

NIT FOR TENDER NO. CGI 6409P21

OIL INDIA LIMITED
(A Government of India Enterprise)
Pipeline Headquarters
P. O. –Udayan Vihar, Guwahati-781171, Assam, India
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E-Tender

OIL INDIA LIMITED invites Competitive Domestic Bid through its e-procurement portal “<https://etender.srm.oilindia.in/irj/portal>” for the following Services:

| Tender No | Bid Closing Date & Time | Service Description |
|---------------------|---|--|
| CGI 6409 P21 | 06-04-2021 At 11.00 A.M. | Services for Planned and Unplanned/Breakdown Maintenance of Fire Detection system, Fire alarm system and Total flooding centralized clean agent system (Fire Supression)system installed at various Pump Stations of Oil India Ltd in the state of Assam, West Bengal & Bihar.(PUMP STATIONS : 4,5,6,8,10,11) |

The details of IFB and procedures for applying & participation can be viewed using “Guest Login” provided in the e-procurement portal and also in OIL’s web site www.oil-india.com. The link to OIL’s E-Procurement portal has also been provided through OIL’s website.

All corrigenda, addenda, amendments, time extension, etc. to the tender will be hosted on above Website and e-portal only and no separate notification shall be issued in the press. Bidders should regularly visit above website and e-portal to keep themselves updated.

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

1.0 BID EVALUATION CRITERIA (BEC)

The bid shall conform generally to the specifications and terms and conditions given in the Tender Documents. Bids will be rejected in case 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 mandatory 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 must be submitted along with the Techno-Commercial Bid.

1.1 FINANCIAL CRITERIA:

1.1.1 Annual Financial Turnover of the bidder during any of preceding 3 (three) financial / accounting years from the original bid closing date should be at **least Rs. 18,58,500.00 (Rupees Eighteen Lakhs Fifty Eight Thousand & Five hundred Only).**

1.1.2 Net worth of the bidder must be Positive for the preceding financial/accounting year.

Notes to BEC Clause 1.1 above:

A. For proof of Annual Turnover & Net worth (refer clauses 1.1.1 & 1.1.2 above), any one of the following documents/ photocopies must be submitted along with the bid:-

(i) Audited Balance Sheet along with Profit & Loss account.

OR

(ii) A certificate issued by a practicing Chartered/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in **Annexure-X**.

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 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, he has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year 2019-20 have actually not been audited so far'.

1.2 TECHNICAL CRITERIA:

1.2.1 The Bidder shall have the experience of successful completion/execution of "Maintenance Services" or "Operation & Maintenance (O&M)" or **"Supply, Installation & Commissioning"** in Central Govt./State Govt./PSUs/State Govt Enterprises/Any Upstream or Downstream Oil/Gas Company/**Private organization** of any one of the following:

a. Fire alarm & Detection system with a minimum work experience of **Rs. 15,63,500.00 (Rupees Fifteen Lakh Sixty-Three Thousand**

Five Hundred Only) or more for a minimum period of 1(one) year during the last 5(Five) years to be reckoned from the original bid closing date.

OR

- b. Clean agent system/Fire suppression system with a minimum work experience **of Rs. 15,34,000.00 (Rupees Fifteen Lakh Thirty four Thousand Only)** or more during the last 7(seven) years to be reckoned from the original bid closing date.

Notes to BEC Clause 1.2.1 above:

(I) In case the contract is not with Oil India Ltd., for proof of requisite Experience as mentioned in 1.2.1 above, bidders shall submit the following document(s) along with the bid:

- a) Copies of relevant pages of contract document showing Contract Number, period of contract and Detailed Scope of work etc.
- b) Copy of Letter of Award (LOA)/Letter of Intent (LOI) along with Bill Payment/Service Entry Sheet (SES)/Certificate of Payment (COP) for the period of 1 (one) year indicating the value of the job executed.
- c) Copies of completion Certificate(s) or payment certificate(s) or any other documents which substantiate completion/execution of the jobs, issued by the client(s) with contact details of the issuing person/organization (e-mail address, Phone Number, Fax number etc.). The certificate of payment (COP)/payment certificate should clearly mention the following:
 - i.** Duration of Contract
 - ii.** Gross Value of Job Done
 - iii.** Job start & end date

(B1) For proof of requisite Experience as mentioned in 1.2.1, in case Work Experience is against OIL's Contract which is completed a copy of contract document to be submitted with the Job Completion Certificate mentioning the following:

- i.** Contract No. and Work Order No.
- ii.** Period of Contract indicating start date and end date
- iii.** Gross value of the jobs done

OR

(C1) For proof of requisite Experience as mentioned in 1.2.1, in case Work Experience is against running contract with OIL which the bidder has executed for a minimum period of 1(one) year reckoned from the original bid closing date, the following document(s) must be submitted along with the bid:

i. A Copy of Contract document & work order no.

AND

ii. Copy of SES (service entry sheet) for the jobs executed indicating the gross value of job done during the referred period.

1.2.2 Bidder must submit an **Authorization/undertaking**, in original, from the supplier of Fire Alarm System i.e. **Johnson Controls (India) Pvt. Ltd. and supplier of Fire Suppression System i.e. Nohmi Bosai (India) Pvt. Ltd. or Nitin Fire Protection Industries Ltd., or from Authorized dealer/packagers of the OEMs**, as applicable, in a letter clearly stating that they (OEM/Authorized Dealer) would facilitate the required services to the bidder on regular basis with Maintenance Technology /Spares/ Product & Software updates etc. & also extend all necessary support during the maintenance period of the contract. In the absence of such **authorization/undertakings**, the bid is liable to be rejected. This **authorization/undertakings** shall be valid for the entire duration of the contract.

1.2.3 Bidder must submit an undertaking for handling the Fire Alarm system and Clean agent system by OEM certified Engineers having experience in handling similar system.

1.2.4 A job executed by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC.

Any bidder by way of entering into consortium/collaboration agreement or MOU with another party having requisite experience cannot be considered as experience for the purpose of meeting BEC and his/her bid will be rejected outright.

2.0 ELIGIBILITY CRITERIA:

2.1 Bid will be rejected if not accompanied with adequate documentary proof in support of Work experience, Annual turnover and Net worth as mentioned in Para 1.1 & 1.2 above.

2.2 The bidders must have their registered office in India; documentary evidence in this connection has to be provided along with the bid. The bid will be rejected if the applicable supporting document is not being provided in this regard.

- 2.3 Price Bid shall be opened in respect of only the techno-commercially acceptable bidders whose bids have been found to be substantially responsive. A substantially responsive bid is one that meets the terms and conditions of the Tender and / or the acceptance of which bid will not result in indeterminate liability on OIL.
- 2.4 Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.
- 2.5 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- 2.6 The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor will be paid on the basis of the actual number of days/parameter, as the case may be.
- 2.7 Price Bids will be evaluated on overall lowest cost basis (L-1 offer) i.e. considering total quoted price for all items of SOQ inclusive of all liabilities including statutory liabilities but excluding Service Tax as per Price Bid Format.
- 2.8 Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to L-1 bidder.
- 2.9 The bidders are advised not to offer any discount/rebate separately and to offer their prices in the Price Bid Format after considering discount/rebate, if any.
- 2.10 Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price.
- 2.11 In case of identical overall lowest offered rate by more than 1 (one) bidder, the selection will be made by draw of lot between the parties offering the same overall lowest price.

3.0 BID REJECTION CRITERIA (BRC):

- 3.1 The bids are to be submitted in single stage single bid system i.e. priced Techno-Commercial Bid and Price Bid together. Only the Price Bid should contain the quoted price.
- 3.2 The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-responsive and rejected.
- 3.3 ~~Bid security shall be furnished as a part of the Techno-Commercial Unpriced Bid. The amount of bid security should be as specified in the forwarding letter. Any bid not accompanied by a proper bid security will be rejected.~~

- Note:** ~~In case the Bidder submits Bid security in the form of Bank Guarantee (BG); the BG must be valid for minimum 180 days from the date of Technical bid opening.~~
- 3.4** Bid Documents / User Id & Password for OIL's E-Tender portal are not transferable.
 - 3.5** Any bid received in the form of Physical document/ Telex/Cable/Fax/E-mail will not be accepted.
 - 3.6** Bids shall be typed or written in indelible ink. The bidder or his authorized representative shall sign the bid digitally, failing which the bid will be rejected.
 - 3.7** Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initiated by the persons(s) signing (digitally) the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.
 - 3.8** Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document.
 - 3.9** Bidders must quote clearly and strictly in accordance with the price schedule outlined in Price Bidding Format attached under "Notes and Attachments" tab in the main bidding engine of OIL's e-Tender portal; otherwise the bid will be rejected. All other techno-commercial documents other than price details to be submitted with Un-priced Techno-Commercial Bid as per tender requirement in the c-Folder link (collaboration link) under "Technical RFx Response" Tab Page only.
 - 3.10** Bidder must accept and comply with the following provisions as given in the Tender Document in toto, failing which offer will be rejected:
 - (i)** Firm price
 - (ii)** EMD / Bid Bond
 - (iii)** Period of validity of Bid
 - (iv)** Price Schedule
 - (v)** Performance Bank Guarantee / Security deposit
 - (vi)** Delivery / Completion Schedule
 - (vii)** Scope of work
 - (viii)** Guarantee of material / work
 - (ix)** Liquidated Damages clause
 - (x)** Tax liabilities
 - (xi)** Arbitration / Resolution of Dispute Clause
 - (xii)** Force Majeure
 - (xiii)** Applicable Laws
 - (xiv)** Specifications
 - (xv)** Integrity Pact
 - 3.11** There should not be any indication of price in the Un-priced Techno-Commercial Bid. A bid will be straightway rejected if this is given in the Un-priced Techno-Commercial Bid.
 - 3.12** Bid received with validity of offer less than 90 (Ninety) days from the date of Technical Bid opening will be rejected.
 - 3.13** The Integrity Pact is applicable against this tender. OIL shall be entering into **an Integrity Pact** with the bidders as per format enclosed vide **Part-VIII** of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be

returned by the bidder (along with the Un-priced Techno-Commercial Bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.

4.0 GENERAL:

- 4.1** In case bidder takes exception to any clause of bidding 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 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 BRC.
- 4.2** 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 clarifications fulfilling the BEC/BRC clauses in to must be received or before the deadline given by the company, failing which the offer will be will be evaluated based on the submission.. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.
- 4.3** If any of the clauses in the BRC contradict with other clauses of bidding document elsewhere, the clauses in the BRC shall prevail.
- 4.6** Bidder(s) must note that requisite information(s)/financial values etc. as required in the BEC/BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise Bids shall be rejected.
- 4.7** OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard.
- 4.8** The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.

Note: All bidders should submit the Proforma-D (Declaration for Bid security) confirming that the Bid is valid for minimum 90 days from the date of opening of Technical Bid. Bid without submission of Proforma-D will be summarily rejected.

Bids without DECLARATION FOR BID SECURITY PROFORMA-D in the manner specified above will be summarily rejected.

To,

M/s. Oil India Limited

.....,

.....

Sub:

Tender No:.....

Dear Madam/Sir,

After examining / reviewing provisions of above referred tender documents (including all corrigendum/ Addenda), we M/s. (Name of Bidder) have submitted our offer / bid no.....

We, M/s.(Name of Bidder) hereby understand that, according to your conditions, we are submitting this Declaration for Bid Security.

We understand that we will be put on watch list/holiday/banning list (as per policies of OIL INDIA in this regard), if we are in breach of our obligation(s) as per following:

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the OIL INDIALIMITED during the period of bid validity:
 - (i) fail or refuse to execute the Contract, if required, or
 - (ii) fail or refuse to furnish the Contract Performance Security, in accordance provisions of tender document.
 - (iii) Fail or refuse to accept 'arithmetical corrections' as per provision of tender document.
- (c) having indulged in corrupt/fraudulent/collusive/coercive practice as per procedure.

Place:
Bidder]

[Signature of Authorized Signatory of

Date:

Name:

Designation:

Seal:

CERTIFICATE OF ANNUAL TURNOVER & NETWORTH

(To be issued by practicing Chartered/Cost Accountant Firm
on their Letter Head)

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statement of M/s_____ (Name of the bidder) for the last three(3) completed accounting years up to_____ (as the case may be) are correct.

| YEAR | TURNOVER(₹) | NETWORTH(₹) |
|------|-------------|-------------|
| | | |
| | | |
| | | |

Place:

Date:

Seal:

Membership Code and Registration No.

Signature

*****End of BEC-BRC*****
