



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्योग) में विकृत संचालन: दुईपारान, अकरन
Oil India Limited
(A Government of India Enterprise) Registered Office: Duliagan, Assam

KG Basin Project
#2-7A-7, Subhadra Residency
Venkatanagar, Sivalayam Street,
KAKINADA-533003. A.P.
Phone (O) 0884-2351857
FAX: 91-884-2352383
Email:oilkgbproject@gmail.com

Issued to M/s. _____
(Name & Address of Firm) _____

Srl. No. _____

Signature of Tender Issuing Officer:

FORWARDING LETTER

Tender No. OIL/KGB/10 Dated 22.11.2010 for 'Hiring of Consultancy Services for Civil Engineering Jobs for Three (03) Onshore HPHT Exploratory Wells in NELP-VI BLOCK: KG-ONN-2004/1

Bid Closing Date and Time: 21.12.2010 at 15:00Hrs.
Bid Opening Date and Time: 21.12.2010 at 15:30Hrs.

1.0 Oil India Limited (OIL), a Govt. of India Enterprise, invites sealed tenders, under **Single Stage Two Bid** system, from financially sound and experienced Consultants for the works detailed in Schedule of Works (Part-II) and as per the terms and conditions detailed in the draft agreement enclosed as Part-I (Conditions of Agreement), Part-III (Special Instructions & Specifications), and Part-IV (Special Conditions of Agreement).

2.0 ISSUE OF TENDER DOCUMENTS

2.1 Non-transferable Tender Documents (Part-I to V including this Forwarding Letter) are to be purchased from the Office of Head –BEP & KG Basin Project, Oil India Limited,2-7A-7,Subhadra Residency,Venkatanagar,Sivalayam Street,Kakinada-533003,Andhra Pradesh, within office working hours from 24.11.2010 to 20.12.2010, on application along with non-refundable tender fee amounting to Rs.2,000/- (Rupees Two Thousand only) through demand draft drawn in favor of Oil India Limited payable at Kakinada. The bid documents are also available at Website -www.oil-india.com and interested tenderer may download the same. In such a case, the tenderer shall deposit the cost of tender documents along with submission of the tender, failing which the tender submitted shall not be considered. Public Sector Undertakings and SSI units are exempted from tender fee.

3.0 ELIGIBILITY CRITERIA:

3.1 The bidders must have the minimum work experience and other credentials as detailed in "Bid Rejection Criteria" in Part-V to be eligible/qualify for the tender.

4.0 PREPARATION & SUBMISSION OF BIDS:

4.1 **LANGUAGE OF BIDS:** The bid as well as all correspondence and documents relating to the bid exchanged between the Bidder and the Company shall be in English language, except that any printed literature may be in another language provided it is accompanied by an English translated version, which shall govern for the purpose of bid interpretation.

4.2 **DOCUMENTS COMPRISING THE BID:** The complete bid should be submitted as under:

Un-priced Techno-Commercial Bid and Price bids should be put in two separate envelopes with markings on them as A and B respectively as under :

Envelope-A: This envelope shall contain the Un-priced Techno-Commercial Bid (including bid security) and shall be super-scribed as Techno-Commercial Bid. In this envelope the bid containing all parts except the price bid shall be put in.

Envelope-B: This envelope shall contain the Price bid and shall be super-scribed as Price Bid.

Both the Envelopes i.e., Envelope-A & Envelope-B shall be put in one envelope and all markings like Tender No., Bid Closing Date, Bidder's Name etc. shall be superscribed on it and will be addressed to Head –BEP & KG Basin Project, Oil India Limited,2-7A-7,Subhadra Residency,Venkatanagar,SivalayamStreet,Kakinada-533003,Andhra Pradesh.

NOTE:

Envelope for Un-priced Techno-Commercial Bid shall also contain all the documentary evidences/undertakings required to be submitted as per the "Bid Rejection and Bid Evaluation Criteria" (BRC/BEC) as detailed in Part-V, without including any price, in addition to the following:

- a) PAN & PF code number issued by appropriate Govt. authority.
- b) Service Tax Registration number issued by appropriate Govt. authority.
- c) Documentary evidence in support of sound financial standing and Bank Account No. from any Nationalized Bank.

Also a copy of Part -V i.e. Priced Bid with price figures only blanked out is to be enclosed in this envelope.

Envelope for Price Bid shall contain price bid. The bidders shall be required to quote their rates & currencies (in case of ICB) and any other commercial information as specified, within the space(s) provided for the purpose. This shall not be opened until the technical bid is examined as per bid evaluation criteria and after approval of the competent authority as per DOP to open it.

4.3 The envelope(s) shall be opened as under:

Envelope-A containing the Un-priced Techno-Commercial Bid should be opened on the Technical Bid Opening Time and Date by Bid Opening Officers.

Envelope-B containing the Price bid shall not be opened until the Techno-Bid is examined as per bid evaluation criteria and after approval of the competent authority of OIL.

4.4 BID SECURITY of Rs 1,60,000.00/- (Rupees One Lakh Sixty Thousand) in the form of a Bank Draft /Banker's Cheque drawn in favour of OIL INDIA LIMITED, Kakinada must be submitted along with the Techno-commercial Bid in Envelope A, failing which the offer will not be considered further. The Bid Security will be forfeited in full should any bidder withdraw/alter his bid after the scheduled Bid Closing time/date and within the bid validity or fails to undertake the work, if allotted within the bid validity. The bid security will also be forfeited if the successful bidder does not furnish Performance Security within two weeks of notification of award of contract. Bids received without Bid Security in the manner as specified above will be summarily rejected. The Bid Security shall not accrue any interest. The Bid Security shall be returned to all the unsuccessful bidders after finalization of the tender. However, the Bid Security of the successful bidder will be returned after submission of Performance Security as per Clause 15.1 of Part-I.

4.5 The bidders, in their own interest are advised to deliver their bids personally to **Head –BEP & KG Basin Project, Oil India Limited,2-7A-7,Subhadra Residency,Venkatanagar,Sivalayam Street,Kakinada-533003,Andhra Pradesh.**

Alternately, they may send the same through courier/registered post. The Company will not be responsible for any delay, wrong delivery or non-delivery of the bids due to any reason.

- 4.6 Bids received after the Bid Closing date and time will be summarily rejected. No correspondence will be entertained regarding extension of Bid Closing date or delay in receipt of bid by the Company. Further more, the Company will not entertain any interim correspondence from the bidders after the Bid Closing date regarding the status of their bid.
- 4.7 The 'BID' will be opened on the above mentioned Bid Closing date and time in presence of duly authorized representatives of the bidders, if any, in the office of **Head –BEP & KG Basin Project, Oil India Limited,2-7A-7,Subhadra Residency,Venkatanagar,Sivalayam Street,Kakinada-533003,Andhra Pradesh.**
- 4.8 The bidders are advised to consult the Company in their own interest to assess the nature and extent of the works and the conditions under which it will be carried out, before submitting their bids.
- 4.9 OIL reserves the right to accept or reject any or all bids in part or in total without assigning any reason.
- 4.10 The bidders must declare the particulars of relatives, which include spouse, sons/daughters/brothers/sisters first uncles/cousins and their spouses working with OIL INDIA LIMITED, if any, in the enclosed format (Part-IV).
- 5.0 **BID REJECTION CRITERIA & BID EVALUATION CRITERIA (BRC/BEC):**
The Bid Rejection and Evaluation Criteria are detailed in Part-V hereof.
- 6.0 **BID VALIDITY**
Bids should be valid for acceptance for a period of 180 (one hundred and eighty days) days from the scheduled Bid Closing Date.
- 7.0 OIL reserves the right to award contracts to more than one bidder against this tender.
- 8.0 OIL reserves the right to accept or reject all bids or/and nullify the bidding process at any time prior to award of Agreement, without thereby incurring any liability to the affected bidder or bidders or obligation to inform the affected bidder or bidders of the grounds for the Company's action.
- 9.0 In the event of receipt of only a single offer against the tender within the B.C. date and time, OIL reserves the right to extend the B.C. date as deemed fit. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date shall not be permitted to revise their bids.
OIL now looks forward your participation against the Tender.

Thanking you.

Yours faithfully
Oil India Limited

(G C Dev Choudhury)
Chief Manager (Materials)
For Head-BEP & KG Basin Project

PART – I

CONDITIONS OF AGREEMENT

Consultancy Services for Civil Engineering Jobs for Three (03) Onshore HPHT Exploratory Wells in NELP-VI BLOCK: KG-ONN-2004/1

MEMORANDUM OF AGREEMENT made this day ----- 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 and Project Office at **2-7A-7, Subhadra Residency, Venkatanagar, Sivalayam Street, Kakinada-533003, Andhra Pradesh** (hereinafter called "The Company") of the one part and ----- carrying on business as PROPRIETOR under the firm name M/s ----- with their office at ----- in the district of ----- aforesaid (hereinafter called "The Consultant") of the other part.

WHEREAS, in this agreement the following terms shall be interpreted as indicated below:

- a) The "Agreement" means the Contract entered into between the Company and Consultant, and terms & conditions as recorded in this document signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- b) The "Agreement Price" means the prices/costs/rates payable by Company to the Consultant under the agreement for the full and proper performance of its Contractual obligations.
- c) The "Work" means each and every activity described in the Schedule of Work/ Specifications, detailed in Part-II.
- d) "Company" means OIL INDIA LIMITED and its executors, successors, administrators and assignees.
- e) "Consultant" means the individual or firm or Company performing the "Work" under this Agreement and its executors, successors and assignees.
- f) "Consultant's personnel" means the personnel to be provided/deployed by the Consultant for due performance of the assigned work as per the Agreement.
- g) "Company Personnel" means the personnel to be provided by the Company. The Representative/Engineer of the Company are also included in the Company's personnel. The Company's Representative/Engineer means the person or persons appointed and approved from time to time by the Company to act on its behalf for overall co-ordination and project management at site.
- h) "Site" means the land, installation and other places, provided and designated by the Company on which the works are to be executed by the Consultant.
- i) "Company's items" means the equipment, materials, installations and services, which are to be provided by the Company at the expense of the Company.

- j) "Consultant's items" means the equipment, materials and services, which are to be provided by the Consultant at the expense of the Consultant.
- k) "Commencement date" means the date on which the Consultant's personnel starts the job as mentioned in the Agreement.
- (l) "Gross Negligence" as used in this Agreement shall mean "willful and wanton disregard for harmful, avoidable and foreseeable consequence".

WITNESSETH:

- 1.0 (a) The Consultant hereby agrees to carry out the work set down in the Schedule of Work which forms Part-II of this Agreement in accordance with General Specifications read in conjunction with any drawings and Particular Specifications and Instructions which forms Part-III of this Agreement utilizing the services as offered by the Company and listed in Part-IV of the Agreement.

(b) In this Agreement all words and expressions shall have the same meanings as are respectively assigned to them hereinabove which the Consultant has perused and is fully conversant with before entering into this Agreement.
- 2.0 The Consultant shall provide all labour, supervision and transport and such specified materials described in Part-II of the Agreement including tools and plants as necessary for the work and shall be responsible for all royalties and other levies and his rates shall include all incidental and contingent work which, although not specifically mentioned in this Agreement but are necessary for completion of the work in a sound manner and with good workmanship.
- 3.0 The Company's Engineer shall have power to -

(a) Reduce the rates at which payments shall be made if the quality of the work, although acceptable, is not up to the required standard, set forth in the Company's standard specifications which have been perused and fully understood by the Consultant.

(b) Order the Consultant to remove or replace any workman whom he (the Engineer) considers incompetent or unsuitable. The Engineer's opinion as to the competence and suitability of any workmen engaged by the Consultant shall be final and binding on the Consultant.
- 4.0 The Consultant shall have no claim against the Company in respect of any work which may be withdrawn, but only for work actually completed under this Agreement. The Consultant 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.
- 5.0 The Company reserves the right to cancel this Agreement at any time upon full payment of work done under this Agreement particularly for execution of this Agreement up to the date of cancellation of the Agreement. The valuation of the work done shall be estimated by the Company's Engineer in presence of the Consultant. The Consultant shall have no claim to any further payment whatsoever. The valuation would be carried out ex-party if Consultant fails to turn up despite reasonable notice, which will be binding on the Consultant.
- 6.0 The Consultant hereby undertakes to indemnify the Company against all claims which may arise against the under noted Act:-
 - i) The Mines Act.
 - ii) The Minimum Wages Act.
 - iii) The Workmen's Compensation Act.
 - iv) The Payment of Wages Act.

v) The Payment of Bonus Act., 1965.

Or any other Acts or statutes not herein above specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work. The Consultant shall not make the Company liable to reimburse the Consultant for the statutory increase in the wage rates of the Contract Labourer appointed by the Consultant. Such statutory increase in the wage rates of Contract Labourer shall be borne by the Consultant.

7.0 **Work Completion Time:** The Consultant must commence the work within 7 days of issue of LOA/Work Order and the work should be completed within 52 weeks from the date of issue of LOA/Work Order. Non compliance of this time schedule will call for imposition of liquidated damage.

8.0 **Validity of the Agreement:** The Agreement shall remain valid for a period of ----- from the date of letter of award of the Agreement or till the completion of work against the last Work Order issued within the currency of the Agreement, whichever is later.

9.0 **Schedule of Rates:** Payment to the Consultant will be made against work completed by them at the rates entered in the Schedule of Rates, Part-II hereof.

10.0 **Liquidated Damages:** Time is the essence of this Agreement and the work should be completed within stipulated period of completion. For any default in timely completion of assigned work from the date of assigning the work, Liquidated Damages at the rate of ½% (half percent) of the total value of the contract, per week or part thereof, upto a maximum of 7.1/2% (seven & half percent) of the total value of the contract.

11.0 In order to promote, safeguard and facilitate the general, operational economic interest of the Company, during the continuance of this Agreement the Consultant 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, demonstrations, 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 work and its neighborhood.

12.0 **Estimated Value of Contract:** The total evaluated value of the Agreement (all inclusive) is estimated to be Rs ----- lakh (Approx.), but the Company shall pay the Consultant only for actual work done at the all inclusive rates set down in the Schedule of Rates which forms Part-II of this Agreement.

13.0 **Payment Terms:** Payment shall be made as stipulated in Part-II within 30 days from the date of receipt of undisputed bills. Taxes will be deducted at source as per the existing Act, wherever applicable.

14.0 **Performance Security:**

Within two weeks of issue of Notification of Award of the Agreement, the successful bidder shall furnish Performance Security to the Company in the Form of a Bank Draft or Bank Guarantee from a scheduled bank located in India as per format provided in Appendix-B of the Bid Document. The amount of Performance Security shall be equivalent to 7.5% (Seven point Five percent) of the total evaluated value of the Agreement. A Performance Bank Guarantee should be so endorsed that it can be invoked at the issuing bank's branch located in Kakinada, Andhra Pradesh. The proceeds of the Performance Security shall be payable to the Company as compensation for any loss resulting from Consultant's failure to complete his/her obligations under the Agreement. The Performance Security shall be valid till six months beyond the validity of the Agreement.

15.0 The Consultant shall ensure that all men engaged by him are provided with appropriate protective clothing and safety wear in accordance with Regulations 89(a) and 89 (b) of the Indian Oil Mines Regulations 1984. The Company's representative shall not allow/accept

those who are not provided with the same.

16.0 LIABILITY:

16.1 Except as otherwise expressly provided, neither the Company nor its servants, agents, nominees, shall have any liability or responsibility whatsoever to whomsoever (including the owner) for loss or damage to the equipment and/or loss or damage to the property of Consultant and/or its sub-Consultants, irrespective of how much loss or damage is caused unless caused by willful and gross negligence of the Company and/or its servants, agents, nominees, assignees. The Consultant shall protect, defend, indemnify and hold harmless the Company from and against such loss or damage and any suit, claim or expense resulting therefrom.

16.2 Neither the Company nor its servants, agents, nominees, assignees, sub-Consultants shall have any liability or responsibility whatsoever for injury to, illness, or death of any employee of the Consultant irrespective of how such injury, illness or death is caused unless caused by willful and gross negligence of the Company and/or its servants, agents, nominees, assignees. The Consultant shall protect, defend, indemnify and hold harmless the Company from and against such loss or damage and any suit, claim or expense resulting there from.

17.0 FORCE MAJEURE:

17.1 In the event of either party being rendered unable by 'Force Majeure' to perform any obligation required to be performed by them under the contract, the relative obligation of the party affected by such 'Force Majeure' will stand suspended as provided herein. The word 'Force Majeure' as employed herein shall mean acts of God, war, revolt, agitation, strikes, riot, fire, flood, sabotage, civil commotion, road barricade (but not due to interference of employment problem of the party) and any other cause, whether of kind herein enumerated or otherwise which are not within the control of the party to the contract and which renders performance of the contract by the said party impossible.

17.2 Upon occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing within Seventy Two (72) hours of the alleged beginning and ending thereof, giving full particulars and satisfactory evidence in support of its claim.

17.3 Should 'Force Majeure' condition as stated above occurs and should the same be notified within seventy two (72) hours after its occurrence, the either party will have the right to terminate the contract with prior written notice if such 'Force Majeure' condition continues beyond consecutive ten (10) days. Should either party decide not to terminate the contract even under such condition, no payment would apply during the force majeure period unless otherwise agreed to.

18.0 TERMINATION:

18.1 TERMINATION ON EXPIRY OF THE TERMS (DURATION)

The contract shall be deemed to be automatically terminated on the expiry of duration of the contract (or extension, if any, thereof).

18.2 TERMINATION ON ACCOUNT OF FORCE MAJEURE:

Either party shall have the right to terminate the Contract on account of Force Majeure as set forth herein above.

18.3 TERMINATION ON ACCOUNT OF INSOLVENCY:

In the event that the Consultant at any time during the term of the Contract, becomes insolvent or makes a voluntary assignment of its assets for the benefit of creditors or is adjudged bankrupt, then the Company shall, by a notice in writing have the right to terminate the Contract and all the Consultant's rights and privileges hereunder, shall stand terminated forthwith.

18.4 TERMINATION FOR UNSATISFACTORY PERFORMANCE:

If the Company considers that, the performance of the Consultant is unsatisfactory, or not upto the expected standard, the Company shall notify the Consultant in writing and specify in details the cause of the dissatisfaction. The Company shall have the option to terminate the Contract by giving 7 days notice in writing to the Consultant, if Consultant fails to comply with the requisitions contained in the said written notice issued by the Company.

18.5 TERMINATION DUE TO CHANGE OF OWNERSHIP & ASSIGNMENT:

In case the Consultant's rights and/or obligations under the Contract and/or the Consultant's rights, title and interest to the equipment/material, are transferred or assigned without the Company's consent, the Company may at its absolute discretion, terminate the Contract.

18.6 CONSEQUENCES OF TERMINATION:

In all cases of termination herein set forth, the relative obligations of the parties to the contract shall be limited to the period up to the date of termination. Notwithstanding the termination of the Contract, the parties shall continue to be bound by the provisions of the Contract that reasonably require some action or forbearance after such termination.

18.7 If at any time during the term of the Contract, breakdown of Consultant's equipment results in Consultants being unable to perform their obligations hereunder for a period of 7 successive days (not including Force Majeure delay), the Company at its option, may terminate the Contract in its entirety without any further right or obligation on the part of the Company, except for the payment of money then due. No notice shall be served by the Company under the condition stated above.

18.8 Upon termination of the Contract, Consultant shall return to the Company all of Company's items, which are in Consultant's possession at the time.

18.9 Notwithstanding any provisions herein to the contrary, the Contract may be terminated at any time by the Company on giving 7 (seven) days written notice to the Consultant due to any other reason not covered under the above clauses from 22.1 to 22.7 and in the event of such termination the Company shall not be liable to pay any cost or damage to the Consultant except for payment for service charges and other charges as per the Contract up to the date of termination.

18.10 In the event of termination of contract, the Company will issue Notice of termination to the Consultant with date or event after which the contract will be terminated. The contract shall then stand terminated and the Consultant shall demobilise their personnel & materials.

19.0 ARBITRATION :

19.1 The Consultant and the Company shall make every effort to resolve amicably by direct informal negotiation any disagreement arising between them under or in connection with the agreement.

19.2 In the event of any disagreement or dispute arising in connection with execution of the Agreement which cannot be settled in an amicable manner between the Consultant and the

Company, the matter shall be referred to arbitration. Such arbitration shall be governed by the provisions of the Indian Arbitration Act, 1940 as amended upto date by any statutory modification or reenactment thereof for the time being in force. Arbitration proceeding will be held in New Delhi.

- 20.0 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 Consultant.
- 21.0 General Health, Safety and Environment aspects will be as per the terms set forth in Appendix –A
- 22.0 **SET OFF CLAUSE:-**Any sum of money due and payable to the Consultant (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 Consultant with Oil India Limited (Or such other person or persons contracting through Oil India Limited).

IN WITNESS where of the parties hereunto set their hand and seals the day and year first above written.

Signed in the name and on behalf of:
M/s.
(CONSULTANT)

Signed in the name and on behalf of:
OIL INDIA LIMITED
(COMPANY)

Signature : _____

Signature : _____

Name : _____
(Legal Power of Attorney)

Name :
Designation:

In presence of:
Signature: _____

In presence of:
Signature: _____

Name : _____

Name : _____

Part-II

PROJECT REQUIREMENT, SCOPE OF CONSULTANCY SERVICES **&** **PRICE BID FORMAT**

1.0 INTRODUCTION

1.1 Oil India Limited (OIL) is a premier "Schedule A" National Oil Company, under the administrative control of the Ministry of Petroleum and Natural Gas engaged in the business of Exploration, Production and Transportation of Crude Oil & Natural Gas and Extraction of LPG. Majority of the activities of OIL are concentrated in the on-shore areas of the North-Eastern part of the Country where-from its entire crude oil and majority of gas are being produced. Approximately 10% of its gas production is from the on-shore field located within the Thar Desert at Rajasthan. The Company's exploration activities are spread over the on-shore areas of Ganga Valley and Mahanadi. OIL has participation interest in NELP exploration blocks in Mahanadi offshore, Mumbai deep water and Krishna-Godavari deep water. The Company also has participation interest in various overseas exploration blocks in Libya, Gabon, Iran, Nigeria, Sudan and Yemen.

1.1.1 Historically the Company is a sibling of erstwhile **Burma Oil Company**, which was bifurcated into present Assam Oil Division of IOCL and Oil India Limited. The Company has already stepped into its fiftieth year of glorious services to the Nation.

1.2 KG BASIN

The Block KG-onn-2004/1 of 549 Sq Km. Area has been awarded by the Ministry of petroleum & Natural Gas (MOP&NG), Govt. of India, under its New Exploration Licensing Policy (NELP) round VI, to the consortium of Oil India Limited (OIL), a Govt. of India Enterprise (90% stake as the Operator) and Geo-Global Resources (GGR: Barbados) with 10% stake as the partner for the block, for carrying out extensive & expeditious exploration for Petroleum & Natural Gas in the region. This 549 Sq Km. comprises of 511 Sq Km. on land area in the district of East Godavari, Andhra Pradesh (AP) and hat of 38SqKm. in the District of Yanam, Puducherry (UT).

21.0 CLIENT'S REQUIREMENT

2.1 The location of the block KG-ONN-2004/1 is in KG Basin with the available communication network.

2.1.1 In general, the entire block KG-ONN-2004/1 is thickly populated with villages and towns. About 20% of the area is covered by the river Godavari and about 30% of the area hosts coastal swamps and forests. Out of the 511Sq Km. in East Godavari Dist of AP. 176.34 Sq Km. covers parts of the reserved forest area in the region. The 38 Sq Km. in the District of Yanam, Puducherry (UT) is thickly populated township. The entire block has alluvial covers and a considerable portion of the non-forest part of the block is covered with paddy fields, mangroves, coconut grooves, cash crops and fish/ prawn ponds etc.

2.2 Drilling Commitment:

2.2.1 As per commitment minimum Work Program (MWP) along with other activities, the consortium needs to drill 12(twelve) exploratory wells within February 2012. Out of the 12-wells, 2-wells will be of 2000m, 2-wells will be of 4000m, 1-well will be of 4500m and the

remaining 7-wells will be of 5000m depth. OIL is planning to drill the first few wells in the south-eastern part of the block.

3.0 **SCOPE OF SERVICES**

3.1 **SCOPE OF WORK**

3.1.1 Civil Engineering Jobs:

- 1) The Consultant shall undertake a detail survey of the site, prior to the design of Engineering Work. While carrying out the survey, the Consultants shall also ensure taking levels with respect to an acceptable benchmark and any filling/cutting necessary for the site as per the conceptual plan and later as per the finalized scheme shall be computed in advance. This work shall be done in Consultation with company's Engineers. The Consultant shall arrange for the soil investigation at site, if required, to obtain information regarding soil-bearing capacity, sub-soil water and any other reference data, which the consultant may consider necessary for the job for which no separate payment be made by company. The Consultant shall prepare detailed design for the rig-foundation as per layout drawing provided by the company, bridge construction, new road construction, strengthen of existing bridges/culverts, etc. based on the data collected
- 2) Detailed method, specifications, schedule of items, estimates for construction of new approach roads for easy movements of heavy rig equipments and consumables to the proposed drilling sites considering latest relevant IRC specifications. Prepare strip plan showing the existing road land with , utility services(both above & below ground level , trees, electric poles, telephone poles, water pipeline, sewage line, bridges, culverts, junctions, adjoining land use, encroachment etc.The work also includes additional survey at each turning, curve, junction and suggest improvement if necessary to facilitate movement heavy vehicles used for oil exploration.
- 3) Comprehensive report for deployment / construction of a semi-permanent/ permanent/ floating type bridge for class-A or class-AA loading capacity whichever is greater with approach road for crossing river around 150m length. The scope includes investigation for hydrological and soil data (if required), design, drawing specifications with complete estimate of the bridge. For design & specifications the relevant IRC/ IS/ erection of the bridge have to be considered including its approaches will be carried out through a single contract for which the consultant has to prepare the NIT documents and necessary assistance in selection of appropriate/suitable the bidders. The work also includes carrying out soil testing, CBR test, and road deflection test as per relevant IRC standard.
- 4) Providing concrete reference pillars, benchmark pillars, pegs and other requirements during and carrying out the survey.
- 5) Consultant has to furnish detailed design, drawings with specifications and cost estimate for foundations of the drilling rig after necessary investigation of bearing capacity of soil in drill sites. The type of drilling rig with Lay-out plan shall be confirmed during consultancy service. The approach bell mouth and final level of the proposed drilling site (after necessary cutting and filling if any) shall be considered for determining the final centre line and gradient of the proposed approach road to the well site.
- 6) Construction details, drawings/schedule of items, specifications and estimates for preparation of drilling plinth, bell mouth road, effluent pit, etc. considering all relative factors. The site plan also includes the related structures such as barites ramp, chemical go-down, crew huts, offices, etc. required in the drilling plinth during drilling operation. The approach bell mouth and final level of the proposed drilling site (after necessary cutting and filling if any) shall be considered for determining the final centre line and gradient of the proposed approach road to the well site.

- 7) The consultant have to furnish the detail methods to be adopted for strengthen/ development of existing bridges, culverts, roads up to IRC class-A or class-AA load carrying capacity, smoothing of sharp turnings (providing proper turning radius) and construction of passing places for heavy field vehicular movements with detailed specifications and cost estimates (from Kakinada city to proposed drilling sites). Works will also include for obtaining approval for strengthen/ development jobs of existing roads, bridges and culverts, widening of sharp turnings and construction of passing places from appropriate authority such as State PWD, NGO and other Statutory bodies taking into account of existing laws and regulations of the area.
- 8) To obtain approval from concerned Electricity Board or authority for raising/ shifting of existing HT lines all along the road(from Kakinada city to the proposed drilling sites) to facilitate rig and field vehicular movements.
- 9) All detailed estimates for Civil Engineering jobs as stated above must be as per approved rates of DSR (with approved Cost Index of the area) or PWD of Kakinada.
- 10) The permission for utilizing existing roads, bridges, culverts, etc. and development works/construction activities from PWD or concerned authority have to be obtained by the Consultant to carry out our drilling activities.
- 11) Preparation of detailed bar chart schedule after clearing all statutory permission, covering all activities of Civil Engineering jobs keeping in view the overall project schedule. Works also includes to co-ordinate, inspect, implication in order to secure completion of entire jobs conforming to plans, specifications and approved schedule.
- 12) Prepare safety procedure for compliance by the work persons during execution of works.
- 13) The Consultant shall submit detailed preliminary bill of quantities and estimates along with rate analysis (for review by the Company) and detailed final bill of quantities and estimates (after incorporating the comments, if any, of the Company) for each module of work.
- 14) The final BOQ and detailed estimates submitted by the Consultant should be separate for both DSR and State PWD schedule and non-schedule items of work. The rates shall be analyzed on the basis of CPWD or PWD rate analysis, and or present market rate. Any escalation required to be loaded on the SOR shall be properly supported by detailed calculation as per standard practices indicating the relevant cost index.
- 15) The detailed design calculations and specifications and final estimates should be supplied separately for each module of work in duplicate to the Company.
- 16) The Consultant shall review/ inspect the progress of the project on a regular basis as per the requirements of the company.
- 17) During the review/ inspection, the Consultant shall cover, but will not be limited to the following points:-
 - i) Ensure the construction to be in the conformity with the approved plans, specifications and architectural/ structural drawings.
 - ii) Analysis of construction procedures to ensure adherence to good workmanship ethics and to eliminate chances of sub-standard work/ deviations from specifications as a result of the same.
 - iii) Analysis of construction costs to eliminate cost over runs and recommended alternative approaches/ methodology to achieve the same.
- 18) Consultant shall get Survey and Soil Investigation for the site and all structural designs to be done based on the report for which no separate fees will be entertained.

- 19) Modify the conceptual design incorporating required changes and prepare the preliminary drawings, utility and schemes, study model, etc. as required, along with the preliminary estimate of cost as per CPWD/PWD norms(for the area of Kakinada).
- 20) Prepare detail Engineering design and work specification, drawings necessary for the Company's/ Engineer-in-Charge's approval and ensure compliance with codes, standards and legislation, as applicable and obtain approval from the statutory authorities.
- 21) Prepare detailed working and schematic drawings, detailed work specifications, final BOQ and cost estimate based on CPWD / PWD rate analysis and/ or present market rate and preparation of tender documents for award of work.
- 22) Prepare and issue detail working and schematic drawing to Company/ Engineer-in-Charge and details for proper execution of work during construction.
- 23) Check/ review sample, Bar Bending Schedule of various elements and components of the Work for Company/ Engineer-in-Charge's approval.
- 24) In general Estimates and Drawings should cover the following aspects:

Estimate: The project estimate should give a clear picture of the financial commitment involved and should be realistic. The estimate shall consist of:

- I. General abstract of cost.
- II. Detailed estimates for each major head which shall consist the following
 - a. Abstract of cost
 - b. Estimate of quantity
 - c. Analysis of rates
 - d. Quarry material source chart
 - e. Basis of provision for escalation if any

III. Drawings: The drawings shall easy and translation of the proposals in the field and include the following:

- a) Locality map cum site plan
- b) Land acquisition plan
- c) Plan & longitudinal section
- d) Typical cross section sheet for existing & proposed road pavement
- e) Detailed cross section
- f) Drawing for cross drainage structure
- g) Road junction drawings
- h) Drawing for retaining wall and other structure.
- i) Drawing for passing places, campsite, parking place
- j) Location of various road signs.
- k) Contour map for drilling site
- l) Layout drawing incorporating all requirements for drilling location site.
- m) Road inventory report
- n) Any other document & drawing.

4.0 **ADDITIONS AND ALTERATIONS**

- 4.1 The Company / Engineer-in-Charge shall have the right to request in writing for additions, alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith after final approval of the architectural / engineering design and the Consultant shall comply with such requests without any extra cost.

- 4.2 If it is found after call of tenders that the acceptable tender is not within the amount sanctioned, the Consultant shall, if so desired by the Company/ Engineer-in-Charge, take steps to carry out necessary modifications in the design and specifications to see that the tendered cost does not exceed the amount of corresponding sanction by more than ten (10) percent. The Consultant shall not be paid anything extra for such modifications. If the Company is convinced that the trend of the market rate is such that the work cannot be done within the amount of sanctioned estimate, the Consultant shall submit a revised estimate expeditiously for obtaining sanction of the competent authority.
- 4.3 The Consultant shall not make any material deviation, alteration, addition to or omission from the work shown and described in the contract document except without first obtaining the written consent of the Company / Engineer-in-Charge.
- 5.0 Manpower *REQUIREMENT*: The following minimum man-power to be engaged for proper supervision of jobs and the same has to be confirmed while quoting, failing which the bid will be liable for rejection:
- A) Project Manager: Should be responsible for successful design, specifications, preparation of tenders, cost estimation and successful supervision of the project. He should liaise with OIL's representative for proper execution of all jobs as per scope of work. He should be a Civil Engineering degree holder with minimum 10 years of relevant experience particularly of designing & supervision of Bridge construction.
- B) Civil Engineer: Should be responsible for successful supervision of the project jobs as per scope of work. He should be a Civil Engineering degree holder with minimum 7 years of relevant experience particularly of supervision of Bridge construction.
- C) Technician (Junior Engineer): Should be responsible for daily supervision of the project jobs as per scope of work. He should be Diploma holder in Civil Engineering and should have minimum 10 years experience of supervising similar jobs as per Scope of Work.

SCHEDULE OF TIME:

i)Submission of Preliminary design/ drawings and Cost Estimates.	8 weeks from the date of issue of Letter of Acceptance (including time spend for approval from OIL).
ii) Submission of detailed specifications BOQ, Bar bending schedule, detailed architectural drawings, structural and service Designs together with estimates of costs Sufficient to prepare NIT documents for Roads, Culverts and Drilling locations separately for three locations.	2 weeks from the approval of item no. (i).
iii) Submission of detailed specifications BOQ, Bar bending schedule, detailed architectural drawings, structural and service Designs together with estimates of costs Sufficient to prepare NIT documents for deployment of a semi-permanent/ permanent/ floating type bridge for class-A or class-AA loading capacity (as mentioned in Scope of work).	4 weeks from the approval of item no. (i).
iv) Required approval from statutory bodies Govt. Official etc. for execution of works.	8 weeks from the approval of item no. (i).
v) General Supervision works against various Tender packages.	44 weeks from the issue of Letter of Acceptance for various Tender Packages or till issue of completion certificate by OIL INDIA LTD. whichever is later.

PRICE BID FORMAT

Tender No OIL/KGB/10 for Hiring of Consultancy Services for Civil Engineering Jobs for Three (03) Onshore HPHT Exploratory Wells in NELP-VI BLOCK: KG-ONN-2004/1.

1.1 PROFESSIONAL FEES

Description	% age of estimated cost.
<p>Providing Consultancy Services, as detailed in the scope of work. (The above fee shall be deemed to include the cost of maintenance of necessary subordinate staff and all other expenditure which the Consultant may incur in the course of carrying out and rendering duties and services for this Project as agreed upon. The Consultant shall not be entitled to any payment or remuneration over and above the fees herein before stipulated on the ground that the work of construction or installation is not for any cause or by any reason whatsoever, completed by the scheduled date, nor shall the Consultant be entitled to any extra payment or remuneration by reason or on account of any delay caused in one or the other).</p> <p>The above fee is deemed to be exclusive of Service Tax plus cess. Service tax plus cess shall be paid as prevalent, but limited to the period of original EDC.</p>	

1.2

MODE OF PAYMENT

To facilitate payment to the Consultant as indicated in the Scope of work, all the jobs have been divided into 4 groups as indicated below and the bidders have to offer their percentage of **Total lump-sum estimated cost considering entire volume of works. To evaluate estimated cost a brief note of the nature of works are furnished in sl. No: 1.2.2 below.**

Group 1: Well Plinth, foundation, effluent pit, hardstanding, approach road to the Location1 etc. including necessary clearances/approvals.

Group2: Well Plinth, foundation, effluent pit, hardstanding, approach road to the Location2 etc. including necessary clearances/approvals.

Group 3: Well Plinth, foundation, effluent pit, hardstanding, approach road to the Location3 etc. including necessary clearances/approvals.

Group4: The Bridge and its approach roads including all approvals/clearances.

1.2.1 SCHEDULE OF PAYMENT:

<p>Stage-I After approval of submitted Preliminary design/ drawings and Cost Estimates.</p>	20% of the total fees payable.
<p>Stage-II After approval of submitted detailed specifications BOQ, detailed architectural drawings, structural and service Designs together with estimates of costs Sufficient to prepare NIT documents for Roads, Culverts and Drilling locations separately for three locations.</p>	<p>1) Loc-1: 5% of the total fee. 2) Loc-2: 5% of the total fee. 3) Loc-3: 5% of the total fee.</p>
<p>Stage-III After approval of submitted detailed specifications BOQ, detailed architectural drawings, structural and service Designs together with estimates of costs Sufficient to prepare NIT documents for deployment of a semi-permanent/ permanent/ floating type bridge for class-A or class-AA loading capacity (as mentioned in Scope of work sl.no.3).</p>	10 % of the total fees.
<p>Stage-IV Necessary approval from statutory bodies Govt. Official etc. particularly as mentioned in EOI. 1) Loc -1 2) Loc-2 3) Loc-3, 4) Bridge (150m Span)</p>	<p>1) Loc-1: 5% of the total fee. 2) Loc-2: 5% of the total fee. 3) Loc-3: 5% of the total fee. 4) Bridge (150m Span): 5% of the total fee.</p>
<p>Stage-V After completion of General Supervision works against various Tender packages for Construction of roads, Bridges, Drilling Plinths and all related jobs. 1) Loc -1 2) Loc-2 3) Loc-3,</p>	<p>1) Loc-1: 10% of the total fee. 2) Loc-2: 5% of the total fee. 3) Loc-3: 10% of the total fee.</p>
<p>Stage-VI Issue of completion certificates/ occupancy certificates by OIL.</p>	10 % of the total fees.

1.2.2 Brief note on Drilling Plinths and Approach road:

Group 1(Loc-1):

I) Drilling Plinth:

- (i) Plinth Area : 8535 Sq. Meter, Earth filling depth: 1.5
- (ii) Hard standing area : 6860 Sq. Meter. 150 mm tk GBS & 150mm WBM.

(iii) Effluent pit : 3300 Sq. Meter (1.5 Meter deep) or 4950 Cu. M (pit to be covered by permeable Sheet to restrict seepage)

(iv) Concrete area (Rig foundation, pump foundation, power pack, engine foundation, pillow foundation etc.: 880 Sq. meters (average depth 0.90 M with 1:11/2:3 concrete).

II) New road: 2.00 KM (approx) Carriage width: 3.66 M for IRC class-A or class-AA load carrying capacity with 0.60 m earth filling followed by 150.00 mm GSB and 150mm WBM.

III) Existing approach road and culverts: 6 KM (approx)-To be widened by 2.00M and strengthen entire sector/surface as per IRC class-A or class-AA load carrying capacity with provision for adequate passing places of size 30.00 m x 3.00m.

IV) Existing approach road and RCC Bridge (span 50 m): 2 KM (approx): To be strengthen/repair as per IRC class-A or class-AA load carrying capacity. Carriage width: 3.66 M. Existing road width: 4.00M.

Group2 (Loc-2):

I) Drilling plinth: Same as **Group 1(Loc-1)**.

II) Existing approach road and culverts: 11 KM (approx)-To be widened all along the existing road by 2.00M and strengthen entire sector/surface as per IRC class-A or class-AA load carrying capacity with provision of adequate passing places. Dimension for passing place: 30.00 m x 3.00m. Width of the existing road: 3.00M.

Group 3(Loc-3):

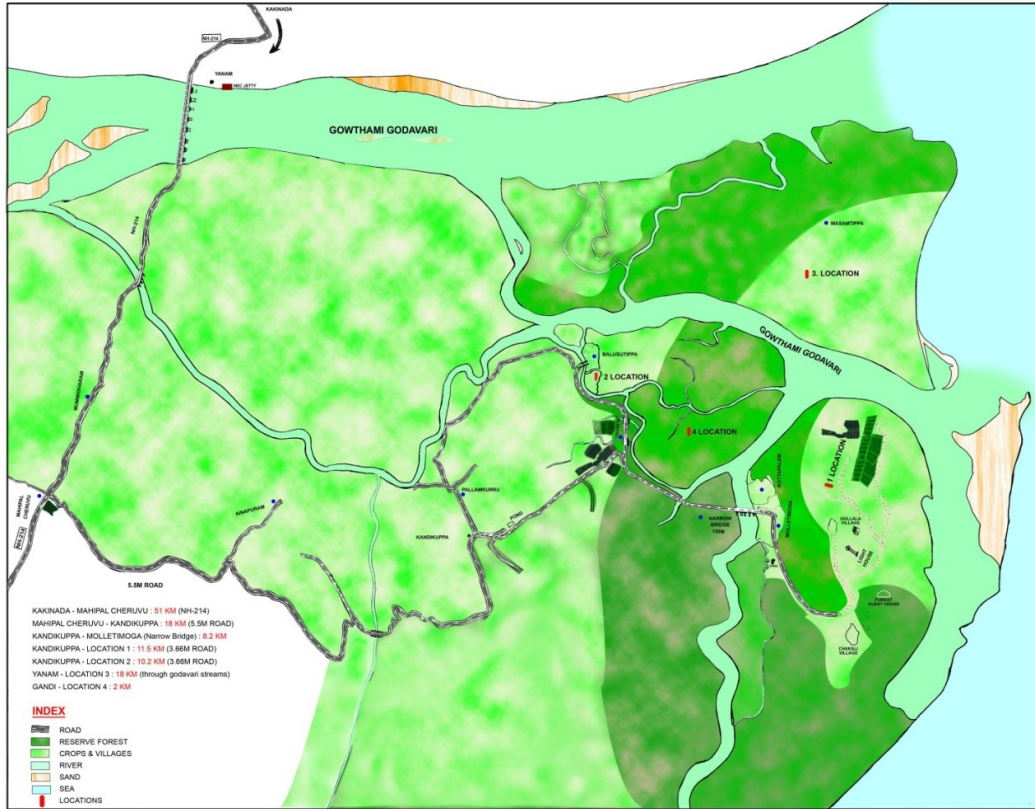
I) Drilling plinth: Same as **Group 1(Loc-1)**.

II) New road: 5.00 KM (approx). Carriage width: 3.66 M for IRC class-A or class-AA load carrying capacity with provision for adequate passing places. Required earth filling: 2.00m depth.

Group 4:

I) Semi-permanent/ permanent/ floating type bridge for class-A or class-AA loading capacity whichever is greater with approach road for crossing river around **200m length** with abutment and approach road(both side).

Length of the approach road: 400M (home bank): Required average earth filling. 2.00m depth followed by 150.00 mm GSB and 150mm WBM. Carriage width: 3.66 M. Length of the approach road: 500M (Light house bank): Required average earth filling: 1.50m depth followed by 150.00 mm GSB and 150mm WBM. . Carriage width: 3.66 M.



Part-III

Special Instructions

1. The rates must be valid for entire agreement period for which the Consultant shall have no objection.
2. The Company will constantly watch the progress made by the Consultant in the time frame mentioned above. In case the Consultant fails to achieve progress commensurating with time elapsed at any point of time within the allotted period, the Company reserves the right to carry out the remaining work, through any other agency. The additional cost, if any, incurred by the Company in getting the remaining work completed through any other agency will be recovered from the Consultant.
3. The Consultant must commence the work within 7 days of issue of LOA/work order .
4. The Company reserves the right to ask the Consultant to carry out work more than the quantities mentioned in Part-II of the contract at the same rates, terms and conditions to which the Consultant shall have no objection. Likewise, the quantities of work to be executed may be reduced by the Company, to which the Consultant will have not objection. The Consultant will be paid for actual quantities of work executed by him at the directions of the Company, and at rates agreed in the contract.
5. Efficient workmen are to be engaged by the Consultant.
6. The Company reserves the right to get the part or whole work completed under risk and cost of the Consultant, if the Consultant fails to complete the work within the stipulated time without any valid reason. The Company's decision shall be final and binding on the Consultant.
7. All statutory taxes/levies by the Central / State Govt. or other authority from time to time will be borne by the Consultant. Rates/Amounts under this agreement are inclusive of all taxes, royalty, sales tax etc. In respect of Royalty, the Consultant must submit to the Company - the proof of payment, Short-Term Permit (STP) within 15 days and N.O.C. / N.D.C. from the Mining department before payment of final bill. The rate of Royalty may vary from time to time as per Govt. directives and the same is binding on the Consultant.
8. All items of work are to be carried out as per sound engineering practice, as per relevant IS codes and latest detailed specifications of State PWD, Andhra Pradesh, CPWD.
9. The Consultant must provide experienced and qualified Supervisor for continuous and efficient supervision of works. The name of such persons shall be intimated to the Company.
10. The Consultant must provide adequate tools, accessories. in time for efficient execution of work as per instruction of the Engineer.
11. The Consultant shall have no claim for any delay arising out of emergencies, or land disputes etc. outside the Company's control.
12. Rates under Part-II of the contract are inclusive of all materials for permanent incorporation in the works.
13. SCOPE OF WORK -
The works under this agreement is as per the schedule given in Part-II and Part-III.
14. PROCEDURE FOR EXECUTION OF WORK -

- (a) The Consultant must keep daily contact with Engineer in charge to receive instructions regarding work. The Engineer in charge shall be free to take action against the Consultant as per terms of this contract.
- (b) For efficient workmanship, the Consultant will engage adequate labour force and supervisory staff. The relevant specifications will be adhered to in all details. If standard of work is not achieved, the Engineer in charge will be free to reduce the rates .
- (c) The Consultant must maintain adequate and right type of tools required for efficient discharge of responsibility.

15. SPECIFICATION FOR WORKS -

All works will be carried out as per the standard specifications of the contract.

If the Consultant fails to follow the specifications fully in any item, the Company will be free to reduce the rates payable to the Consultant, in due proportion .

16. DEFAULT BY THE CONSULTANT

Should the Consultant fail to carry out the part of the work involved in this agreement in way of -

- a) Not maintaining the desired progress of work.
- b) Neglecting to carry out certain aspect of the work.
- c) Carrying out work at a specification lower than the intended.
- d) Carrying out work without instructions.
- e) Not carrying out safety measure, and
- f) Not carrying out work as per instructions.
- g) Other defects as pointed out to the party.

Then, the engineer shall be free to take action against him as provided for under the contract.

PART – IV

SPECIAL CONDITION

(a) SCHEDULE OF MATERIALS AVAILABLE AT THE COMPANY'S STORES/STOCK PILES for permanent incorporation in works and

(b) SCHEDULE OF COMPANY'S PLANTS AND EQUIPMENTS FOR use in the execution of work.

SL No.	Description	Remarks
(a)	Materials: Nil.	
(b)	Plants and Equipments: Nil.	
(c)	Working Drawings will be provided during execution of works.	

**DECLARATION OF PARTICULARS OF RELATIVES WORKING IN
OIL INDIA LIMITED**

I hereby certify that:

i) I do not have any of my relative working in OIL INDIA LIMITED.

ii) The following relative/relatives is/are working in OIL INDIA LIMITED.

Sl.No.	NAME	RELATIONSHIP	DEPARTMENT
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I declare that I have no other relative/relatives apart from the above who is/are working in OIL INDIA LIMITED.

Relatives would include spouse, sons / daughters, brothers / sisters, first uncles / cousins and their spouses / In-laws.

(Please strike out whichever is not applicable.)

PART – V

BID REJECTION / EVALUATION CRITERIA (BRC/BEC)

I. BID REJECTION CRITERIA

Bids shall conform to the specifications, terms and conditions given in this Tender document. Bids may be rejected should the equipment or services offered not conform to the required technical specifications. Notwithstanding the general conformity of the Bids to the stipulated specifications, the following requirements must be met by Bidders failing which their Bid will be rejected.

1.0 TECHNICAL

(A)

- i) The Consultant should possess the experience of having successfully completed / substantially completed **similar types of Consultancy Services during the last 7 years ending on 31.10.2010 which should be any one of the following :-
 - a) **THREE similar** completed** Consultancy services **each costing not less than the amount of Rs.32.00 Lakhs.**
 - b) **TWO similar** completed** Consultancy services **each costing not less than the amount of Rs.40.00Lakhs.**
 - c) **ONE similar** completed** Consultancy services **costing not less than the amount equal to Rs.60.00Lakhs.**

** Similar types of Consultancy services **for Designing and supervision of** Semi Permanent/Permanent/Floating Type Bridge for Class A or Class AA loading capacity, new roads for IRC Class-A or Class-AA load carrying capacity, Industrial Buildings, Residential Buildings, Marine construction jobs etc. Consultant services should be with Government Organization / Public Sector Undertaking.

ii) Average audited Annual Financial Turnover during the last three (03) years should be at least Rs.30.00 lakhs. The proof of Annual Turnover should be either in the form of Audited Balance Sheet or Certification from practitioner Chartered / Cost Accountant firm along with Profit and Loss account indicating their membership / code number.

- iii) Bid Security as per clause 4.4 of Forwarding Letter
- iv) PAN no., Bank solvency certificate, Service Tax Registration no.
- v) Details of Skilled and Trained Manpower including Engineers and Technical staff proposed to be deployed with their resumes.

(B)

The Consultancy Firm having Joint Ventures/Consortium/Tie-up will be qualified to quote against the Tender subject to the following:

- (i) **Each one of the members/partners must be having experience of similar works.**
- (ii) **They have proper and valid MOU clearly indicating the role and responsibility matrix of each member.**
- (iii) **Any one of the partners of Joint Venture/Consortium/Tie-up must meet the qualifying criteria as indicated in (A) above.**
- (iv) **One of the partners must confirm unconditional acceptance of full responsibility of executing the Contract.**

(C)

100% subsidiary company will also be qualified to quote against this Tender provided their parent company meets the qualifying criteria as indicated in (A) above and the bid is accompanied by an agreement between the parent company and the subsidiary company and Corporate guarantee from the parent company to OIL for fulfilling the obligation under the agreement.

All the certificates and documentary evidences submitted in support of points-i),ii), iv) and v) should be clearly legible and duly attested by Gazetted Officer along with official seal. **Illegible / Incomplete certificates or documents will not be considered for evaluation.** The bidders are also required to submit the checklists attached.

The three most responsive bids will be selected on the basis of marks as detailed below:

S.N.	Description	Maximum Marks
1.	Designing of Permanent Bridge for Class A or Class AA loading capacity. Span<10m	5
2.	Designing of Permanent Bridge for Class A or Class AA loading capacity. 10m<span<50m	10
3.	Designing of Permanent Bridge for Class A or Class AA loading capacity. 50m<span<100m	15
4.	Designing of Permanent Bridge for Class A or Class AA loading capacity. Span>100m	20
5.	Designing of Construction of New road up to IRC Class-A or Class-AA load carrying capacity. Length up-to 30 KM	10
6.	Designing of Construction of New road up to IRC Class-A or Class-AA load carrying capacity Length more than 30 KM	40
TOTAL		100

Based on the above assessment, the first three bidders who secured marks in descending order will be considered for opening of price bid. OIL is not answerable to the concerned Agency for non-selection of the consultant and no further discussion / interface will be held in this respect. However, OIL may enter into negotiation with the selected consultancy firms.

PART-II of the offer shall contain the following and the same will be considered as Bid Rejection Criteria against this Part

- Professional Fee should be quoted as per format enclosed in the Bid document.
 - Consultant shall indicate his professional fee for services rendered, as a **Percentage of the total estimated cost.**
 - The Consultant shall stipulate no conditions on the price format. There shall not be any over writing. All corrections must be legibly marked and signed. Any conditions mentioned in price schedule shall render the offer liable for rejection.
- 2.0** Oil India Limited takes no responsibility for delay, loss or non-receipt of offer sent by post or courier. Telex/ Telegraphic/ Fax/ E Mail/ Computer floppy/CD offers shall not be accepted.
- 3.0** Any tender received without requisite Bid Security as specified in the tender document shall not be considered and shall be summarily rejected.
- 4.0** OIL reserves the right to cancel the tenders before submission/opening of tenders, postpone the tender submission/opening date and to accept/reject any or all tenders without assigning any reasons thereof. OIL's assessment of suitability as per eligibility criteria shall be final and binding.
- 5.0** Tenderers may note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. Bid Security of such tenderer shall be forfeited. The decision of OIL in this regard shall be final and binding.
- 6.0** The validity of the offer shall be 180 days after the date of opening (Technical Bid) of the tender.
- 7.0** The transfer of tender documents purchased by one intending tenderer to another tenderer is not admissible. Tenderer can submit tenders only on the documents purchased/downloaded from OIL's website.

2.0 COMMERCIAL

- 2.1** Bids are to be submitted in duplicate under, a **Single-Stage-Two-Bid system i.e. Techno-commercial Bid** (un-priced) and **Priced Bid** submitted in separate sealed envelopes. Only the **Priced-Bid** should contain the quoted prices and rates. Non compliance of this will result in rejection of the Bid.
- 2.2** Bidders must quote in accordance with the price schedule outlined in **PRICE BID FORMAT & SCHEDULE OF WORK** (Part-II) of tender document; otherwise the Bid will be rejected.
- 2.3** Bidders shall furnish the "**BID SECURITY**" for the amount as specified in Paragraph 4.4 of the 'Forwarding Letter'. Any Bid not accompanied by Bid Security will be rejected
- 2.4** A Bid received through, or in the form of, a fax or email will be rejected.
- 2.5** Bid documents shall be typed and all pages of the original Bid shall be signed by the Bidder's authorized representative.
- 2.6** Any interlineations, erasures or overwriting in the Bids necessary to correct errors made by Bidder, shall be initialed by the Bidder's authorized representative. **White/correcting fluid shall not be used for making corrections.** A Bid not meeting these requirements shall be rejected.
- 2.7** Any Bid containing a false statement shall be rejected.

- 2.8 The Bid documents are not transferable. Offers received from unsolicited Bidders will be returned, unopened.
- 2.9 Any Bid received by Company after the deadline for submission of Bids prescribed herein will be rejected and returned unopened.
- 2.10 Prices and rates quoted by Bidders must be held firm during the term of the contract and not be subjected to any variation. Bids with adjustable price/ terms will be rejected.
- 2.11 There must be no exception to the following Clauses including sub-clauses; otherwise the Bid will be rejected:

- Security Deposit Clause	- Termination Clause
- Tax liabilities Clause	- Arbitration Clause
- Force Majeure Clause	- Liability Clause

3.0 GENERAL

- 3.1 No deviation or exception will be accepted in the clauses covered under BRC/BEC.
- 3.2 To determine the substantial compliance of a Bid, Company reserves the right to ask the Bidder for clarification of clauses covered by the BRC/BEC. Such clarifications to ensure compliance with the BRC/BEC clauses must be received on or before the deadline given by Company or the Bid will be rejected.
- 3.3 If any clauses in the BRC contradict clauses elsewhere in the Bid Document, then the clauses in the BRC shall prevail.
- 3.4 Any additional information, terms or conditions included in the sealed Priced-Bid will not be considered by OIL for evaluation of the Tender.

II. BID EVALUATION CRITERIA (BEC)

- 1.1 Bids will be technically evaluated on the requirements the tender. The equipment should meet the requirements and specifications in the Bid Document.
- 1.2 Bids conforming to the technical specifications, the terms and conditions stipulated in the tender and conforming with the Bid Rejection Criteria will be evaluated using the Bid Evaluation Criteria.
- 1.3 The Priced-Bids of the first three bidders will be evaluated using the rates quoted in the **PRICE BID FORMAT, Part II.**

OIL INDIA LIMITED
(A Govt. of India Enterprise)
Kakinada, Andhra Pradesh

Head-BEP & KG Basin Project

Sub: Safety Measures against Contract no:

Description of Work/Services:

Consultancy Services for Civil Engineering Jobs for Three (03) Onshore HPHT Exploratory Wells in NELP-VI BLOCK: KG-ONN-2004/1

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 has been explained to us by the concerned authorities. We also give the following assurances.

- a) Only experience and competent persons shall be engaged by us for carrying out our work under the same contract.
- b) The names of the authorized 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.

Yours faithfully

M/S.....
Consultant
For & On Behalf of

Seal:
Date:

FORM OF PERFORMANCE BANK GUARANTEE (UNCONDITIONAL)

To: **Head –BEP & KG Basin Project,
Oil India Limited,
2-7A-7, Subhadra Residency,
Venkatanagar,
Sivalayam Street,
Kakinada-533003, Andhra Pradesh**

WHEREAS _____ (*Name* _____ *and* _____ *address* _____ *of* *Consultant*)
(hereinafter called as "Consultant") had undertaken, in pursuance of Contract No. _____ dated _____ to execute (*Name of Contract and Brief description of the work*) _____ (hereinafter called "the Contract"),

AND WHEREAS it has been stipulated by you in the said Contract that the Consultant shall furnish you with a bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the contract;

AND WHEREAS we have agreed to give the Consultant such a Bank Guarantee, NOW HEREOF we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Consultant, up to a total _____ of _____ (*Amount of Guarantee*) _____ (*in words*) _____ such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of the Guarantee sum as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Consultant before presenting us with the demand.

We further agree that no change or addition to or other modifications of the terms of the contract or of the work to be performed there-under or of any of the contract documents which may be made between you and Consultant shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee is valid until the date (.....) 6 (six) months after Contract completion.

SIGNATURE & SEAL OF THE GUARANTOR

Name of Bank

Address

Date

NOTE: Bidders are NOT required to complete this form while submitting the Bid.

CHECK LIST

LIST OF DOCUMENTS TO BE ATTACHED WITH THE TENDER

1. Details of similar works completed in last seven years.
2. Annual Turnover for the last three years with supporting documents.
3. Registration of Company if any.
4. Partnership deed/Memorandum and Articles of Association of the firm.
6. Sales Tax/Works Contract Tax Registration Certificate, Service Tax Registration Certificate (as applicable).
- 7.A Details of Skilled and Trained Manpower including Engineers and Technical staff presently employed with resumes.
- 7.B Programme for Deployment of man power.
10. Banker's certificate.
11. Annual Turnover certificate for Last 3(three) years. Networth statement for the last financial year ending on a date not prior to 18 months from the due date of submission of the tender duly supported by Audited Balance Sheet.
14. Bid Security of requisite amount in the prescribed form.
15. Joint Venture Agreement, MOU etc.
16. Original Power of Attorney of the person signing the tender documents or photocopy duly attested by Notary Public.
17. Details of on-going works.
18. Demand Draft/Pay order towards the cost of tender documents in case tender documents are downloaded from OIL's web site.
19. Complete Tender documents including Form of bid. (Part-I) duly stamped and signed by the bidders on each page.
20. Financial/Commercial Bid (Part-II) with rates duly filled in, stamped and signed on each page by the bidders.
21. Corrigendum(s), if any, duly stamped and signed by the bidders on each page.

DETAILS OF SIMILAR WORKS COMPLETED IN LAST SEVEN YEARS

S. No	Description of the Work	Name and address of the Employer	Contract No. and date	Date of award of work	Stipulated date of completion	Date of actual completion	Value of completed work (In lacs of Rs)	Reasons for delays, if any	Penalty, if any, imposed for delay	Any other relevant information	Remarks
1											
2											
3											
4											
5											
6											

Note :

- i) Please attach copies of the certificates issued by the Client.
- ii) Only those works shall be considered for evaluation for which copies of the certificates issued by the client are attached.

S. No.	YEAR	Turnover from (In lacs of Rs)	Remarks
1.			
2.			
3.			

Note :

- i) Please attach certified/attested copies of the latest ITCC and/or Profit and Loss Account statement to support the information furnished.

DETAILS OF SKILLED AND TRAINED MANPOWER INCLUDING ENGINEERS AND TECHNICAL STAFF PRESENTLY EMPLOYED					
S. No.	Name	Qualification	Designation	Total Experience (in years)	Remarks
1.					
2.					
3.					

PROGRAMME FOR DEPLOYMENT OF MAN POWER ALONGWITH COMPLETE ORGANISATION CHART AND BIO-DATA OF KEY PERSONNELS.					
S. No.	Name	Qualification	Designation	Total Experience (in years)	Programme for Deployment

**DETAILS OF TOOLS, PLANT AND MACHINERY (IN WORKING CONDITIONS)
OWNED BY THE TENDERER**

S. No.	Description	Make	Model & Year of manufacture	Capacity	Condition	Nos. available	Any other relevant information	Remarks
1								
2								
3								
4								

**DETAILS OF ALL ON GOING WORKS
(NOT NECESSARILY SIMILAR WORKS)**

S. No.	Description of the Work	Name and address of the Employer	Contract No. and date	Date of award of work	Stipulated date of completion	Value of work as per order (In lacs of Rs)	Value of work completed so far (In lacs of Rs)	Anticipated date of completion of work	Any other relevant information	Remarks
1										
2										
3										
4										
5										
6										
7										
8										
9										