

NIT FOR TENDER NO: CGI9959P22

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E-Tender

OIL INDIA LIMITED invites Competitive Domestic Bid through its e-procurement portal “<https://etender.srm.oilindia.in/irj/portal>” for the following Services:

Tender No	Bid Closing Date & Time	Service Description
CGI9959P22	03.05.2022 At 11.00 A.M.	ANNUAL MAINTENANCE OF THREE(3) NUMBERS OF JISKOOT AUTO SAMPLERS ALONG THE NAHARKATIYA BARAUNI PIPELINE FOR 1 (ONE) YEAR EXTENDABLE BY ANOTHER 1(ONE) YEAR

The details of IFB and procedures for applying & participation can be viewed using “Guest Login” provided in the e-procurement portal and also in OIL’s web site www.oil-india.com. The link to OIL’s E-Procurement portal has also been provided through OIL’s website

All corrigenda, addenda, amendments, time extension, etc. to the tender will be hosted on above Website and e-portal only and no separate notification shall be issued in the press. Bidders should regularly visit above website and e-portal to keep themselves updated.

PART-2

BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA(BRC)

BID REJECTION / EVALUATION CRITERIA:

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 will not be considered for evaluation. All the documents related to BEC shall be submitted along with the Technical Bid.

1.1 Technical Criteria:

1.1.1 Bidder must have experience of successfully completing at least one SIMILAR work of value **Rs. 17,99,592.00 (Rupees Seventeen Lakh Ninety-nine thousand, five hundred Ninety-two)** only in **previous 07 (seven) years** reckoned from the original bid closing date with PSUs / Central Government / State Government Organization / any other Public Limited Company / Reputed Organisation.

AND

Bidder must have experience of successfully executing at least one **SIMILAR WORK of atleast one (01) year duration** with PSUs / Central Govt. / State Govt. Organization/ Department / any other Public Limited Company / Reputed Organisation in previous 07 (seven) years reckoned from the original bid closing date.

1.1.2 Bidder must have P.F. & ESIC Registration. Documentary evidence for the same should be submitted along with technical bid.

OR

In case bidder does not have P.F. & ESIC Registration at the time of bidding then the bidder shall have to submit an undertaking that they shall get registered with P.F. and ESIC Authority and shall produce the documentary evidence for the same before issue of Work Order by OIL.

1.1.3 Bidder must submit an undertaking regarding compliance of Minimum wage, P.F., Bonus & ESIC as per the applicable Acts. Bids submitted without this undertaking will be summarily rejected without assigning any reasons.

Notes to BEC Clause No. 1.1.1:

1. "**SIMILAR WORK**" mentioned above means "**Work Experience of execution of AMC of crude oil Auto samplers**" of atleast one (01) year duration with PSUs / Central Govt. / State Govt. Organization/ Department / any other Public Limited Company / Reputed Organisation in previous 07 (seven) years reckoned from the original bid closing date.

2. If the prospective bidder is executing SIMILAR work which is still running and the job executed prior to original bid closing date satisfies the minimum criteria (value / duration) prescribed in the BEC Clause No. 1.1.1, then such experience will also be taken into consideration provided that the bidder submits relevant document(s) certified by the end user clearly showing the value / duration of SIMILAR work executed prior to original bid closing date along with Contract documents / work order of the running contract.

3. In case the start date of the requisite experience is prior to the preceding 07 (seven) years' period reckoned from the original bid closing date but completion is within the preceding 07 (seven) years' period reckoned from the original bid closing date, then the value / duration of only that part of SIMILAR Work will be considered which has been executed within preceding 07 (seven) years' period reckoned from the original bid closing date. This value / duration should meet the minimum criteria prescribed in the BEC Clause No. 1.1.1. In such cases, the bidder must submit relevant document(s) certified by the end user or a certificate issued by a practicing Chartered / Cost Accountant Firm (with Membership Number & Firm Registration Number) clearly indicating the value / duration of such experience.

4. If the prospective bidder has executed contract(s) in which SIMILAR work is a component, and the value / duration of Similar work executed satisfies the minimum criteria prescribed in the BEC Clause No. 1.1.1, then such experience will also be taken into consideration provided that the bidder submits the breakup of the works executed under such contract(s) clearly indicating the value / duration of SIMILAR work, which must be certified by the end user.

5. For proof of requisite experience of SIMILAR work, self-attested photocopies of following documents must be submitted along with the bid: Contract document / Work order / Payment Document showing details of work supported with Completion Certificate issued by PSUs / Govt. Organisation / Public Limited Companies / Reputed organisation for the similar work mentioned above confirming the following:

- a. Gross value of work done**
- b. Details of Job done having mention of type of auto samplers**
- c. Contract start and completion date.**
- d. Form 16A has to be submitted in case of Private Companies**

6. SIMILAR work executed by a bidder for its own organization / subsidiary will not be considered as experience for the purpose of meeting BEC.

1.2 Financial capability: Bidders must have:

(A) Annual financial turnover as per Audited Annual Reports in any of the preceding three (3) financial years should be at least **Rs. 17,99,592.00 (Rupees Seventeen Lakh Ninety-nine thousand, five hundred Ninety-two)**

FOR CONSORTIUM:

At least one member of the consortium to meet the above criteria of 50% turnover.
The other members of consortium should meet minimum 25% turnover requirement.

(B) **Net Worth should be positive for the preceding financial year.**

(C) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid: -

A certificate issued by a practicing Chartered/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth. In addition to membership number & Firm Registration Number, UDIN is also to be specified in the certificate of Turnover & Net worth issued by the CA.

OR

Audited Balance Sheet along with Profit & Loss account.

NOTE: -Considering the time required for preparation of Financial Statements, if the last date of preceding financial/ accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial/ accounting year excluding the preceding financial/ accounting year will be considered. However, the bidder has to submit an affidavit/ undertaking certifying that the balance sheet/ Financial Statements for the financial year 2021-2022 (or as the case may be) has actually not been audited so far.

(D) All certificates issued by a Chartered Accountant in practice must mandatorily mention **UDIN** (Unique Document Identification Number) as instructed by Institute of Chartered Accountants of India (ICAI).

(E) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN (Firm Registration Number) is not available. However, bidder needs to provide documentary evidence for the same.

- (i) A substantially responsive bid is one that meets the terms and conditions of the Tender and / or the acceptance of which bid will not result in indeterminate liability on OIL.
- (ii) Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.
- (iii) If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- (iv) The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor will be paid on the basis of the actual number of days/parameter, as the case may be.
- (v) Price Bids of the techno-commercially acceptable bidders will be evaluated on overall lowest cost basis (L-1 offer) i.e. considering the total quoted price inclusive of all liabilities and GST as per Price Bid Format.
- (vi) Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to the L-1 bidder.
- (vii) The bidders are advised not to offer any discount/rebate separately and to offer their prices in the Price Bid Format after considering discount/rebate, if any.
- (viii) Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price.

C) COMMERCIAL – BID SUBMISSION

1.0 Bids shall be submitted under single stage composite Bid systems i.e. Technical Bid and Priced Bid separately in the OIL's e-Tender portal. The Technical Bid is to be uploaded as per Scope of Work & Terms of Reference specified in the tender in "**Technical RFX Response**" **Tab** and Priced Bid as per Schedule of Rates is to be uploaded in the "**Notes & Attachments**" **Tab**. Bids shall be rejected outright if the prices are indicated in the technical bids. Bids not conforming to this two bid system shall be rejected outright.

2.0 Bidder shall offer firm prices. Price quoted by the successful bidder must remain firm during the execution of the contract and not subject to variation on any account.

3.0 Bid should be valid for **90 days**. Bids with shorter validity will be rejected as being non-responsive.

4.0 The Integrity Pact (*Not applicable for this tender*) must be uploaded in OIL's E-Procurement portal along with the Technical Bid digitally signed by the same signatory who digitally signed the Bid i.e. who is duly authorized to sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit the Integrity Pact, their bid will be rejected.

5.0 Physical Bids, if any received from the bidders, shall not be considered and will be rejected.

6.0 Bids submitted after the Bid Closing Date and Time will be rejected.

7.0 Bids received through the e-procurement portal shall only be accepted. Bids received in any other form shall not be accepted.

8.0 The bid documents are non-transferable. Bid can only be submitted in the name of the bidder in whose name the User ID and Password have been issued. Unsolicited bids will not be considered and will be straightway rejected.

9.0 Bids shall be typed or written in indelible ink and shall be digitally signed by the bidder or his authorized representative.

10.0 Any document(s) wherever called for, and submitted by bidders, shall be legible, contain no interlineations, white fluid erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such correction shall be initialed by the person or persons who has/have digitally signed the Bid.

11.0 Any Bid containing false statement will be rejected.

12.0 Bidders must quote clearly and strictly in accordance with the price schedule outlined in Schedule of Rates under Section- III of Bid Document; otherwise the Bid will be summarily rejected.

13.0 Non-submission of the documents as specified in BEC will result in rejection of bids.

14.0 Bidder shall fulfill all the relevant clauses applicable for this e-Tender.

15.0 Bidder must accept and comply with the following standard commercial terms as given in the Bid Document in toto failing which bid will be rejected –

- i) Performance Security
- ii) Force Majeure
- iii) Tax Liabilities
- iv) Arbitration
- v) Acceptance of Jurisdiction and Applicable Law
- vi) Liquidated Damage
- vii) Safety & Labour Law
- viii) Termination
- ix) Integrity Pact
- x) Warranty and remedy of defects
- xi) Liability
- xii) Insurance
- xiii) Firm price
- xiv) EMD / Bid Bond
- xv) Scope of work
- xvi) Any other condition specifically mentioned elsewhere in the tender documents that non-compliance of the clause shall lead to rejection of the bid.

16.0 The following Clauses with all its sub-clauses should be agreed in toto, failing which the bid will be rejected. To this effect Bidder shall submit an undertaking along with the Technical Bid.

- a) Performance Security Clause
- b) Force Majeure Clause
- c) Termination Clause
- d) Settlement of disputes Clause

- e) Liquidated Damages Clause.
- f) Acceptance of Jurisdiction and applicable law.
- g) Tax liabilities clause.
- h) Insurance clause.
- i) With holding clause.
- j) Liability clause.
- k) Set off clause

17.0 The originals of the documents submitted by the bidder shall have to be produced by the bidder(s) to OIL as and when asked for.

2. BID EVALUATION CRITERIA (BEC):

2.1 The bids are to be submitted in Single-Stage Composite Bid system i.e. Un-priced Techno-Commercial Bid and Price Bid together. Only the Price Bid should contain the quoted price.

2.2 The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-responsive and rejected.

2.3 Bid Documents / User Id & Password for OIL's E-Tender portal are not transferable. Bid made by parties who have not submitted the requisite tender fees will be rejected.

2.4 Any bid received in the form of Physical document/Telex/Cable/Fax/E-mail will not be accepted.

2.5 Bids shall be typed or written in indelible ink. The bidder or his authorized representative shall sign the bid digitally, failing which the bid will be rejected.

2.6 Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initiated by the persons(s) signing (digitally) the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.

2.7 Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document.

2.8 Bids are invited under Single-Stage Composite Bid System. Bidders must submit both "Technical" and "Price" Bids in electronic form through online OIL's e-Tender portal accordingly within the Bid Closing Date and time stipulated in the e-Tender. The Technical Bid is to be submitted as per Scope of Work & Technical Specifications of the tender under "Technical Attachment" Tab and the Priced Bid under "Notes and Attachments" Tab as per the PRICE BID FORMAT.

2.9 Bidder must accept and comply with the following provisions as given in the Tender Document in toto, failing which offer will be rejected:

- (i) Firm price
- (ii) Period of validity of Bid
- (iii) Price Schedule
- (iv) Performance Bank Guarantee / Security deposit
- (v) Delivery / Completion Schedule

- (vi) Scope of work
- (vii) Guarantee of material / work
- (viii) Liquidated Damages clause
- (ix) Tax liabilities
- (x) Arbitration / Resolution of Dispute Clause
- (xi) Force Majeure
- (xii) Applicable Laws
- (xiii) Specifications
- (xiv) Integrity Pact

2.10 There should not be any indication of price in the Un-Priced Techno-Commercial Bid. A bid will be straightway rejected if this is given in the Un-Priced Techno-Commercial Bid.

2.11 Bid received with validity of offer less than 90 days from the date of Technical Bid opening will be rejected.

3.0 GENERAL:

3.1 In case bidder takes exception to any clause of bidding document not covered under BEC-BRC, then the Company has the 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 company. The loading so done by the company will be final and binding on the bidders. No deviation will however be accepted in the clauses covered under BEC-BRC.

3.2 Bidders should provide self-attested copies of GST Registration Certificate, PAN Card, ESIC registration (if applicable), P.F. Registration Number OR Declaration (Declaration by applicant that provisions of Provident Fund Act are not applicable to them. In case P.F. is required to be deposited later on, the same will be deposited by the bidder (Applicant). In case successful bidder doesn't have P.F. Code at the time of bidding and PF Act is applicable on him/her, the same has to be provided by him/her before signing of contract agreement and issue of Work Order by OIL.

3.3 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 clarifications fulfilling the BEC-BRC clauses in to must be received or before the deadline given by the company, failing which the offer will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.

3.4 If any of the clauses in the BEC-BRC contradict with other clauses of bidding document elsewhere, the clauses in the BEC-BRC shall prevail.

3.5 Bidder(s) must note that requisite information(s)/financial values etc. as required in the BEC-BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise Bids shall be rejected.

3.6 OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard.

3.7 The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.

CERTIFICATE OF ANNUAL TURNOVER & NETWORTH

(To be issued by practicing Chartered/Cost Accountant Firm on their Letter Head)

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statement of M/s_____ (Name of the bidder) for the last three (3) completed accounting years up to _____(as the case may be) are correct.

YEAR	TURNOVER (₹)	NET WORTH (₹)

Place:

Date:

Seal:

UDIN:

Membership Code and Registration No.

Signature

RECORD OF BIDDER'S PAST RELEVANT EXPERIENCE:

Sl No.	Clients Name, address & contact Telephone No.	Contract No.	Brief description of the contract	Contract period	Contract Value

Signature of the bidder

End of BEC-BRC