

NIT for Tender No. GCO4705P24

Oil India Limited, a Government of India Enterprise intends to float *Single Stage Single Bid Tender* for “**Hiring the services for Periodical Sampling and Analysis of Environmental Parameters of PS8-Sonapur, RS13-Odlabari & RS14- Kisanganj by recognized laboratories/agencies of WBPCB for a period of 03 (Three) years and extendable by 1 (One) year**”

Interested bidder may collect the Bid Documents from the office of the **General Manager (Contracts) Guwahati-781171** from **11.10.2023 to 11.11.2023** during office hours from 8.00 Hrs to 15:30 Hrs(IST). The Bid Closing Date (BCD) is **14.11.2023 at 14:00 hrs.** and Bid Opening Date (BOD) is **14.11.2023 at 14:00 Hrs.**

The NIT is also available at OIL web site www.oil-india.com. 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 **GCO4705P24.**

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

PART-2

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

A. BID ELIGIBILITY CRITERIA (BEC):

1.0 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.

2.0 FINANCIAL CRITERIA:

(i) Annual financial turnover of Bidder as per audited annual reports in any of preceding 3(Three) financial years from original bid closing date should be at least **Rs. 63,900.00**

(ii) Net Worth of the bidder should be Positive for preceding financial or accounting year.

(iii) Considering the time required for preparation of Financial Statements, if the last date of preceding financial or accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial or accounting year are not available with the bidder, then the financial turnover of the previous three financial or accounting years excluding the preceding financial or accounting year will be considered. In such cases, the Net worth of the previous financial or accounting year excluding the preceding financial or accounting year will be considered. However, the bidder must submit an affidavit or undertaking certifying that the balance sheet or Financial Statements for the

financial year 2022-23(as the case may be) has not been audited so far. **(NOT APPLICABLE IF BID CLOSING DATE IS BEYOND 30.09.2023)**

3.0 TECHNICAL CRITERIA (Past Experience)

(i) Bidder must have experience of at least one similar work of **Rs.1,06,500.00** in previous 7(Seven) years to be reckoned from original bid closing date.

Similar Work means:

"Services of carrying out Environmental Monitoring Tests" as laid out by Pollution Control Board ,West Bengal."

4.0 DOCUMENTARY EVIDENCE

(i)For proof of Annual Turnover & Net worth 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), 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

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

c) In case the bidder is a Central Govt. Organization or PSU or State Govt. Organization or Semi-State Govt. Organization or any other Central or 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.

Note:Annexure-AA (furnished below) is required to be mandatorily submitted

(ii) For proof of requisite Experience, photocopy 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 or Work order will not be accepted.

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

(i) Gross value of job done; and

(ii) Nature of job done; and

(iii) Time period covering as per the NIT.

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

5.0 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.

6.0 COMMERCIAL:

6.1. Bidder shall submit the offer under **Single Stage Single bid (Composite)system.**

The tender is invited under **SINGLE STAGE SINGLE BID SYSTEM. BIDDERS TO SUBMIT THE HARD COPY OF THE BID ISSUED FROM OIL CONTRACTS OFFICE, PHQ,NARANGI IN A SEALED ENVELOPE ,MENTIONING THE TENDER NO., JOB DESCRIPTION OF THE SERVICES AND OIL VENDOR CODE ON OR BEFORE THE BID CLOSING DATE MENTIONED IN TENDER NOTICE.**

~~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.~~

62. 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.~~

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

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

6.5. 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.

6.6. Any bid containing false statement will be rejected.

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

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

6.9. 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

6.10 PURCHASE PREFERENCE TO MSE BIDDERS: Purchase Preference to Micro and Small Enterprises is applicable for this tender.

6.10.1 In case participating MSEs Quote price within price band of L1+15%, such MSE shall be considered for award of contract by bringing down their price to L1 price in a situation where L1 price is from someone other than an MSE.

6.10.2 In case of more than one such MSE qualifying for 15% purchase preference, the contract shall be awarded to lowest eligible MSE amongst the MSEs qualifying for 15% purchase preference.

6.10.3 Documentation required to be submitted by MSEs: Categorization and various criteria applicable to MSE bidders shall be guided by the Gazette Notification No. CG-DL- E-26062020-220191 dated 26.06.2020.

The bidder claiming the MSE status (MSE-General, MSE-SC/ST, MSE-Woman) against this tender must submit the following documents along with the technical bid for availing the benefits applicable to MSEs.

(i) **Udyam Registration Number with Udyam Registration Certificate.**

Note: In case bidding MSE is owned by Schedule Caste or Schedule Tribe or Woman entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST/Woman entrepreneur should also be enclosed.

6.11 COMPLIANCE OF THE COMPETITION ACT, 2002: The bidder shall strictly comply with the provisions of the Competition Act, 2002, more particularly, Section-3 of the Act. Any violation of the provisions of the Act shall attract penal action under the Act.

7. BID EVALUATION CRITERIA (BEC):

7.1. 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.

7.2. 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.

7.3. 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

7.4. 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.

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

8.0 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.

9.0 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.

Yours faithfully,

For OIL INDIA LIMITED

General Manager (Contracts)

For: Executive Director (Pipeline Services)