

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

M/s.  
India

TENDER NOTICE NO.: DCO7552P10/BB

Date: 29.03.2010

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

DESCRIPTION OF WORK/ SERVICE.	LOCATION	CONTRACT PERIOD	i)Bid Closing/ Opening date ii)Earnest money deposit
Drilling/ Sinking of 10 no Deep tube wells by fully mechanised Truck mounted reverse circulatory drilling rig for water injection and field water supply set-up at Duliajan/Naharkatia and Moran fields,for 01 year	DULIAJAN AND MORAN FIELDS	1 YEAR	18.05.2010 17,500.00 (RUPEES SEVENTEEN  THOUSAND FIVE HUNDRED ONLY)

- a) Earnest money deposited/Not deposited vide D.Draft/B.Cheque/Money Receipt  
No. \_\_\_\_\_ dated \_\_\_\_\_ of \_\_\_\_\_
- b) Security Deposit will be Non-interest bearing 2.1/2% of the total contract price.
- c) 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

HEAD-CONTRACTS  
OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
Contracts Department,  
Duliajan, DISTRICT: DIBRUGARH  
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All tenderers shall deposit the requisite EARNEST MONEY alongwith the Tender in the form of Demand Draft/Banker's Cheque/Bank Gurantee in favour of M/s Oil India Limited and payable at DULIAJAN. This Earnest Money shall be refunded to all unsuccesssful tenderers, but is liable to be forfeited in full or part, at Company's discretion , as per Clause No. 6 below. Tenders received without Earnest Money in the manner specified above will be summarily rejected.

The bids are to be submitted in duplicate. (One in original and one photocopy of the original).

3.0 Tenders will be received upto 12:45 PM (IST) on the date as mentioned above and opened on the same day at 01:00 PM (IST) at HEAD-CONTRACTS's 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

as 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 initialed. 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.

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

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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 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.

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 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.

05. In case of Societies registered under the Societies Registration Act -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 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 -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 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 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.

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 liquidate 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.

#### 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 discounts / 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 provisions 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.

HEAD-CONTRACTS  
For HEAD-CONTRACTS

OIL INDIA LIMITED  
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 Contracts Department,  
 Duliajan, DISTRICT: DIBRUGARH  
 ASSAM, PIN: 786602

WORKS CONTRACT

DCO7552P10/BB

DESCRIPTION OF WORK/SERVICE :-

Drilling/ Sinking of 10 no Deep tube wells by fully mechanised Truck mounted reverse circulatory drilling rig for water injection and field water supply set-up at Duliajan/Naharkatia and Moran fields, for 01 year

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 Duliajan 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 upto 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 upto 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 thereunder.
- 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 52 weeks 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 event taking shape or form at any place of the Company's works or and its neighbourhood.

10. The tendered all-inclusive Price (i.e. the Contract price) is Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_

\_\_\_\_\_ only.) but the Company shall pay the Contractor 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 oftener than monthly, upto 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).

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. LB 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 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.

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

27.1 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 mobilization /completion date subject to a maximum ceiling of 7.5% of contract value .

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

SIGNED & DELIVERED FOR AND

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Contractor

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Company

ON BEHALF OF

(Signature of Contractor or his legal Attorney)

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----- by the hand

-----  
(Full Name of Signatory)

of -----  
its Partner/Legal Attorney

-----  
(Seal of Contractor's Firm)

And in presence of

-----  
(Signature of witness)

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

-----  
(Full Name of Signatory)

Address:

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(Signature of Acceptor)

SIGNED & DELIVERED FOR & ON  
BEHALF OF OIL INDIA LIMITED

Designation \_\_\_\_\_

Date \_\_\_\_\_

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

**WORKS CONTRACT**

Tender No. DCO7552P10/BB

SOQ - Schedule of Work, Unit, Quantities, Rates and Prices.

Service Line No.	Description of Work	Unit in Words	Quantity	Rate per Unit (Figures & Words)	Amount
10	Initial mobilisation of the fully mechanised truck mounted Deep tube well drilling rig from the contractor,s site to the OIL's operational area at Duliajan and demobilisation of the rig from the OIL's operational area to contractor's site after sucessful completion of the contract.	Number	1.000		
20	Sinking of test tube well of 100mm bore size by reverse rotary drilling using fully mecanised truck mounted drilling rig and collection of sand and water samples at an interval of 10 feet depth up to maximum depth of 120 meters while drilling downwards for assesment of sand quality to ascertain presence of water strata. Number of test tube well for each site shall be to the discretion of OIL. Testing of sand / water samples will be done by OIL. For developing and sinking of wells necessary bentonite will be supplied by OIL. Water for drilling purpose and all	Number	20.000		

30	<p>other facilities not spelt out shall have to be arranged by the contractor at his own cost.</p> <p>Boring of deep tube wells at the location suggested by OIL representative with bore size not less than 400mm suitable for 200mm casing up to depth of 30 meters by fully mechanised truck mounted reverse rotary drilling rig and then drill up to depth of 120 meters from the ground level with a bore size not less than 400mm suitable for 100mm casing. Except bentonite all other things necessary for drilling the wells shall have to be arranged by the contractor.</p>	Number	10.000
40	<p>Fitting / Fixing and lowering of pipes and strainers. The lowering of assembly pipe include fitting/fixing and lowering of 200mm NB MS ERW scrwed pipes from 0 to 30meters, fitting /fixing lowering of 100mm NB MS pipes of length 60 meters with one no 8"X4" swage dependant upon depth finalized, fitting/fixing and lowering of of 15 no 100mm NB X 1.9meters long brass jacketed strainers with both ends scrwed and coupled, fitting /fixing of a 100mm NB MS ERW pipe with bull plug at the bottom. The pipe assembly should be lowered keeping the centre line straight vertical position and the centre line of the pipe assembly should be concentric with the combination well bore. Please note that necessary pipes strainers, reducers for 200mm NB, 100mm NB pipes shall be</p>	Number	10.000

	provided by OIL.The contractor has to collect the materials from Field Engg. Godown and transfer to the site at their own cost.All the materials to be collected and inspected by the contractor before starting drilling operation for deep tube well.		
50	Filling the annular space between the casing and bore of the well with 6mm to 10mm size pea gravel up to a depth of 6 meters below ground level. Necessary good quality gravel of suitable size rounded to subrounded with minimum angular features to be supplied by the contractor.The contractor has to provide the sample of the gravel to Head (FE) or his authorised representative for his approval prior to taking up the job.Two no 50mm pipe pieces to be lowered in to the bore at both sides of the 200mm casing pipe up to the level of pea gravel packing as arrangement for filling up garavels if required. The 50mm pipe pieces will be supplied by OIL.	Number	10.000
60	Cement grouting of the annular space between 200mm dia well casing and the bore to a depth of 6mtrs from the ground level. Minimum 10bags (500Kg) of cement will be required and to be supplied by the contractor.The job to be carried out in presence of authorised representative of Head(FE).	Number	10.000
70	Testing and devolopment and measurement of yield of the	Number	10.000

80	<p>wells on completion. Contractor is to continuously flow the wells by air for 72 hours. After completion of development of the well , the contractor has to measure the yield of the well by suitable established method.For development of the well, compressor, diesel and lub oil have to be supplied by the contractor. For measurement of the yield of the well all arrangement has to be made by the contractor.Development should start within 24 hrs from the lowering of pipe assembly.</p>	Number	5.000
90	<p>Inter location transport of fully mechanised truck mounted Deep Tube well(DTW) Drilling rig with accessories to the site up to maximum distance of 50 KM, Average distance:30KM from the Industrial area of Duliajan as shown by the representative of OIL.This also include preparation of the site by jungle cutting and drssing leveling to facilitate approach of the rig to the site ,Erection of the rig at site and making arrangement for drilling including pit cutting and arrangement of water for drilling and to bring the rig down after completion of DTW sinking jobs</p>	Number	5.000
<p>Inter location transport of fully mechanised truck mounted Deep Tube well(DTW) Drilling rig with accessories to the site up to maximum distance of 150 KM, Average distance: 100 KM from the Industrial area of</p>			

Duliajan as shown by the representative of OIL. This also include preparation of the site by jungle cutting and drssing leveling, to facilitate approach of the rig to the site ,Erection of the rig at site and making arrangement for drilling including pit cutting and arrangement of water for drilling and to bring the rig down after completion of DTW sinking jobs

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Total Amount(Rs):

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

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

## WORKS CONTRACT

### Special Conditions of Contract(SCC)

Tender No.: DCO7552P10/BB

1. The Deep tube wells shall have to be drilled or sunk with reverse circulation by fully mechanised Truck mounted Drilling rig. The model of the Truck mounted fully mechanised rig should not be earlier than the year 2000 vintage.
2. The contractor's infrastructure should consist of (i) Fully mechanised Truck mounted reverse circulatory Drilling rig capable of drilling /sinking of 8" x 4" combination Deep tube well up to a depth of 120mtr . (ii) Yield measuring equipment of the Deep tube well, (iii) Skilled manpower and (vi) Tools and tackles, (v) welding machine, (vi) Air compressor for development of the well and other equipment if any required for drilling of Deep tube wells.
3. The contractor has to collect/ lift and transfer materials from material go-down/ Field Engg. Yard to the site at their own arrangement.
4. All pipes, pipe fittings, strainers etc. as mentioned in schedule of work will be provided by the company.
5. The test tube wells of 100 mm dia shall also to be drilled by fully mechanised Truck mounted Reverse circulatory rotary drilling rig up to depth of 120 Metrs.
6. In view of company's operational urgency, the job must be completed within specified period and for this reason the job progress will be reviewed by the OIL's representative, every day.
7. The sand / water sample from the test tube wells to be collected at an interval of each 10feet depth and has to be kept in a systematic way with proper labeling of depth on the samples and these samples are to be handed over to the company's representative for necessary inspection / testing.
8. After completion of test tube wells, the sand samples and water samples will be thoroughly analysed by representative of Field Engg dept and thereafter it will be decided whether to accept or reject the site for final drilling of the deep tube well. Once the contractor is advised for the final drilling of the deep tube well the contractor should start drilling operation at one go and ensure concentricity of the well. Any failure of the well due to well collapse, noncompletion upto 120M depth for any subsurface obstruction in the formation or any other reason, contractor has to redo the entire job at no extra cost and without any delay in consultation with the concerned OILs representative. If the contractor fails to develop the well for desired yield due to faulty sinking of the deep tube well, poor air lifting or any other reason, the job will be considered as incomplete. The contractor will not be entitled to receive any payment against such incomplete job. Moreover the contractor has to return back the company's material used in such incomplete deep tube well without any damage otherwise OIL has the right to recover the equivalent amount of money for these materials from the contractor. The contractor will have to submit cross sectional drawing of the deep tube well indicating sand zone, filter etc. after establishing flow and the same to be approved by OIL's representative.
9. Any pit/ pits dug by the contractor, abandoned well/ wells, test well/wells are to be filled up with earth by the contractor before leaving the site. A site leaving clearance certificate to be collected by the contractor from company's representative before leaving the site.

10. Number of test tube wells and depth of the well will be decided by company's representative depending on site/formation condition.
11. Payment for test tube wells/final bore of D.T.W will be made after satisfactory completion upto the depth of 120M and also development of well till flow of water from the well upto satisfaction of company's representative at site. The contractor must ensure that the strainers (filters) are placed in the proper sand zone as advised by company's representative, otherwise the jobs to be redone at contractors own cost.
12. No accommodation/ electricity/ drinking water/ transport etc. shall be provided to the contractor by the company.
13. The contractor shall not engage minor labourer under eighteen years of age at any circumstances.
14. No responsibility of contractor's materials will be borne by OIL.
15. Security of OIL's pipes, fittings, strainers and other materials once handed over to the contractor will be the responsibility of the contractor till such time these are returned to the company (with documentation) after completion of the work in full.
16. Any work found defective will have to be redone by the contractor at their own cost including replacement of defective materials.
17. All materials supplied by the contractor should be of standard quality and to be approved by Head, Field Engg. or his representative.
18. Necessary bentonite required during drilling/ sinking of Deep tube well will be supplied by OIL ( maximum 500kg to 600 kg per tube well)
19. The contractor shall have to solve all local problems, if any, which may arise at work site for carrying out the job.
20. The contractor or his representative should visit office of the Head, Field Engg. at least once in three days for providing progress report and to take stock of the job.
21. The contractor must have an office or to establish one temporary office at Duliajan with valid telephone number during the contract period.
22. The contractor should submit the detail specification of the rig including Year of manufacturing, Year of purchase, Make etc. to Head-FE before mobilisation of the rig. The contractor should provide inspection certificate for the Deep tube well Drilling rig from appropriate govt. authority clearly mentioning that the rig is fit in all respect for drilling / sinking and developing of Deep tube well as mentioned in the schedule of work.
23. The contractor shall bear all other expenditure for fulfilling the statutory obligations of the Central and the State governments during the period of the contract.
24. For each Deep tube well drilling /sinking job, separate workorder will be issued to the contractor and the contractor has to start the job within a week from the date of issue of such workorder.
25. The contractor has to submit detail drawing of the DTW completed, along with the bill, showing details of soil and sand formation.
26. Vintage of the fully mechanised truck mounted drilling rig should not be earlier than the year 2000.
27. Skilled supervisor & drillers having at least 10 years experience should be engaged & necessary documentary evidence in support of their experience to be furnished otherwise the bid is liable for rejection.

28. Contractor must be capable to work in adverse condition.

29. FOLLOWING SAFETY NORMS ARE TO BE STRICTLY FOLLOWED BY THE CONTRACTOR

(i). The contractor personnel have to abide by all relevant statutory safety and environment rules, regulations, applicable codes and standards (i.e. OMR, OISD standards, BIS etc.). Also the contractor will have to supply the necessary approved type PPEs like safety boots, gum boots, hand gloves, safety goggles, safety helmet, safety belts, etc. to his workmen and should ensure strict use of the same. Additional PPE like mask as required has also to be given by the contractor.

(ii). Necessary Cold / Hot work permits are to be obtained from authorized personnel before starting the job(s).

(iii). While carrying out welding and cutting jobs, the contractor should strictly enforce the guidelines as stated in OMR - 1984 and SOP-OIL, Vol-II.

(iv). The oxy acetylene cutting sets will have to be fitted with flash back arrestors in the regulator side as well as nozzle side.

The contractor shall engage only skilled, capable and competent personnel who are fully conversant with the job. Before starting the job, the contractor shall submit the list of competent personnel with valid certificates, who will carry out the job.

(v). During transportation of line pipes by road, it should be tied up securely with rope/ chain on trailers, to prevent toppling over of pipes on bumpy roads. The pipes should be unloaded carefully to prevent damage at the ends/body of the pipes & pipe threads.

(vi). Prior to taking up the job departmental safety officer or mines safety officer will conduct a orientation program on safety and precaution to be observed by the contractor's personnel during execution of the job. The record of such orientation program should be kept in writing and one copy should be submitted to DSO Field Engg.

(vii). Contractor or his authorised representative has to conduct Tool Box meeting everyday where tools used are to be checked and briefing of jobs to be done. The record of Tool Box meeting to be kept in writing and copy of the meeting to be sent to the authorised representative of Head(FE).

(viii). Chain pulley block and other lifting equipment used for lifting should be tested and should be of in good condition and certified by appropriate statutory authority

(ix). Supervising personal should be always present during working hours.

(x). All safety appliances are in the scope of the contractor.

(xi). In case of any welding job, welder should wear safety goggles while welding/ cutting.

(xii). Smoking is not permitted in the work place.

(xiii). All torches, regulators, cylinders and other equipment should be of an approved design of appropriate authority and in good conditions.

(xiv). The contractor has to arrange and fit spark arrestor to the exhaust of the Truck mounted reverse circulatory rotary drilling rig engine and welding machine, if required as per the instruction of representative of Field Engineering dept.

(xv). Necessary sign boards/ warning signals etc should be used while working. The said sign boards/ warning signals shall have to be arranged by the contractor.

(xvi). First aid box is to be provided by the contractor and same has to be kept ready at work site for contractor's

personnel while carrying out the job.

(xvii). Under no circumstances LPG should be used for gas cutting purpose.

(xviii). The contractor shall have to back fill the pit & have to clear away all the rubbish and surplus materials from the site on completion of work and shall have to leave the site clean and tidy.

(xix). Tool Box Meeting to be regularly conducted.

(xx). The contractor has to ensure complete safety of the personnel engaged by him, and of all the equipment they will handle and must take full responsibility for their safety.

(xxi). The contractor has to ensure the quality and reliability of all the tools, equipment and instruments they use.

(xxii). The contractor has to provide suitable facility such as Drinking Water, Toilets, Lighting, Canteen etc for their working personal.

(xxiii). The contractor's personnel have to take every possible care to keep the environment clean and free from pollution.

(xxiv). The contractor's personnel should understand the implication of the known hazards related to the work undertaken by them and the necessity of having an emergency plan ready to counter them.

(xxv). While providing the services, the contractor personnel have to follow the procedures and systems taking all control measures in all the stages of works to avoid any untoward incidents/accidents.

(xxvi). The contractor shall have to report all sorts of near miss incidents and accidents to Installation Manager / departmental representative of Field Engineering Dept.

(xxvii). The contractor should deploy a competent person through out the job under whose constant supervision only the job will be carried out.

(xxviii). Any compensation arising out of the job whether related to pollution matter, Safety or Health will be paid by the contractor only.

(xxix). The contractor should deploy only MVT trained person.

(xxx). The contractor has to keep a register of the persons employed by him.

(xxxi). The health check up of contractor personnel is to be done by the contractor in authorized Health centres as per OIL's requirement & proof of such test to be given to the OIL.

(xxxii). Any compensation arising out of the accident cases to contractor employees will be borne by the contractor.

(xxxiii). For any clarification with regard to the above, the contractor should contact DSO of Field Engineering Department.

### **30. Bid Rejection Criteria & Bid Evaluation Criteria for the tender.**

#### **AA) BID REJECTION CRITERIA (BRC):**

The bids shall conform generally to the terms and conditions given in the bidding documents. Notwithstanding the general conformity of the bid, the following requirement will have to be particularly met by the bidders without which the same will be considered non-responsive and rejected:

#### **I) BIDDER'S EXPERIENCE**

i) Bidder must have relevant experience in successfully carrying out similar nature of job(s) of the following magnitude with PSUs / Central Govt. /State Govt. Organization in last 10(ten) years from date of bid opening.

1. Single contract of minimum value of Rs. 28, 00,000/-

OR

2. Two contracts of minimum value of Rs. 17, 50, 000/- each.

OR

3. Three contracts of minimum value of Rs. 14, 00, 000/- each.

Note:-

"Similar nature of job" mentioned above means experience, Drilling/ Sinking of Deep tube well by fully mechanized Truck

ii) The Bidders Average Annual financial turnover during the last 3(Three) years, ending 31st March 2009, should be at least Rs. 10, 50,000/-

iii) Bidder must submit all necessary documents related to experience and turnover. (Bidder has to provide requisite credential document of having experience of successful completion of similar nature of job i.e. drilling sinking of DTW in State Govt., Central Govt. or PSU in last ten years)

A) For proof of Annual turnover, any one of the following document/photocopy must be submitted along with the bid: -

i) A certificate issued by a practicing Chartered/ Cost Accountant's Firm, with membership no. certifying the Annual Turnover and nature of business.

ii) Audited Balance Sheet and Profit and Loss account.

B) For proof of requisite Experience, any one of the following document/photocopy must be submitted along with the bid: -

i) In case of OIL contractors, copy of 'Certificate of Completion (COC)/ 'Certificate of Payment (COP)' of jobs successfully completed, showing gross value of job done. It may be clearly noted that simply mentioning of OIL CCO Number will not be accepted.

ii) Certificate issued by any other Public Sector Undertaking/ Govt. Department in last seven years ending bid closing date showing:

(a) Gross value of job done; and

(b) Nature of job done; and

(c) Time period covering the financial year(s) as per the NIT.

(d) The bidder must furnish proof of experience such as company profile, list of all the major orders/contracts/projects undertaken during last 3(three) years highlighting scope of work, order reference & value, completion status etc.

## II) TECHNICAL REQUIREMENT FOR BIDDERS

1. The bidder should provide evidence such as invoice or registration from concerned govt. authority in support of owning a fully mechanized truck mounted reverse circulatory Drilling rig in the bidder's name .In case the rig is taken on lease from a third party, the bidder should submit the registered agreement copy for right of use of the drilling rig from the original owner, clearly mentioning that he has no objection in lending the rig for OIL's service

during the contract period along with requisite certificate and document as per the point no. 2 and point no. 3 of the BEC/BRC. In case the bidder fails to submit above mentioned document, the bid will be straight way rejected.

2. Vintage of the fully mechanized truck mounted drilling rig should not be earlier than the year 2000(10 year's vintage), otherwise bid will be rejected. For vintage of the rig the date of manufacture of the truck mounted rig from OEM supported registration copy will be considered.

3. The bidder should provide fitness certificate for the Deep tube well Drilling rig from appropriate govt. authority clearly mentioning that the rig is fit in all respect for drilling / sinking and developing of Deep tube well as mentioned in the schedule of work, otherwise bid will be straightway rejected.

4.0 The document/certificate furnished in support of above mentioned requisite experience should have clear mention that the deep tube wells are sunk/drilled by fully mechanized truck mounted reverse circulatory drilling rig otherwise bid will be straightway rejected.

OR

The bidder may collaborate with second party. In such case either the bidder or the collaborator (second party) must have requisite work experience as per the BRC/BEC clause no: 1.0 A I of BRC/BEC. The second party shall collaborate with only one bidder against this tender. If two or more bidders are found collaborating with same second party, all such bids will be liable for rejection. The bidders have to submit the registered agreement/deed of collaboration with the collaborator specifying following points:-

a) The second party shall provide the infrastructures such as fully mechanized truck mounted reverse circulatory deep tube well drilling rig, services and other support required to complete the job during the contract period. The second party has to provide all his technical know-how for carrying out the job up to the completion of the job during the contract period.

b) The second party will not collaborate with any party other than the bidder during the contract period for the same/similar services.

c) The collaborator (second party) has to take all the responsibility along with the bidder as per the terms and conditions of NIT.

d) The support or equipment that will be provided by the bidder i.e. list of equipment, competent manpower etc., should be mentioned.

e) Skilled supervisor having at least 10 years experience should be engaged and necessary documentary evidence in respect of experience to be furnished otherwise the bid is liable for rejection.

III) The bidder must also provide documents regarding P.F. Code, Service tax No, PAN details, VAT regd. No, Bank details, Solvency certificate etc.

#### **BB) BID EVALUATION CRITERIA (BEC):**

The bids conforming to the 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 below:

1. To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total amount quoted for the items of Part-II (i.e. schedule of works, units, quantity, rates) of the Bid Document.

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

**WORKS CONTRACT**

Schedule of company's Plants, Materials and Equipments

Tender No.: DCO7552P10/BB

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As mentioned in shedule of work.

To  
 HEAD-CONTRACTS  
 Oil India Limited  
 DULIAJAN

SUB:SAFETY MEASURES  
Tender No : DCO7552P10/BB

Description of work/service :

Drilling/ Sinking of 10 no Deep tube wells by fully mechanised Truck mounted reverse circulatory drilling rig for water injection and field water supply set-up at Duliajan/Naharkatia and Moran fields,for 01 year

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 authorised 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.

(Seal)

Yours Faithfully

Date\_\_\_\_\_

M/s\_\_\_\_\_

CONTRACTOR  
 FOR & ON BEHALF OF