

NIT FOR TENDER NO. CGI 9562 P22

OIL INDIA LIMITED
(A Government of India Enterprise)
Pipeline Headquarters
P. O. –Udayan Vihar, Guwahati-781171, Assam, India
E mail: ramanujd@oilindia.in

E-Tender

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

Tender No	Tender Fee	Bid Closing Date & Time	Service Description
CGI 9562P22	NIL	23.03.2022 At 11.00 A.M.	AMC & FMS of PCs and Peripherals, Printers, laptops, UPS of heterogenous make and models at PHQ ,PS3 , PS2,PS4,NT,PS6 for a period of four (4) years.

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 REJECTION / EVALUATION CRITERIA:

(A) BID REJECTION CRITERIA (BRC):

(I) The bids shall conform generally to the terms and conditions given in the bidding documents. Notwithstanding the general conformity of the bid, the following requirement will have to be particularly met by the bidders without which the same will be considered non-responsive and rejected:

A. 1.0 Financial capability: Bidders must have:

(A) Annual financial turnover as per Audited Annual Reports in any of the preceding three (3) financial years should be at least **Rs. 5,42,700.00**

FOR CONSORTIUM:

At least one member of the consortium to meet the above criteria of 50% turnover. The other members of consortium should meet minimum 25% turnover requirement.

(B) Net Worth should be positive for the preceding financial year.

(C) 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.

NOTE: -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 2020-2021 (or as the case may be) has actually not been audited so far.(Not valid for bids opened after 30SEP2021)

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. ***In addition to membership number & Firm Registration Number, UDIN is also to be specified in the certificate of Turnover & Net worth issued by the CA.***

OR

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

(c) 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 needs to provide documentary evidence for the same.

2.0 Experience: Bidders must have:

Experience of having successfully completed similar works in previous 7(seven) years to be reckoned from the original bid closing date should be the following :

(i) ***Experience of at least 1(one) similar work of minimum value Rs 9,04,500.00***

2.1 Similar works shall mean " Work Experience of execution of AMC of Desktop PCs , Printers , UPS , Laptop etc." with PSUs / Central Govt. / State Govt. Organization /Reputed organizations during last 7 (seven) years ending bid closing date.

a)For proof of requisite Experience, documents/ photocopy of the work experience must be submitted along with the bid.

b) In case of contracts executed under Oil India Ltd., copy of 'Certificate of Completion (COC)'/ 'Certificate of Payment (COP)'/ 'Service Entry Sheet (SES)' of jobs successfully completed during the last 7 (seven) years ending bid closing date showing gross value of job done may be submitted.

It may be clearly noted that simply mentioning of OIL CCO/ Contract Number will not be accepted.

b) For proof of requisite Experience, documents/ photocopy of the work experience acquired must be submitted along with the bid .

Documents to be submitted are:-

Certificate issued by any other Public Sector Undertaking/ Govt. Department/ Other reputed Company in last 7 (seven) years ending bid closing date showing:

- (a) Gross value of job done,
- (b) Description of job done,
- (c) Contract period

3. The bidder must be an OEM / OEM authorized service partner of Desktop PCs & peripherals. Bidder must have service base/repair centre for Desktop PCs and peripherals at Guwahati.

Documentary evidence regarding OEM authorization and service base / repair centre shall be furnished along with the bid, which shall be valid at the time of bid closing date.

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 or modify the deviation as and when 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.

(iv) The originals of such documents [furnished by bidders(s)] shall have to be produced by bidder(s) to OIL as and when asked for.

2. BID EVALUATION CRITERIA (BEC) :

2.1 Bids conforming to the terms and conditions stipulated in the bid document and considered responsive and subject to qualifying the Bid Rejection Criteria will be considered for further evaluation.

2.2 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of rates quoted by the bidders.

2.3 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

2.4 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.

2.5 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 BRC and such clarification fulfilling the BRC clauses must be received on or before the deadline given by the Company, failing which the offer will summarily rejected.

2.6 In case, any of the clauses in the BRC contradict with other clauses of Bid Document elsewhere, then the clauses in the BRC shall prevail.

2.7 Original Bid closing date will be considered for evaluation of BRC criteria even in case of any extension of the original Bid Closing Date.

ANNEXURE-AA:

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 (₹)	NET WORTH (₹)

Place:

Date:

Seal:

Membership Code and Registration No.

Signature

End of BEC-BRC