

M/s.

Oil India limited

(A Government of India Enterprise)

PS-6, Bongaigaon (Assam)

TENDER NOTICE NO: G266894L10
02.02.2010

Date :

OIL INDIA LIMITED invites SEALED TENDERS from experienced and approved Contractors/Firms for the under mentioned work :

Description of work / service

ROW patrolling service by line
Walking at PS 6sector (KM497 to KM632)
Including ROU.

Location

PS 6 SECTOR

Contract period

One year

i) Bid Closing/Opening date

ii) Earnest Money deposit

06.03.2010

Rs. 7500.00

(Rupees seven thousand & five hundred)

a)

b)

c)

Earnest money
deposited / not
deposited vide
D. Draft /
B. Cheque /
Money Receipt
No. _____

_____ dated

_____ of

_____ Security
Deposit will be
Non-interest
bearing 2.1/2%
of the total
Contract price.
Conditional /
Non
Conditional
offer as per
letter attached.

2.0 SEALED ENVELOPES containing the Tender shall be marked with the above Tender Number and description of work and addressed to the
Dy. Chief Engineer(O)PS-6

Oil India Limited
(A Govt. of India Enterprise)
PS-06, Bongaigaon, Assam.

All tenderers shall deposit the requisite EARNEST MONEY along with the Tender in the form of Demand Draft / Banker's Cheque / Bank Guarantee in favour of M/s. Oil India Limited and payable at GUWAHATI. This Earnest Money shall be refunded to all unsuccessful tenderers, but is liable to be forfeited in full or part, at Company's discretion, as per Clause No. 6.0 below. Tenders received without Earnest Money in the manner specified above will be summarily rejected.

3.0 Tenders will be received upto 12:00 AM (IST) on the date as mentioned above and opened on the same day at 12:00 AM (IST) at the Office before any attending tenderers. Tender box is placed at the Office of Head (Contracts). However, if the above mentioned closing / opening day of the tender happens to be non-working day due to Bundh / Strike or any other reason, the tenders will be received and opened on the following working day at the same time except on Saturdays.

4.0 The rates shall be quoted per unit as specified in the Schedule of Work (Part-II) and shall be in words as well in figures. No overwriting shall be allowed, but all corrections may be inserted in the blank space above the corrected word / figure and must be initiated. In case of discrepancy the

unit rate quoted
in words shall be considered to be correct.

5.0 The Company reserves the right to reject any or all the tenders or accept any tender in full or in part, without assigning any reason.

TENDER NO. : G266894L10

Date : 11.02.2010

6.0

(a) No Tenderer must withdraw the tender after its public opening. Any such withdrawal will make the tenderer liable of forfeit his/her/their Earnest Money in full and debarred from further tendering 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.

7.0 The tender must be valid for 180 (one hundred & eighty) days from the date of opening of the tender.

8.0 Conditional tenders are liable to be rejected at the discretion of the Company.

9.0

Tenders can be dropped at the box placed at the office of Contract Department or can be sent by registered post addressed to
Dy. Chief Engineer(O)PS-6
Oil India Limited
(A Govt. of India Enterprise)
PS-6, Bongaigaon, Assam
P.O.Bongaigaon Dist.Bongaigaon
so as to reach his office before scheduled closing date and time. Company will not be responsible for any postal delay or non-receipt of the same.

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

11.0 The bidders are required to furnish the composition and status of ownership of the firm in whose name tender 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.

01. In case of Sole Proprietorship Firm-Copies of Telephone / Electricity / Mobile Bill, PAN, latest Income Tax Return indication 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.

02.

In case of HUF-copies of Telephone/Electricity/Mobile Bill, PAN, latest
Income Tax
Return, 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.

03.

In case of Partnership Firm-Copies of Telephone/Electricity/Mobile Bill,
PAN, latest
Income Tax Return 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.

04.

In case of Co-operative Societies-Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indication 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.

TENDER NO. : G266894L10
11.02.2010

Date :

05.

In case of Societies registered under the Societies Registration Act óCopies
of

Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indication
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.

06.

In case of Joint Stock Companies registered under the Indian Companies Act óCopies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return 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.

07.

In case of Trusts registered under the Indian Trust Act
Copies of
Telephone/Electricity/Mobile bill, PAN, latest Income Tax Return indication
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.

12.0 The selected tenderer will be required to enter into a formal contract, which will
be based on their
tender i.e. O.I.L's Standard Form of Contract.

13.0 The successful tenderer shall furnish a Security Deposit in the form of Demand
Draft / Banker's
Cheque / Cash as specified above before signing the formal contract. The Security
Deposit will be
refunded to the Contractor after satisfactory completion of the work, but a part or whole
of which shall be
used by the Company in realization of liquidated damages or claims, if any or
for adjustment of
compensation or loss due to the Company for any reason. This Security Money
shall not earn any
interest.

14.0 The amount of Retention Money shall be released after 6 (six) months
from the date of
Completion Certificate from the concerned department.

15.0 The work shall have to be started within seven days from the date of
Work Order.

16.0 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
liquidated damages
and / or penalty from the Contractor as per terms of the tender / contract.

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

3

18.0 DISCOUNTS / REBATES.

1.1 Unconditional Discounts/Rebates if any given in the bid or along with bid
will be considered for evaluation.

1.2 Post bid or conditional discount / rebates offered by any bidder 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. These provision shall be incorporated suitably in the Bid
Document.

19.0 BACKING OUT BY BIDDER

In case any bidder withdraws their bid within the bid validity period, Bid security will be forfeited and the party will be debarred for a period of 2(two) years from the date of withdrawal of bid.

20.0 BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA

In case LOA issued is not accepted by the L1 bidder or the Performance Security is not submitted as per the terms of the contract within the time specified in the bid document, the bid security shall be forfeited and the bidder shall be debarred for 2(two) years from the date of default.

21.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:

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

For GENERAL MANAGER (PLS)

4

1.1.0 BID REJECTION CRITERIA (BRC):

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 BEC shall be submitted along with the Bid.

1.2.0 TECHNICAL :
BIDDERS ELIGIBILITY CRITERIA

1.2.1 The bidder shall be a Regd. Security Agency by Govt. Authorities with valid credentials and have experience of carrying out services for at least one year (cumulative) in last three (03) years reckoned from the Bid Closing date (BCD).

Note:

1. Documentary evidences in support of valid Registration, work experience and fulfilling the requirement as spelt out in clause 1.2.1 must be submitted along with bid. If the validity of Registration does not cover the proposed service period the party must give an undertaking to renew the same till the completion of the contract.

2. These documents should be in the form of copies of Contracts / Work Orders/ Completion Certificates/ Payment Certificates/Service Entry Sheet (SES) issued by the Owner. However, the originals of these documents shall have to be produced by the bidder, as and when asked for.

1.3.0 COMMERCIAL:

1.3.1 Bidder shall furnish EMD as Bid Security along with Bid . Bid security shall be furnished in the form of Demand Draft/ Banker's cheque from any Nationalised Bank as a part of the Bid in a separate sealed envelope . Any bid not accompanied by a proper bid security will be rejected.

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

1.3.3 Bid shall be typed or written in indelible ink and original bid shall be signed by the Bidder or their authorized representative on all pages failing which the bid will be rejected.

1.3.4 Bid shall contain no inter-lineation, erasures or overwriting except as necessary to correct errors made by Bidder, in which case such corrections shall be initialed by the person(s) signing the bid. Any bid not meeting this requirement shall be rejected.

1.3.5 Any bid containing false statement will be rejected.

1.3.6 Bidders must quote clearly and strictly in accordance with the price schedule of Bidding Documents , otherwise the bid will be rejected.

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

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

1.3.9 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.

1.3.10 The quoted price in the bid must be written clearly both in figures words.

1.3.11 The quoted price in the bid shall include service tax and other applicable taxes/liabilities including State liabilities.

1.3.12 The tender is double bid type. The technical bid and price bid shall be submitted separately otherwise the bid will be rejected.

1.4.0 GENERAL:

1.4.1 No deviation will however, be accepted in the clauses covered under BEC/BRC.

1.4.2 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.

1.4.1 In case Bidder takes exception to any clause of Tender Document not covered under BEC/BRC, then the Company shall exercise its 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.

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

1.4.3 Any additional information/terms/ conditions furnished in sealed Price Bid will not be considered by Company for evaluation /award of contract.

1.4.4 The successful bidder /contractor shall undertake to indemnify the company against all claims which may arise under the under noted Acts during signing of the contract:

- a) The Mines Act - 1952
- b) The Minimum Wages Act 1948
- c) The Workman#s compensation Act 1923
- d) The payment of wages Act 1963
- e) The payment of Bonus Act 1965
- f) The Contract Labour (Regulation and Abolition) Act 1970 and the rules framed thereunder.
- g) Employees Pension Scheme 1995.
- h) Interstate Migrant (regulation of Employment and Condition of Service) Act 1979
- i) The Employees Provident Fund and Miscellaneous Provisions Act 1952
- j) AGST Act/VAT
- k) Service Tax Act

1.5.0 BID EVALUATION CRITERIA (BEC):

1.5.1 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 given.

1.5.2 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

CONTRACTOR
COMPANY

6/7

Tender No. G266894L10

GCC

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

SIGNED & DELIVERED FOR AND ON BEHALF OF

(Signature of Contractor or his
----- by the hand of
legal Attorney)

its Partner / Legal Attorney

(Full Name of Signatory)

And in presence of -----
Contractor's Firm)
Date : _____

(Seal of

(Signature of Witness)

(Full Name of Signatory)

Address :

(Signature of Acceptor)

SIGNED & DELIVERED FOR & ON
BEHALF OF OIL INDIA LIMITED
Date : _____

Designation :

CONTRACTOR
COMPANY

7/7

OIL INDIA LIMITED

(A Govt. of India Enterprise)
PS-6,Bongaigaon,Assam

WORK CONTRACT

Tender No. G266894L10

SOQ

SOQ ó Schedule of Work, Unit, Quantities, Rates and prices.

Service Amount Line No.	Description of Work	Unit in Words	Quantity	Rate per unit (Figures & Words)
10	Ground patrolling and Surveillance services.	Kilometer	14450.000	
	1) ROW/ROU patrolling shall be carried out by line walking only.			
	2) Uniform,safety gears, Medical support, Accommodations,mobile Etc shall be contractor's scope.			
	3) Service provider shall Inspect & submit a detailed Report of inspected ROW/ ROU covering the surface Condition on and adjacent Of the pipeline Right of Way, indication of leaks, encroachment,exposure, illegal/unauthorized activities to respective station-in-charge & also should be responsible for liasioning with local authorities. The report shall be supported by sketch/photograph showing details of inspection.			
	4) In emergency case service provider shall be called for assistance if required.			

Contractor
Company

1

Tender No. G266894L10

20 Supervisory and other support Services Months 12.000

1) The service provider shall submit a report on the prescribed format on daily basis and also a monthly report in a format.

Approved by
Engineer-In-Charge or as directed.

2) The service provider shall report at the office of the Installation Manager.

3) The service provider shall be in constant touch with the installation Manager, local Police/ Administrative Authorities.

4) The Supervisor shall be provided with mobile set connection and required infrastructure support for report generation.

5) Accommodation, transport, Etc. will be contractor's Scope.

Note :- Bidder must include all liabilities including statutory Liabilities in their quoted rates.

Contractor
Company

2

OIL INDIA LIMITED
(A Govt. of India Enterprise)
PS-6, Bongaigaon, Assam.

WORK CONTRACT

Special Condition of Contract(SCC)

Tender No.: G276928P10

1.0 SCOPE OF WORK

1.1 Patrolling of RoW/RoU & emergency reporting activities for the designated length of OIL's pipeline RoW/RoU and other assets and equipments including OFCs shall be carried out as per company's direction.

1.2 The service provider shall inspect, facilitate and report the surface conditions on and adjacent to the pipeline RoW/RoU pertaining to indication of leaks, encroachment, exposure, construction activity other than that performed by the company, any sabotage or pilferage attempt on pipeline, rupture, incidents of fire in and around RoW/RoU or destruction caused to any equipment/pipeline fixture immediately to OIL authorities, Fire brigade, Police /Civil authorities depending upon situation after inspection and daily report in a prescribed format.

1.3 Protective clothing, safety gears, mobile sets etc. shall be contractor's scope.

1.4 Use fastest mode of communication including mobile communication to report such events without loss of time to OIL's office/designated officer/ control room.

1.5 Assisting the police and other authorities in investigation in case of accident, report/submit FIR/give relevant evidence to the police about the incident.

2.0 SPECIAL TERMS AND CONDITIONS:

2.1 PERIOD OF CONTRACT :

a) The Contract shall be valid for 12 months from the date mentioned in the P.O. or as per the instruction of OIL Engineer in Charge.

b) OIL reserves the right to terminate the contract by giving 30(thirty) days notice without assigning any reason whatsoever.

2.2 PAYMENT TERMS:

a) The contractor shall be paid charges for the services as mentioned herein with the contracted rates which amounts shall be all inclusive of all statutory, service tax and other applicable taxes , the contractor shall not be entitled for any additional payments.

b) Monthly bill shall be submitted by the contractor with duly supported documents based on actual executed quantities for necessary payment.

c) Applicable income tax and surcharge, if any, shall be deducted at source from the service charges payable as per laws enforced from time to time.

2.3 GENERAL CONDITIONS:

a) OIL reserves the right to intensify / withdraw patrolling/monitotring of any section of the pipeline as and when required.

b) The contractor shall ensure his personnel adhere to safe working practices and take precautions against hazardous and unsafe working conditions and shall comply with OIL's safety rules as laid down.

c) The contractor shall deploy the personnel as per agreed requirements and shall increase/decrease if so required considering the situation.

d) The contractor shall submit the verification report to ascertain character and antecedents from the civil administration towards the persons engaged under this contract to OIL Office before engagement.

e) Insurance of the contractor's personnel is at contractor's scope including the cost.

G276928P10

- f) The contractor has to take the necessary permission to carryout patrolling in the forest area , if any, from the concerned authority.
- g) The patrolling party shall be equipped with mobile communication.

2.4 SPECIAL CONDITIONS:

The quoted price shall be in line with Minimum wage Act 1948 and other relevant Acts including service tax & all allowances applicable and considering all the scope of work, terms & conditions mentioned in the bids.

2.5 STATUTORY OBLIGATIONS:

2.5.1 The contractor shall keep and maintain all statutory registers/records as required under the provisions of the Acts mentioned and keep the same available for inspection by OIL's representative and/or

Government Authorities.

2.5.2 Permission, Liscence etc to work in this sector is under scope of contractor.

2.6 SAFETY AND ENVIRONMENT:

- a) The contractor shall ensure that all his personnel adhere to all the safety , security and environmental norms / policy applicable, while on duty.
- b) The cost of any damage caused to men and material & asset of OIL/third party due to violation of safety, security and environmental norms shall be recovered from the contractor. The appropriate authority of OIL or its delegates shall only decide the quantum of damage, in such an event.

2.7 FIRST AID AND SAFETY :

- a) The Contractor shall provide First Aid facilities to all his personnel deployed for the work immediately and give due medical treatment at his own cost, in case of injury / accidents.
- b) The contractor shall also ensure that proper trainings and meetings on safety and first aid are conducted on a regular basis.

Contractor
Company G266894L20

General Manager (PLS)

SM

Oil India Limited
PS-6, Bongaigaon
Bongaigaon (Assam).

Sub : SAFETY MEASURES

Tender No. G266894L10.

Description of work / service :

Row patrolling service at PS-6 sector, from KM 497 to 632 including ROU.

Sir,

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.

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

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.

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

cost.

All losses caused due to inadequate safety measures of lack of supervision on our part would be fully

compensated by us and the Company will not be responsible for any lapses or our part in this regard.

Yours faithfully,

(S E A L)

Date : _____

M/s. _____

CONTRACTOR
FOR & ON BEHALF OF