

**OIL INDIA LIMITED  
(A GOVT. OF INDIA ENTERPRISE)  
CONTRACTS DEPARTMENT, DULIAJAN**

OIL INDIA LIMITED invites ON-LINE BIDS from experienced / approved Contractors/Firms for the following mentioned works/services under LIMITED COMPOSITE BID System through its e-Procurement site:

**DESCRIPTION OF WORK/ SERVICE:**

SERVICES REQUIRED TO CARRY OUT ENERGY AUDIT OF SIX OILS INSTALLATIONS

LOCATION: OIL's operational area in Duliajan, Moran & Jorhat in Assam.

CONTRACT PERIOD: One Years (01) years

BID CLOSING/ OPENING DATE & TIME: **23.08.2011 (11:00HRS/14:00 HRS)**

BID OPENING PLACE : DULIAJAN

Earnest Money Deposit: ₹ 12500.00 (TWELVE THOUSAND FIVE HUNDRED ONLY)

a) Earnest money deposited vide D.Draft/B.Cheque/ Money Receipt

No. \_\_\_\_\_ dated \_\_\_\_\_ of \_\_\_\_\_

**Original hard copy of (a) should reach the office of HEAD-CONTRACTS 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 documents.**

b) Bidders to confirm that in the event of the award of Contract will submit Performance Security Deposit @ 2.5% of the total contract price and this will not earn any interest.

2.0 SEALED ENVELOPES containing the Earnest Money Deposit shall be marked with the above Tender Number and description of work and addressed to

HEAD-CONTRACTS  
CONTRACTS DEPARTMENT  
OIL INDIA LIMITED  
Duliajan – 786602  
Assam.

All bidders shall deposit the requisite EARNEST MONEY in the form of Demand Draft/Banker's Cheque/ Money Receipt from a Nationalised Bank in favour of M/s Oil India Limited and payable at DULIAJAN. This Earnest Money shall be refunded to all unsuccessful bidders, but is liable to be forfeited in full or part, at Company's discretion, as per Clause No. 6 below. Bids without Earnest Money in the manner specified above will be summarily rejected.

**2.0 Bid should be submitted online up to 11:00 AM (IST) (Server Time) on the date as mentioned and will be opened on the same day at 02:00 PM (IST) at Office of the Head-Contracts in presence of authorized representative of the bidder.**

**3.0 The rates shall be quoted as specified in the “PRICE BIDDING FORMAT” attached just below the “Tendering Text.”**

The bid and all uploaded documents must be Digitally signed using “Class 3” digital certificate [e-commerce application (Certificate with personal verification and Organization name)] as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

The authenticity of above digital signature shall be verified through authorized CA after bid opening. If the digital signature used for signing is not of “Class -3” with Organizations name, the bid will be rejected.

Bidder is responsible for ensuring the validity of digital signature and its proper usage by their employee.

The bid including all uploaded documents shall be digitally signed by duly authorized representative of the bidding company.

4.0 The Company reserves the right to reject any or all the tenders or accept any tender without assigning any reason.

5.0 (a) No Bidder can withdraw his bid within the validity or extended validity of the bid. Withdrawal of any bid within validity period will lead to debarment from participation in future tenders, at the sole discretion of the company and the period of debarment will not be less than 6 (six) months.

(b) Once a withdrawal letter is received from any bidder, the offer will be treated as withdrawn and no further claim / correspondence will be entertained in this regard.

6.0 The Bid must be valid for 120 (One hundred & Twenty) days from the date of opening of the tender.

7.0 Conditional bids are liable to be rejected at the discretion of the Company.

8.0 The work may be split up amongst more than one contractor at the sole discretion of the Company.

9.0 The bidders are required to furnish the composition and status of ownership of the firm in whose name bid documents have been purchased/issued along with one or more of the following documentary evidences (which are applicable to the bidder) in support of the same and scanned copies of the same should be uploaded along with the Un-priced bid documents.

10.0 In case of Sole Proprietorship Firm, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, business and residential address, E-mail and telephone numbers of the owner and copies of Service Tax and Central Excise Registration Certificate.

10.1 In case of HUF, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form, Family Arrangement indicating therein the name, residential address, E-mail and telephone numbers of the owners in general and Karta in particular and copies of Service Tax and Central Excise Registration Certificate.

10.2 In case of Partnership Firm, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone

numbers of all the partners(including the Managing Partner), registered partnership agreement/deed and copies of Service Tax and Central Excise Registration Certificate.

10.3 In case of Co-Operative Societies, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, registration certificate from Registrar of Co-Operative Societies and copies of Service Tax and Central Excise Registration Certificate.

10.4 In case of Societies registered under the Societies Registration Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, registration certificate from the Registrar of the state and copies Service Tax and Central Excise Registration Certificate.

10.5 In case of Joint Stock Companies registered under the Indian Companies Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, Certificate of Incorporation from the Registrar of Companies, Memorandum and Articles and copies of Service Tax and Central Excise Registration Certificate.

10.6 In case of Trusts registered under the Indian Trust Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, residential address, E-mail and telephone numbers of all the Trustee or persons who are at the helm of affairs, registration certificate from the Registrar of the state, Trust Deed and copies Service Tax and Central Excise Registration Certificate.

11.0 The selected bidder will be required to enter into a formal contract, which will be based on their bid and O.I.L's Standard Form of Contract.

12.0 Time will be regarded as the essence of the Contract and the failure on the part of the Contractor to complete the work within the stipulated time shall entitle the Company to recover liquidate damages and / or penalty from the Contractor as per terms of the tender /contract.

13.0 The contractor will be required to allow OIL officials to inspect the work site and documents in respect of the workers payment.

14.0 **BACKING OUT BY BIDDER:** In case any bidder withdraws their bid within the bid validity period, the party will be debarred for a period of 2(two) years from the date of withdrawal of bid.

16.0 **BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA/LOI:** In case LOA issued is not accepted by the L1 bidder, the bidder shall be debarred for 2 (two) years from the date of default.

17.0 **FURNISHING FRAUDULENT INFORMATION/DOCUMENT:** If it is found at any time that, a Bidder / Contractor has / had furnished fraudulent documents / information, the bidder / contractor shall be debarred for a period of three (03) years from the date of detection of such fraudulent act, besides legal action.

18.0 **The tender will be governed by:**

**Covering Letter.**

**BRC-BEC-Bid Rejection Criteria & Bid Evaluation Criteria.**

**Part - I - General Conditions of Contract. (GCC)**

**Part - II** - Schedule of Work, Unit and Quantity (SOQ)

**Part - III** - Special Conditions of Contract (SCC)

**Part-IV**-Schedule of company's Plants, Materials and Equipments-**Not Applicable**

**Part-V**-Safety Measures (SM)

**Proforma & Annexure**

**SPECIAL NOTE:**

Please note that all tender forms and supporting documents are to be submitted through OIL's E-Procurement site only.

Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.

19.0 The tender is invited under LIMITED COMPOSITE BID SYSTEM. The bidder has to submit both the "TECHNICAL" and "PRICED" bid through electronic form in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender portal. The Technical Bid is to be submitted as per Scope of Work & Technical Specification of the tender. The Price Bid rates shall be quoted per Quarter as specified in the "PRICE BIDDING FORMAT" attached just below the "Tendering text" in the main bidding engine of OIL's e-Tender portal. The price quoted in the "PRICE BIDDING FORMAT" will only be considered for evaluation.

**NB: All the Bids must be Digitally Signed using "Class 3" digital signature certificate with Organizations Name (e-commerce application) as per Indian IT Act obtained from the**

licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

21.0 The Integrity Pact is applicable against this tender: NOT APPLICABLE

**HEAD-CONTRACTS**

**A. BID REJECTION CRITERIA (BRC) :**

The Bid shall confirm generally to the specification and terms and conditions given in the bidding document. Bids will be rejected in case services offer do not confirm to the required parameters stipulated in the technical specifications / scope of work/ terms & condition. 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.

**1.0 TECHNICAL:**

Contractor

Page 4 of 25

Company

- 1.1. Any offer which does not include all the jobs mentioned in Scope of Work under special terms & conditions will be considered as incomplete and rejected.
- 1.2 The Bidder should have experience and expertise in carrying out energy audit jobs independently in any oilfield anywhere in the world. During last seven years calculated up to scheduled bid closing date, the bidder must have successfully carried out at least one similar energy audit job for any E&P Company/Refineries. Bidder's experience of having successfully completed similar jobs during last seven years should be either of the following:
- a) Three similar completed jobs each costing not less than Rs. 10 Lacs
  - b) Two similar completed jobs each costing not less than Rs. 12 Lacs
  - c) One similar completed jobs each costing not less than Rs. 20 Lacs.

Note: Documents establishing successful execution of contract as above must be submitted along with the bid, failing which the offer will be rejected. These documents should be in the form of copy of contract / work order and completion certificate / payment certificate issued by the client.

- 1.3 The bidder must have a minimum average annual turnover of Rs. 12 Lacs during last three completed financial years. Bidder must provide copy of their Balance Sheet and audited profit & loss account in support of their eligibility in this regard.
- 1.4 Conditional offers will be rejected.
- 1.5 Bidder must have the requisite equipment and other resources/facilities as required to carry out the Energy Audit job, readily available with them. Details to be furnished along with the Bid.
- 1.6 The bidder should be able to mobilized all their resources and start the work at location mentioned in the tender within three weeks from the date of issuing work order. Categorical confirmation in this regard must be provided in the offer

## **2.0 COMMERCIAL**

- 2.1 Bids are invited under Limited composite bid system i.e., Technical as well as Commercial details together in single offer.
- 2.1 Bidders must offer firm rates in Indian Rupees only. Rates quoted by the successful bidder must remain firm during the entire period of execution of the contract and not subject to variation on any account whatsoever. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
- 2.2 Bid security shall be furnished as part of the technical bid. The amount of bid security should be as specified in the "forwarding letter". Any bid not accompanied by the proper bid security will be rejected, except those are exempted.
- 2.3 Bids received after the scheduled bid closing date and time will be rejected outright.
- 2.4 Any bid received in the form of Telex/Cable/Fax/E-mail will not be accepted.
- 2.5 Bids must be kept valid for a minimum period of 120 days from the date of scheduled bid closing. Bids with inadequate validity will be rejected.
- 2.6 Bidders must quote clearly and strictly in accordance with the Price Bid Format of the bidding document, otherwise the bid will be summarily rejected. The Bids in which the rates for any part of the work are not quoted shall be rejected. However, if no charge is involved for any of the item, #NIL# should be mentioned against such part of work.
- 2.7 Bidder must accept and comply with the following clauses as given in the Bidding Document in toto, failing which offer will be rejected-
- a) Performance Bank Guarantee clause
  - b) Force Majeure clause

- c) Tax liabilities clause
- d) Arbitration clause
- e) Applicable Law
- f) Liquidated Damage clause

- 2.8 The Company also reserves the right to cancel/withdraw the Tender without assigning any reasons to the bidders, for which no compensation shall be paid to the bidder. The bidder must confirm their acceptance to this clause in their respective bids.
- 2.9 Original bid shall be digitally signed and uploaded by the bidder or his authorized representative, failing which the bid may be rejected.

**3.0 GENERAL**

3.1 **Proforma-1**: The compliance statement must be filled up by the bidders and to be submitted along with their bids. 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.

3.2 To ascertain the substantial responsiveness of the bids, the Company reserves the right to ask the Bidder for clarification in respect of clauses covered under BRC also and such clarification fulfilling the BRC clauses must be received on or before stipulated date mentioned in the letter of clarification sought by the Company, failing which the bid will be summarily rejected.

3.3 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.

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

**B. BID EVALUATION CRITERIA (BEC) :**

1.0 The bids confirming to the technical specifications, terms and conditions stipulated in the tender documents and considered to be responsive after subjecting to Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below.

1.1 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made subject to loading for any deviation. Comparison of offers will be done on total evaluated cost on the basis of rates quoted.

1.2 In case of identical lowest offered rate by more than 1 (one) bidder, the selection will be made by draw of lot between the parties offering the same lowest price.

\*\*\*\*\*

OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
Contracts Department,  
Duliajan, DISTRICT: DIBRUGARH  
ASSAM, PIN: 786602  
WORKS CONTRACT

DESCRIPTION OF WORK/SERVICES:-

SERVICES REQUIRED TO CARRY OUT ENERGY AUDIT OF SIX OILS INSTALLATIONS

GENERAL CONDITIONS OF CONTRACT(GCC)

MEMORANDUM OF AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_  
Between OIL INDIA LIMITED a Company incorporated under the Companies Act 1956 and having its Registered Office at Duliagan in the District of Dibrugarh, Assam ( hereinafter called Company ) of the one part and Shri/Smti \_\_\_\_\_ and Shri/Smti \_\_\_\_\_ carrying on business as partners /proprietor under the firm name and style of M/s. \_\_\_\_\_ with the main Office at \_\_\_\_\_ in the District of \_\_\_\_\_ aforesaid ( hereinafter called 'Contractor') on the other part.

WITNESSETH:

1. a) The contractor hereby agrees to carry out the work set down in the Schedule of work which forms part-II of this Contract in accordance with the 1968 General Conditions of Contract of Oil India Limited and General Specifications read in conjunction with any drawings and Particular Specifications & instructions which forms Part-III of the contract utilizing any materials/services as offered by the Company as per Part-IV of the contract at \_\_\_\_\_ .

b) In this Contract all words and expressions shall have the same meaning as are respectively assigned to them in the 1968 General Conditions of Contract of Oil India Limited which the Contractor has perused and is fully conversant with before entering into this Contract.

c) The clauses of this contract and of the specifications set out hereunder shall be paramount and in the event of anything herein contained being inconsistent with any term or terms of the 1968 General Conditions of Contract of Oil India Limited, the said term or terms of the 1968 General conditions of Contract to the extent of such inconsistency, and no further, shall not be binding on the parties hereto.

2. The contractor shall provide all labour, supervision and transport and such specified materials described in part-II of the Contract including tools and plants as necessary for the work and shall be responsible for all royalties and other levies and his rates shall include for these. The work executed and materials supplied shall be to the satisfaction of the Company's Engineer and Contractor's rates shall include for all incidental and contingent work which although not specifically mentioned in this contract are necessary for its completion in a sound and workman like manner.

3. The Company's Engineer shall have power to:

a) Reduce the rates at which payments shall be made if the quality of work although acceptable is not up to the required standard set forth in the OIL Standard Specifications which have been perused and fully understood by the Contractor.

b) Order the Contractor to remove any inferior material from the site and to demolish or rectify any work of inferior workmanship, failing which the Company's Engineer may arrange for any such work to be demolished or rectified by any other means at the Contractor's expenses.

c) Order the Contractor to remove or replace any workman who he (The Engineer) considers incompetent or unsuitable; the Engineer's opinion as to the competence and suitability of any workman engaged by the Contractor shall be final and binding on the Contractor.

d) Issue to the Contractor from time to time during the progress of the work such further drawings and instructions as shall be necessary for the purpose of proper and

adequate execution and maintenance of the works and the Contractor shall carry out and be bound by the same.

e) Order deviations in Part II and III of this Contract. All such deviation orders shall be in writing and shall show the financial effect, if any, of such deviation and whether any extra time is to be allowed. The rates to be applied for such Deviation Order shall be the same for those appearing in Company's Schedule of Rate in force on the date of issue of such Deviation Order, to which the contractor has no objection.

4. The Contractor shall have no claim against the company in respect of any work which may be withdrawn but only for work actually completed under this contract. The contractor shall have no objection to carry out work in excess of the quantities stipulated in Part-II if so ordered by the company at the same rates, terms and conditions.

5. The Company reserves the right to cancel this Contract at any time upon full payment of work done and the value of the materials collected by the contractor for permanent incorporation in the work under this contract particularly for execution of this contract up to the date of cancellation of the Contract. The valuation of the work done and the materials collected shall be estimated by the company's Engineer in presence of the contractor. The Contractor shall have no claim to any further payment whatsoever. The valuation would be carried out exparte if Contractor fails to turn up despite reasonable notice which will be binding on the Contractor.

6. The Contractor hereby undertakes to indemnify the Company against all claims which may arise under the under noted Acts:-

- i) The Mines Act.
- ii) The Minimum Wages Act, 1948.
- iii) The Workman's Compensation Act, 1923.
- iv) The Payment of wages Act, 1963.
- v) The Payment of Bonus Act, 1965.
- vi) The Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed there under.
- vii) Employees Pension Scheme, 1995.
- viii) Inter-State Migrant (Regulation of Employment and Condition of Service) Act, 1979.
- ix) The Employees Provident Fund and Miscellaneous Provisions Act, 1952.
- x) AGST Act.
- xi) Service Tax Act.

or any other Acts or Statute not here in above specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work. The Contractor shall not make the Company liable to reimburse the Contractor for the statutory increase in the wage rates of the Contract Labour appointed by the Contractor. Such Statutory increase in the wage rates of Contract Labour shall be borne by the contractor.

7. The Contractor shall clear away all rubbish and surplus material from the site on completion of work and shall leave the site clean and tidy.

8. The Contractor must complete the work within 45 days of the written order to commence work. During the currency of the job, the work progress must be commensurate with the time elapsed. In the event of any delay on the contractor's part, he/she will be liable to pay to the company liquidated damages at the rate of 1/2% (Half p.c ) per week of the contract price of the item(s) delayed in completion and the maximum value of the liquidated damage will be 7.5% of the contract price of the item(s) delayed provided the item(s) delayed are not critical for commissioning and final utilization of the work. If, however, the item(s) delayed in completion are critical for commissioning and final utilisation of the work then the contractor will be

liable to pay liquidated damages by way of penalty at the rate of 1/2% (Half percent) per week of delay of the total contract cost subject to a maximum of 7.5% of total contract cost.

The Chief Engineer's certificate as to the criticality or otherwise of an item shall be final. The payment of liquidated damages/penalty may be reduced or waived at the sole discretion of the Company whose decision in this regard will be final. In the event of there being undue delay in execution of the Contract, the Company reserves the right to cancel the Contract and / or levy such additional damages as it deems fit based on the actual loss suffered by the company attributable to such delay. The company's decision in this regard shall be final.

9. In order to promote, safeguard and facilitate the general operational economic in the interest of the Company during the continuance of this contract the Contractor hereby agrees and undertakes not to take any direct or indirect interest and or support, assist, maintain or help any person or persons engaged in antisocial activities, demonstration, riots, or in any agitation prejudicial to the Company's interest and any such even taking shape or form at any place of the Company's works or and its neighbourhood.

10. The tendered all-inclusive Price (the Contract price) is ₹ \_\_\_\_\_ **(Not to be filled up by bidder while submitting the offer in c-Folder. This figure will be filled up by OIL at the time of award of the contract to the successful bidder.)** (₹ \_\_\_\_\_ only.) but the Company shall pay the Contract or only for actual work done at the all inclusive rates set down in the Schedule of work part II of this Contract.

On account payment may be made, not often than monthly, up to the amount of 92.5% of the value of work done. Final payment will be made only after satisfactory completion of the work. Such final payment shall be based on the work actually done allowing for deviations and any deductions and the measurement shall be checked and certified correct by the Company's Engineer before any such final payment is made.

11. The contractor employing 20 (twenty) or more workmen on any day preceding 12 months shall be required to obtain requisite licence at his cost from the appropriate Licensing Officer before undertaking any Contract work. The Contractor shall also observe the rules & regulations framed under the Contract Labour (Regulation & Abolition) Act.

12. Wages shall be paid by the Contractor to the workmen directly without any intervention of any Jamadars or Thekadars and that the Contractor shall ensure that no amount by way of commission or otherwise be deducted/ recovered by the Jamadar from the wages of the workmen.

13. The Company for any reason whatsoever and of which the company shall be sole judge may terminate this Contract with a 24 hours notice in writing to the Contractor and in the event of Company's so doing the clause 5 here of shall prevail and the accounts between the parties will be in accordance therewith finalised.

14. The Contractor will not be allowed to construct any structure (for storage / housing purpose) with thatch, bamboo or any other inflammable materials within any company's fenced area.

15. The Contractor shall ensure that all men engaged by him/her are provided with appropriate protective clothing and safety wear in accordance with regulation 89(a) and 89(b) in the Oil mines Regulations 1984. The Company's representative shall not allow/accept those men who are not provided with the same.

16. All Statutory taxes levied by the Central and State Government or any other competent authority from time to time will be borne by Contractor and the amount of the contract specified in the contract is inclusive of all tax liabilities.

17. The Contractor shall deploy local persons in all works.

18. The Contractor shall not engage minor labour below 18(eighteen) years of age under any circumstances.

19. The Contractor and his/her workmen shall strictly observe the rules and regulations as per Mines Act. (latest editions).

19.1 **GENERAL OBLIGATIONS OF COMPANY:**

COMPANY shall, in accordance with and subject to the terms and conditions of this contract:

- i) Pay AUDITORS in accordance with terms and conditions of the contract.
- ii) Allow access to AUDITORS and their personnel, subject to normal security and safety procedures, to all areas as required for orderly performance of the work.

20. **Special Conditions**

a) The amount of retention money shall be released after 6(six) months from the date of issue of completion certificate from concerned department.

b) The contractor will be required to allow OIL Officials to inspect the work site and documents in respect of the workers' payment.

c) Contractor(s) whosoever is liable to be covered under the P.F. Act and contract cost is inclusive of P.F., must ensure strict compliance of provisions of Provident Fund and Miscellaneous Provisions Act, 1952 in addition to the various Acts mentioned elsewhere in this contract. Any contractor found violating these provisions will render themselves disqualified from any future tendering. As per terms of the contract, if applicable, the Contractor must deposit Provident Fund Contribution (covering Employee's & Employer's share) with the competent authority monthly under their direct code. The Contractor shall be required to submit documentary evidence of deposit of P.F. Contribution to the Company. In case of failure to provide such documentary evidence, the Company reserves the right to withhold the amount equivalent to applicable P.F. Contribution.

21. **ARBITRATION:**

Any dispute under this contract will be settled through Arbitration as per Indian Arbitration and Conciliation Act, 1996.

Place of Arbitration: Duliajan

22. **FORCE MAJEURE:**

Force Majeure (exemption) Clause of the International Chamber of Commerce (ICC Publication No. 421) is hereby incorporated in this contract.

23. **I.B. VERIFICATION REPORT AND SECURITY REVIEW:**

Contractor will be required to submit the verification report to ascertain character and antecedents from the Civil Administration towards the persons engaged under this contract to the Head of the user Department before engagement.

24. In case of any doubt or dispute as to the interpretation of any clause herein contained, the decision of the Company's Engineer shall be final and binding on the contractor.

25. **SET OFF CLAUSE:-**

"Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of a sum of money arising out of this contract or under any other contract made by the

contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited)."

**26.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:**

If it is found that a Bidder/Contractor has furnished fraudulent document/information the party shall be debarred for period of 3(three) years from date of detection of such fraudulent act, besides the legal action.

**27.0 LIQUIDATED DAMAGES FOR DELAY IN MOBILISATION AND/ OR COMPLETION OF WORKS AND SERVICES**

In normal case of works /service contracts, liquidated damages will be applicable @ 0.5% of the contract value per week or part thereof, for delay in contract completion date subject to a maximum ceiling of 7.5% of contract value .

**28.0 SUBCONTRACTING:**

AUDITORS shall not subcontract or assign, in whole or in part, their obligations to perform under this contract, except with COMPANYS# prior written consent.

**29.0 MISCELLANEOUS PROVISIONS:**

AUDITORS shall conform in all respects with the provisions of any Statute, Ordinance of Law and the regulations or bye-law of any local or other duly constituted authority which may be applicable to the services and with such rules and regulation public bodies and Companies as aforesaid and shall keep OIL indemnified against all penalties and liability of every kind for breach of any such Statute, Ordinance or Law, regulation or byelaw.

**30.0 CONSEQUENTIAL DAMAGE:**

Except as otherwise expressly provided, neither party shall be liable to the other for special, indirect or consequential damages resulting from or arising out of the contract, including but without limitation, to loss or profit or business interruptions, howsoever caused and regardless of whether such loss or damage was caused by the negligence (either sole or concurrent) of either party, its employees, agents or sub-contractors.

IN WITNESS whereof the parties hereunto set their hands seals the day and year first written above :-

SIGNED & DELIVERED FOR AND  
ON BEHALF OF  
Attorney)

-----  
(Signature of Contractor or his legal

-----

-----by the hand

-----

--

(Full Name of Signatory)

of-----  
its Partner/Legal Attorney

(Seal of Contractor's Firm)

--  
And in presence of

-----  
(Signature of witness)

-----

Date : \_\_\_\_\_

-----

---

(Full Name of Signatory)

Address:

-----

----

-----

SIGNED & DELIVERED FOR & ON  
BEHALF OF OIL INDIA LIMITED-----  
(Signature of Acceptor)

Designation \_\_\_\_\_

Date \_\_\_\_\_

<p>OIL INDIA LIMITED (A Govt. of India Enterprise) Duliajan, Assam</p> <p>WORKS CONTRACT</p> <p>Part-II Schedule of Work, Unit and Quantity</p>			
ITEM NOS.	DISCRIPTION OF SERVICE	UOM	QUANTITY
10	Energy Audit of Duliajan Pump Station	AU	1
20	Energy Audit of Moran Pump Station	AU	1
30	Energy Audit of Jorhat Pump Station	AU	1
40	Energy Audit of LPG Recovery Plant, Duliajan	AU	1
50	Energy Audit of LPG Filling Plant, Duliajan	AU	1
60	Energy Audit of Moran Power Station	AU	1
<b>BIDDERS SHOULD INCLUDE ALL STATUTORY LIABILITIES IN THEIR QUOTED RATES</b>			

**PART – III (SPECIAL CONDITIONS OF CONTRACT: SCC)****DESCRIPTION OF WORK/ SERVICE:**SERVICES REQUIRED TO CARRY OUT ENERGY AUDIT OF SIX OIL  
INSTALLATIONS.**SCOPE OF WORK:**A1- Pump Station #1 Duliajan , Pump Station #2 Moran & Pump Station #3 Jorhat:

1. Crude Oil Engine / Diesel engine

ContractorPage 12 of 25Company

Determine the ratio of fuel consumption and hydraulic power of pump in case of Crude Oil Engine Driven Main Pump. Determine specific fuel consumption in case Diesel Engine Driven Alternator. Measurement of fuel consumption & efficiency of individual engines are to be undertaken.

#### 2.0 Pumps (Crude oil/water)

Determine pump hydraulic power; efficiency of motor driven pump. Evaluate the performance of the engine driven pumps including the study of the pumping and allied systems to evaluate their operational efficiencies and feasibility of reduction in the energy consumption, wherever feasible.

#### 3.0 Air Compressor

- a) Determine FAD of air compressor by pump up method.
- b) Determine Compression ratio.
- c) Specific power consumption
- d) Isothermal efficiency of air compressor.
- e) Evaluate the utilization pattern of the compressed air, leakages in the system, feasibility for pressure optimization etc.

#### 4.0 Gen Sets

Study the operations of Gen Sets to evaluate their average cost of Power Generation, percentage loading and subsequently identify areas wherein Energy Savings could be achieved after analyzing the operational practices etc of the Gen Sets.

#### 5.0 Window / Split Air-conditioner

Determine Net Refrigeration Capacity, Coefficient of Performance, and EER (energy efficiency ratio) etc.

#### 6.0 Area Lighting /Shed Lighting /Control Room lighting

Determine Installed Load efficacy & Installed load efficacy ratio (ILER). Study of the illumination system at the pumping station and suggest measures for improvements wherever feasible.

#### 7.0 Diesel & Crude Oil Handling System:

To evaluate performance of the fuel handling system and suggest suitable recommendations wherever feasible.

#### 8.0 Study of the Motive Load

The operations of main electric motors to be studied using appropriate instrumentation support to assess the loading pattern, Power Factor and other operational parameters. Also study of the Mechanical Power Transmission Systems to be undertaken to evolve suitable recommendations wherever feasible for energy efficiency improvements.

NOTE: Continuous recording of energy consumption , p.f. , maximum load, voltage etc.using Power Analyzer for minimum 30 hours for PS#3, Jorhat must be taken.

### **A2. LPG Recovery Plant, Duliajan**

1.0 Study LPG Recovery process plant, process consists of 4 stages namely compression, de-hydration, product extraction &

product fractionation and suggest energy saving opportunity.[The process uses turbo-expander technology to produce propane-butane at 50-50 ratio].

2.0 Free air delivery (FAD) test of compressors:

3.0 Specific energy consumption and the theoretical power consumption of compressors.

4.0 study of loading & efficiency of motors.

5.0 Performance parameters of motors, Economics of replacement of under-loaded & in-efficient motors

6.0 Study of Lighting load , illumination levels & suggestion for efficient use of energy in lighting as well as existing air conditioning system.

7.0 Evaluation of pump performance.

8.0 Performance of cooling towers.

9.0 Performance of hot oiler heater & heat loss.

10.0 Continuous recording of energy consumption , p.f. , maximum load, voltage etc.using Power Analyzer for minimum 36 hours must be taken

**A3. LPG Filling Plant, Duliajan:**

1.0 Free air delivery test of compressors

2.0 Study on motor loading & their efficiency.

3.0 Study, analyze and identify energy conservation options in lighting.

4.0 Study the Specific Energy Consumption of Processes.

5.0 Study of Lighting load , illumination levels & suggestion for efficient use of energy in lighting as well as existing air conditioning system.

**A4. Gas Power Generating Plant, Moran:**

1.0 To carry out a detailed energy performance evaluation of various equipments and systems with a view to identify thrust areas for energy conservation.

2.0 To study the load curves, cyclic patterns and harmonics in the system to improve the overall performance and optimize the energy utilization.

3.0 To work out various energy saving proposals and discuss to find out the economic viability. Wastage of energy at all levels to be evaluated for its techno-commercial exploitation.

4.0 To recommend various technically sound and economically viable measures to improve the end-use energy efficiency.

5.0 To prioritize the potential energy saving areas depending upon envisaged saving, investment cost, time of execution and payback periods etc.

6.0 Reactive Power Management in Motors/System

7.0 Flue gas analysis & scope for value addition to be under taken.

8.0 Study of Lighting load , illumination levels & suggestion for efficient use of energy in lighting as well as existing air conditioning system.

**B) Special Terms & Conditions:**

1.0 The party has to identify the energy conservation opportunity and will have to provide cost benefit analysis of identified energy conservation opportunity.

2.0 The entire recommendations should be backed up with techno economic calculations including the estimated investments required if any for implementation of the suggested measures and simple payback period.

3.0 Provision for all the instruments required for energy audit, like electrical power analyzer, flue gas analyzer, lux meter, flow meter (for liquid and gaseous fuel & water), tachometer, vibration analyzer, thermo-meter(Infrared), leak detector meter, pilot tube & manometer etc. are in the scope of bidder.

4.0 Valid Calibration certificate of the measuring instruments should be produced by the contractor at the time of execution of the jobs. Bidder has to categorically confirm the same in their quotation.

5.0 The measuring instruments to be used for the audit jobs are to be suitable for use in hazardous atmosphere in Oil mines.

6.0 The energy audit team must use safety gadgets i.e. safety boot, safety helmet, goggles, ear plug etc., inside the installation where energy audit is being carried out. Contractor should ensure the safety of his work personnel while carrying out the audit job.

7.0 The energy audit team must follow Oil Mines Regulation, 1984 u/s 57 in the installation where energy audit is being carried out.

8.0 The expenses towards transportation of man & materials and accommodation (boarding & lodging) of personnel will be in the scope of Bidder.

9.0 Draft reports in soft as well as hard copies of all the installation must be submitted within three weeks from the completion of the energy audit of the installation.

10.0 a> The contractor will be required to give presentation on the draft report at PHQ at Noonmati(Guwahati)for PS#1, PS#2 & PS#3 within 15 days after submission of the draft report.

b> The contractor will be required to give presentation on draft reports pertaining to LPG Recovery, LPG Filling & Moran Power Station at its fields head quarter Duliajan within 15 days after submission of the draft report.

11.0 Final energy audit report should be submitted within 15 days from the day of the presentation / discussion on draft report.

**TECHNICAL DESCRIPTION OF EQUIPMENTS FOR ENERGY AUDIT UNDER SCOPE OF WORK:**

**I) Duliajan Pump station(PS-1) is situated inside the Industrial Estate, OIL, Duliajan.**

Area of Pump Station Premises: - 10000 Sq Metre (approx.)

Contractor

Page 15 of 25

Company

**Major Equipment:**

1. Crude Oil Engine Driven Pump set - 5 (five) Nos.

Engine :- a) Make-W.H. ALLEN SONS & Co. LTD, ENGLAND, 8 Cylinders / 615 B.H.P, Bore-325mm, Stroke-370mm R.P.M- 460 (3 Nos.)

b) Make-W.H. ALLEN SONS & Co. LTD, ENGLAND, 6 Cylinders / 157 B.H.P, Bore-325mm, Stroke-370mm, R.P.M-314, (2 Nos.)

Pump :- a) Make -ALDRICH PUMP CO. ALLEN TOWN, USA, Plunger dia-5 1/4" , RPM-300, 230 KL/hr, Maximum Pressure-63 Kg/cm<sup>2</sup> (3 Nos.)

b) Make -ALDRICH PUMP CO. ALLEN TOWN, USA, Plunger dia-3 1/2", RPM-360, 80 KL/hr, Maximum Pressure-35 Kg/cm<sup>2</sup>, (2 Nos.)

Size of Suction Line (Crude oil pump)-12 inch

Size of Delivery Line (Crude oil pump)-10 inch

2. Crude Oil Engine Driven Gen Set: 1 (one) No.

Engine: - Make- DORMAN, 3 Cylinder /, RPM-1000

Alternator: - KVA-25, Volts-400, 36A, 50 Hz

Size of Fuel Line (Diesel Engine)-2 inch

Size of Fuel Line (Crude Oil Engine)-2 inch

3. Air Compressor: - 2 (two) Nos.

Make: - Ingersoll-Rand, 2 Cylinders, 10 BHP

Motor Driven- 2 Nos., (7.5 HP, 400 Volt & 10.6 Amps)

4. Booster Pump: - 5 (five) Nos.

Pump: Make: - Johnson Pump Co. USA, Capacity: 200KL/hr

Motor: Make English Electric Co., London, 40 HP, 400 Volts, 55 Amps.

5. Cooling Water Pump: - 2 (two) Nos.

Pump- Make: -Kirloskar Brothers, HEAD-22 M, 108kl / hr

Motor- Make:- Kirloskar Electric Co. Ltd, 11Kw,, RPM-1440, 415V, 20.5A

6. Radiator Fan Motor: - 9 (nine) Nos.

Motor- 7.5 HP, 400 Volts, 11.3 Amps.

7. Window / Split Air Conditioner:- 1.5 Ton (8 Nos.)

**II) Moran Pump station(PS-2) is situated inside the Industrial Estate, OIL, Moran, about 90 Km from Duliajan, Assam.**

Area of Pump Station Premises: - 10000 Sq Metre (approx.)

**Major Equipment**

1. Crude Oil Engine Driven Pump set: -3 (three) Nos.

Engine :- a) Make -W.H. ALLEN SONS & Co. LTD, ENGLAND, 8 Cylinders / 614 B.H.P, Bore-325mm, Stroke-370mm, R.P.M-460:(1No.)

b) Make-W.H. ALLEN SONS & Co. LTD, ENGLAND, 5 Cylinders / 413 B.H.P, Bore-325mm, Stroke-370mm, R.P.M-500 (2 Nos.)

Pump :- a) Make -ALDRICH PUMP CO. ALLEN TOWN, USA, Plunger dia-4 5/8", RPM-266, 1000 GPM, Maximum Pressure-63 Kg/cm<sup>2</sup>, (1No.)

b) Make -ALDRICH PUMP CO. ALLEN TOWN, USA, Plunger dia-5 1/4", RPM-264, 484 GPM, Maximum Pressure-88 Kg/cm<sup>2</sup>, (2 Nos.)

Size of Suction Line (Crude oil pump)-12 inch

Size of Delivery Line (Crude oil pump)-10 inch

2. Crude Oil Engine Driven Gen Set: 1 (one) no.

Engine: - Make-DORMAN, 3 Cylinder / 47 BHP, Bore-4.921", Stroke-5.118", RPM-1500.

Contractor

Page 16 of 25

Company

Alternator: - KVA-187.5, Volts-400, 50 Hz

Size of Fuel Line (Diesel Engine)-2 inch

Size of Fuel Line (Crude Oil Engine)-2 inch

3.Air Compressor: - 2(two) Nos.

Motor Driven- Ingersoll-Rand (7.5 HP, 415Volt & 10.6 Amp) 1

No.,BROOM & WADE ENGINEERS LTD (5.5 HP, 400Volt & 10.2 Amp) 1 No.

4.Booster Pump: - Pump Make: Johnson Turbine Pump, capacity- 205 kl/hr. (4 Nos.)

Motor Make: Bharat Bijlee Limited, 40 HP, 400 Volts, 55 Amps,

5.Cooling Water Pump: - 2 (two) Nos.

Pump- Make: -Kirloskar, HEAD-22 M, 108 KL / hr

Motor- Make:- Kirloskar Co. Ltd, 10 KW, RPM-1440

6.Radiator Fan Motor: - 9 (nine) Nos.

Motor- 7.5 HP, 400 Volts, 11.3 Amps.

7.Window / Split Air Conditioner:- 5 Nos., 1.5 Ton

### **III) Jorhat Pump Station, PS-3**

**Pump station is situated in Jorhat Town and is about 190 km from Duliajan, Assam.**

Area of Pump Station Premises: - 10000 Sq Meter(approx)

### **Major Equipment**

1.Crude Oil Engine Driven Pump set - 9 (nine) Nos.

Engine :- a) Make-W.H. ALLEN SONS & Co. LTD, ENGLAND, 8

Cylinders / 690 B.H.P, Bore-325mm, Stroke-370mm, R.P.M-522 ( 5 Nos.)

b)Make-W.H. ALLEN SONS & Co. LTD, ENGLAND, 6 Cylinders / 517 B.H.P, Bore-325mm, Stroke-370mm, R.P.M-514, ( 4 Nos.)

Pump :- a) Make - Ingersoll-Rand. Type-6V7, Plunger dia-4 1/2", Throughput -188 KL/hr, Maximum Pressure-88 Kg/cm<sup>2</sup> ( 5 Nos.)

b)Make - Ingersoll-Rand. Type-6V5, Plunger dia-4 1/2", Throughput -133 KL/hr, Maximum Pressure-88 Kg/cm<sup>2</sup> (4 Nos.)

Size of Suction Line (Crude oil pump)-12 inch

Size of Delivery Line (Crude oil pump)-10 inch

2.Diesel Engine Driven Gen Set: 4 (four) Nos.

Engine/Alternator: - Make- W.H.Allen Co. 196 KVA -(2 Nos.),

Engine/Alternator: - Make - Caterpillar 3412 Dista / Hindustan Power plus 450 KVA-(2 Nos.)

Size of Fuel Line (Diesel Engine)-2 inch

Size of Fuel Line (Crude Oil Engine)-2 inch

3.Air Compressor: - 3(three) Nos.

Engine Driven- Make: - Khosla, 2 Cylinders, 10 BHP -(1 No.)

Motor Driven-Ingersoll-Rand (7.5 HP, 415Volt & 10.6 Amp) (1

No.);BROOM & WADE ENGINEERS LTD (5.5 HP, 400Volt & 10.2 Amp) (1 No.)

4.Booster Pump: - 8 (eight) Nos.

Make: - Johnson Turbine Pump & Worthington Pump Ltd, 40 HP, 400 Volts, 56 Amps, capacity- 200 kl/hr.

5.Cooling Water Pump: - 2 (two) Nos.

Pump- Make: -Kirlosker pumps, 24.94Kw, HEAD-34 M, 187kl / hr

Motor- Make:- Kirlosker Electric Co. Ltd, 30 KW, 415Volt & 50 Amp

6. Radiator Fan Motor: - 9 (nine) Nos.

Motor- 7.5 HP, 400 Volts, 11.3 Amps.

7.Window Air Conditioner: - 1.5 Ton (13 Nos.)

Contractor

Page 17 of 25

Company

IV) LPG Recovery Plant is situated inside the Industrial Estate, OIL, Duliajan.**Major Equipment:**

1. Inlet Gas Compressor: Make: ABB, 4500 HP, 213A (1 No.)
2. Lube oil Cooler Fan: KRILOSKAR, 15 HP, 21 A, 2 (two)
3. Pumps;
  - a) Lube oil supply Pump to Compressor: Make: Westing House., 3 HP, 3.4 A, (1 No.)
  - b) Lube oil supply Pump to Gears: Make: Crompton, 5 HP, 8.1 A (1 No.)
  - c) De-butanizer Reflux Pump (2 Nos.):  
Make: UNION, Capacity: 116 GPM  
Motor: SIEMENS, 15 HP, 23.2A
  - d) De-butanizer Reboiler Pump (2 Nos.):  
Make: UNION, Capacity: 100 GPM  
Motor: SIEMENS, 10 HP, 16.3A
  - e) Exp. lube oil Pump (2 Nos.):  
Make: Allweiler Tushaco Pump, Capacity: 33 GPM  
Motor: CROMPTON, 15 HP
  - f) Cooling water pump: (2 Nos.)  
Make: JYOTI LTD., Capacity: 11600 LPM  
Motor: JYOTI, 150 HP, 185A
  - g) Close drain pump : (2 Nos.)  
Make: CHEMPO AKAY IND., Capacity: 27.3 KL/Hr  
Motor: CROMPTON, 3 HP, 4.6A
  - h) LPG loading pump : (2 Nos.)  
Make: AKAY INDUSTRIES, Capacity: 57 KL/hr  
Motor: BHARAT BIJLEE, 30 HP, 39A
  - i) Gasoline despatch pump: (2 Nos.)  
Make: CHEMPO AKAY IND., Capacity: 60 KL/Hr  
Motor: SIEMENS, 20 HP, 28A
  - j) Fire water Jockey Pump : (2 nos.)  
Make: KRILOSKAR, Head- 90 m, Capacity: 5.5 L/s  
Motor: KRILOSKAR, 25 HP, 32 A
4. Blower: (2 Nos.)  
Type: Induced Draught, Make: Patel Airflows limited, Capacity: 2000 CHH/CFM  
Motor: Bharat Bijlee, 7.5 KW, 13.7A
5. Regen Gas Cooling Fan: (2 Nos.)  
Motor: Make: Bharat Bijlee, 10 HP, 14 A; Make: Crompton, 12.5 HP, 17A
- 6 Air Compressor: - 3 Nos.
  - a) Motor Driven- Screw Compressor (2 Nos.)  
Make: Ingersoll-Rand, 3.54 CuM/ min, Max. Pressure: 7.5 bar, 30 HP
  - b) Motor Driven- Reciprocating Compressor (Deluge): 1 No.  
Make: Ingersoll-Rand 111 cfm, Max. Pressure: 6.5 Kg/cm<sup>2</sup>,  
Motor: Crompton, 12.5 HP, 19A
7. Cooling Tower Fan: 4 (four) Nos.  
Motor: KIRLOSKAR/ CROMPTON, 20 HP

**V) LPG Filling Plant is situated inside the Industrial Estate, OIL, Duliajan.****Major Equipment:**

- 1.CONVEYORS: 16 (sixteen) Nos.  
a)CHAIN CONVEYOR - 14 (fourteen) Nos.  
Motor: Make - Krilosker / Crompton / Bharat Bijlee  
BHP:2 - 7 HP, Amps- 3.8 - 11A  
b)Telescopic Conveyor - 2 (two)  
Motor: Make - GEC / Krilosker, 5 HP, 8 A
- 2.Compressors:  
a) BOTTLE EVACUATION: 1 No.  
Motor: Make - Crompton, BHP: 11KW, Amps- 22A  
b)TANKER EVACUATION:1 No.  
Motor:Make - Bharat Bijlee, BHP: 18.5KW, Amps- 33.6A  
c)SCREW AIR COMPRESSOR: 2 (two) Nos.  
Motor: Make -Crompton / Bharat Bijlee, BHP: 30 HP, Amps- 18.2A  
d)AIR COMPRESSOR:2 (two) Nos.  
Motor: Make - Crompton, BHP: 11KW, Amps- 22A  
e)VAPOUR EXPULSION: 2 (two) Nos.  
Motor: Make - Crompton, BHP: 11KW, Amps- 20A  
f)GASOLINE EVACUATION:1 (ONE) No.  
Motor: Make - Crompton, BHP: 22 KW, Amps- 36A
- 3.CAROUSEL: 1 (one) No.  
Motor: Make - WEG, BHP: 1.1KW, Amps- 2.5A
- 4.Fan:3 (three) Nos.  
Motor: Make - Crompton, BHP: 1 - 3 HP

**VI) Moran Power House is situated inside the Industrial Estate, OIL, Moran, about 90 Km from Duliajan, Assam**

Area of Power House Premises: - 10000 Sq Metre (approx)

**Major Equipment:**

- 1.Gas Turbine Generator: Quantity 2 nos.  
Specification of Gas Turbines:  
Make: SOLOR TURBINE INC.  
Model No. CENTAUR 50-'T'5701  
Power : 4060 KW  
Compressor:  
Type: Axial, 11 Stage, Compression ratio: 9.8:1, Flow: 40 lb/sec(18.1 kg/sec), 14944 rpm, η=85%  
Turbine:  
Type: Axial, 3 stage, speed=14944 rpm  
Combustion Chamber:  
Type: Annular, Ignition: Torch, Nos. of fuel nozzles: 12, nos. of Igniters:12 Nos.  
Bearings:  
Journal: Tilt pad, Thrust:Fixed tapered land  
Generator:  
Kato Engg., 3800(3000) KW, 4750(3750) KVA, 11 KV, 0.8pf, 249(196) Amps, 1500 rpm, 50Hz  
Main reduction Gear:

Type: Epicyclic, Speed reduction ratio: 9.96:1, Sleeve bearing,

Quantity of lube oil required: 178 ltrs/min

Pressure of the lube oil: 3.9 Kg/cm2, Normal operating

temperature: 70oC

Pneumatic Starters:

Type: Vane motor, Rated power: 34 Hp @ 3000 rpm, 150 psi inlet, 5 psi back pressure.

Shaft Driven Main Lube oil Pump:

Type: Gear, Capacity: 31.8 m3/Hr., Pump speed: 2000 rpm

AC Pump:

Type: Rotary Gear, Capacity: 6 m3/Hr., 1450 rpm, 1.5 KW, 415 Vac, 50 Hz.

DC Pump:

Type: Gear, Capacity: 5.22 m3/Hr., 1450 rpm, 1.5 KW, 24 Vdc.

Oil Reservoir:

Capacity: 1.5 m3, {1m3=1000 ltrs., hence 1.5 m3=1500 ltrs.@ 8 drums of 200 ltrs is required}

Control System: PLC-5/20 (Turbotronics) control system.

2. Diesel Engine Driven Gen Set: 1 (one) No.

Engine: - Make- Cummins, 6 Cylinders / 138 BHP, RPM-1500

Alternator: - KVA-125, Volts-415,174A, 50 Hz

3. Enclosure Fan Motor: - 2 (two) Nos.

Motor- 20 HP, 430 Volts, 28.5 Amps.

4. Cooling fan: 4 (four) Nos.

Make - Crompton Greaves, FRP blade.

Motor rating - 5 hp

5. Air Compressor: - 3 (three) Nos

Motor Driven- Ingersoll-Rand, 78.8 cfm, Max. Pressure: 150 psi, (25 HP, 415Volt & 10.6 Amps);

6. Battery Bank and Charger:

Make: SAB NIFE, CELL TYPE: NiCd, Charger type: SCB -100-24-...

Output: 24V 75A DC

7. Station Auxiliary Transformer: - 2 (two) Nos.

Make: Crompton Parkinson, KVA-250, Volts: 11000/400 V,

Amps- HV=13.12A, LV 361A.

8. Air Conditioner (Window):-33 Nos., Make: LG/ Voltas, 1.5 Ton.

\*\*\*\*\*

**TO,  
HEAD-CONTRACT  
OIL INDIA LIMITED  
DULIAJAN-786602**

**SUB: SAFETY MEASURES**

**Description of work/service:**

**SERVICES REQUIRED TO CARRY OUT ENERGY AUDIT OF SIX OILS INSTALLATIONS**

Sir,

Contractor

Page 20 of 25

Company

We hereby confirm that we have fully understood the safety measures to be adopted during execution of the above contract and that the same have been explained to us by the concerned authorities. We also give the following assurances.

a) Only experienced and competent persons shall be engaged by us for carrying out work under the said contract.

b) The names of the authorized persons who would be supervising the jobs on day to day basis from our end are the following:

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

The above personnel are fully familiar with the nature of jobs assigned and safety precautions required.

c) Due notice would be given for any change of personnel under item(b) above.

d) We hereby accept the responsibility for the safety of all the personnel engaged by us and for the safety of the Company's personnel and property involved during the course of our working under this contract. We would ensure that all the provisions under the Oil Mines Regulations, 1984 and other safety rules related to execution of our work would be strictly followed by our personnel. Any violation pointed out by the Company's Engineers would be rectified forthwith or the work suspended till such time the rectification is completed by us and all expenditure towards this would be on our account.

e) We confirm that all persons engaged by us would be provided with the necessary Safety Gears at our cost.

f) All losses caused due to inadequate safety measures or lack of supervision on our part would be fully compensated by us and the Company will not be responsible for any lapses on our part in this regard.

g) We shall abide by the following HSE (Health, Safety & Environmental) POINTS:

**GENERAL HEALTH, SAFETY & ENVIRONMENT (HSE) POINTS:**

1. It will be solely the Contractor's responsibility to fulfill all the legal formalities with respect to the Health, Safety and Environmental aspects of the entire job (namely; the person employed by him, the equipment, the environment, etc.) under the jurisdiction of the district of that state where it is operating. . Ensure that all sub-contractors hired by him comply with the same requirement as the contractor himself and shall be liable for ensuring compliance all HSE laws by the sub or sub-sub contractors.

2. Every person deployed by the contractor in a mine must wear safety gadgets to be provided by the contractor. The Contractor shall provide proper Personnel Protective Equipment as per the hazard identified and risk assessed for the job and conforming to statutory requirement and company PPE schedule. Safety appliances like protective footwear, Safety Helmet and Full Body harness has to be DGMS approved. Necessary supportive document shall have to be submitted as proof. If the Contractor fails to provide the safety items as mentioned above to the working personnel, the Contractor may apply to the Company (OIL) for providing the same. OIL will provide the safety items, if available. But in turn, OIL will recover the actual cost of the items by deducting from Contractor's Bill. . However, it will be the Contractor's sole responsibility to ensure that the persons engaged by him in the mines use the proper PPE while at work. All the safety gears mentioned above are to be provided to the working personnel before commencement of the work.

3. The Contractor shall prepare written Safe Operating Procedure (SOP) for the work to be carried out, including an assessment of risk, wherever possible and safe methods to deal with it/them. The

SOP should clearly state the risk arising to men, machineries & material from the mining operation / operations to be done by the contractor and how it is to be managed.

4. The contractor shall provide a copy of the SOP to the person designated by the mine owner who shall be supervising the contractor's work.

5. Keep an up to date SOP and provide a copy of changes to a person designated by the Mine Owner /Agent /Manager.

6. Contractor has to ensure that all work is carried out in accordance with the Statute and SOP and for the purpose he may deploy adequate qualified and competent personnel for the purpose of carrying out the job in a Contractor 1 Company SCC safe manner. For work of a specified scope/nature, he should develop and provide to the mine owner a site specific code of practice in line.

7. All persons deployed by the contractor for working in a mine must undergo Mines Vocational Training, initial medical examination, PME. They should be issued cards stating the name of the contractor and the work and its validity period, indicating status of MVT, IME & PME.

8. The contractor shall submit to DGMS returns indicating - Name of his firm, Registration number, Name and address of person heading the firm, Nature of work, type of deployment of work persons, Number of work persons deployed, how many work persons hold VT Certificate, how many work persons undergone IME and type of medical coverage given to the work persons.

9. The return shall be submitted quarterly (by 10th of April, July, October & January) for contracts of more than one year. However, for contracts of less than one year, returns shall be submitted monthly.

10. It will be entirely the responsibility of the Contractor/his Supervisor/representative to ensure strict adherence to all HSE measures and statutory rules during operation in OIL's installations and safety of workers engaged by him. The crew members will not refuse to follow any instruction given by company's Installation Manager / Safety Officer / Engineer / Official / Supervisor/Junior Engineer for safe operation.

11. Any compensation arising out of the job carried out by the Contractor whether related to pollution, Safety or Health will be paid by the contractor only.

12. Any compensation arising due to accident of the Contractor's personnel while carrying out the job, will be payable by the contractor.

13. The contractor shall have to report all incidents including near miss to Installation Manager / departmental representative of the concerned department of OIL.

14. The contractor has to keep a register of the persons employed by him/her. The contractor's supervisor shall take and maintain attendance of his men every day for the work, punctually.

15. If the company arranges any safety class / training for the working personnel at site (company employee, contractor worker, etc) the contractor will not have any objection to any such training.

16. The health check up of contractor's personnel is to be done by the contractor in authorized Health Centers as per OIL's requirement & proof of such test(s) is to be submitted to OIL. The frequency of periodic medical examinations should be every five years for the employees below 45 years of age and every three years for employees of 45 years of age and above.

17. To arrange daily tool box meeting and regular site safety meetings and maintain records.

18. Records of daily attendance, accident report etc. are to be maintained in Form B, E, J (as per Mines Rules 1955) by the contractor.

19. A contractor employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's act or omissions at work.

20. A contractor employee must, while at work, cooperate with his or her employer or other persons so far as is necessary to enable compliance with any requirement under the act or the regulations that is imposed in the interest of health, safety and welfare of the employee or any other person.

21. Contractor's arrangements for health and safety management shall be consistent with those for the mine owner.

22. In case Contractor is found non-compliant of HSE laws as required company will have the right for directing the contractor to take action to comply with the requirements, and for further non-compliance, the contractor will be penalized prevailing relevant Acts/Rules/Regulations.

23. When there is a significant risk to health, environment or safety of a person or place arising because of a non-compliance of HSE Measures Company will have the right to direct the contractor to cease work until the non-compliance is corrected.

24. The contractor should prevent the frequent change of his contractual employees as far as practicable.

25. The contractor should frame a mutually agreed bridging document between OIL & the contractor with roles and responsibilities clearly defined.

26. For any HSE matters not specified in the contract document, the contractor will abide the relevant and prevailing Acts/rules/regulations/ pertaining to Health, Safety and Environment.

(Seal)

Yours Faithfully

Date \_\_\_\_\_

M/s \_\_\_\_\_  
FOR & ON BEHALF OF  
CONTRACTOR

**Proforma-1**

**STATEMENT OF COMPLIANCE**  
**(Only exceptions/deviations to be rendered)**

<b>SECTION NO. (PAGE NO.)</b>	<b>CLAUSE NO. SUB-CLAUSE NO.</b>	<b>COMPLIANCE/ NON COMPLIANCE</b>	<b>REMARKS</b>

**(Authorised Signatory)**

**Name of the Bidder : \_\_\_\_\_**

NOTE : OIL INDIA LIMITED expects the bidders to fully accept the terms and conditions of the bid document. However, should the bidders still envisage some exceptions/deviations to the terms and conditions of the bid document, the same should be indicated here and put in their Bid. If the proforma is left blank, then it would be presumed that the bidder has not taken any exception/deviation to the terms and conditions of the bid document.

**Proforma-2**

**Bidders are required to furnished the following details:**

- 1. PAN NO: (Scan Copy to be uploaded):**
- 2. VAT REGD. NO: (Scan Copy to be uploaded):**
- 3. SERVICE TAX REGD NO:**
- 4. BANK A/C NO:**
- 5. VENDOR CODE( Existing Vendor):**

\*\*\*\*\*