

OIL INDIA LIMITED  
(A Government of India Enterprise)  
Pipeline Headquarters  
P.O. Udayan Vihar, Guwahati-781171, Assam  
E-mail: [oilght@sancharnet.in](mailto:oilght@sancharnet.in) , Fax No.: 0361-2643686

**Tender Notice No. G036765P10**

**Date: 03.02.2010**

1.0 OIL INDIA LIMITED (OIL) invites SEALED Tenders from domestic experienced and approved Institutional Dealers of OEM for under mentioned work/services:

**Supply Installation & commissioning of 1.5 Ton Split Air-Conditioner at Telecom Rooms of Pump & Repeater Stations under PS5- Noonmati (Guwahati) Base of Pipeline for Optical Equipments & SCADA.**

Location of work : RS4-Ghani (near Nagaon, Assam) , RS5-Jaghiroad, RS6-B.G.Hill (Guwahati) , RS8-Dharampur (near Nalbari) , RS9-Barpeta Road, PS6-Bongaigaon, RS10-Pratapkhata (near Sapatgram, Assam).

Bid Closing Date & Time : 03/03/2010 at 14:00 Hrs(IST) at PHQ, OIL,Guwahati .

Bid Opening Date & Time : 03/03/2010 at 14:30 Hrs(IST) at PHQ,OIL,Guwahati.

Earnest Money Deposit : Rs.2600/- by DD/Bank Guarantee with the bid .

Security deposit : 2.5% of Contract Value by valid BG with validity till Warranty/demand Draft before signing of contract.

Cost of Tender Papers : Rs.500 per set.

Contract Period : 08 weeks

Tender Paper Sale: From 04/02/2010 to 24/02/2010 from 1000 hrs. to 1130 hrs.  
On working days except Saturdays.

2.0 The complete set of bidding documents(non-transferable) containing detailed terms and conditions for the above tender shall be obtained from **Chief Engineer(E&C),Pipeline Headquartes,Oil India Limited, P.O. Udayan Vihar, Guwahati-781171, Assam** by application in plain paper with copy of valid dealership certificate addressed to General Manager(PLS) with payment of tender paper fee by demand draft/Bakers' Cheque in favor of OIL INDIA LIMITED payable at **Guwahati** .The details of tender available in our website: [www.oil-india.com](http://www.oil-india.com) .The unregistered bidding documents submitted shall be summarily rejected.

- 3.0 OIL shall not be responsible for delay, loss or non-receipt of application for the bidding documents or bidding documents sent by post and will not entertain any correspondence in this regard.
- 4.0 The bidders should fulfill and note the following criteria/terms & conditions for submitting bid for the tender, otherwise the bid shall be rejected.

#### A. BRC/BEC

1. The bidder must be an Institutional Sales Dealer of the Manufacturer & shall supply the materials & services at Corporate Rates only.
2. The copy of valid dealership certificate must be enclosed with the bidder.
3. The bidder must give an undertaking to install & commission the units at respective Pump stations & repeater stations as per instruction of the Base Engineers and submit commissioning report alongwith valid warranty cards to the Base Electrical In-Charge . The services during warranty period and thereafter the after sale services of units through AMC on chargeable basis for at least next five years shall be extended by the supplier location wise.

#### B. OTHER TERMS & CONDITIONS:

1. It will be solely the contractor's responsibility to fulfill all the legal formalities with respect to Health, Safety and Environment aspects of the entire job (namely; the person employed by him, the equipment, the environment, etc) under the jurisdiction of the district of that state where it is operating. Ensure that all sub-contractors hired by him comply with the same requirement as the contractor himself and shall be liable for ensuring compliance all HSE laws by sub or sub-sub contractor.
2. For any HSE matters not specified in the contract document, the contractor will abide and relevant and prevailing Acts/Rules/Regulations pertaining to Health, Safety and Environment.
3. The contractor shall ensure that the personnel deployed have adequate knowledge & awareness of rules, regulations, guidelines pertaining to security and HSE of OIL, mines or applicable laws/rules/Standards of petroleum industries.
4. The bidding documents shall be issued to Institutional Sales Dealer of the Manufacturer & shall supply the materials & services at Corporate Rates only.

#### 3. SET-OFF:-

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).

4. The bids without earnest money shall be outright rejected.

5..SEALED ENVELOPES Containing the Tender shall be marked with the above Tender Number and description of work and addressed to the General Manger(PLS)

OIL INDIA LIMITED

(A Govt. of India Enterprise) Fax No. 91-0361-22540686

Udyan Vihar, Narangi, Guwahati, Assam.

6.All bidders shall deposit the requisite EARNEST MONEY alongwith the Tender in the form of Demand Draft/Banker's Cheque/Bank Guarantee in favour of M/s Oil India Limited and payable at GUWAHATI. This Earnest Money shall be refunded to all unsuccessful tenderers, but is liable to be forfeited in full or part, at Company's discretion , as per Clause 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).

7. Tenders will be received upto 02:00 PM (IST) on the date as mentioned above and opened on the same day at 02:30 PM (IST) at General Manger(PLS)'s office before any attending tenderers.

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.

8. 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 considerate to be correct.

9. 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.

10 (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.

11. The tender must be valid for 180 ( One hundred & eighty) days from the date of opening of the tender.

12. Conditional tenders are liable to be rejected at the discretion of the Company.

13. Tenders can be dropped at the box placed at the office of G M(PLS) or submitted to the office of CEPL(E&C) or can be sent by registered post addressed to:

General Manger(PLS)

OIL INDIA LIMITED

(A Govt. of India Enterprise)

Fax No. 91-0361-22540686

P.O. Udyan Vihar, Narangi, Guwahati-781171,

Assam

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.

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

15. 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.

a) 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.

b) 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.

c) . 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.

d). 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.

e). 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.

f) . 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.

g) . 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.

16. 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.

17. 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.

18. The amount of retention money shall be released after 6 (six) months from the date of completion certificate from the concerned department.

19. The work shall have to be started within seven days from the date of work order.

20. 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.

21. 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

22. 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.

23. 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.

**24 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.

**SOQ - Schedule of Work, Unit, Quantities, .**

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Service Description of Work	Unit in Quantity
<b>1.</b> 1.5 Tr Split Type Air conditioner , 230 V A C ,50+/-5% Hz,cooling capacity 18000 BTU/Hr, conforming to all relevant standard with sleek look,5-star rated,energy efficient rotary copressor,anti-bacrteria /neo Plasma filters, advanced LED Dual display(both set & room Temp.) ,anti-rust fin condenser & evaporator,on/off timer,jet cool ,Flurescent LCD remote control, dry/dehumidification mode, air flow	14 No.s

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logic and compressive & compressor warranty as per applicable.

The supplier shall install & commission the units at respective Pump stations & repeater stations as per instruction of the Base Engineers and submit commissioning report alongwith valid warranty card to the Base In-Charge.

**The services during** warranty period and thereafter the aftersale services of units through AMC on chargeable basis for at least next five years shall be ensured Contractor by the supplier.

**2.** Installation & commissioning the units at respective Pump stations & repeater stations in all respect as per instruction of the Base Engineers and submit commissioning report alongwith valid warranty card to the Base In-Charge.

14 Nos. .

**3.** Supply & installation of single phase /230 volt a.c Starter for Air conditioners.  
make: Any reputed brand with ISI mark.

14 Nos.

**4.** Supply & installation of good Suitable fixture for outdoor Unit of Split Air-conditioner

14 Nos.

**5.** Supply of Extra copper tubing during commissioning of Split A/Cs on required basis only

60 M

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Total Amount(Rs):

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