



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम) पंजीकृत कार्यालय: दुलियाजान, असम

Oil India Limited

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OIL 62/C&P/03

05th February, 2019

ED (F&A), FHQ / ED (RP) / CGM (KGB&BEP) / CGM (C&P), FHQ/ CGM(Contracts)FHQ / CGM(PLS) / CGM (ES) / GM (Civil) / GM-Kolkata / GM Materials (FHQ)

Sub: Addendum No. 2 to "Integrated Procedure / Manual for procurement of goods and services" against Clause Nos. 43.2, 43.3 and 43.4.

This Addendum No. 2 to Clause Nos. 43.2, 43.3 and 43.4 of "Integrated Procedure / Manual for procurement of goods and services" is hereby issued to read the respective clauses as modified under:

43.2 CLASSIFICATION OF CIVIL CONTRACTORS FOR SMALL VALUE JOBS:

OIL has been following class wise registered contractors for the civil engineering related jobs. The class-wise tendering limits and the amounts of one time security deposit are revised time to time and accordingly the contractors deposit the one time security deposit to OIL. Presently, the tendering limits and the one time security deposit amounts are as follows:

<u>Class of Contractor</u>	<u>Maximum amount of Tender value</u>	<u>One time Security Deposit</u>
A -Class	₹ 200 Lakh	₹ 2,00,000.00
B -Class	₹ 90 Lakh	₹ 72,000.00
C -Class	₹ 55 Lakh	₹ 44,000.00
D -Class	₹ 25 Lakh	₹ 18,000.00

The above classified contractors are exempted from submitting Bid Security for a tender whether enquiry issued to only registered contractor or open tender for the value indicated against them.

43.3 MISCELLANEOUS / MAINTENANCE CIVIL JOB:

OIL is maintaining hitherto a list of good number of contractor situated in proximity of Field Headquarter, Duliajan. The regular requirement of miscellaneous maintenance job is carried out by allotment of work in following manner:

- (i) Once in four years OIL enter into contracts with registered bidder for different category of work in different zones.
- (ii) Through display on the OIL Notice Board, all registered contractors are given opportunity to offer for category of work and the zone.
- (iii) These contractors can be awarded work at a time to a maximum value of ₹ 8 Lakh.
- (iv) Out of the contractors, zone and category wise, with whom OIL has entered into a contract, works shall be allotted by civil engineering department as and when there is requirement, in fair, transparent and equitable manner.

These contractors are exempted from giving any bid security or performance security.

43.4 RESERVATIONS OF TENDERS:

- (i) Jobs of tender value more than ₹ 8 Lakh and upto ₹ 25 Lakh
The Civil Engineering tenders for tender value more than ₹ 8 Lakh and upto ₹ 25 Lakh shall be resorted on limited tender basis. Only OIL's registered D class contractors shall quote against these tenders.
Performance guarantee shall be up to 10% of the contract value for which contractor shall submit a Performance security of 2.5% of contract value at the time of award of contract and remaining 7.5% shall be deducted from running bill.
- (ii) The tender beyond ₹ 25 Lakh up to any value shall be floated as open tender and shall also be an e-tender. The bid security shall be 0.5% of the tender value, unless otherwise exempted. Performance guarantee shall be up to 10% of the contract value for which contractor shall submit a Performance security of 2.5% of contract value at the time of award of contract and remaining 7.5% shall be deducted from running bill.
- (iii) In open tender, for the tender above ₹ 25 Lakh upto ₹ 55 Lakh, Class A, B & C, above ₹ 55 Lakh upto ₹ 90 Lakh, Class A & B, and for above ₹ 90 Lakh up to ₹ 2 Crore, Class A, shall be exempted from experience criteria and financial criteria.

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They shall also be exempted from submission of Bid security as mentioned in clause 43.2 above.

- (iv) In case against a tender for a given job, there are more than one L1 bidders, the tender may have provision for tie break. In case this is not possible the Priority-1 bidder can be decided through draw of lots.

C/P
05/04/19

(Amlan Paul)
Chief General Manager (C & P)
For Chairman & Managing Director

Jalil
5/2/19

Note: This addendum is issued as per approval from CBC vide CBC Note No. G/33/2017-18 dated 04.01.2018.