

OIL INDIA LIMITED
DULIAJAN
EMAIL: pa@oilindia.in

Expression of Interest (EOI)

EOI No. : E/PA/01/2017-18 dated 02.01.2018

Oil India Limited, a Govt. of India “NAVARATNA” category Public Sector Company intends to hire parties for execution of different jobs like Interior decoration, Stage equipment, Acoustic system, Electrical works, Hall chairs, Furniture fir other rooms etc. for Public Auditorium at Jayanagar, **Duliajan, Dist.: Dibrugarh, Assam** as per details available in OIL’s website: www.oil-india.com. Interested Parties may submit their EOI with full details as per format / details provided in the website. All Corrigenda, addenda, amendments, time extensions to the EOI will be hosted on the OIL’s website and no separate notification shall be issued in the press. Prospective participants against the EOI are requested to visit the OIL’s website regularly to keep themselves updated.

(D. K. Bhuyan)
GM-Public Affairs
For Resident Chief Executive

EOI No.: E/PA/01/2017-2018 dated 02.01.2018

EXPRESSION OF INTEREST

For

Different jobs like interior decoration and furnishings, stage equipment, public address system, electrical works for OIL, Public Auditorium Building at Duliajan in Assam

Oil India Ltd (OIL), a Govt. of India "NAVARATNA" category public sector Company is engaged in exploration, production and transportation of crude oil and natural gas and production of LPG with its field headquarters at Duliajan invite applications from reputed vendors, for providing for the following works:

1.0 Project Details:

Oil India Ltd. (OIL) is presently constructing one multi storeyed Public Auditorium Building in Duliajan which is in the final stage of completion. However, for the final utilization of this facility, certain jobs are to be additionally taken up which include interior decoration including complete furnishing, stage equipment, electrical works including lighting for stage and auditorium and other halls, public address (PA) systems for the auditorium hall.

2.0 Scope of work:

Complete Planning and preparation of conceptual design and drawings with respect to interior designing/planning and installation / fitting / providing the following items as per requirement of client.

- ✚ Internal arrangement with details of all the floors as per requirement of user department etc.
- ✚ Acoustically designed PA system for the entire auditorium hall.
- ✚ Stage curtain with motorized arrangement of approved fabric & colour to suit internal scheme of auditorium, stage lighting,
- ✚ Stage backdrop with arrangement of fins, wooden flooring works etc.
- ✚ Interior designing of Conference Room with provision of audio visual systems,
- ✚ 30 seater table and chair supply and installation for the conference hall
- ✚ Supply and fixing of auditorium chair. (Approx.1000 Nos.).
- ✚ Air conditioning work as per client's instruction in Conference room and Guest rooms.
- ✚ Net working, intercom system as per latest technology for rooms as directed by client.
- ✚ Interior planning of pantry, other areas to ensure barrier free environment.
- ✚ Signage system.
- ✚ Electrical Installation scheme along with type of luminaries / other gadgets required if any for lounges, hall in the ground floor, main auditorium hall, conference rooms or any other rooms
- ✚ Scheme for terrace lighting along with type of luminaries
- ✚ Security lighting/Façade lighting

- ✚ Additional internal and external Lighting and illumination work etc., if any
- ✚ Any other provision/requirement as per the National Building Code (Latest addition).
- ✚ Landscaping of surrounding area

The firm shall specifically be required to provide the complete planning/detailing for the following areas as per the details given below:

- ✚ Public Auditorium Building is a six story building over a plot of area measuring approx. 4320 m².
- ✚ Plinth area of the building is approx. 1700 m².
- ✚ Salient features of the building are,
 - Ground Floor:
 - ✓ Foyer and lobby at the entrance
 - ✓ One hall of size measuring approx. 770 m² to hold various functions, public exhibitions etc.
 - ✓ Two separate rooms are also there one for the gents and the other for the ladies each measuring approx. 50m² area for resting purpose.
 - ✓ One kitchen of size approx. 85m² area.
 - First Floor:
 - ✓ Stage area measuring approx. 210 m².
 - ✓ Two separate green rooms are also there one for the gents of size approx. 50 m² and the other for the ladies measuring approx. 60m² area.
 - ✓ Balcony area of approx. 600 m² and VIP box area of size approx. 200m².
 - Second Floor:
 - ✓ One conference hall of size approx. 70m² area
 - ✓ Two nos. of VIP guest rooms of approx. 35 m² area each, on either sides with attach toilets
 - Third and Fifth Floor:
 - ✓ Total 04 nos. of guest rooms each of size approx. 16m² on each floor with attached toilets.

Architectural drawings shall also be provided to the applicants which will give detailed idea about the floor arrangement of the building.

2.0 Time schedule:

The time for completion of the work is 270 days after issuing of work order. The finalized agency (as per the tender to be floated afterwards) will have to submit bar chart showing the action plan to be adopted for completion of the work in scheduled time period.

3.0 Minimum Eligibility Criteria for participating in EOI and documents to be submitted:

The agencies should be having experience of successfully completing at least one project of similar nature in the last 7 years reckoned from the last date of submission of EOI and the executed work should be of at least Rupees One Crore. Similar nature of work means design, planning and execution of interiors furnishing works, acoustic work for auditorium, conference hall, office or any other establishment preferably for the government institutions / public sector undertakings.

The firm should have duly allotted PAN, GST registration numbers and the same are to be submitted alongwith the EOI application.

Interested parties shall have to submit the following documents at the time specified below (documents against clauses 3.1 & 3.3 to be submitted with EOI and documents against clause 3.2 to be submitted afterwards at the time of bid submission):

3.1 To be submitted with EOI application:

a. Details of successfully completed similar work of value ₹ 1, 00,00,000 (Rupees One Crore) or more with preferably CPWD, Railways, APWD, MES or any other Government Organization / Public Sector Undertaking during the last seven (07) years reckoned from the last date of submission of EOI. Parties having such experience in other organisations / companies (private) may also apply, but Company reserves the right to not consider such applications if appropriate parties having experience in Government sector / PSUs are found.

b. For proof of requisite experience of SIMILAR work, Job Completion Certificate clearly mentioning Gross value of job done, Nature of works, Contracts period/Contract Start and Completion date issued by appropriate authority must be submitted along with the EOI application.

c. SIMILAR work executed by an applicant for its own organization / subsidiary will not be considered as experience for the purpose of meeting eligibility criteria.

3.2 Technical Eligibility Criteria for Electrical Installation Work (documents to be submitted at the time of submission of bid when tender will be floated inviting bids)

The parties should possess a valid electrical contractor's license issued/endorsed by Electrical Licensing Board of Govt. of Assam or else have tie up with an Electrical Firm / Contractor holding valid electrical contractor's license issued/endorsed by Electrical Licensing Board of Govt. of Assam. The applicant firm or their collaborators must have experience in internal electrification works in Office/ Residential Building/Auditorium/Stage Lighting/Area Lighting during the last 7(seven) years (reckoned from the original bid closing date of the tender

which will be floated later on.) in any organisation as mentioned in para 3.1 (a). However, Company reserves the right to not consider experience in Private sectors, as mentioned in para 3.1 (a). In case of collaboration with any Electrical firm as mentioned above, the applicant firm should furnish a MoU entered into with the collaborator towards providing the requisite service as per the terms of the contract. The documentary proof of all the above must be submitted by the applicant at the time of submission of bid.

Applicants who submit contractor license other than issued by Assam state Licensing Board have to provide an undertaking (at the time of submission of bid) stating that on award of contract to them, they will submit a valid Electrical license issued/recognized/endorsed by Assam State Licensing Board for executing the job at Assam within 30 days from the date of award of contract & the same will be subsequently renewed till the completion of the contract.

3.3 To be submitted with EOI application:

- a) Annual Financial Turnover of the applicant during any of preceding three financial / accounting years from the last date of submission of EOI should be at least ₹ 1, 00,00,000 (Rupees One Crore)
- b) Net worth of applicant must be positive for preceding financial/ accounting year.
- c) Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the last date of submission of EOI and the Financial Statements of the preceding financial / accounting year are not available with the applicant, then the financial turnover of the previous three financial/ accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the applicant has to submit an affidavit / undertaking certifying that 'the balance sheet / Financial Statements for the financial year(as the case may be) has actually not been audited so far'.

For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the EOI:-

- i) A certificate issued by a practicing Chartered/ Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth.

OR

- ii) Audited Balance Sheet along with Profit & Loss account.

Note: In case the applicant is Central Govt. organization / PSU/ State Govt. organization / Semi-State Govt. Organization or any other Central / State Govt.

Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, the applicant has to provide documentary evidence for the same.

3.3 Other documents required to be submitted:

- a) Company profile and history, and other details
- b) Qualifications and relevant experience of key personnel
- c) PAN card and GST registration number.
- d) Document showing execution of projects of comparable scale, ethos and complexity completed within the last Seven years- Including providing photographs of each project (size 200mmX100mm)
- e) List of Projects in hand
- f) List of Completed projects with relevant completion certificates
- g) Contact Number, Email ID and Address of Communication

Important Note: This is only an Expression of Interest, not an invitation to bid.

4.0 The EOI should be complete in all respects and signed on all pages. The documents submitted shall be self-attested. However, if required, OIL will have the right to request for the original document. The EOI should be delivered in a sealed envelope and with "**Expression of Interest for different jobs like interior decoration and furnishings, stage equipment, public address system, electrical works for OIL, Public Auditorium Building at Duliajan in Assam**" clearly written on it. The EOI should be addressed to:

GM (PA), Oil India Limited, Duliajan, PIN: 786602

The EOI, complete in all respect, should reach the office of GM (PA), Oil India Limited, Duliajan on or before 3:30 p.m. of 05.02.2018. EOI received after this deadline will not be considered for evaluation. Company will not be responsible for any postal delay.

Before submitting the EOI, applicants are requested to visit the site / building and go through the details including drawings of the building (available with Company) as well as understand various requirements of Company. After submission of EOI by the parties, the EOI applications will be scrutinised and the parties fulfilling EOI criteria will be advised to give presentation on the various details of their plans, design & specifications, on a specified date. The exact details of job / specifications will be finalised after going through such presentations. Thereafter, open tender will be floated inviting bids where the eligible participants of this EOI will also be able to participate.

Notwithstanding anything contained above, OIL reserves the right to reject any or all offers without showing any reason thereof.

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