

OIL INDIA LIMITED
PIPELINE HEADQUARTERS

NOTICE INVITING TENDER

1.0 OIL INDIA LIMITED (OIL) invites sealed tenders single-bid system for the under mentioned jobs in Pipeline Head Quarters, Assam.

Tender No.	Description	Bid Closing Date	Tender Fee	Bid Security
G123680P12	1.0 Provide two (2) unit of services of office assistance and (1) one unit of services of other errand jobs in connection with TSPL project for a period of five months from 06.11.2011 to 05.04.2012. 2.0 Required services for errand jobs including shifting office, handling of materials, documents & other extra office job.- 1unit from 06.11.2011 to 05.04.2012. (Please note that the labourers to be engaged from the list of labourers approved by OIL and the wages to be paid as per approved rates of	04.11.2011	Rs. 500.00	Rs. 6,347.00

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- 1.1 The complete set of bidding documents (non-transferable) for the tender may be purchased from the office of the Head(Pipeline Project) during working interested bidders on submission of written applications addressed to General Manager (PLS), Pipeline Headquarter, Oil India Limited, P.O. : Udayan Vihar, Guwahati -781 171 Assam and on payment of non refundable tender fees of Rs. 500/- through Demand Draft/ Banker's Cheque on any Nationalized Bank in favour of Oil India Limited, Payable at Guwahati..
The Bid closing date is 04.11.2011 at 14:00 Hrs. and the same has to be submitted at Pipeline Head Quarters Tender Box.

1.0 BIDDERS ELIGIBILITY CRITERIA

1.1 The Bidder shall have successfully completed a contract to provide services of Skilled / Unskilled manpower for office work / errand jobs for a period of minimum five months.

1.2 The average annual financial turnover of the Bidder during the last three years (ending 31st March 2010) should be not less than 95200/- (Ninety five thousand two hundred only).

1.3 Experience of having successfully completed in the last 7 years ending September 2011

a) 3 similar work of value not less than Rs. 126933/- (Rupees one lakh twenty six thousand nine hundred thirty three only)

OR

b) 2 similar work of value not less than Rs.158666/- (One lakh fifty eight thousand six hundred sixty six only.)

OR

c) 1 similar work of value not less than Rs. 253865/- (Two lakh fifty three thousand eight hundred sixty five only)

1.4 All documents relating to clause above required for establishing successful completion of above contracts must be submitted along with bid. These documents should be in the form of copies of Contracts / work orders/ completion certificates/ payment certificates issued by the Owner. However, the originals of these documents shall have to be produced by the bidder as and when asked for.
