

NIT for Tender No. CGI3466P24

Oil India Limited, a Government of India Enterprise intends to avail the “Hiring the services of assistant in day to day routine activity at Pipeline Maintenance, PS5 base premises on as and when required basis for a period of 24(Twenty Four) Months.”

Interested bidder may collect the Bid Documents from the office of the General Manager (Contracts) Guwahati-781171 from **02.06.2023 to 01.07.2023** during office hours from 8.00 AM to 10.00 AM. The Bid Closing Date (BCD) is **01.07..2023 at 1100 hrs.** and Bid Opening Date (BOD) is **01.07.2023 at 14.00 Hrs.**

All corrigenda, addenda, amendments, time extension, clarification etc. to the tender will be hosted on the Oil Website and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website. Tender Reference is CGI3466P24.

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

The bid shall conform generally 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 BEC/BRC shall be submitted along with the Techno-Commercial Bid.

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.2,37,900.00**

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 2022-2023 (or as the case may be) has actually not been audited so far.

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:

2.1 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 **Rs.3,96,500.00**

Similar works shall mean **“Services of providing assistance in maintenance of equipment, assistance for pipeline maintenance jobs in RoW/ assistance in Exposure repair of hydrocarbon pipelines, assistance in pilferage repair, welding, fitting jobs in Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking in India during last 7 years to be reckoned from the original bid closing date”**

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

2.3 In the 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.

2.4 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.

3.0 Deviation to the following provision of the tender document shall make the bid liable for rejection:

- 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.

4. COMMERCIAL:

- 4.1. **Bidder shall submit the offer under Single Stage single bid (Composite)system.**
- 4.2. The Technical Bid should not have any price indication.
- 4.3. 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.
- 4.4 Validity of the bid shall be minimum 90 days. Bids with lesser validity will be rejected.
- 4.5. Any bid received in the form of Telex/Cable/Fax/E-mail/ Telephone call will not be accepted.
- 4.6 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.
- 4.7. Any bid containing false statement will be rejected.
- 4.8. The Bid Documents are not transferable. Bids made by parties who have not purchased the Bid Documents from the Company will be rejected.
- 4.9. Any Bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.
- 4.10. 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.
- 4.11 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

4. BID EVALUATION CRITERIA (BEC):

4.1. 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.

4.2. To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total cost of various works envisaged under the contract.

4.3. 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

4.4. 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.

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

5.0 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.*
- 4 **All entries in the offer must be made in English. Rates quoted must be firm and shall be both in figures and words. In case of any discrepancy the rates quoted in words will prevail.** No overwriting shall be allowed and all corrections must be initiated.
- 5 **Bidders are requested quote their rates in the Price Format enclosed as per SOQ. Rates quoted shall be both in figures and words. In case of any discrepancy the rates quoted in words will prevail.**
- 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.**