

OIL INDIA LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
DULIAJAN-786602, ASSAM
NOTICE OF INVITING TENDER

OIL INDIA LIMITED invites tender for the under mentioned service:

IFB No.	Description of service	Earnest money	Bid closing date/time	Bid opening date/time
DCT0456P09	Hiring the services of brand new 48-52 seater fully built diesel buses (to be purchased after issuance of LOI from the chassis manufacturer as a bus) Model: TATA LP 1510/52, TATA LPO 1510/TC53, TATA LP 1512 TC/52 BS III, TATA LPO 1512 TC/55 BS III, ASHOK LEYLAND AL 4/51 VIKING, EICHER , or equivalent model bus (with wire mesh protection on side glass windows & rear wind screen) with latest emission norms to be stationed at any place of OIL's operational areas in Assam & Arunachal Pradesh, for a period of 4(four) years for round the clock duties authorized by the Company. Approximate present requirement: 36 Nos. of Buses on " One-Bidder-Two-Buses " basis.	Rs.60000.00 (Rupees Sixty Thousand Only)	01.02.2011 1245 HRS (IST)	01.02.2011 1300 HRS (IST)

2.0 SALIENT ELIGIBILITY CRITERIA:

2.1 Bidder(s) should have minimum **three years** working experience in Transport business during last **07(seven) years** preceding bid closing date and average annual financial turnover during last three financial years ending **31.03.2010** must be minimum of **Rs.18.00 lakhs**.

Or

The average annual financial turnover of the bidder(s) during last three financial years ending **31.03.2010** must be minimum of **Rs.36.00 lakhs** in case the bidder does not have experience in Transport business.

Note: Adequate documentary evidence in support of transport business and turnover must be submitted along with the bid.

The proof of annual turnover should be either in the form of audited Profit & Loss and Balance sheet or certification from registered chartered/ Cost Accountant firm indicating the Code number. Bid(s) not meeting the above eligibilities shall be rejected. Also, Bid(s) received without adequate documentary evidence in support of transport business and turnover shall be rejected.

2.2 The Bidders' address must not be of OIL's Quarters/ Settlement Area/OIL Premises (excluding "OIL MARKET" & "PUBLIC BUS STAND", Duliajan). However, this clause shall not be applicable for Son(s)/ Daughter(s) of OIL employees in service who are not dependent of OIL employee as per OIL's policy.

2.3 The Bidder(s) must not be employed in Government/Quasi Government/Public sector Undertaking and/ or dependent of OIL employee in service.

2.4 Detailed Bid Rejection Criterias (BRC) of the tender are available in the Bid documents.

3.0 APPLICABLE RATES:

3.1 The rates (Fixed Charge per bus per month, Running Charge per Km per Bus) are to be quoted by the bidder and must be within the range (including the upper & lower limit) of the rates as mentioned below:

Description of Item	Limits (Including the upper & lower limit)	
	Upper Limit	Lower Limit
Fixed Charge per bus per month The bus is for 24 hours with services of 02(two) sets of crews for 12 hours duty each. Each set of crew consist of one HMV driver(s) and one attendant(s). Fixed Charge is inclusive of AVAT @13.50% (shall be adjusted with AVAT as actual rate at the date of payment/ providing services) , Service Tax @4.12% (after 60% abatement), wages, uniform etc.	Rs.69516.90	Rs.62565.21
Running Charge per Km per Bus (At HSD Price Rs.38.44 per litre) Inclusive of Service Tax @4.12% (after 60% abatement)	Rs.12.26	Rs.11.03
Additional rate payable for parking (For leased/rented/owned land)	Rs.315.00 per month per bus	

The above rates include all liabilities including statutory liabilities. Running charge per Km is inclusive of applicable **Service Tax @4.12%** (after 60% abatement). Fixed charge includes applicable **AVAT @13.50%** (shall be adjusted with AVAT as actual rate at the date of payment/ providing services) and **Service Tax @4.12%** (after 60% abatement). Fixed charge includes insurance/ uniform etc. and all of the wages of 02(two) sets of crews, each consisting of at least one driver(s) & one attendant(s) based on round the clock duty of each bus. The rates of wages of driver(s)/attendant(s) have been considered for a shift of 12 hour which includes any overtime payable to the driver(s)/ attendant(s) beyond the period of 08 hours up to 12 hours are as mentioned below:

- (a) HMV Driver(s) : Rs.8000/- per month.
(b) Attendant(s) : Rs.3500/- per month.

The payment of monthly Salary/ Wages to the driver/driver(s)/ attendant/ attendant(s) must be made through A/C payee Cheque. The contractor must also submit a certificate (declaration as per format, may be seen at the office of the Head-Contracts or Head-Transport) duly signed by both the contractor & driver/ drivers/ attendant/ attendant(s) along with the monthly statement-cum-kilometrage bill of each subsequent month in support of payment of the Salary/wages to driver/ drivers/ attendant/ attendant(s) as mentioned above.

4.0 SALE OF BID DOCUMENT : From **21.12.2010** to **31.01.2011**.

5.0 Interested bidders may purchase the complete set of bid documents (non-transferable) from the following address (during working hours) on submission of application and non-refundable tender fee of **Rs. 5000.00 (Rupees Five Thousand) only** in the form of Demand Draft / Banker's Cheque from any Nationalised Bank in favour of OIL INDIA LIMITED and payable at Duliajan. Applicants can also deposit the tender fee directly in UBI / UCO / SBI / ALLAHABAD / CANARA/ INDIAN/ INDIAN OVERSEAS Bank/ Union Bank of India (Duliajan Branch) and proof of such deposit must be furnished along with the application of tender documents. Detailed Bid Document is available at OIL's website www.oil-india.com for viewing purpose only.

OFFICE OF THE HEAD-CONTRACTS
OIL INDIA LIMITED, DULIAJAN, DISTRICT: DIBRUGARH (ASSAM).

6.0 BID EVALUATION CRITERIA (BEC):

6.1 The bids conforming to the technical specifications, terms and conditions stipulated in the bidding documents and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below: -

- (i) Fixed charge per bus per month ----- (A)
(For 24 hrs. duty everyday per month)
- (ii) Running charge per Km per bus----- (B)
(At tendered cost of fuel per litre)
- (iii) Parking charge per bus per month -----(C) = Rs.315.00/-
(For leased/ rented/owned land)

6.2 For ascertaining overall ranking, the total bid price will be worked out taking the quantum indicated above and the rates quoted for the particular item. The Bid Price per Bus will be worked out as below: -

$$\text{BID PRICE PER BUS PER MONTH} = [A + (B \times 4500) + C]$$

(Considering uniform quantity of average monthly run of **4500 KM** per bus)

7.0 AWARD OF CONTRACT:

Award of contract will be done as under:-

7.1 Contracts will be awarded on "**one-bidder-two-buses**" basis as indicated below. The total number of buses to be hired under the tender is **approximately 36(Thirty Six) numbers**. However, the total buses under the tender or the number of buses to be hired under each contract may increase/ decrease depending on requirement:-

(a) The status of the successful bidders will be determined as L1, L2, L3, L4 etc. on the basis of acceptable lowest quoted bid price per bus worked out as per **clause no.6.0** under the "BID EVALUATION CRITERIA".

(b) The lowest evaluated bidder (L1) based on the above will be awarded the first contract.

(c) The L2 and other bidders will subsequently be awarded one contract each for the remaining buses, subject to the condition that all such bidders match the L1 rates in totality.

(d) On failure of the above bidders to comply as above, their offers will be rejected and remaining bidders, if any, will be considered for award of the contracts with the condition as above.

(e) After complete award of the contracts, as per requirement of the tender, 10(ten) bidders will be kept in a priority list, for award of contract with the above condition as per their status for future requirement if any, up to a period of one year from the date of Draw of Lots or from the date of issue of first LOI whichever is earlier.

(f) In case of identical situations, for any of the above, the award of contract at the lowest acceptable rates will be decided on the basis of Draw of Lots.

(g) SELECTION OF CONTRACTORS FOR PLACEMENT OF THEIR BUSES:-

The buses under the different contracts will be primarily based at different operating stations as under:-

Priority No.-01 to 14 : 02 (two) Nos. buses to each bidder for Duliajan.

Priority No.-15 : 01(one) bus for Duliajan & 01(one) bus for Digboi / Manabhum (AP).

Priority No.-16 to 18 : 02 (two) Nos. buses to each bidder for Moran.

Priority No. - 19 to 28 : Waiting list for any future requirement (if arises).

The order of priority will be maintained from the L-1 bidder onwards. Once the buses are in these stations, same will be operated there itself. However, if required the same may be altered as per discretion of the Company.

(h) Depending upon Company's requirement, only one bus may also be hired from a party and the transport supplier shall have no objection to it. If required in future, Company may hire one more bus from the supplier thus hiring a maximum of two buses from one party.

8.0 For selection & empanelment of Bidders, the date of lottery (if required) shall be notified later on.

9.0 The Bidder(s)/Contractor(s) shall submit the PAN, VAT registration number, Service Tax registration number with documentary evidences (attested copies) from appropriate authority.

10.0 OIL will not be responsible for delay, loss or non-receipt of applications (for bidding documents) sent by mail and will not entertain any correspondence in this regard.

Date:11.12.2010

**HEAD- CONTRACTS
FOR RESIDENT CHIEF EXECUTIVE**