

**REQUEST FOR EXPRESSION OF INTEREST (REOI)
FOR OIL, CENTRE OF EXCELLENCE FOR ENERGY STUDIES (COEES)
BUILDING AT GUWAHATI IN ASSAM**

EOI NO. PL/ CONT/CIVIL-COEES BUILDING/EOI/F-1775/1888 DT: 24-01-2018

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 and pipeline headquarters at Guwahati invite applications from reputed and established Civil Engineering firms/contractors meeting the prequalification criteria as mentioned below for empanelment /short listing of contractors for issue of tender document for executing civil, Electrical , mechanical and other related work in connection with construction **OIL, Centre of Excellence for Energy Studies (CoEES) Building at Guwahati in Assam**. The agencies / organizations/ firms etc. rendering services individually on their own only should apply. No collaboration, joint application etc. will be accepted. All corrigendum, addendum, amendments, time extension to the EOI will be hosted in the website and no separate notification shall be issued in the press. Prospective participants against the EOIs are requested to visit the website regularly to keep themselves updated.

Details of scope of work, experience and qualification criteria and other requirements of the EOI are displayed on the Notice Board of the Contract Section, PHQ at Narangi, Guwahati, Assam and is also available at OIL web site www.oil-india.com .

Interested party shall submit their Expression of Interest (EOI) in **two copies** along with the requested details **up to 1.30 P.M. on 06-03-2018** via courier / registered post in a sealed envelope super scribing the EOI Reference No..... & Applicant’s Name / Address on the envelope to:

**Dy. General Manager– Contracts
Contracts Department
Oil India Limited Pipeline HQ
P.O. Udayan Vihar, Guwahati 781 171, Assam
Tel: 0361-2594174, Fax: 0361- 2643686
E-mail : ellora@oilindia.in, E-mail : akshaythakuria@oilindia.in**

Sealed envelope containing Expression of Interest (EOI) may be physically dropped in the Tender Box, placed at the office of Dy. General Manager - (Contracts) up **to 1.30 P.M. on 06-03-2018 will be opened on the same day at 2:00 P.M.** at the office of the Dy. General Manager (Contracts) in the presence of any attending bidders. ***For details please see the through OIL’s web site www.oil-india.com***

If however the above date happens to be a Holiday/ Bandh, EOI will be received up to the next working day till **1.30 P.M.** However, for the delay in receipt or non-receipt of the same, Oil India Ltd will not be responsible.

EXPRESSION OF INTEREST

For

FOR OIL, CENTRE OF EXCELLENCE FOR ENERGY STUDIES (COEES) BUILDING AT GUWAHATI 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 and pipeline headquarters at Guwahati invite applications from reputed and established Civil Engineering firms/contractors meeting the prequalification criteria as mentioned below for empanelment /short listing of contractors for issue of tender document for executing civil, Electrical , mechanical and other related work in connection with construction **OIL, Centre of Excellence for Energy Studies (CoEES) Building at Guwahati in Assam**

1.0 Project Details:

Oil India Ltd (OIL) proposes to setup an office for housing the OIL **Center of Excellence for Energy Studies (CoEES)** at Guwahati on a plot of land within the OIL Pipeline Head Quarters(PHQ) Township at Narangi in Guwahati. The total area of the plot is around 11000 sqm. The area is low-lying and will require around 2.50 mts of earth filling. The coordinates of the center of the above plot is N 26° 10' 10.08" & E 91° 49' 59.74" and at a distance of around 45 km from the airport at Guwahati.

Basic Requirements

- a) Plinth area 2000 sqm
- b) No of Floors-3(GF+2) with provision for another three (03) floors in future (total 6000 sq. m floor area)
- c) Piling, Basement for parking and services

(As per design of the Architect/ Architectural firm to be separately engaged by OIL)

2.0 Scope of Work:

Construction of State-of- Art office building for OIL, Centre of Excellence for Energy Studies (CoEES) at its Pipeline Headquarters(PHQ) in Guwahati, Assam including necessary site preparation, earth filling, piling, all civil, electrical and mechanical related jobs, interior decoration external services like Public Health, landscaping Electrical, HVAC, firefighting, enhanced IT infrastructure and other IT related jobs for Building automation, acoustics and other services. The building shall be constructed as intelligent, energy efficient and Green Building leading to minimum 3(Three) star GRIHA rating .

3.0 Eligibility Criteria for participating in EOI :

The applicants' of EOI shall be short-listed / pre-qualified based on the following criteria and documentary evidence furnished:

- A) Should be a registered contractor with any of the Central /State Government departments / Railway/ Semi. Govt. / Govt. PSUs/Corporate sector.
- B) The applicant shall have adequate technical, managerial and administrative resources and proven track records of efficiently executing single building projects with all required building services and facilities following NBO /CPWD/PWD with GRIHA norms.

- C) Experience of completing successfully at least one (01) similar work of value not less than `20 (twenty) crore in previous seven(07) years to be reckoned from original bid closing date for Govt. /Semi-Govt. / Corporate Houses / Educational Institution.

NOTE: SIMILAR WORK MEANS :-

- (1) Construction as per design or Design & built of a single multi storied building constructed as per sound engineering practices following standard Indian code of practices. The building should be complete with all internal and external finishes, water supply & sanitary work, Electrical, HVAC , Fire Fighting, acoustics, Solar power, Internal roads, pathways, landscaping, water harvesting and other services for educational institutions or public office building or any building for public use preferably incorporating Green Building Concept and other functions like building automation , intelligent and energy efficient building etc. as mentioned under the Scope of work as composite work.
- (2) For proof of requisite experience of SIMILAR work, Job Completion Certificate clearly mentioning Name of the work, Gross value of job done, Nature of works, Contracts period/Contract Start and Completion date issued by Govt. /Semi-Govt. / Corporate Houses / Educational Institution must be submitted along with the application.

- Note:** (i) The certificates shall be neatly typed in official letter head with name, designation, full address, telephone No. and e-mail address of the signatory.
- (ii) Photocopy of Letter of Intent / Letter of Allotment / Work Order / Notice to Proceed with Work
- (iii) Photocopy of the schedule of items of work in the contract executed and mentioned under similar work (Composite work)
- (iv) Photograph of the completed work/ work in progress

(The particulars of the above shall also be provided by the applicant in the format –I , II & III provided under this Section)

- (3) SIMILAR work mentioned above executed by an applicant for its own organization / subsidiary will not be considered as experience for the purpose of meeting eligibility criteria of EOI.
- (4) If the prospective applicant is executing SIMILAR work which is still running and the contract value executed prior to due date of submission of application is equal to or more than the minimum prescribed value in the Eligibility Criteria of EOI such experience will also be taken in to consideration provided that the applicant submits satisfactory work execution certificate issued by end user.
- 4.0 (i) Annual Financial Turnover of the applicant during **any of last three preceding financial years**, ending 31st March of the current / previous year ('current year' for NIT dated October 1st to December 31st, 'previous year' for NIT dated January 1st to September 30th) should be at least `20(Twenty) Crore.

(ii) Net worth of firm/applicant must be positive for preceding financial/ accounting year.

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

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

OR

b) Audited Balance Sheet along with Profit & Loss account.

c) Good financial standing with a solvency certificate issued by any scheduled bank.

Applicant should not have debarred or blacklisted by Union Government or any State Government or any Undertaking /PSU of the Union Government or any State Government. Applicant **has to submit with its EOI, an affidavit to this effect.**

5.0 Other Documents to be submitted:

a) The documentary evidence of sound financial standing from any scheduled bank (not more than 3 months old as on date of submission of EOI) (Format-VI). The name, address, telephone and email address of the applicant's banker (s) shall be provided in the certificate.

b) List of major items of construction plants & equipment in good running condition owned by the applicant. (The particulars of the above shall be provided by the applicant as per the format -IV provided under this Section)

c) List of key personnel with their bio-data employed by the applicant. (The particulars of the above shall be provided by the applicant as per the format -V provided under this Section)

d) PAN and PF code number issued by appropriate Govt. authority along with proof.

e) GST registration number issued by appropriate Govt. authority along with proof

f) Copies of original document defining the constitution or legal status of the contractor/firm, place of registration and principal place of business, written power of attorney (for partnership firm & companies only) along with following detail.

- i) NAME OF FIRM
- ii) DETAIL POSTAL ADDRESS
- iii) MOBILE / TELEPHONE NO
- iv) E-MAIL ADDRESS
- v) FAX NO (IF AVAILABLE)
- vi) CONTRACT PERSON

g) Other documents as required under various heads in this notice for EOI.

6.0 Rejection Criteria of EOI:

(i) Non-submission requisite information /supporting documents as required against the "Eligibility Criteria" 4.0 (C) and (D) of this EOI, the application shall not be considered for evaluation. The application shall be rejected outright.

7.0 Note to the EOI Applicants’:

- (i)** All the copies of document submitted along with the bid should be clear & legible and signed by the applicant or his/her/their authorized representative
 - (ii)** OIL INDIA LIMITED(OIL) reserves the right to physically check the original documents/certificate, copies of which are submitted along with the EOI.
 - (iii)** The EOI is liable to be ignored in case of submission of any misleading and false representation by the applicant in the form, statements and attachments.
 - (iv)** OIL INDIA LIMITED reserves the right to ignore any or all EOIs without assigning any reason thereof.
 - (v)** OIL INDIA LIMITED reserves the right to curtail/ enhance the scope of the work stated above or cancel, if required, without assigning any reason thereof.
 - (vi)** OIL INDIA LIMITED reserves the right to curtail issuance of Tender Papers, if required, without assigning any reason thereof amongst the shortlisted Firms.
 - (vii)** Just construction of building structure may not make the applicant eligible for shortlisting. The applicant constructing green building with all necessary facilities as mentioned under scope of work shall be preferred.
 - (viii)** The agency having either constructed a green building or have one such construction under progress shall be given preference.
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Application Format

1	a) Name of the applicant/Organization b) Address of the registered Office c) Address of office IN Assam (With Phone Nos (if any),FAX nos., e-mail ID & contact Person)	
2	Year of establishment	
3	Type of the organization (Whether sole proprietorship, Partnership, Private Ltd. or Ltd. Co. etc) (Enclose certified copies of documents as evidence)	
4	Name and Qualifications of the Prop. / Partners /Directors of the Organization / Firm (Enclosed certified copies of documents as evidence)	
5	Details of registration (Whether Partnership firm, Company etc. Name of registering Authority, Date and registration no. (Enclose certified copies of documents as evidence)	
6	Whether registered with Govt. / Semi Govt. or any other Public, Organization and if so, in which class and since when? (Enclose certified copies of documents as evidence)	
7	a) No. of years of experience in the field and detail of work in any other field. b) Whether ISO certified, furnish the details	
8	Area of business activities other than Construction, if any, and place of business.	
9	Yearly Turnover of the Organization during last 3 years (year wise) and furnish audited balance sheet and profit and loss a/c (audited) for the last 3 years.	
10	PAN No.	
11	Details of registration for sale tax and GST Number	

Place:**Signature of the Authorised Signatory****Date:****Name & Designation with Stamp**

(Details of work executed in last 7(Seven) years
ending date of submission of EOI)

Project Name	Client *	Description of work (including place & state)	Contract No	Value of Contract	Date of issue of Work order	Stipulated period of completion	Actual date of completion	Remarks Reasons for delay

Place:

Signature of the Authorised Signatory

Date:

Name & Designation with

(Details of works in hand)

Project Name	Client *	Description of work (including place & state)	Contract No	Value of Contract	Date of issue of Work order	Stipulated period of completion	Remarks (% of work so far completed)

Place:

Signature of the Authorised Signatory

Date:

Name & Designation with Stamp

Annual financial turnover of the firm/contractor during the last three (3) years, ending 31st March, 2017

Financial Year	Turnover in Rs.
2014-15	
2015-16	
2016-17	

Place:

Signature of the Authorised Signatory

Date:

Name & Designation with Stamp

(List of equipment owned by the Bidder

Item of Equipment	Model & power rating	Capacity	Name of Manufacturer	Year of Manufacture	Remark with mode of purchase

Place: **Signature of the Authorised Signatory**

Date: **Name & Designation with Stamp**

(Qualification & Experience of Key Personnel)

Position	Name	Qualification	Year of experience (General)	Year of experience in present Position	Remark if any

Place: **Signature of the Authorised Signatory**

Date: **Name & Designation with Stamp**

FORM OF SOLVENCY CERTIFICATE FROM ANY SHEDULED BANK

This is to certify that to the best of knowledge and information M/s. / Sri..... having marginally noted address, a customer of our bank are / is respectable and can be treated as good for any engagement up to a limit of Rs.....(Rupees.....)only. The Current /SB / Account no maintained in our branch is - .This certificate is issued without any guarantee or responsibility on the Bank or any of the officers.

(Signature)
For the Bank

Note: In case of partnership firm, certificate to include names of all partners as recorded with the Bank.

Place: Signature of the Authorised Signatory

Date: Name & Designation with Stamp

Format-VII**Document Check List:**

Format	Documents	Submitted	
		Yes	No
Appendix-A	Application Form		
Format-I	Details of work executed in last 7(Seven) years ending date of submission of EOI		
Format-II	Details of works in hand		
Format-III	Annual financial turnover of the firm/contractor during the last three (3) years, ending 31 st March, 2017.		
Format-IV	List of equipment owned by the Bidder.		
Format-V	Qualification & Experience of Key Personnel		
Format-VI	Solvency Certificate from any Scheduled Bank.		

Note: Information has to be filled up specifically in the formats. Please do not write remarks
“As indicated in Brochure”

Place: Signature of the Authorised Signatory

Date: Name & Designation with Stamp