

**NIT FOR TENDER NO. GCT6696L22**

**OIL INDIA LIMITED**  
**(A Government of India Enterprise)**  
**Pipeline Headquarters**  
**P. O. –Udayan Vihar, Guwahati-781171, Assam, India**  
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Oil India Limited, a Government of India Enterprises intends to float the following **LIMITED Tender:-**

Tender No	Tender Fee(Rs.)	Bid Closing Date & Time	Service Description
<b>GCT6696L22</b>	<b>NIL</b>	<b>19-04-2021 At 13:30 HRS.</b>	<b>Providing the Services Of Vintage (Not older than 5 years) 1(One) No. All Steel Body Pick Up Cum Delivery Van Built On Tata 407 Chassis Or Higher Model Having Bs 6 Or Latest BS Compliance With Standard Fittings And Accessories Having Two Compartments at Materials Section, PHQ on Limited Tender Basis for a period of Six (06) months or till the placement of new contract whichever is earlier..</b>

Bid documents will be issued to following bidders from the office of General Manager (Contracts) PHQ, Noonmati from **08-04-2021 to 17-04-2021** during office hours from 8.00 AM to 10.00 AM. The Bid Closing Date (BCD) and Bid Opening date (BOD) is as under:

- a) **Bid Closing Date Guwahati : 19-04-2021 at 13.30 Hrs.**
- b) **Bid Opening Date Guwahati : 19-04-2021 at 14.00 Hrs.**

**Name of Bidders to whom tender document to be issued shall be limited to:**

- 1.M/s Arindam Baruah.
- 2.M/s Hazarika & Sons.
- 3.M/s Md. Mukibur Rahman.
- 4.M/s Aycon.
5. M/s Lakwa Steel Construction.

## **BID REJECTION CRITERIA(BRC) / BID EVALUATION CRITERIA (BEC)**

### **1.0. BID REJECTION CRITERIA (BRC):**

The bid shall conform to the specifications and terms and conditions given in the Bidding Documents. Bids will be rejected in case material and services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected. All the documents related to BRC shall be submitted along with the Techno-Commercial Bid.

### **1.1 FINANCIAL CRITERIA: ANNUAL TURN OVER**

- a) Annual financial turnover as per Audited Annual Reports in any of the preceding 3 financial years to be reckoned from the original bid closing date should be at least **Rs. 2,71,900.**
- b) For consortium
  - i).At least one member of the consortium to meet the above criteria of 50% turnover.
  - ii).The other members of consortium should meet minimum 25% turnover requirement.
- b) Period for consideration: In any of preceding 3 financial years
- c) Net worth: Positive for the preceding financial / accounting year.
- d) 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 bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, 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 bidder has to submit an affidavit/ undertaking certifying that the balance sheet/ Financial Statements for the financial year 2020-21 (as the case may be) has actually not been audited so far.
- e) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-
  - 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.
- f) In case the bidder 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 (Firm Registration Number) is not available. However, bidder will have to provide documentary evidence for the same.

### **1.2 TECHNICAL CRITERIA :**

A) EXPERIENCE: Bidders must have:

Experience of having successfully completed similar works (Similar nature of job means the bidder shall have the experience of **'Providing services of hired vehicles) with PSUs/Central Govt./State Govt/ Other reputed private organisation "** during last 7 years to be reckoned from the original bid closing date should be of the following :

- (i) One similar completed works costing not less than **Rs 4,53,200.**
  - (ii) **FORM 16(A)** has to be submitted in case of private companies.
- (i) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.
  - (ii) In case of tenders for Annual rate contracts / Maintenance and Service contracts, if the prospective bidder is executing rate / maintenance /service contract which is still running and the contract value / quantity executed prior to due date of bid submission is equal to or more than the minimum prescribed value in the BEC such experience will also be taken in to consideration provided that the bidder has submitted satisfactory work / supply / service execution certificate issued by end user.
  - iii) Documentary proof must be furnished in support of the experience by way of purchase order / work order / contract document along with completion certificate from the organization to whom such services have been rendered.
- 1.3 All the supporting documents in compliance to BEC requirements above shall be scanned and uploaded along with the technical bid. Non-submission of the documents will result in rejection of bids.
- 1.4 Any bid not complying BEC requirements shall be summarily rejected.
- 1.5 Bidders must have **PF Account** in their name issued by Regional Provident Fund Commissioner. Bidders must have **ESI Account** in their name. .Documentary evidence of the same is to be submitted.
- 1.6 Deviation to the following provision of the tender document liable for rejection of Bid:
- i. Firm price
  - ii. EMD / Bid Bond
  - iii. Scope of work
  - iv. Specifications
  - v. Price Schedule
  - vi. Delivery / Completion Schedule
  - vii. Period of Validity of Bid
  - viii. Liquidated Damages
  - ix. Performance Bank Guarantee / Security deposit
  - x. Guarantee of material / work
  - xi. Arbitration / Resolution of Dispute
  - xii. Force Majeure
  - xiii. Applicable Laws
  - xiv. Integrity Pact, if applicable
  - xv. Any other condition specifically mentioned in the tender documents elsewhere that non-compliance of the clause lead to rejection of the bid.
- 1.7 Other Information /Documents: Bidders must furnish the following information with relevant documents wherever necessary:

- a) Tax Exemption Certificate, if any, if /applicable.
- b) PAN no.( photocopy of the PAN card required).
- c) GST registration No.
- d) ~~VAT registration no., if applicable.~~
- e) Bank account No. with name of Bank, Type of account, Bank address.
- f) P.F. Account No. / Code.
- g) ESI registration no.
- h) ~~**Price quotation of the offered vehicle from the Authorised Motor Vehicle Dealer along with the offer.**~~

#### 1.8. COMMERCIAL:

- 1.8.1. Bidder shall submit the offer under "**Single Stage Single Bid** "System - "Technical bid" and the "Price Bid".
- 1.8.2. Bidder shall submit original document to the address as specified with BCD before Bid opening date and time, otherwise Bid will be rejected. A scanned copy of this document should also be uploaded along with the Un-priced bid.
- 1.8.3. The Technical Bid should not have any price indication.
- 1.8.4. Bidder shall furnish Bid Security as referred in Relevant Section of the Bid document so as to reach the Company (i.e. OIL) before due date of closing. Any bid for which bid security is not received before due Date of Bid Closing will be rejected.
- 1.8.5. Validity of the bid shall be minimum **90 days**. Bids with lesser validity will be rejected.
- 1.8.6. Any bid received in the form of Telex/Cable/Fax/E-mail/ Telephone call will not be accepted.
- 1.8.7. Bidders must quote clearly and strictly in accordance with the price schedule outlined in relevant section of Bidding Documents; otherwise the bid will be rejected.
- 1.8.8. Any bid containing false statement will be rejected.
- 1.8.9. The Bid Documents are not transferable. Bids made by parties who have not purchased the Bid Documents from the Company will be rejected.
- 1.8.10. Any Bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.
- 1.8.11. Price quoted by the successful Bidder must be firm during the performance of the Contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.
- 1.8.12. The following Clauses with all its sub-clauses should be agreed in toto, failing which the bid will be rejected. To this effect Bidder shall submit an undertaking along with the Technical Bid.
  - a) Performance Security Clause
  - b) Force Majeure Clause
  - c) Termination Clause
  - d) Settlement of disputes Clause
  - e) Liquidated Damages Clause.
  - f) Acceptance of Jurisdiction and applicable law.

- g) Tax liabilities clause.
- h) Insurance clause.
- i) With holding clause.
- j) Liability clause.
- k) Set off clause

#### 1.9. GENERAL:

- 1.9.1. In case Bidder takes exception to any clause of Tender Document not covered under BEC/BRC, then the Company has the discretion to load or reject the offer on account of such exception if the Bidder does not withdraw/ modify the deviation when/as advised by the Company. The loading so done by the Company will be final and binding on the Bidders. No deviation will however, be accepted in the clauses covered under BEC/BRC.
- 1.9.2. **To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the Bidder for clarification in respect of clauses covered under BEC/BRC also and such clarification fulfilling the BEC/BRC clauses must be received on or before the deadline given by the Company, failing which the offer will summarily be rejected.**
- 1.9.3. In case, any of the clauses in the BEC/BRC contradict with other clauses of Bid Document elsewhere, then the clauses in the BEC/BRC shall prevail.
- 1.9.4. Bidder shall fulfill all the relevant clauses applicable for this e-Tender.
- 1.9.5. The original copy of documents [submitted by bidders(s)] shall have to be produced by bidder(s) to OIL as and when asked for.
- 1.10 **The Bidder must have a business office establishment for at least one year within 50 Km radius of the area of operation(PHQ, MATERIALS SECTION) where the services need to be provided. Documentary evidence must be provided in the form of Municipality trade license or other such documents which satisfies as a proof of having the office establishment.**

Bidders will have to submit documents having the detailed postal address **in the name of the firm /owner** which shall substantiate the proof of office establishment for at least 1 year within 50 KM of PL locations where the services need to be provided. **(PHQ, MATERIALS SECTION)** For establishing proof of office establishment , any one of the following documents will have to be submitted:--

- 1. Trade Licence with detailed postal address in the name of the firm /owner.
- 2. GST Registration Certificate with detailed postal address in the name of the firm /owner.
- 3. Landline phone bill with detailed postal address in the name of the firm /owner.
- 4. Electricity Bill with detailed postal address in the name of the firm /owner.

*“Additionally, the names of the areas covering the 50 Km radius may be mentioned”.*

#### 1.11 *Relaxation for OIL's registered Vendors :*

*In case of OIL's registered Vendors who are providing similar services for at least six months in the last three years as on Bid Closing date (BCD) in any organizations will be exempted from submission of documents under clauses of Financial and Experience*

*criteria of BRC conditions. However, they will have to provide the following documentary evidence:*

*i) Copy of the work completion certificate for providing similar services for at least six months in the last three years as on Bid Closing date (BCD) in any organizations.*

## 2. BID EVALUATION CRITERIA (BEC):

- 2.1. The bids conforming to the technical specifications, terms and conditions stipulated in the bid documents and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria.
- 2.2. To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total amount quoted for the items of SOQ (i.e. fixed monthly charge X **06 months**, Running Charge per KM X the Estimated KM indicated i.e. **2500 Km/month**) for each vehicle of the tender.
- 2.3. Quoted rates must be in conformity with the applicable minimum wage as applicable otherwise bid will be rejected.
- 2.4. **In case more than one bidder emerges as lowest bidder due to equal rate quoted by the bidder, then the lowest bidder will be decided by draw of lots. Company's decision in this regard is final and binding to all bidders.**
- 2.5. **Any discount/rebates offered shall not be considered for evaluation of bids. However, if the lowest bidder happens to be the final acceptable bidder for award of contract and if they have offered any discount/rebate the contract shall be awarded after taking into consideration such discount/rebate after negotiation or otherwise.**
- 2.6. **Original Bid closing date will be considered for evaluation of BRC criteria even in case of any extension of the original Bid Closing Date.**
- 2.7. GENERAL:
  - (i) In case bidder takes exception to any clause of Tender Document not covered under BEC , then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw / modify the deviation when / as advised by the Company. The loading so done by the Company will be final and binding on the Bidders.
  - (ii) To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the Bidder for clarification in respect of clauses covered under BEC also and such clarification fulfilling the BEC clauses must be received on or before stipulated day from the date of clarification sought by the Company, failing which the bid will be rejected.
  - (iii) In case any of the clauses in the BEC contradict with other clauses of Bid Document elsewhere, then the clauses in the BEC shall prevail.

## 3.0 TENDER FEE AND EMD: EXEMPTED FOR THIS TENDER

## 4.0 OPENING OF COMMERCIAL/ PRICE BIDS:

1. *Company will open the Commercial/Price Bids of all the Bidders on a specific date in presence of interested bidders.*

2. The Company will examine the Price quoted by Bidders to determine whether they are complete, any computational errors have been made, the documents have been properly signed, and the bids are generally in order.
3. *Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price (that is obtained by multiplying the unit price and quantity) the unit price shall prevail and the total price shall be corrected accordingly. If any Bidder does not accept the correction of the errors, their bid will be rejected.*

#### 5.0 Other Conditions

- 1 The successful bidder shall be responsible / liable for necessary clearance and any claims thereof which may be required / arise under any of the Government/Statutory regulations, Act, Law, Rules etc. having bearing over obligations under the Contract including engagement of workers directly or indirectly to render the specified services mentioned in the proposed Service Contract.
- 2 The successful bidder after signing of the contract will have to obtain the necessary clearances like labour license and certificate relating to the statutory requirement as may be necessary, before issuing the work order.
- 3 **Bidder(s) having its office/establishment in and around the location (s) where the service(s) are required will be preferred.**

#### 6.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:

If it is found that a Bidder/Contractor has furnished fraudulent document/information, the Bid Security/Performance Security shall be forfeited and the party shall be debarred for a period of 3(three) years for participation against any tender from the date of detection of such Fraudulent act, besides legal action.

#### 7.0 Settlement of Disputes

All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of the contract or the breach thereof shall be settled either by (i) Mutual Consultation or (ii) through an Outside Expert Committee(OEC) to be appointed by OIL , and cost to be borne by both the parties, in case the mutual consultation fails to arrive at an amicable solution or (iii) through Arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactments thereof and rules made there under and for the time being in force shall apply to the arbitration proceedings. The **venue of arbitration** shall be **Guwahati**.

Thanking you,

Yours faithfully,  
OIL INDIA LIMITED

General Manager (Contracts)  
For Chief General Manager ( Pipeline Services )