

**OIL INDIA LIMITED**  
**(A Govt. of India Enterprise)**  
**P.O. Duliajan-786 602(Assam)**

**Sub: - RENEWAL / UPGRADATION / CANCELLATION OF REGISTRATION OF THE**  
**OIL CIVIL ENGINEERING CONTRACTORS**

1.0 OIL INDIA LIMITED, a premier Public Sector Undertaking of Govt. of India invites applications in sealed envelopes for RENEWAL / UPGRADATION of registration from EXISTING CIVIL ENGINEERING Firms/ Contractors REGISTERED with OIL.

2.0 OIL registered 'D' class contractors fulfilling the following criteria will be considered for upgradation to Class 'C' :

(i) A contractor presently working in class "D" must have completed **9(Nine)** years on 31.03.2007 after registration with OIL.

(ii) Must have successfully carried out at least **1(One)** contract job (other than misc/maint works), value of which must not be less than **Rs.1,00,000.00 (Rupees one lakh only)** or **2(two)** contract jobs of value not less than **Rs.75,000.00 (Rupees seventy five thousand only) each** during last 5(Five) years ending 31.03.2007.

**Or**

A 'D' class contractor registered with OIL but has carried out contract jobs in Central Govt., State Govt. or any other Public Sector Undertakings, value of which must not be less than **Rs.5,00,000.00 (Rupees five lakh only)** for **1(one)** contract job or minimum **Rs.3,00,000.00 (Rupees three lakh only) each** for **2(two)** contract jobs during last 5(Five) years ending 31.03.2007.

**Or**

Proprietor or Managing Partner of any 'D' class firm having technical qualification (Minimum 3 years' Diploma holder), Master degree in Science, Arts or Commerce from a recognized institute / college / university. Also these contractors will be exempted from fulfilling the 9 (nine) years criteria vide clause no. 2.0(i). However, on removal of the said Managing Partner (by resignation, retirement, expulsion, demise or otherwise) from the firm after its upgradation to class "C", the status of the firm will be de-graded back to "D" class.

**Or**

Average annual value of work done in OIL misc/maint contracts shall be at least **125%** of the corresponding zonal average value per contractor for the last 3 years ending 31.03.2007.

3.0 However their upgradation to Class 'C' will be subject to the following :

(i) The contractor must have PERMANENT ACCOUNT NUMBER (**PAN**) issued by the Income Tax Department, Govt. of India.

(ii) The contractor must have a permanent office with telephone facility (Mobile phone also, if any) within the districts of Dibrugarh, Tinsukia or Sibsagar.

(iii) The contractor must have **PF Code No.** issued by the appropriate authority.

(iv) The contractor must have **VAT** Registration.

- (v) The contractor must have **Service tax** Registration.
- (vi) The contractor must not have been imposed LD/penalty for tender jobs for at least 3 (three) times or more during the last 5(five) years.
- (vii) The contractor must have **Bank Account No.** with scheduled commercial bank.

4.0 OIL registered 'D' class contractors who do not fulfill criteria 2.0(i) and 2.0(ii) but fulfill criteria 3.0(i) to 3.0(vii) will be considered for renewal at class 'D'.

5.0 The contractors in Grade "D" must fulfill the conditions 3.0(i) to 3.0(vii) within 06 (six) months of serving this notice; failing which their registration will not be renewed and they will not be allowed to participate in tender and award of contract.

6.0 OIL registered 'C' class contractors fulfilling the following criteria will be considered for upgradation to Class 'B' :

- (i) A contractor presently working in class "C" must have completed **9(Nine)** years on 31.03.2007 as "C" class OIL registered contractor.
- (ii) Must have executed Civil Contract (other than misc./maint. works) with OIL and total value of work done must not be less than
  - (a) **Rs.8.00 (eight) lakh** in case of one job or
  - (b) **Rs.5.00 (five) lakh each** in case of two jobs or
  - (c) **Rs.4.00 (four) lakh each** in case of three jobs during the last 7 (Seven) years ending 31.03.2007.

**Or,**

A "C" class contractor registered in OIL but has carried out contract jobs in Central Govt., State Govt. or any other Public Sector Undertakings, and value of which must not be less than

- (a) Rs.20.00 (twenty) lakh** in case of one job or
- (b) Rs.15.00 (fifteen) lakh each** in case of two jobs or
- (c) Rs.10.00 (ten) lakh each** in case of three jobs during last 7(Seven) years ending 31.03.2007.

7.0 However their upgradation to Class 'B' will be subject to the following :

- (i) The contractor must have PERMANENT ACCOUNT NUMBER (**PAN**) issued by the Income Tax Department, Govt. of India.
- (ii) The contractor must have a permanent office with telephone facility (preferably with a Mobile phone) within the districts of Dibrugarh, Tinsukia or Sibsagar.
- (iii) The contractor must have **PF Code No.** issued by the appropriate authority.
- (iv) The contractor must have **VAT** Registration.
- (v) The contractor must have **Service tax** registration.
- (vi) The contractor must not have been imposed LD/penalty for tender jobs for 3 (three) times or more during the last 5 (five) years.
- (vii) The contractor must have **Bank Account No.** with scheduled commercial bank.
- (viii) The contractor must produce **Bank Solvency Certificate** from any Nationalised bank.
- (ix) The contractor must possess equipment like 2 (Two) Vibrators and 1(One) Mixture Machine and at least 1(one) truck of his own **OR** must produce undertaking from the owners for providing services of the same with Operator in good running condition.

8.0 OIL registered 'C' class contractors who do not fulfill criteria 6.0(i), 6.0(ii) and 7.0(i) to 7.0(ix) but fulfill criteria for up gradation from class 'D' to class 'C' will be considered for renewal at class 'C'.

9.0 Contractors in Class 'C' must fulfill the criteria for up gradation from class 'D' to class 'C' within 06 (six) months of serving this notice; failing which they will be down graded to Class 'D'.

10.0 OIL registered 'B' class contractors fulfilling the following criteria will be considered for upgradation to Class 'A' :

(i) A contractor presently working in class "B" must have completed **9(Nine)** years on 31.03.2007 as "B" class OIL registered contractor.

(ii) The contractor must have executed Civil Contract (other than misc./maint. works) with OIL and total value of work done during last 7 (seven) years ending 31.03.2007 must not be less than **Rs.30.00 (thirty) lakh** and value of at least one job shall be minimum **Rs.15.00 (fifteen) lakh**.

**Or,**

A "B" class contractor registered with OIL, but has carried out contract jobs in Central Govt., State Govt. or any other Public Sector Undertakings, and value of which must not be less than

- (a) **Rs. 60.00 (sixty) lakh** in case of one job or
  - (b) **Rs. 40.00 (forty) lakh each** in case of two jobs or
  - (c) **Rs. 30.00 (thirty) lakh each** in case of three jobs
- during last 7(Seven) years ending 31.03.2007.

11.0 However their upgradation to Class 'A' will be subject to the following :

(i) The contractor must have PERMANENT ACCOUNT NUMBER (**PAN**) issued by the Income Tax Department, Govt. of India.

(ii) The contractor must have a permanent office with telephone (Mobile phone also, if any), Fax and e-mail facilities within the districts of Dibrugarh, Tinsukia or Sibsagar.

(iii) The contractor must have **P.F. Code Number** issued by the appropriate authority.

(iv) The contractor must have **VAT Registration**.

(v) The contractor must have **Service Tax Registration**.

(vi) The contractor must not have been imposed any LD/penalty for tender jobs for 3 (three) times or more during the last 5 (five) years.

(vii) The contractor must have **Bank Account No.** with scheduled commercial bank.

(viii) The contractor must produce **Bank Solvency Certificate** from any Nationalised bank.

(ix) The contractor must possess minimum 2(Two) dumper / truck, 1(One) Road Roller, 1(One) excavator, 1(One) mixture machine, 1(One) welding & cutting set and 1(One) Cube testing machine of his own **OR** must produce undertaking from the owners for providing services of the same with Operator and jugalis in good running condition.

12.0 OIL registered 'B' class contractors who do not fulfill criteria 10.0(i), 10.0(ii) and 11.0(i) to 11.0(ix) but fulfill criteria for up gradation from class 'C' to class 'B' will be considered for renewal at class 'B'.

13.0 Contractors in Class 'B' must fulfill the criteria for up gradation from class 'C' to class 'B' within 06 (six) months of serving this notice; failing which they will be down graded to Class 'C'.

14.0 The Contractors in Class 'A' must fulfill the criteria for up gradation from class 'B' to class 'A' for renewal at class 'A'. If they do not fulfill the criteria for up gradation from class 'B' to class 'A' within 06 (six) months of serving this notice they will be down graded to Class 'B'.

15.0 Documentary evidences of job experiences should be in the form of photocopies of Letter of Intent / Letter of Allotment / Work-Order along with respective Completion Certificate(s). The certifying authority for completion certificates should be not below the rank of Chief Engineer / Chief Manager in case of Public Sector Undertakings and Executive Engineer in case of Govt. organizations.

16.0 The documentary evidence of ownership / undertaking for the plants, equipment, vehicles etc. in the form of court affidavit and valid registration certificates / purchase documents of the plants & equipment should be submitted with the application.

17.0 All relevant certificates / testimonials as documentary proof towards fulfilling the conditions stated above shall be furnished either in original or in legible photocopies duly attested both by a gazetted officer and the contractor.

18.0 The format for application may be obtained from the office of Head-Contracts from **28/01/08** between 9-00 AM to 11-00 AM on all working days except Saturdays and holidays. Duly filled in applications in sealed envelope, super scribing applicant's name/ address / OIL Reg. No. with all relevant certificates / testimonials as stated above should reach the Office of HEAD - CONTRACTS, OIL INDIA LIMITED, Duliajan on or before 11:00 AM on **11.04.2008**. If however the date happens to be a Holiday/ Bandh, it will be received up to the next working day till the same time. Application may be sent by post. However, for the delay in receipt or non-receipt of the same at the office of Head (Contracts), the Company will not be responsible.

**19.0 All existing OIL registered contractors must apply for upgradation / renewal in the prescribed format. The contractors / firms who do not apply for upgradation / renewal their registration with OIL will be cancelled.**

**Date : 03.01.2008**

**HEAD-CONTRACTS**