

**OIL INDIA LIMITED**  
**( A GOVERNMENT OF INDIA ENTERPRISE )**  
**P.O. DULIAJAN : 786602**  
**ASSAM**

- 1.0 OIL INDIA LIMITED invites applications from reputed and well-established Civil Engineering Firms / Contractors having requisite experience/ resources for pre-qualification for issuance of tender papers to carry out the under-mentioned work.

-----  
**Description of Works:**

-----  
**Improvement of Drainage System of OIL Township-Phase-1**  
-----

- 2.0 Scope of Work is as follows:

- (i) Dismantling and reconstruction of existing drains to increase the size/capacity as per design/drawing.
- (ii) Improve the slope of existing drains as per drawing/ site requirement
- (iii) Repair the existing drains as per drawing/ site requirement.
- (iv) Construction of new brick lined /RCC box type drains in the existing earthen drain and also on revised alignment.
- (v) Brick drains covered with RCC slab as per design/drawing, wherever specified.
- (vi) Construction of RCC box culverts and RCC Hume pipe culverts for road crossings etc.
- (vii) Improvement of existing pond.
- (viii) Any other work related to above to complete the work..

**3.0 Applicant must possess the following:**

- (i) Experience of having executed similar nature of work as mentioned in para 2.0 above with CPWD, Railways, APWD, MES or any other Central/ State Government Organization/ PSU of which minimum value of work executed during the last 7(seven) years ending 31/07/2005 should be as follows:
  - (a) One single contract job of value of Rs. 95.00 lakh.
  - (b) Two contract jobs of value of Rs. 60.00 lakh each.
  - (c) Three contract jobs of value of Rs. 48.00 lakh each.
- (ii) Average financial turnover during the last 3 (three) years ending 31.03.2005 should be at least Rs.40.00 lakh only and the same should be supported by balance sheets duly certified by Chartered Accountant along with their code No.
- (iii) PF Code No. & PAN issued by the appropriate Govt. authority must be submitted.
- (iv) VAT Registration No. under composite scheme issued by the appropriate Govt. authority must be submitted.
- (v) Sound financial standing, supported with documentary evidences from any Nationalized Bank must be submitted along with Bank Account No.
- (vi) All the certificates and documentary evidences submitted in support of para 3.0(i), 3.0(ii), 3.0(iii), 3.0(iv), 3.0(v) & 3.0(vi) above must be duly attested by competent authority. The applicants selected for issue of tender papers will have to produce the original documents for verification in the office of the HEAD(Contracts), if required in due course of time.
- (vii) Mere award of contract(s) will not be counted as experience. Successful completion of the awarded contract(s) to the extent of volume and value as stipulated respectively in para 3.0(i) above will only be treated as experience.

- 4.0 Bidders are advised to furnish the following mandatory information along with supporting documents , failing which the bidder may get disqualified:

- (a) List of works as per Appendix A & B
- (b) Bidder's performance information as per Appendix C
- (c) General information as per Appendix D

- (d) Structure and organization of the bidder as per Appendix E
- (e) List of construction tools & equipments as per Appendix F

## 5.0

### 1.0

#### General:

- (A) It should be noted that from the date of submitting the tenders, until the handing over the project to Oil India Ltd. after expiry of defect liability period in case of successful bidder or the earnest money in case of unsuccessful bidders, there shall be no change whatsoever in the type, formation and nature of the company selected by this pre-qualification process.
- (B) Bidders should confirm in the form of an affidavit on non-judicial stamp paper that the firm had never been blacklisted in the past. The suppression of information pertaining to blacklisting may lead to disqualification even after the firm declared qualified.
- (C) Bidder should enclose an affidavit on non-judicial stamp paper of value Rs.50/ stating:
  - (i) That at present the bidder is not serving blacklisting term in any of state/central/ public undertaking department of India.
  - (ii) All pending arbitration cases specifically those, which have been invoked without completing the awarded work. In case the list contains more than three such works during the period w.e.f. 1<sup>st</sup> Jan, 1998, then the bidder shall not be considered for pre-qualification.
- (D) In addition to above, the bidder shall annex the following documents to their application:
  - (i) An attested photocopy of the business registration certificate stating full name of the bidder, the person or persons or board authorized to represent the bidder, the date and place of registration as a contractor.
  - (ii) Power of Attorney stating clearly person or persons authorized to sign the tender, if any.
  - (iii) Photocopy of registration with " Works Contract Sales Tax Department".

6.0 The application in sealed envelope super scribing the tender No. & applicant's name / address along with the detailed informations as mentioned in para 3.0 above should reach HEAD (CONTRACTS), OIL INDIA LIMITED, DULIAJAN – 786602, on or before 21/10/2005. Applications may be sent by post. However, the delay in receipt or non-receipt of the same at the office of HEAD (Contracts) will not be the responsibility of the Company.

7.0 OIL INDIA LIMITED reserves the right to curtail / enhance the scope of the work state above, if required. The details will be indicated in the final tender document.

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

9.0 **The parties found suitable by the Company will be furnished with complete set of tender papers covering all details of work. The bid closing and opening time and date will be indicated on the tender documents.**

**Date: 14.09.2005**

**HEAD (CONTRACTS)**

**Appendix –A**

Experience in Construction of brick lined drains, RCC box drains , RCC Box culverts & RCC Hume pipe culverts and other related works.

S.No.	Name of Work	Name of Client	Details of Work	Date of Start		Date of Completion		Delay in Months from Scheduled Completion time and Reasons of Delay, if any
				Schedule	Actual	Stipulated	Actual	

**Signature of Bidder**

**APPENDIX –B/B-1/B-2**

Works for Which Bids have been submitted and works which are in progress/ yet to be completed  
as on the date of this bids

<b>Description of work</b>	<b>Place and State</b>	<b>Contract No. &amp; Date</b>	<b>Name and address of the Employer</b>	<b>Value of contract Rupees</b>	<b>Stipulated date/Period of completion</b>	<b>Value of works remaining to be completed (in Rs.)</b>	<b>Anticipated date of completion</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>

**Signature of Bidder**

**APPENDIX – C**

Bidder's performance information

1	Name of the work	
2	Tendered Cost	
3	Actual Cost on completion of the work	
4	Time of completion of the work	
5	Date of Starting of work	
6	Date of completion of work	
7	Details of work awarded (major components)	
8	Whether there is any delay in completion, if yes how much.	
9	Whether any liquidated damages have been recovered, how much	
10	Whether any extension of time limit was granted, if yes, how much	
11	Whether the performance of work was satisfactory or otherwise.	
12	Whether the testing was carried out satisfactorily within a reasonable time.	
13	Whether any case of arbitration litigation cropped up, if any, if yes, please give details.	

**Seal & Signature of Employer**

**APPENDIX –D**  
**GENERAL INFORMATION**

All firms are requested to complete the information in this form.

- a) Nationality information to be provided for all owners of partnerships or individually owned firms.  
Nationality of Owners

Sr.No.	Name of Owner	Nationality	Address for communication with Phone and Fax No.
1.			
2.			
3.			

Signature of Bidder

- b) Where the Bidder proposes to use sub-contractor(s) for critical components of the works, or for work contents in excess of 10 percent of the value of the whole works the following information should also be supplied for the specialist sub-contractor(s).

1.	Name of firm	
2.	Head office address	
3.	Telephone	
4.	Fax:	
5.	Telex:	
6.	Place of incorporation/ registration:	
7.	Year of incorporation/ registration:	
8.	Detail experiences	

**Signature of Bidder**

**Appendix – E**  
Structure and Organization

1.	The Bidder is	
	a) An individual	
	b) A proprietary firm	
	c) A firm in partnership	
	d) A limited company or corporation	
	e) A group of firms/ joint venture (if yes, give completion information in respect of each partner)	
2.	Attach the organization and chart showing the structure of the organization including the names of the Directors and position of officers.	
3.	Number of years of experience.	
	i) In Own country	
	ii) Other countries (specify country)	
4.	For how many years has your organization been in business of similar work under its present name? What were your fields when your organization was established? Whether any new fields were added in your organization? Moreover, if so, when?	
5.	Were you ever required to suspend construction for a period of more than six months continuously after you started? If so, give the named of project and give reasons therefore.	
6.	Have you ever left the work awarded to you incomplete? If so, given the name of project and reason for not completing work,	
7.	In which fields of civil engineering construction do you claim specialization and interest?	
8.	Give details of your experience in mechanized in modern concrete technology for manufacture and quality control.	
9.	Give details of your experience in using heavy earth moving equipment and quality control in completion of similar type of Works.	

Signature of Bidder

**APPENDIX – F**

Construction Tools and Equipments Details that will be utilized by the Bidder for this work

Plant and Equipment Proposed To Be used at site

<b>S.No.</b>	<b>Description of Plant &amp; Equipment</b>	<b>Size/Quantity</b>	<b>Any other Details</b>  <b>With registration No where ever requires.</b>
1.	Ready Mix Plants		
2.	Transit Mixers		
3.	Trucks/ Dumpers		
4.	Excavators		
5.	Concrete Mixers		
6.	Vibrators		
7.	Others.		

Signature of Bidder