

NIT FOR TENDER NO. CGI3671P24
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 Domestic Bid through its e-procurement portal “<https://etender.srm.oilindia.in/irj/portal>” for the following Services:

Tender No	Tender Fee(Rs.)	Bid Closing Date & Time	Service Description
CGI3671P24	NIL	13.07.2023 At 11.00 A.M.	Hiring the services of OFC Maintenance under Pump Station-2, Moran from OIL PLKM 34 to PLKM 71 for a period of two years, extendable by one year upon review by User Section

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.

PART - 2

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

Bid Evaluation Criteria (BEC)

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.

A. FINANCIAL CRITERIA

(i) Bidder must have Annual financial turnover as per audited annual reports for any of the last 3(Three) accounting years, ending original bid closing date, of at least **Rs. 3,19,100.00** .

FOR CONSORTIUM BIDDER:

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- 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.

(ii) The NET WORTH for the preceding financial/accounting year should be positive.

(iii) 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** (as the case may be) has actually not been audited so far.

B. TECHNICAL CRITERIA (PAST EXPERIENCE)

(i) Bidder must have relevant experience of having successfully completed one "similar work" of minimum value of **Rs. 5,31,700.00 (with PSUs or Central Govt. or State Govt. Organization or any reputed public limited company**, in previous 7(Seven) years reckoned from the original bid closing date.

" Similar work" of job mentioned above means experience of execution of either Maintenance or laying of Optical Fiber Cable or Telephone Cable.

(ii) Bidder must have PF Code and documentary evidence of the same shall be submitted.

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

iv) 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.

C. DOCUMENTARY EVIDENCE:

(i) For proof of Annual turnover, photocopy of **any one of the following documents** must be submitted along with the bid:

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

(b) Audited Balance Sheet and Profit and Loss account.

Note:

i)Mention of UDIN (Unique Document Identification Number) is mandatory for all Certificates issued w.e.f. February 1, 2019 by Chartered Accountant in Practice.

ii)Annexure-AA (furnished below) is to required to be mandatorily submitted.

(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 is not available. However, bidder to provide documentary evidence for the same.

(ii) For proof of requisite Experience, copy of any one of the following documents must be submitted along with the bid:

(a) In case of OIL contractor, copy of 'Certificate of Completion (COC)'or either 'Certificate of Payment (COP)'or Service Entry Sheets, for the jobs successfully completed, during last 7(seven) years ending Bid opening date showing gross value of job done. It may be clearly noted that simply mentioning of OIL COC Number/ or Work order will not be accepted.

(b) Any such experience of executing rate or maintenance or service contract which is still running and the contract value or quantity executed prior to due date of bid submission is equal to or more than the minimum prescribed value in the BEC will also be taken in to consideration provided that the bidder has submitted satisfactory work or supply or service execution certificate issued by end user.

(c) Certificate issued by PSUs or Central Govt. or State Govt. Organization or any reputed public limited company in last seven years from date of bid opening, showing:

(a) Gross value of job done; and

(b) Nature of job done; and

(c) Time period covering as per the NIT.

(iii) NON- SUBMISSION OF THE DOCUMENTS AS SPECIFIED IN BEC ABOVE WILL RESULT IN REJECTION OF BIDS.

(iv) Bidder(s) must also furnish PAN NO , GST REGD NO. PF CODE ,BANK A/C NO. Existing OIL's vendors shall only mention their Vendor Code along with PF Code.

D. ADDITIONAL EVALUATION/ TERMS & CONDITIONS

(i) 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 schedule of works, units, quantity, rates) of the tender.

(ii) OIL will not be responsible for delay, loss or non-receipt of applications (for bidding documents) sent by mail and will not entertain any correspondence in this regard.

(iii) Bidders are advised not to indicate any separate discount. Discount if any should be merged with the quoted offer. Discount of any type indicated separately will not be taken into account for evaluation purpose. However, in the event of such offer without

considering discount is found to be lowest, OIL shall avail such discount at the time of award of contract.

(iv) In case, if L-1 bidder happens to be more than one, contract will be awarded on the basis of draw of lots.

E. 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.

2.0 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.

3. **COMMERCIAL:**

3.1 Bidder shall submit the offer under **Single Stage Single bid (Composite)system**. The tender is invited under **SINGLE STAGE SINGLE BID SYSTEM**. The bidders shall submit both the "TECHNICAL" and "PRICED" bids through electronic form in the OIL's E-Procurement portal within the Bid Closing Date and Time stipulated in the E-Tender. The Technical Bid should be submitted as per Scope of Work & Technical Specifications along with all technical documents related to the tender and uploaded under "Technical Attachment" Tab only. Bidders must note that no price details

should be uploaded in "Technical Attachment" Tab Page. **The Technical Bid should not have any price indication.** Details of prices as per Price Bid format/Priced bid to be uploaded under "Notes and Attachment" Tab. **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.**

Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria. In Bid opening, both Technical & Priced Bids will be opened. ~~In Bid opening, Technical Bid will be opened. Priced Bid opening will be notified in OIL E TENDER portal.~~

3.2. Bidder shall furnish **Bid Security/ DECLARATION FOR BID SECURITY** along with Bid. **Bid Security/ DECLARATION FOR BID SECURITY** shall be furnished as a part of 'Technical Bid'. **Any bid not accompanied by a proper Bid Security will be rejected. 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.

EMD/Bid security is applicable against this tender and may be paid in the form of Demand Draft/Banker Cheque /Bank Guarantee **(as per Proforma-D)** . **DECLARATION FOR BID SECURITY is to be furnished by the bidders along with the technical RFx in case of seeking exemption from submission of Bid security/ EMD (as per Proforma-R).**

Any offer not accompanied with the Bid Security shall be treated as invalid and summarily rejected unless the bidder is exempted from submission of Bid Security as per Bid Security Exemption Criteria of this tender and proper proof towards this exemption is submitted by the bidder. Any subsequent deposit of Bid Security after the bid closing date shall not be permitted. Also, adjustment of Bid Security due against the instant tender, against dues from the Company or on any account shall not be permitted.

3.3. The Validity of the bid shall be **minimum 90 days**. Bids with lesser validity will be rejected.

3.4. Any bid received in the form of Telex/Cable/Fax/E-mail/ Telephone call will not be accepted.

3.5. **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.**

3.6. Any bid containing false statement will be rejected.

3.7. The Bid Documents are not transferable. Bids made by parties who have not purchased the Bid Documents from the Company will be rejected.

3.8. Any Bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.

3.9. 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.

4.5 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 OTHER INFORMATION /DOCUMENTS:

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) Goods & Service Tax registration no.
- e) Bank account no. with name of Bank, Type of account, Bank address.
- f) P.F. Account No./ Code
- g) ESI Account No./Code, if applicable
- h). GST REGISTRATION NO.

Non Furnishing of the above information may be liable for rejection of the offer.

6.0 GENERAL:

a) 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 BRC.

b) 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 also such clarification fulfilling the BRC clauses must be received on or before ten days from the date of clarification sought by the Company, failing which the bid will be summarily rejected.

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

- d) Any exceptions/deviations to the tender and applicable statutory duties and levies must be spelt out by bidder in their Techno-Commercial bid only.
- e) The original copy of documents [furnished by bidders(s)] shall have to be produced by bidder(s) to OIL as and when asked for.
- f) **In case, if L-1 bidder happens to be more than one, contract will be awarded on the basis of draw of lots.**

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(Rs.)	NETWORTH(Rs.)

Place:

Date:

Seal:

Membership Code and Registration No.:

UDIN:

Signature

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

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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.

**Yours faithfully,
For OIL INDIA LIMITED**

General Manager (Contracts)

For: Executive Director (Pipeline Services)