



ऑयल इंडिया लिमिटेड

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

**Oil India Limited**

(A Government of India Enterprise) Registered Office "Duliajan, Assam"

प्लॉट. नं. 19, सेक्टर 16-ए, नोएडा-201 301, उत्तर प्रदेश

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## **NATIONAL EXPRESSION OF INTEREST**

**EOI REF. NO BD (G)/05/06/EOI/2023/129**

**June 02, 2023**

**LAST DATE OF SUBMISSION: 15:00 HRS (IST) OF 27/06/2023**

**Sub: Notice Inviting “Expression of Interest (EOI)” for empanelment of Consultant for Pre-Feasibility Report (PFR), Detailed Project Report (DPR) and Project Management Consultancy (PMC) for development of Solar PV (Ground Mounted or Floating) and Wind Power Projects of Oil India Limited**

### **1.0 INTRODUCTION**

1.1 Oil India limited (OIL) is a premier National Oil Company engaged in the business of Exploration, Production and Transportation of Crude Oil and Natural gas. A Navratna Company under the Ministry of Petroleum and Natural gas, Government of India (GOI), it is the second largest national oil and gas company in India in the upstream sector as measured by total proved plus probable oil and natural gas reserves and production.

1.2 Contributing towards Government of India’s efforts for cleaner and greener energy, OIL established a total of 174.1 MW of Wind Energy Power plants distributed over the states of Rajasthan, Gujrat, and Madhya Pradesh. OIL has also established two Solar Energy Power Plants (SEPP)s of capacity 14.0 MW in Jaisalmer, Rajasthan. As on date a total of 188.1 MW of renewal Energy is under OIL’s portfolio. Now, OIL intends to establish 100 MW or above Solar Photo Voltaic (SPV) (Ground mounted or Floating) and Wind Energy Power Plants in any state in India.

**2.0 OIL (referred to as “Company” in the EOI) invites Expression of Interest from eligible applicants for empanelment as Consultant for preparation of Pre-feasibility Report (PFR), Detailed Project Report (DPR) and to provide Project Management Consultancy (PMC) services for development of Solar Photo Voltaic (Ground mounted or Floating) and Wind power projects of Oil India Limited. This empanelment will be for a period of two (02) years from the date of empanelment as conveyed upon finalisation.**

### **3.0 PRE-QUALIFYING CRITERIA (PQC):**

Broad requirement for Empanelment of Consultant for preparation of Pre-feasibility Report (PFR), Detailed Project Report (DPR) and to provide Project Management Consultancy (PMC) services for development of Solar Photo Voltaic (Ground mounted or Floating) and Wind power projects of Oil India Limited is as under:

#### **A. TECHNICAL CRITERIA:**

- i. The applicant must be in the business of preparation of PFR, DPR and providing Project Management Consultancy services of Wind and Solar Photo Voltaic (SPV)

(Ground mounted or Floating) grid connected power projects of minimum work order of 100 MW capacity each in the last 07 (Seven) years to be reckoned from the original EOI closing date.

- ii. Such Projects / jobs / work(s) / similar works referenced for qualification in aforesaid para, must involve preparation of PFR, DPR, Review of Design, Engineering, Procurement, Project management, Construction management including fabrication, transportation, installation, hook-up, testing, pre-commissioning, start-up, commissioning & PGTR (performance guarantee & test run). The project, for which the above experience is claimed, should have been satisfactorily completed and / or handed over / commissioned prior to the date of EOI closing.
- iii. Documentary evidence viz. Completion Certificate from the project owner as proof of Experience of successful execution of the project (wind and solar separately) to be provided.

**B. FINANCIAL CRITERIA:**

- a. Average Annual financial turnover as per Audited Annual Reports for the last three accounting years, must be at least **Rs. 3 (Three) Crores**. Applicants have to submit copies of Audited Balance Sheet and Profit & Loss Account as documentary evidence for above.
- b. Net worth of the applicant must be positive for previous audited year as per audited financial statement immediately preceding the current financial year.
- c. Documentary evidence in the form of Audited Balance Sheet and Profit & Loss Account for the preceding 03 (three) financial/accounting years should be submitted.

**Note-I (For B(a) and (b) above :**

- (a) For proof of Annual Turnover & Net worth any one of the following documents must be submitted along with the EOI application: -
  - i) A certificate issued by a practicing Chartered / Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per the format in **Proforma-1**.
  - ii) Audited Balance Sheet along with Profit & Loss account.
- (b) 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 original EoI closing date 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' as per the format in **Proforma-2**.
- (c) In case the applicant is a 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, applicant to provide documentary evidence for the same.

**Note-II:**

- a) The applicant shall furnish documentary evidence by way of copies of Contract / Purchase Order, Completion Certificate or any other equivalent document which can substantiate their claim towards experience, Audited Balance Sheet and Profit & Loss Account etc. along with the EOI application to establish experience / track record and financial capabilities meeting Pre-Qualifying Criteria.
- b) The applicant or its Proprietor/ Partner(s) / Director(s) of the Firm should not have been convicted by a Court of Law for an offence involving moral turpitude in relation to business dealings during the past seven (7) years. The applicant shall give an affidavit to this effect. The affidavit must be affirmed before the competent judicial authority or duly notarized by the Notary. Besides, applicant should furnish litigation history of their firm or group firm (if claiming fulfilment of PQC on group entity terms). The litigation history shall include:
  - (i) Arbitration cases pending.
  - (ii) Disputed incomplete works.
  - (iii) Pending civil cases against the firm and/or its Proprietor / Partner(s) / Director(s) involving moral turpitude in relation to business dealings.
  - (iv) Pending criminal cases against the firm and / or its Proprietor / Partner(s) / Director(s) involving moral turpitude in relation to business dealings.
  - (v) Punishments awarded under civil cases and/or criminal cases involving moral turpitude in relation to business dealings to the firm and/or its Proprietor/ Partner(s)/ Director(s).
- c) The applicants should meet all the above requirements /criteria as on the EOI submission due date. The application of only those applicants, who meet the above requirements / criteria, will be considered.
- d) The Company reserves the right to cancel/withdraw the EoI or annul the process at any time prior to empanelment, without thereby incurring any liability to the applicants or any obligation to inform the applicants of the grounds of Company's action.

**4.0 SCOPE OF SERVICES :** The scope of services of the consultant shall inter-alia include all the works pertaining to the following:

1. **Preparation of PFR and DPR:** Preparation of Pre-Feasibility Report (PFR) and Detailed Project Report (DPR) for the proposed Wind and Solar PV (Ground Mounted or Floating) Power Plant to be established in any state in India considering, inter alia the following aspects but not limited to:
  - 1.1 Wind and Solar Energy Potential and perspective market:
    - (i) Study of Wind and Solar energy (Ground mounted or floating) potential which exists in various states of India as considered based on standard data, present

utilization and scope for future utilization by Energy Companies / State discom with timeline projection.

- (ii) Study of Energy market, major players in Wind and Solar Energy (Ground mounted or floating) production and major buyers in India.

1.2. Wind and Solar Policies of Governments:

- (i) Study of Wind and Solar Policies of Governments, various available schemes, concessions, incentives etc. of the central government and various state governments.
- (ii) Study of Wind and Solar energy purchasing price structure, state governments' strategy, etc.
- (iii) Study of various policies of state government/central government/local authorities in giving clearance for setting up of Wind and Solar infrastructure, assistance, etc.

1.3. Wind and Solar energy Purchase Policies of Potential Energy Companies and concerned State discom:

- (i) The consultant shall elaborate on the mechanisms followed by various energy companies and State Discom for Wind and solar energy purchase agreements.
- (ii) The consultant shall elaborate on payment methods of energy companies and State Discom including pricing.

1.4. Selection of potential states/sites/size:

- (i) Selection of the potential state and sites based on long-term strategy on optimum Wind and solar energy production, techno-economics and return on investment.
- (ii) Study the strategy for installation of the Wind and solar plant in potential states and sites taking into consideration the long-term Wind and solar energy purchase policies of energy companies and state discom and techno-economics.
- (iii) Determine and suggest a suitable capacity, based on the strategy and techno-economics, for the Wind and Solar plant.

1.5. Analysis of technology available for generation of Wind and solar power plant and selection of a suitable technology for the proposed plant.

- (i) To indicate suitable technology with reasons/justifications, performance data etc.

1.6. Estimation of capital cost:

- (i) To indicate estimated capital cost of the Wind and Solar plant. The break-up should include inter alia the following with taxes and duties separately alongside:
  - Approximate land cost with area and its development cost.
  - Control room, Laboratory, Admin building, Warehouse, Fire station etc.
  - Plant & machinery including equipment cost of major items like generator, turbine, transformer, control station etc.
  - Basic design and engineering fees
  - Civil works
  - Structural works
  - Electrical system
  - Instrumentation & control system
  - Inside Battery Limit (ISBL) and Outside Battery Limit (OSBL) facilities
  - Erection and commissioning costs
  - Waste disposal, pollution control

- Consultancy fee
- Foreign exchange component if any
- Any other cost if any

#### 1.7. Estimation of Operation and Maintenance (O&M) cost:

- Government fees, development charges, comprehensive insurance charges, Municipal/panchayat fees, etc.
- Transportation of material from the designated points/depots of supplier.
- Evacuation of power to the designated delivery points of energy companies or state discom.
- Utilities
- Manpower cost
- Spare's cost
- License/know-how fees
- Consultancy fee if any
- Foreign exchange component if any
- Any other fees / charges/ cost etc. including waste disposal, pollution control
- O&M contract cost etc. and approximate escalation over the project economic life.

#### 1.8. Financial Aspects:

- (i) To provide complete financial analysis of the project with financial assumptions as per industry standard and OIL norms for the project life.
- (ii) The report to include project capital cost, operating cost (with break-up as per indicative list provided above), working capital requirement, impact of taxation, profit and loss, balance sheet, cash flow etc. over the project life.
- (iii) The report to provide project IRR, NPV, pay-back period, return on investment (ROI) Breakeven point etc. taking into account all probable and possible element of cost.
- (iv) To provide sensitivity analysis with respect to capital cost, power price, market demand and other parameters.
- (v) Details of assumptions used for the above analysis along with their basis, sources and justifications must also be furnished.
- (vi) The above calculations are also to be provided in formula-based MS excel file with all the assumptions separately.
- (vii) To provide comprehensive report on the current policies of Government and other authorities on promotion of industries, investment, employment in the State considered, the benefit of which will be availed by the Project. The benefits which may be in the form of capital subsidy, Interest subsidy, insurance subsidy, exemption/ rebate/ relief/ reimbursement in state and central taxes and duties, transport incentive, employment incentive, incentive in the form of Accelerated Depreciation etc. have to be quantified for the Project and taken into consideration in the above financial analysis. The modality for availing such benefits/ incentives is to be detailed.
- (viii) To identify scope of incentive from institutions like Carbon Credit Trading Agencies, IREDA etc. to the power project with detailed modality for availing such benefits/ incentives.
- (ix) Investment criteria for deciding funding source for the project e.g whether to go for 100% equity or avail debt funding, different proportions to be analyzed and advised.
- (x) To identify domestic and international institutions which may provide finance into the project at subsidized interest rate.

#### 1.9. Risk identification and mitigation plan:

- (i) To identify all techno-commercial and environmental risks along with implications of policy changes.
- (ii) To suggest suitable mitigation mechanism against each of the identified risks.

#### 1.10 Statutory Clearances

- (i) Guiding OIL to obtain NOC from state pollution control Board/Regulatory Commission including involvement of public hearing
- (ii) Guiding OIL to avail Safety clearances from the concerned authorities if any.
- (iii) Guiding OIL in doing sub-lease agreement of the land
- (iv) Providing assistance for applying aviation clearance etc. if required
- (v) Providing assistance during Environment Impact Assessment (EIA)
- (vi) Providing assistance for applying any other clearances

#### 1.11 Others:

- (i) Project implementation strategy and project schedule along with the bar chart.
- (ii) Executive Summary
- (iii) Conclusion & Recommendations
- (iv) Presentation before OIL management before submission of final report.

## **2. Project Management Consultancy services**

As a Project Management Consultant (PMC), the party shall act as an extension of OIL, always keeping in view OIL's interests and advising/guiding OIL on all important matters and ensuring that the project is completed within specified cost and time with quality deliverables.

The scope of work of the PMC is broadly defined under the following heads; however, the list is not exhaustive. Scope of work of PMC shall include all works which will be required for overall completion of the project, whether the same is explicitly mentioned in the Specification or not.

- ✓ Project Management Services, which shall include Preparation of RFP,
- ✓ Bid Evaluation and Drafting of purchase order & contract agreements
- ✓ Review of Design & Engineering documents.
- ✓ Project Progress Monitoring.
- ✓ Site Supervision & Reporting with manpower deputations.
- ✓ Coordination among stakeholders.
- ✓ Inspection of material at works and site
- ✓ Review and vetting of performance testing
- ✓ Highlight deficiencies in EPC works during contract period, including safety measures

### 2.1 Project Management Services

#### 2.1.1 Preparation of RFP and Bid Evaluation:

2.1.1.1 The Consultant shall prepare the RFP for engagement of EPC including project-related details like feasible capacity, scope of work, qualification requirements, payment terms, technical specifications to ensure maximum life of the project, Operation & Maintenance Contract. The consultant shall prepare all necessary drawings and design required for tendering purpose. The RFP shall be prepared in line with latest MNRE, SERC, IEC standard and any other statutory guidelines that prevail in the respective state. The RFP shall be prepared in consultation with OIL

team and, if required, provide necessary clarifications on the RFP.

2.1.1.2 The Consultant shall evaluate the technical and financial bids submitted by Bidders as per EPC tender. The Consultant shall assist in resolving the queries raised by bidders in pre-bid meeting and otherwise. The tenders, after receipt, will be evaluated by the consultant technically (after review and vetting of energy yield assessment and estimations submitted by bidders), commercially, and financially within the time stipulated in the offer. All communications shall be made through OIL. Tender documents shall be prepared in clear unambiguous language and terms in a way which will exclude requirement of any communication with the Turnkey Bidders during the evaluation process of the tenders. If at all such communication becomes inevitable the same shall be made through OIL and discussion will be held with the bidders in association with OIL. Thereafter, the financial evaluation will be carried out by the consultant and the recommendation of the best suitable offer will be made in consultation with OIL.

2.1.2 Drafting of purchase order & contract agreement:

The draft technical and commercial part of the purchase order/contract agreement will have to be prepared by the consultant and the final contract document including the commercial portion will be issued to the winning bidders by OIL. Replies to any queries by authorities regarding evaluation of bids and work order shall be the responsibility of the consultant.

2.2 Design & Engineering

The scope defined hereunder is indicative only. All the related drawings/documents for Mechanical, Electrical, C&I, Civil etc. submitted by EPC shall be reviewed, examined but not limited to the following:

- 2.2.1 Scrutinizing EPC's design basis and related documents for conformity to the ordered specification. Vendors manufacturing drawings shall be scrutinized/ commented upon in appropriate format along with mark-up, if any, within (7) Seven working days from date of receipt.
- 2.2.2 Coordination for design & engineering with EPC, equipment Vendors, Civil Contractors, Erection Agencies and Company's Officers.
- 2.2.3 Providing technical assistance to OIL in clarifications of technical matters.
- 2.2.4 Coordination with EPC as well as sub-Supplier to obtain the requisite data / information for scrutinizing and forwarding with comments to OIL.
- 2.2.5 Coordinating with EPC for coordination of Erection with equipment / erection contractor (s).
- 2.2.6 Inspection of critical equipment at works.
- 2.2.7 Design and engineering of complete Project to be examined and to be reviewed.
- 2.2.8 Review, examination, and approval of the drawings incorporating all systems / equipments / specialties / instrumentation keeping whole Plant in view for future maintenance work required in the plant irrespective of scope.
- 2.2.9 Preparing and submission of basic study reports along with supporting calculation

/ documents for the different systems wherever applicable.

- 2.2.10 Scrutiny, submission of comments and recommendation for approval of the test certificates. Consultant shall scrutinize and forward comments on test certificates of various civil works, concrete test blocks and different mechanical, electrical and C&I equipments/systems supplied. Comments on drawings shall be submitted within 7 (Seven) days from the date of receipt.
- 2.2.11 Review and approval of Ground Mounted Solar PV Plant, Floating Solar Plant and Wind power plant lay out (s) and all other drawings.
- 2.2.12 Coordination and verification of suppliers from EPC and Submission of manuals, drawings in time.
- 2.2.13 Review of operation and maintenance manual submitted by respective supplier.
- 2.2.14 Consultant shall involve OIL Engineers while designing / engineering critical items pertaining to all disciplines such as Mechanical, Civil, Electrical, C&I etc. OIL Engineers can visit design office for participation. Consultant upon receipt of LOI / Order shall plan out area in which OIL Engineers are to be involved in design work.
- 2.2.15 In engineering and design work, after commissioning, any fault due to system design observed than consultant shall review the revised drawings and documents submitted by OIL/EPC without any additional compensation within one year after successful commissioning of the unit.
- 2.2.16 Consultant shall scrutinize the performance test Procedure and as per guaranteed parameters submitted by Contractor with bid in conformity to relevant standards, the Consultant shall witness and evaluate performance test of Wind / Solar PV Plant (Ground Mounted or Floating) & Equipment including retests, if any. Performance test evaluation shall be completed within one week. Recommend the levy of penalty.
- 2.2.17 To study existing facilities that can be utilized for proposed project and to understand the problems faced by OIL's site Engineers and to collect site data, consultant shall visit site whenever needed, and incorporate the same in proposed project's design and engineering.
- 2.2.18 Review of detailed plant operation and maintenance manuals which should also include desirable ranges of operating parameters of important/major equipments and processes, maintenance check lists, troubleshooting charts etc.
- 2.2.19 The consultant shall review system operational manual for all systems incorporating interlock / protection / tolerance for individual equipment.
- 2.2.20 Review of geo-technical investigation, soil investigation report and recommendations accordingly.
- 2.2.21 Detailed scrutiny, checking, review and comments on general arrangement and fabrication drawings, for sections used, type of connection employed and connection details for main steel structures submitted by the principal steel contractor. The Consultant should submit their comments in 7(Seven) days time after receipt of documents and drawings from the Contractor.
- 2.2.22 Detailed scrutiny, checking, review and comments on Vendor's equipment general arrangement drawings, foundation outlines, masonry, and steel design drawings to ensure compliance with specific requirements of contract specification and completeness / clarity of requisite data with respect to relevant prevailing provisions of IS Codes/IRS Codes etc. Suggesting better alternatives of any part of drawing/design/details, calculations, etc for more clarity and fast processing.



- 2.2.23 Detailed scrutiny, checking, review and comments on Architectural drawings showing floor plans wall sections, floor details, bill of materials and specifications for doors, Windows, etc. and plumbing arrangement drawings for all the buildings with respect to relevant prevailing provisions of IS Codes/IRS Codes etc. all suggesting better alternatives of any part of drawing/design/details, calculations, etc for more clarity and fast processing.
- 2.2.24 Control Schematics.
- a) Bill of Materials for piping.
  - b) Preparing lists of Control Station indicating starting at local/remote, annunciation and indication requirement
  - c) Plant safety interlocks schemes.
- 2.2.25 The Consultant shall Review, examine, submit comments, and recommend for approval of the Engineering & Design calculations submitted by vendors, in duplicate to OIL for civil, mechanical, electrical, instrumentation & Controls.

### 2.3 Project Monitoring

- 2.3.1 In order to monitor the project at OIL's Corporate Office level, Consultant shall prepare and forward Progress Report covering design engineering, procurement and site construction activities every day and detailed report every week. Whenever necessary, representative of consultant shall visit OIL Corporate Office to attend Project Review Meeting. Consultant should lead the technical review meetings with respect to finalized agenda points, preparation of Minutes of Meeting, circulating above to all concern officers and tracking the implementations of finalized points, periodically.
- 2.3.2 Preparation and periodic updating of project network schedule, on the basis of committed and revised delivery schedule, by various suppliers and erectors, keeping in view of time schedule. Delay in approval of drawings etc. shall be the responsibility of the consultant and proportionate penalty shall be levied if plant activities are delayed by consultant.

### 2.4 Site Supervision & Reporting

- 2.4.1 Consultant's Personnel - Consultant warrants that it shall provide all manpower for the necessary operations, supervision and execution of all works under this Contract to Company's satisfaction. The personnel to be deployed by the Consultant must be competent and sufficiently experienced to perform the works correctly and efficiently except where otherwise stated.
- 2.4.1.1 Except as otherwise hereinafter provided, the selection, replacement and remuneration of Consultant's personnel shall be determined by Consultant. Such employees shall be the employees solely of consultant. Consultant shall ensure that its personnel will be competent and efficient.
- 2.4.1.2 Replacement of Consultant's Personnel - Consultant will immediately remove and replace any of the Consultant's personnel, who in the opinion of Company, is incompetent, or negligent or of unacceptable behaviour or whose employment is otherwise considered by Company to be undesirable.

- 2.4.2 Providing supervision at site during construction, fabrication, erection, testing, commissioning and conducting all performance guarantee tests to the satisfaction of Company i.e. OIL.
- 2.4.3 Consultant shall be engaged in day-to-day activities and provide timely clarifications as and when required till successful commissioning of project by deputing a dedicated well conversant engineer for site activity and quality check.
- 2.4.4 Performance Test: The Consultant shall witness performance test post commissioning of the project.
- 2.4.5 Quality Check Report: The Consultant shall submit quality check report for rectification by the EPC and shall check the as built drawings / documents, O&M documents submitted by the EPC post commissioning of project.
- 2.4.6 The Consultant shall provide the services of one full time Resident Consulting Engineer and other experienced Engineers to carry out supervision of construction/ fabrication / erection and start-up / commissioning of the Plant and assist OIL in coordinating various start-up, initial operation and commissioning activities and in conducting performance and acceptance tests of the units / equipment / system, as per requirement of OIL. The site engineers shall comprise of Mechanical, Electrical/C&I, Civil Engineers.
- 2.4.7 Carrying out site management activities and highlight the various critical areas or Risk Assessment for OIL to take necessary remedial actions.
- 2.4.8 Review of check lists for commissioning activities.
- 2.4.9 Review of detailed plant operation and maintenance manuals which should also include desirable ranges of operating parameters of important equipments and processes, maintenance check lists, troubleshooting charts etc.
- 2.4.10 Submission of Progress Report PERT CHART/BAR CHART incorporating all activities required for the completion of the project well in time.
- 2.4.11 Checking and certification of invoices/bills submitted by EPC against milestone activities to OIL for payment.
- 2.4.12 Deployment of adequate technical supervisory personnel under Resident consulting Engineer at site to associate with OIL during the erection testing and commissioning of the entire plant along with all system etc.
- 2.5 Coordination: The Consultant shall work closely with the Company (OIL) and promptly carry out their part of the work to enable the completion and commissioning of the projects within the stipulated time. The Company on its part shall also closely cooperate with the Consultant at all times and especially during evaluation of bids for equipment, material and construction services in order to ensure timely placing of orders and awarding of contracts. The Consultancy services will be rendered quickly for all the work stipulated in the scope of this specification to enable satisfactory and early completion of the project.
- 2.6 Additional Services : At the specific request of the Company, the Consultant shall provide such additional services not listed in the specifications in relation to the project activities.

## **5.0 EVALUATION METHODOLOGY:**

The submitted EOI applications shall be evaluated by an authorised team of OIL INDIA LIMITED on the Pre-Qualifying Criteria and based on the documentary evidences submitted by the applicants.

## **6.0 INFORMATION REQUIRED AS PART OF APPLICATION FOR EMPANELMENT:**

6.1 Applicants are required to submit the duly filed application form as mentioned below along with their supporting Documents/Certificates in the Attachments (Proforma 1 and 2 and Response Sheet No. 1,2,3 and 4) enclosed in this document.

## **7.0 INSTRUCTION TO THE APPLICANTS:**

7.1 The Application Document can be downloaded free of cost from our website [www.oil-india.com](http://www.oil-india.com)

7.2 All costs incurred by applicant for preparing and submitting the Application for Empanelment, in providing clarification or any other expenses whatsoever shall be borne by Applicants themselves, regardless of the conduct or outcome of the empanelment process.

7.3 The Application for empanelment is non-transferable.

7.4 Applicants are required to furnish all information and documents as called for in this document in English language preferably. Any printed literature furnished by the Applicant in another language to be accompanied by an English translation, which shall govern in case of any variation.

7.5 The person signing the application and submitting on behalf of the Applicant shall enclose Power of Attorney duly authorized and notarized for the same. The Power of Attorney shall be backed by copy of the Board Resolution of Company.

7.6 The financial data must be in **Indian Rupees** only.

7.7 All the pages of the Application for Empanelment and attachments should be signed and corrections and over writings should be countersigned by the authorized signatory

7.8 If it is established that the Applicant has submitted fraudulent documents or has indulged into corrupt and fraudulent practice at any point of time, the Applicant would be debarred from the Empanelment / tendering / taking up of work in OIL as per OIL's banning policy.

7.9 OIL reserves the right to cross check and confirm the information / details furnished by the Applicant at any time during the period of empanelment

7.10 Joint Ventures or Consortium of firms shall not be allowed to apply for Empanelment.

7.11 Subsequent to empanelment, depending upon the requirement, OIL will float limited tender within the empanelled consultant asking them to submit their price bid (in amount) for a particular project and the L1 bidder will be awarded the work. However, at the time of submission of bids in response to specific projects, the short-listed applicant's technical and financial capability may be re-assessed for the capacity and capability as per the Eligibility Criteria for the specific project. The details of work and all data necessary for the project will be provided in the subsequent limited tender document.

7.12 Time schedule of delivery and payment schedule of consultancy services will be detailed in the subsequent limited tenders.

7.13 The empanelment of the Consultancy firms will be for a period of 2 (two) years from the date of empanelment. However, OIL reserves the right to cancel the empanelment of any or all the consultant(s) and invite fresh proposals for empanelment at any time. In case, the period of empanelment is expired or cancelled, any work awarded during the currency of the empanelment will not be affected and such work shall continue till completion, as per the terms of the subsequent contract

7.14 OIL reserves the right to extend the period of empanelment of consultancy firms for further period depending on the requirement and the performance of the consultancy firms. The decision of the company in this regard would be final.

7.15 If in the view of the company, the performance of a consultant is not satisfactory, or if in its view, the consultant has failed to safeguard the interest of the company, the company may, at its sole discretion, terminate the engagement of the consultant for a particular project/ work as well as terminate the consultant from the empanelment by giving a written notice by not less than 30 days and the bidder will be dealt as per Company's Banning Policy. The decision of the company in this matter shall be final and binding.

#### **8.0 ADDRESS FOR COMMUNICATION:**

Interested EOI applicants are requested to visit our website [www.oil-india.com](http://www.oil-india.com) for further details on the above and submit their Expression of Interest latest by **27.06.2023 till 15:00 Hrs (IST)** to the following address:

**Senior Manager (BD)  
Oil India Limited, Plot No. 19, Sector-16A,  
Noida – 201301**

The expression of Interest (EOI) along with all requisite documents may also be sent through e-mail to the e-mail id [bddomestic@oilindia.in](mailto:bddomestic@oilindia.in) within the closing date and time of this Invitation of EOI. **EOI Submitted to the email id [bddomestic@oilindia.in](mailto:bddomestic@oilindia.in) shall only be considered and therefore Interested EOI applicants are requested to submit their EOI to this e-mail id only.**

**For any clarification, the EOI applicant may contact:**

**Mr. S. K. Saikia**  
**General Manager (BD)**  
**Email: [sksaikia@oilindia.in](mailto:sksaikia@oilindia.in)**  
**Mobile: 9971002012**

**Mr. R. K. Tamuli**  
**Deputy General Manager (BD)**  
**Email: [rk\\_tamuli@oilindia.in](mailto:rk_tamuli@oilindia.in)**  
**Mobile: 9123138079**

**Jyoti Sarkar**  
**Senior Manager (BD)**  
**E-mail: [jyoti\\_sarkar@oilindia.in](mailto:jyoti_sarkar@oilindia.in);**  
**Phone No. 8876752701**

**Sd/-**  
**Jyoti Sarkar**  
**Senior Manager (BD)**  
**Oil India Limited**  
**Plot No. 19, Sector 16A, Noida- 201301**  
**e-mail id: [jyoti\\_sarkar@oilindia.in](mailto:jyoti_sarkar@oilindia.in);**  
**Phone No. 8876752701**

**CERTIFICATE OF ANNUAL TURNOVER & NET WORTH**

TO BE ISSUED BY PRACTISING **CHARTERED ACCOUNTANTS' FIRM** ON THEIR  
LETTER HEAD

**TO WHOM IT MAY CONCERN**

This is to certify that the following financial positions extracted from the audited financial statements of ..... (Name of the EOI Applicant) for the last three (3) completed accounting years upto .....**(as the case may be)** are correct.

<b>YEAR</b>	<b>TURN OVER</b> In INR (Rs.)	<b>NET WORTH</b> In INR (Rs.)

Place:

Date:

Seal:

Membership Number and Firm Registration Number :

Signature:

Unique Document Identification Number(UDIN) :

**PROFORMA-2**

**PROFORMA FOR UNDERTAKING / AFFIDAVIT IN TERMS OF NOTE-(b) UNDER CLAUSE B OF PRE-QUALIFYING CRITERIA OF NOTICE INVITING EOI REF. NO BD (G)/05/06/EOI/2023/129**

I \_\_\_\_\_ the authorized signatory(s) of \_\_\_\_\_ (Company or Firm name with address) do hereby solemnly affirm and declare/ undertake as under:

The balance sheet/Financial Statements for the financial year \_\_\_\_\_ have actually not been audited as on the Original EOI Submission Date.

Yours faithfully,

For (*type name of the firm here*)

Signature of Authorized Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

**Note:** Applicants to take note that this certificate is to be issued only considering the time required for preparation of Financial Statements i.e. if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the EOI Submission Date.

**APPLICANT'S GENERAL INFORMATION**

**To**

Oil India Ltd;  
Plot No 19, Sector-16,  
NOIDA-201203

Sub: **EoI REF. NO BD (G)/05/06/EOI/2023/129 for empanelment of Consultant for Pre-Feasibility Report (PFR), Detailed Project Report (DPR) and Project Management Consultancy (PMC) for development of Solar PV (Ground Mounted or Floating) and Wind Power Projects of Oil India Limited**

SN	Description	Details
1	Name of the Applicant	
2	Status of Firm/ Company: [Mark √]	Proprietorship Firm / Partnership Firm/ Company (Private or public)
3	Brief description of the Company including details of its business groups/subsidiaries	
3	Number of years in the business	
4	Registered Office Address:	
5	Operational Address:	
6	Telephone No. & Fax No.:	
7	E-mail ID & Website:	

(Sign & Company Seal)  
Authorized signatory

**DECLARATION**

**To**

Oil India Ltd;  
Plot No 19, Sector-16A,  
NOIDA-201301

**Sub: EoI REF. NO BD (G)/05/06/EOI/2023/129 for empanelment of Consultant for Pre-Feasibility Report (PFR), Detailed Project Report (DPR) and Project Management Consultancy (PMC) for development of Solar PV (Ground Mounted or Floating) and Wind Power Projects of Oil India Limited**

Dear Sir / Madam,

We hereby confirm that we are not under any 'liquidation', any 'court receivership' or similar proceedings and 'bankruptcy' and we agree that if any noticed in future, our application may be rejected / terminated.

In case the applicant has any dispute in court of law of any kind which can affect the services as spelled in the Scope, in such case the applicant shall furnish the status of all cases along with all relevant documents.

(Sign & Company Seal)  
Authorized signatory



**ELIGIBILITY CRITERIA**

**Sub: EoI REF. NO BD (G)/05/06/EOI/2023/129 for empanelment of Consultant for Pre-Feasibility Report (PFR), Detailed Project Report (DPR) and Project Management Consultancy (PMC) for development of Solar PV (Ground Mounted or Floating) and Wind Power Projects of Oil India Limited**

Applicant's Name:

This Questionnaire duly filled in, signed & stamped must form part of the application:

<b>Sl. No.</b>	<b>DESCRIPTION</b>	<b>APPLICANT'S CONFIRMATION</b>
<b>A. TECHNICAL CRITERIA</b>		
i.	The applicant must be in the business of preparation of PFR, DPR and providing Project Management Consultancy services of Wind and Solar Photo Voltaic (SPV) (Ground mounted or Floating) grid connected power projects of minimum work order of 100 MW capacity each in the last 07 (Seven) years to be reckoned from the original EOI closing date.	
ii.	Such Projects / jobs / work(s) / similar works referenced for qualification in aforesaid para, must involve preparation of PFR, DPR, Review of Design, Engineering, Procurement, Project management, Construction management including fabrication, transportation, installation, hook-up, testing, pre-commissioning, start-up, commissioning & PGTR (performance guarantee & test run).The project, for which the above experience is claimed, should have been satisfactorily completed and / or handed over / commissioned prior to the date of EOI closing.	
iii.	Documentary evidence viz. Completion Certificate from the project owner as proof of Experience of successful execution of the project (wind and solar separately) to be provided.	
<b>B. FINANCIAL CRITERIA</b>		
a.	Average Annual financial turnover as per Audited Annual Reports for the last three accounting years, must be at least <b>Rs. 3 (Three) Crores</b> . Applicants have to submit copies of Audited Balance Sheet and Profit & Loss Account as documentary evidence for above.	

Sl. No.	DESCRIPTION	APPLICANT'S CONFIRMATION
b.	Net worth of the applicant must be positive for previous audited year as per audited financial statement immediately preceding the current financial year.	
c.	Documentary evidence in the form of Audited Balance Sheet and Profit & Loss Account for the preceding 03 (three) financial/accounting years should be submitted.	
<b>Note-I</b> <b>(For B(a) and (b) above:</b>	(a) For proof of Annual Turnover & Net worth any one of the following documents must be submitted: -  i) A certificate issued by a practicing Chartered / Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per the format in <b>Proforma-1.</b>	
	ii) Audited Balance Sheet along with Profit & Loss account.	
	(b) 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 original EoI closing date 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' as per the format in <b>Proforma-2.</b>	
	(c) In case the applicant is a 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, applicant to provide documentary evidence for the same.	

(Sign & Company Seal)  
Authorized signatory

**PROFORMA FOR FURNISHING DETAILS OF PAST EXPERIENCE DURING LAST THREE YEARS**

<b>Sl No</b>	<b>Client Detail (Name and Address)</b>	<b>Details of Service (PFR / DPR/ PMC)</b>	<b>For Wind (Capacity)</b>	<b>For Solar (Capacity)</b>	<b>Work Order / Contract no / Completion Certificate no</b>	<b>Date of Completion of Project</b>

(Sign & Company Seal)  
Authorized signatory