compliance of the clause lead to rejection of the bid.

5.0 Bids complete in all respect should reach us on or before the BID DUE DATE AND TIME.

6.0 The Bid Document calls for offers on single point "Sole Bidder" responsibility basis. Order will be placed on the "Sole Bidder" alone (in whose name the bid document has been issued) who will be responsible for all contractual purposes. Further the bidders are advised to ensure that their offer is on single bidder responsibility basis and in total compliance of scope of work as specified in Bid Document.

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7.0 The bid should be prepared by the "Sole Bidder" and should be sent to MNGL directly.

8.0 This Invitation for Bids (IFB) is an integral and inseparable part of the enclosed Bid Document.

9.0 ZERO DEVIATION

Bidder is advised to quote strictly as per terms and conditions of tender document and not to stipulate any deviation/exceptions.

Please note that this is a zero deviation tender and MNGL intends to finalise the contract at the earliest. Bidders are advised to strictly confirm compliance to tender conditions and not to stipulate any deviation / conditions in their offer.

Subsequent to bid submission, MNGL may not seek confirmations / clarifications and any bid(s) not in line with tender conditions shall be liable for rejection. Bidders are also requested to submit the documents / confirmations strictly as per the check list enclosed in the tender document.

DETAILED INSTRUCTIONS TO BIDDERS ARE ATTACHED HEREWITH.

Delivery / Completion Schedule:

The period shall be for a period of 1 year **with effect from the date of placement of Service Order.**

Terms of Payment:

Payment shall be month wise basis as per number of coupons communicated by OIC to Agency

Scope of Services

Scope of Supply Coupons at following MNGL GAs for the period of one year

Sr No	GA (Locations)	Tentative (May vary) requirement of No. of Food coupon till March 2027 for procurement purpose	Value of Coupons in Rs.

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1	Pune (Maharashtra)	4500	5000
2	Nashik (Maharashtra)	1800	5000
3	Sindhudurg (Maharashtra)	300	5000
4	Ramanagara(Karnataka)	900	5000

The coupons or meal vouchers provided by the agency must be widely acceptable across the specific location or Geographic Area (GA) for which the bid is being submitted

Value of each Coupons shall be Rs. 5000/- Throughout the contract and payment shall be done as per Coupons cost quoted by bidder

MNGL May terminate contract any time giving 15 days' notice to agency

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FORMAT FOR TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,
M/s Maharashtra Natural Gas Limited
Pride Purple Coronet, 2nd Floor,
Baner Road, Baner,
Pune – 411045

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: **MNGL/CP/2026-27/110**

Name of Tender / Work: - **Tender for Rate Contract for supply of Digital Food Coupons / Meal Vouchers for MNGL, Pune**

Dear Sir / Madam,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

_____ as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department / organization too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been put on Black / holiday list by MNGL/MoP&NG/Oil Public Sector Enterprise(s)

6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason thereof summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)