OIL INDIA LIMITED

(A GOVT. OF INDIA ENTERPRISE)
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CORRIGENDUM NO. 02

Tender Number: GEM/2026/B/7871815 dated 06.08.2026

This **Corrigendum No. 2 dated 09.09.2026** against GeM Tender No.: **GEM/2026/B/7871815** for '*Consultancy services for transition of OIL's existing Information Security Management System (ISMS) from ISO/IEC 27001:2013 to ISO/IEC 27001:2022, specifically covering the IT Data Centres and the IT Department along with certification and implementation of a GRC tool*' is issued to amend the following:

Sl. No.	Reference	Existing Clause	Amended/New Clause
1.	BEC/PQC Clause No. 3.0- Technical Criteria	3.1 Bidder must have experience of successfully executed/ completed **SIMILAR WORK**, over last 07 (seven) years reckoned from the original bid closing date with PSUs / Central Government / State Government Organization /Nationalised Banks/Public Limited Company in India as under: i) One similar completed work costing not less than ₹ **2,52,43,467.00** only; **Or** ii) Two similar completed works each costing not less than ₹ **1,57,77,167.00** only; **Or** iii) Three similar completed works each costing not less than ₹ **1,26,21,734.00** only. **Notes to BEC Clause No. 3.1:** A. **'SIMILAR WORK'** mentioned in **Clause No. 3.1** above	Bidder must have experience of successfully executed/ completed the services below, over the last 07 (seven) years reckoned from the original bid closing date with PSUs /Central Government / State Government Organization /Nationalised Banks/Public Limited Company in India as under: 3.1 One project for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** costing not less than ₹ **57,07,467.00** only; **Or** Two projects for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** each costing not less than ₹ **35,67,167.00** only; **Or**

		means "**Implementation of Information Security Management System (ISMS) as per ISO/IEC 27001:2022 standards, along with delivery, installation and commissioning of a GRC tool.**" B. For proof of requisite Experience of SIMILAR work (refer Clause No. 3.1), the following documents must be submitted along with the bid: (i) Contract document / Letter of Intent (LOI)/ Letter of Award (LOA) / Work order showing detailed scope of work, **AND** (ii) Job Completion certificate/ Certificate of Payment (COP) or any other document substantiating the successful execution certified by the Client indicating the following: (a) Nature of Service (b) Gross Value of Job Done (c) Work order no. / Contra no. (d) Period of Service with contract start and end date. C. Only Letter of Intent (LOI) / Letter of Award (LOA) and/ or Work Order(s), Job Completion certificate alone are not acceptable as evidence of experience. Mere award of contract(s) shall not be counted towards experience. Successful completion of the awarded contract(s) to the extent of value, as stipulated	Three projects for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** each costing not less than ₹ **28,53,734.00** only. 3.2 One project for **delivery, installation and commissioning of a GRC tool** costing not less than ₹ **1,22,10,000.00** only. 3.3 The experiences specified under Clauses Nos. 3.1 and 3.2 may be executed either under separate single contracts or collectively under a single contract covering both services. **<u>Notes to BEC Clause No. 3.0:</u>** A. For proof of requisite Experience (refer Clause No. 3.0), the following documents must be submitted along with the bid: (i) Contract document / Letter of Intent (LOI)/ Letter of Award (LOA) / Work order showing detailed scope of work, **AND** (ii) Job Completion certificate/ Certificate of Payment (COP) or any other document substantiating the successful execution certified by the Client indicating the following: (a) Nature of Service

		respectively under Clause No. 3.1, shall only be treated as acceptable experience. D. In case requisite experience is against **OIL's Contract**, bidder shall only be required to categorically specify OIL's Contract Number. E. Following work experience shall also be taken into consideration: i) If the prospective bidder is executing a contract in which similar work (as mentioned under Clause No. 3.1) is still running, and the contract value executed prior to original bid closing date is equal to or more than the minimum prescribed value in the BEC. ii) In case the start date of the requisite experience is beyond the prescribed 07 (seven) years reckoned from the original bid closing date, but completion is within the prescribed 07 (seven) years reckoned from the original bid closing date. In this case, the value of work done during the period falling within the last 07 years must be equal to or more than the minimum prescribed value in the BEC 3.1. iii) If the prospective bidder has executed a contract in which similar work is a component of the contract, provided the value of similar work is equal to or more than the minimum prescribed value in the BEC 3.1. • In case the document submitted as per **Para B,** above are not sufficient to establish the value/ period of the similar work against **Para E,** above, the bidder shall also	(b) Gross Value of Job Done (c) Work order no. / Contract no. (d) Period of Service with contract start and end date. B. Only Letter of Intent (LOI) / Letter of Award (LOA) and/ or Work Order(s), Job Completion certificate alone are not acceptable as evidence of experience. Mere award of contract(s) shall not be counted towards experience. Successful completion of the awarded contract(s) to the extent of value, as stipulated respectively under Clause No. 3.0, shall only be treated as acceptable experience. C. In case requisite experience is against **OIL's Contract**, bidder shall only be required to categorically specify OIL's Contract Number. D. Following work experience shall also be taken into consideration: i) In case the start date of the requisite experience is beyond the prescribed 07 (seven) years reckoned from the original bid closing date, but completion is within the prescribed 07 (seven) years reckoned from the original bid closing date. In this case, the value of work done during the period falling within the last 07 years must be equal to or more than the minimum prescribed value in the BEC 3.0. ii) If the prospective bidder has executed a contract in

		have to submit the breakup of the works executed under such contract(s) clearly indicating the value/ period of SIMILAR work which should be certified by the end user or a certificate issued by a practicing Chartered / Cost Accountant Firm (with Membership Number & Firm Registration Number). F. Experience of executing similar work (as mentioned under Clause No. 3.1) through 'sub-contracting' shall not be considered for evaluation. G. SIMILAR work executed (as mentioned under Clause No. 3.1) by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC. H. Bid shall be liable for rejection if not accompanied with adequate documentary proof in support of Work experience as mentioned in Para 3.1. I. Bidders submitting their bid based on the experience of their Technical Collaborator/Joint Venture/ Parent/ Subsidiary/Co subsidiary/ Sister Subsidiary/MOU with another party shall not be considered. Bids from Consortium, Joint Venture shall also not be considered. 3.2 The bidder must be ISO/IEC 27001:2022 certified as on original bid closing date of the tender. Copy of the valid certification must be submitted along with the bid.	which work [as mentioned under Clause No. 3.1 and 3.2] are component of the contract, provided the value of work is equal to or more than the minimum prescribed value in the BEC 3.0. • In case the document submitted as per **Para A,** above are not sufficient to establish the value/period/nature of work experience against **Para D,** above, the bidder shall also have to submit the breakup of the works executed under such contract(s) clearly indicating the value/period/nature of work which should be certified by the end user or a certificate issued by a practicing Chartered / Cost Accountant Firm (with Membership Number & Firm Registration Number). E. Experience of executing work (as mentioned under Clause No. 3.1 and 3.2) through 'sub-contracting' shall not be considered for evaluation. F. Work executed (as mentioned under Clause No. 3.1 and 3.2) by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC. G. Bid shall be liable for rejection if not accompanied with adequate documentary proof in support of Work experience as mentioned in Para 3.1 and 3.2. H. Bidders submitting their bid based on the experience of

			their Technical Collaborator/Joint Venture/ Parent/ Subsidiary/Co subsidiary/ Sister Subsidiary/MOU with another party shall not be considered. Bids from Consortium, Joint Venture shall also not be considered. 3.4 The bidder must be ISO/IEC 27001:2022 certified as on original bid closing date of the tender. Copy of the valid certification must be submitted along with the bid.
2.	BEC/PQC Clause No. 4.0- Mobilization Period	The bidders must confirm their compliance in their "technical" bid to complete the mobilization within **30 (Thirty) days** from the date of issuance of Letter of Award (LOA). Offers without confirmation of stipulated mobilization time or with mobilization time more than **30 (Thirty) days** shall be summarily rejected. The bidder shall confirm compliance of this in their technical bid.	The bidders must confirm their compliance in their "technical" bid to complete the mobilization within **30 (Thirty) days** from the date of issuance of Letter of Award (LOA). Offers without confirmation of stipulated mobilization time or with mobilization time more than **30 (Thirty) days** shall be liable for rejection. The bidder shall confirm compliance of this in their technical bid.
3.	SOW	ISMS Transition from ISO 27001:2013 to ISO 27001:2022	Deleted
4.	SOW Clause No. 1.0- Introduction	The consultant will be tasked to provide a comprehensive consulting and implementation services to enable Oil India Limited (OIL) to transition its existing Information Security Management System (ISMS) from ISO/IEC 27001:2013 to ISO/IEC 27001:2022, specifically covering the IT Data Centres and the IT Department, following a structured and phased approach.	Deleted
5.	SOW Clause No. 2.0-Brief SOW	The successful bidder should provide comprehensive consulting and implementation services to enable Oil India	The consultant will be tasked to provide a comprehensive consulting and implementation services to enable Oil India

		Limited (OIL) to transition its existing Information Security Management System (ISMS) from ISO/IEC 27001:2013 to ISO/IEC 27001:2022, specifically covering the IT Data Centres and the IT Department, following a structured, phased approach aligned with.	Limited (OIL) to transition its existing Information Security Management System (ISMS) from ISO/IEC 27001:2013 (expired) to ISO/IEC 27001:2022 (new), specifically covering the IT Data Centres and the IT Department, following a structured and phased approach.
6.	SOW Clause No. 3.0-Detailed SOW--> Stage - 1 --> 1. Project Initiation, Governance, Planning and provisioning of GRC tool. --> iii)	The successful bidder should develop and submit a detailed project plan (including milestones, dependencies, and resource requirements) for OIL's approval, covering all phases of transition from ISO 27001:2013 to ISO 27001:2022 for the IT Data Centres and IT Department.	The successful bidder should develop and submit a detailed project plan (including milestones, dependencies, and resource requirements) for OIL's approval, covering all phases of **ISO 27001:2022 certification** for the IT Data Centres and IT Department.
7.	SOW Clause No. 3.0-Detailed SOW--> Stage - 1 --> 2.Scope Definition and Context of the Organization --> iii)	The successful bidder should review and update OIL's existing ISMS scope statement to reflect transition to ISO 27001:2022 and the defined organizational boundaries covering IT Data Centres infrastructure, systems, applications, and IT Department processes.	Deleted
8.	SOW Clause No. 3.0-Detailed SOW--> Stage - 1 -->7. Training, Awareness and Competence Building	i) The successful bidder should develop a training and awareness plan tailored to the IT Data Centres and IT Department in a Train the Trainer model. ii) The successful bidder should conduct role-based training programs for: a) Senior management and ISMS Steering Committee	i) The successful bidder should develop a training and awareness plan tailored to the IT Data Centres and IT Department in a Train the Trainer model. ii) The successful bidder should conduct at least 1(one) role-based training program for: a) Senior management and ISMS Steering Committee for a minimum of 2 participants

		b) IT managers and system owners c) System and network administrators d) Application owners and developers e) General IT staff and users within the scope f) Third party vendors working within the scope of IT department and Data Centres iii) The successful bidder should conduct focused workshops on ISO 27001:2022 changes and new control areas and their implications for IT Data Centres and IT Department operations. iv)The successful bidder should provide training materials, attendance records, and post-training evaluation to demonstrate competence and awareness improvements.	b) IT managers and system owners for a minimum of 10 participants c) System and network administrators for a minimum of 10 participants d) Application owners and developers for a minimum of 10 participants e) General IT staff and users within the scope for a minimum of 20 participants f) Third party vendors working within the scope of IT department and Data Centres for a minimum of 10 participants iii) The successful bidder should conduct at least 1(one) focused workshops on ISO 27001:2022 changes and new control areas and their implications for IT Data Centres and IT Department operations. iv) The successful bidder should provide training materials, attendance records, and post-training evaluation to demonstrate competence and awareness improvements.
9.	SOW Clause No. 3.0-Detailed SOW--> Stage - 1 -->11. IT GRC Tool – Detailed Technical & Functional Requirements --> Section 8: Integrations	1. Identity & Access a) Integrate with Active Directory and MFA providers. 2. IT & Security Systems a) Integrations with asset inventories, ITSM tools, SIEM systems for automated risk data feeds. 3. APIs & Extensibility a) REST APIs or connectors for integration with internal systems (HR, ERP, etc.).	1. Identity & Access a) Integrate with Microsoft Active Directory/Azure AD and Microsoft Authenticator (MFA provider). 2. IT & Security Systems a) Integrations with- i) Asset inventory - ManageEngine Endpoint Central ii) ITSM tool - ManageEngine ServiceDeskPlus

			iii) SIEM systems for automated risk data feeds - Seceon SIEM Solution.

1.0 Incorporation/ amendment of the following Clauses in the BEC/PQC, SOW and Technical Evaluation Sheet for BEC/PQC of the subject tender.

2.0 Revised BEC/PQC, Revised SOW and Revised Technical Evaluation Sheet for BEC/PQC have been enclosed herewith as **Enclosure-I**, **Enclosure-II** and **Enclosure-III** respectively.

3.0 Closing / Opening dates has been extended as under:

i) Bid Closing Date & Time : Extended up to **23.09.2026 [14:00 Hrs. (IST)]**

ii) Bid Opening Date & Time : Extended up to **24.09.2026 [14:00 Hrs. (IST)]**

4.0 All other terms and conditions of the Bid Document (including any amendment issued thereof) remain unchanged. Details can be viewed at www.oil-india.com.

Sd/-
MANAGER-CONTRACTS (S)

BID EVALUATION CRITERIA(BEC)/ PRE-QUALIFICATION CRITERIA (PQC)

1.0 VITAL CRITERIA FOR BID ACCEPTANCE:

1.1 Bidders are advised not to take any exception/deviations to the bid document. Exceptions/Deviations, if any, should be brought out and discussed during the pre-bid conference. In case Pre-bid conference is not held, the exceptions/ deviations along with suggested changes are to be communicated to OIL within the date specified in the NIT and bid document. OIL after processing such requests, OIL may communicate the changes, if any, through an addendum to the tender document. If the bidder(s) still maintains exceptions/deviations in the bid, such conditional/ non-conforming bids shall not be considered and will be liable for rejection.

1.2 The bid shall conform generally to the full scope of work, specifications and terms & conditions given in this tender document. Bids shall be rejected in case material and services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and will not be considered for evaluation. All the documents related to BEC shall be submitted along with the Technical Bid.

2.0 ELIGIBILITY CRITERIA:

The bidder must be incorporated/constituted in India and must maintain equal to or more than 20% local content (LC) for the offered services to be eligible to bid against this tender.

Regarding calculation of local content and submission of documents during bidding & execution of contracts, provision of **Public Procurement (Preference to Make in India) Order, 2017 of Department for Promotion of Industry and Internal Trade (DPIIT), Govt. of India as amended time to time with modifications as notified vide MoPNG Order No. FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26th April 2022 (including subsequent amendments thereof, if any)** shall be applicable.

If such local content is not maintained during execution of contract, OIL reserves the right to invoke the Performance Securities submitted by the bidding and supporting companies, in addition to resorting to other options as may be deemed appropriate.

Whether or not the bidders want to avail PP-LC benefit against this tender, it is mandatory for them to meet the following at the bidding stage:

(a) Without specifying the unit rates and bid amount in the technical bid, the bidder must specify the **percentage (%) of local content** in their bid as per format prescribed in **PROFORMA-XVI (duly signed & sealed by the Power of Attorney holder),** without which the bid may be rejected being non-compliant. Such undertaking shall become a part of the contract, if awarded.

(b) Along with the technical bid, bidder must submit a copy of their Certificate of Incorporation/Registration or any other valid document(s) which substantially establishes its constitution in India.

3.0 TECHNICAL CRITERIA:

Bidder must have experience of successfully executed/completed the services below, over the last 07 (seven) years reckoned from the original bid closing date with PSUs /Central Government / State Government Organization /Nationalised Banks/Public Limited Company in India as under:

3.1 One project for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** costing not less than ₹ **57,07,467.00** only;

Or

Two projects for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** each costing not less than ₹ **35,67,167.00** only;

Or

Three projects for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** each costing not less than ₹ **28,53,734.00** only.

3.2 One project for **delivery, installation and commissioning of a GRC tool** costing not less than ₹ **1,22,10,000.00** only.

3.3 The experiences specified under Clauses Nos. 3.1 and 3.2 may be executed either under separate single contracts or collectively under a single contract covering both services.

Notes to BEC Clause No. 3.0:

A. For proof of requisite Experience (refer Clause No. 3.0), the following documents must be submitted along with the bid:

(i) Contract document / Letter of Intent (LOI)/ Letter of Award (LOA) / Work order showing detailed scope of work,

AND

(ii) Job Completion certificate/Certificate of Payment (COP) or any other document substantiating the successful execution certified by the Client indicating the following:

(a) Nature of Service
(b) Gross Value of Job Done
(c) Work order no. / Contract no.
(d) Period of Service with contract start and end date.

B. Only Letter of Intent (LOI) / Letter of Award (LOA) and/ or Work Order(s), Job Completion certificate alone are not acceptable as evidence of experience. Mere award of contract(s) shall not be counted towards experience. Successful

completion of the awarded contract(s) to the extent of value, as stipulated respectively under Clause No. 3.0, shall only be treated as acceptable experience.

C. In case requisite experience is against **OIL's Contract**, bidder shall only be required to categorically specify OIL's Contract Number.

D. Following work experience shall also be taken into consideration:

i) In case the start date of the requisite experience is beyond the prescribed 07 (seven) years reckoned from the original bid closing date, but completion is within the prescribed 07 (seven) years reckoned from the original bid closing date. In this case, the value of work done during the period falling within the last 07 years must be equal to or more than the minimum prescribed value in the BEC 3.0.

ii) If the prospective bidder has executed a contract in which work [as mentioned under Clause No. 3.1 and 3.2] are component of the contract, provided the value of work is equal to or more than the minimum prescribed value in the BEC 3.0.

- In case the document submitted as per **Para A,** above are not sufficient to establish the value/period/nature of work experience against **Para D,** above, the bidder shall also have to submit the breakup of the works executed under such contract(s) clearly indicating the value/period/nature of work which should be certified by the end user or a certificate issued by a practicing Chartered / Cost Accountant Firm (with Membership Number & Firm Registration Number).

E. Experience of executing work (as mentioned under Clause No. 3.1 and 3.2) through 'sub-contracting' shall not be considered for evaluation.

F. Work executed (as mentioned under Clause No. 3.1 and 3.2) by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC.

G. Bid shall be liable for rejection if not accompanied with adequate documentary proof in support of Work experience as mentioned in Para 3.1 and 3.2.

H. Bidders submitting their bid based on the experience of their Technical Collaborator/Joint Venture/ Parent/ Subsidiary/Co subsidiary/ Sister Subsidiary/MOU with another party shall not be considered. Bids from Consortium, Joint Venture shall also not be considered.

3.4 The bidder must be ISO/IEC 27001:2022 certified as on original bid closing date of the tender. Copy of the valid certification must be submitted along with the bid.

4.0 MOBILIZATION PERIOD:

The bidders must confirm their compliance in their "technical" bid to complete the mobilization within **30 (Thirty) days** from the date of issuance of Letter of Award (LOA). Offers without confirmation of stipulated mobilization time or with

mobilization time more than **30 (Thirty) days** shall be liable for rejection. The bidder shall confirm compliance of this in their technical bid.

5.0 FINANCIAL CRITERIA:

5.1 Annual Financial Turnover from operations of the bidder in any of preceding 03 (three) financial / accounting years, reckoned from the original bid closing date should be at least **Rs. 63,98,520.00** only.

5.2 **Net worth** of bidder must be positive for preceding financial/ accounting year.

Note:

i. **Annual Financial Turnover** of the bidder from operations shall mean: "Aggregate value of the realisation of amount made from the sale, supply or distribution of goods or on account of services rendered, or both, by the company (i.e. bidding entity, as the case may be) during a financial year" as per the Companies Act, 2013 Section 2 (91).

ii. **Net worth** shall mean: "Share capital + Reserves created out of profits and securities Premium – Aggregate value of accumulated losses (excluding revaluation reserves) – deferred expenditure – Miscellaneous Expenditure to the extent not written off and carried forward Loss - Reserves created out of write back of depreciation and amalgamation".

The Net worth to be considered against the clause above, should be read in conjunction with the definition of Net worth as mentioned in Section 2 (57) of The Companies Act, 2013.

Notes to BEC Clause No. 5.0 above:

A. For proof of Annual Turnover & Net worth, any one of the following documents must be submitted along with the bid:

(i) A certificate* issued by a practicing Chartered /Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in **PROFORMA-VI**.

OR

(ii) Financial Statements (Balance Sheet & Profit & Loss account **along with all the schedules/notes forming part of the Balance sheet & Profit and Loss Account**) audited by the auditors appointed under the statute like Companies Act etc. wherever applicable. In cases where the bidding/ supporting company (as applicable) are not required to prepare Audited Financial Statements as per the Law of the Land of the country of the bidding/supporting company as applicable, the bidder shall provide documentary evidence for the same along with a certificate from a practicing Chartered Accountant or equivalent to this effect. The bidder must also submit the financial statement as per the accounting standards of the country of the bidding/supporting company as the case may be, duly certified by the practicing-chartered accountant or equivalent.

***Note:** Mention of UDIN (Unique Document Identification Number) is mandatory for all Certificates issued by Chartered Accountant in Practice w.e.f. February 1, 2019 by Chartered Accountant in Practice.

B. Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months/ within the due date for furnishing of audit report as per Section 139(1) of IT Act, 1961 (read along with latest circulars/notifications issued by CBDT from time to time) reckoned from the original bid closing date and the Financial Statements of the preceding financial/accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an undertaking in support of the same along with their technical bid as per **PROFORMA-VII**.

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

D. In case the bidder is a Government Department, they are exempted from submission of documents mentioned under para **A.** and **B.** above.

E. Bid shall be liable for rejection if not accompanied with adequate documentary proof in support of Annual turnover and Net worth as mentioned in Para 5.1 & 5.2.

6.0 COMMERCIAL EVALUATION CRITERIA:

6.1 Bids are invited under **Single-Stage Two-Bid System** i.e. Un-priced Techno-Commercial Bid and Price Bid separately. The Un-priced techno-commercial bid (or Technical bid) must comprise of all the technical documents substantiating the previous experience, financial & technical credentials of the bidder and any other document as asked for in the bid document. **There should not be any indication of price in the Technical bid; otherwise, the bid shall be rejected straightway.**

6.2 Bidders must fill the **'PRICE BIDDING FORMAT/FINANCIAL DOCUMENT'** and compute **all-inclusive (including GST) bid value**. This all-inclusive (including GST) bid value is to be entered against the **'OFFER PRICE'** field in the GeM portal. The duly filled '**PRICE BID / FINANCIAL DOCUMENT**' in electronic form must be submitted by the bidders through GeM Portal only along with the Financial Bid. Any Financial Bid without the duly filled Price Bid may be liable for rejection. Supplementing the quoted "OFFER PRICE" the price bid to be filled up and submitted accordingly i.e., by matching their total price including GST to the "OFFER PRICE" mentioned in the GeM Portal.

Note:

(i) The breakup of the quoted/offered price i.e. the duly filled Price Bid Format MUST NOT be uploaded with the technical bid; otherwise, the bid shall be rejected straightway.

(ii) The total price entered in the GeM portal (inclusive GST) shall be used for ranking. In case of mismatch between the Total Price (inclusive GST) in the GeM Portal and the Total estimated contract cost (inclusive GST) in PRICE BIDDING FORMAT, then the Total Price (inclusive GST) in the GeM Portal shall prevail for award of contract.

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

6.4 Only one bid from a bidder whether offering individually as a sole proprietor or through a Partnership or under any other legal entity shall be accepted. In case any bidder is found to submit more than one bid including separate bids under proprietorship as well as under any Partnership firm, or under any other legal entity then all the bids submitted by the bidder in his own name or in the name of firm where he/she is a partner/sole proprietor will be rejected.

6.5 **EMD/Bid Security:** Bid Security in Original shall be furnished as a part of the Technical Bid and shall reach the office of HoD-Contracts, OIL at Duliajan on or before **12.45 Hrs. (IST)** on the bid closing date. A scanned copy of the bid security shall however be uploaded in GeM-Procurement portal along with the Technical Bid. The amount of Bid Security shall be **₹ 6,31,000.00**. Bid without proper & valid Bid Security will be rejected.

Note: For detailed procedure for submission of bid security and rejection criteria, please refer to **Clause No. 12.0 of ITB**.

Exemption from submission of Bid Security shall be governed by GeM GTC.

6.6 Service is not splitable. Based on the evaluation of techno-commercially qualified bidders, contract will be awarded for all the items covered under SOQ to a single bidder.

6.7 Bid Documents are non-transferable. Bid can only be submitted in the name of the bidder in whose name the bid document has been issued.

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

6.9 Bids shall be typed or written in indelible ink. Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initialed by the authorized signatory. However,

white fluid should not be used for making corrections. Any bid not meeting this requirement shall be liable to be rejected.

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

6.11 Bid received with validity of offer less than **120 (One Hundred Twenty) days** from bid closing date shall be rejected. Bidder must submit a declaration regarding bid validity as per the format prescribed in **PROFORMA-I**.

6.12 The bidder shall submit an undertaking/ declaration as per **Appendix-2**, confirming that they read and understood OIL's Banning Policy and that, neither they nor any of their allied concerns or partners or associates or directors, or proprietors involved in any capacity, are currently on OIL's Holiday/ Banning List. Further, the bidder shall confirm that neither they nor any of their aforementioned entities have, during the last three years, been involved in any transgression with any company conforming to the Transparency Inetrnationa (TI) approach or with any Public Sector Enterprise of India that could justify exclusion from the tender process. The bidder shall also disclose details of all such allied entities, if any, as required under the Banning Policy."

6.13 The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **"INTEGRITY PACT"** with the tender document. The Integrity Pact has to be returned by the bidder (along with the Un-Priced Techno-Commercial Bid) duly signed by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid.

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

(i) Firm price
(ii) Bid Security
(iii) Period of validity of Bid
(iv) Price Schedule
(v) Performance Bank Guarantee / Security deposit
(vi) Delivery / Completion Schedule
(vii) Scope of work
(viii) Guarantee of material / work
(ix) Liquidated Damages clause
(x) Tax liabilities
(xi) Arbitration / Resolution of Dispute Clause
(xii) Force Majeure
(xiii) Applicable Laws
(xiv) Specifications
(xv) Integrity Pact

7.0 PRICE EVALUATION CRITERIA:

7.1 Price bids shall be opened in respect of only the techno-commercially acceptable bidders whose bids have been found to be substantially responsive. A substantially

responsive bid is one that meets the terms and conditions of the Tender and / or the acceptance of which bid will not result in indeterminate liability on OIL.

7.2 The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor shall be paid on the basis of the actual number of days/parameters, as the case may be.

7.3 Quoted unit rates against each Line Item of the price bidding format shall be considered only up to 2 decimal places without rounding off for evaluation.

7.4 Bidders are required to quote for all the items as per Price Bid Format. In case the bidder does not quote against any of the line items, the total bid value shall be considered as inclusive of the cost of the service/item.

7.5 If the bidders quote Total Charges/consideration as NIL in the Price Bid Format, the bid shall be treated as unresponsive and will not be considered.

7.6 The bidders are advised not to offer any discount / rebate separately and to offer their prices in the Price Bid Format after considering discount / rebate, if any.

7.7 The inter-se-ranking of the techno-commercially qualified bidders will be determined on overall lowest cost basis (L-1 offer) i.e. considering the Total quoted price inclusive of all liabilities and GST (CGST & SGST/UTGST or IGST).

7.8 Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to the L-1 bidder.

7.9 In case of identical overall lowest offered rate by more than 01 (one) bidder, the selection will be made in accordance with GeM GTC.

7.10 Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price.

7.11 OIL shall prefer to deal with registered bidder under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet.

However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid.

7.12 When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/Contracts will be binding on the bidder.

7.13 Input Tax Credit on GST (Goods & Service Tax) for this service is NOT available to OIL & the bids will be evaluated based on total price including GST.

7.14 Price Bid uploaded without giving any details of the taxes (Including rates and amounts) shall be considered as inclusive of all taxes including GST.

7.15 In case the GST rating of Contractor on the GST portal/Govt. official website is negative/black listed, then the bids may be rejected by OIL. Further, in case rating of bidder is negative/blacklisted after award of work for supply of goods/services, then OIL shall not be obligated or liable to pay or reimburse GST to such Contractor and shall also be entitled to deduct/recover such GST along with all penalties/interest, if any, incurred by OIL.

8.0 PURCHASE PREFERENCE CLAUSE: Purchase Preference to Micro and Small Enterprises (MSEs) (Manufacturers / Service Providers) falling within the price band of L1+15% and Purchase Preference Policy Linked with Local Content (PP-LC) falling within the price band of L1+20% shall be applicable to this tender.

8.1 **PRUCHASE PREFERENCE TO MSEs (Manufacturers/ Service Providers) [Traders are excluded from the purview of this policy]:** Purchase Preference to Micro and Small Enterprises is applicable for this tender.

Documentation required to be submitted by MSEs: Categorization and various criteria applicable to MSE bidders shall be guided by the Gazette Notification No. **CG-DL-E-26062020-220191 dated 26.06.2020** and Amendment vide Gazette Notification no. **CG-DL-E-16062021-227649 dated 16.06.2021** and **No. CG-DL-E-19012022-232763 dated 19.01.2022** and **CG-DL-E-06052022-235600 dated 06.05.2022** issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISE and any amendment thereof.

Bidder claiming the MSE preference (MSE-General, MSE-SC/ST, MSE-Woman) against this tender has to submit Udyam Registration Number with Udyam Registration Certificate along with the technical bid for availing the benefits applicable to MSEs.

However, in the GeM tenders, bidders to be necessarily guided by system requirements of GeM portal. Bidders to mandatorily get their MSE status verified through the GeM portal in order to avail the benefits applicable to MSEs. In cases where GeM portal does not distinctly display the bidder as MSE, the benefits applicable for purchase preference to MSEs shall not be extended to the bidder.

Note: In case bidding MSE is owned by Schedule Caste or Schedule Tribe or Woman entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST/Woman entrepreneur should also be enclosed.

8.2 **PURCHASE PREFERENCE POLICY (LINKED WITH LOCAL CONTENT) (PP-LC):**

Purchase preference under Public Procurement (Preference to Make in India) Order, 2017 of Department for Promotion of Industry and Internal Trade (DPIIT), Govt. of

India as revised vide Order No. P-45021/2/2017-PP (BE-II) dated September 2020 (and as amended time to time) with modifications as notified vide MoPNG Order No. FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26th April 2022 (including subsequent amendments thereof, if any) shall be applicable for this tender. Bidders to check the provisions of the Order for their eligibility to bid and seek benefits for Purchase preference, accordingly.

8.3 Contract (s) shall be awarded for the entire scope of work under this tender subject to concurrent application of Public Procurement Policy for MSE Order 2012 and PP(MII) Order 2017 as per Order No. F.1/4/2021-PPD dated 18.05.2023 issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Govt. of India and any subsequent amendment thereto.

Note:

i. If L1 is non-MSE, the purchase preference for price matching shall be given to MSEs falling within the price band of L1+15% in the following order of preference:

1. SC/ST Women-owned MSEs
2. SC/ST owned MSEs
3. Women-owned MSEs
4. Other MSEs

All other guidelines issued in respect of benefits to MSEs shall prevail. Bidder claiming above relaxation/ exemption need to submit necessary documentary proof of their eligibility along with their techno-commercial bid. The certificate must be valid on the bid closing date.

ii. Services under this tender is not splitable.

9.0 GENERAL:

9.1 In case bidder takes exception to any clause of bidding document not covered under BEC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw / modify the deviation when / as advised by company. The loading so done by the company will be final and binding on the bidders. No deviation will however be accepted in the clauses covered under BEC.

9.2 To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification post bid opening in accordance with the procedure outlined in the company's manuals for procurement of Goods, Works, Consultancy & Other Services in respect of clauses covered under BEC also and such clarifications fulfilling the BEC clauses in toto must be received or before the deadline given by the company, failing which the offer will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.

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

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

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

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

10.0 **FURNISHING FRAUDULENT INFORMATION/DOCUMENT:** Bidders should note that the Company (OIL) may verify authenticity of all the documents/certificates/ information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract execution etc., if it is established that bidder has submitted forged documents / certificates / information towards fulfilment of any of the tender/contract conditions, Company shall immediately reject the bid of such bidder(s) or cancel / terminate the contract besides taking action as per OIL's Banning Policy, available in the OIL's website. Accordingly, service provider /vendor to submit the Undertaking of authenticity of information/ documents submitted as per **PROFORMA-XI.**

11.0 Bidders have to submit a declaration as per the format enclosed vide **"SAFETY MEASURES"** of the tender document regarding compliance of Safety Measures (SM) along with the technical bid.

12.0 The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload an undertaking (as per **Appendix-1)** to this effect along with the bid.

13.0 **CHECKLIST FOR BEC/PQC:** Enclosed as **TECHNICAL EVALUATION SHEET** and **COMMERCIAL CHECKLIST** to be submitted along with the technical bid. In case of non-submission of the duly filled up check list offer(s) may be liable for rejection.

14.0 **COMPLIANCE OF THE COMPETITION ACT, 2002:** The bidder shall strictly comply with the provisions of the Competition Act, 2002, more particularly, Section-3 of the Act. Any violation the provisions of the Act shall attract penal action under the Act.

15.0 Bidders should submit an undertaking that their bid is compliant to Order No. F. 7/10/2021-PPD (1) dated 23.02.2023 issued by Ministry of Finance, Department of Expenditure, Public Procurement Division, Govt. of India (including subsequent amendments thereto, if any), regarding restrictions on procurement from a bidder of a country which shares land border with India.

In this regard, bidders must submit duly sealed & signed undertaking as per format provided vide **Exhibit-I, Exhibit-II** and **Exhibit-III** along with the technical bid.

End of BEC/PQC

SECTION-III

SCOPE OF WORK (SOW)

In the event of any conflict between the provisions of this Scope of Work (SoW) and the Special Conditions of Contract (SCC), the provisions of the SCC shall prevail.

1.0 INTRODUCTION:

Oil India Limited (OIL), a national oil company in India under the control of the Ministry of Petroleum and Natural Gas, is involved in the exploration, development, production of crude oil and natural gas, transportation of crude oil, and production of LPG.

The company makes extensive use of Information and Communication Technology (ICT) and Operational Technology (OT) in its operations. The on-prem datacentres and their services of OIL are ISO 27001:2013 certified. To ensure the continuity of OIL's ISMS, OIL is seeking the services of a Cybersecurity Consultancy firm (referred hereafter as the CONSULTANT/VENDOR/BIDDER)

2.0 BRIEF SOW:

The consultant will be tasked to provide a comprehensive consulting and implementation services to enable Oil India Limited (OIL) to transition its existing Information Security Management System (ISMS) from ISO/IEC 27001:2013 (expired) to ISO/IEC 27001:2022 (new), specifically covering the IT Data Centres and the IT Department, following a structured and phased approach.

OIL previously obtained ISO/IEC 27001:2013 certification for the following 3 sites. The certification expired on 09 February 2026.

Site 1: R&D Complex, IT Department (2nd Floor), Oil India Limited, Duliajan, Assam -786602

Site 2: North Block, Administrative Building, Oil India Limited, Duliajan, Assam - 786602

Site 3: Oil India Limited, 3rd Floor, Plot No. -19, Near Film City, Sector – 16A, Noida- 201301

Stage -1:

1. Project Initiation, Governance, Planning and provisioning of GRC tool.
2. Scope Definition and Context of the Organization
3. Current State Assessment and Gap Analysis (2013 vs 2022)
4. Risk Assessment, Risk Treatment and Asset Management
5. ISMS Documentation Upgrade for ISO 27001:2022

6. Implementation Support and Control Enhancement
7. Training, Awareness and Competence Building
8. Internal Audit, Corrective Actions and Management Review
9. Certification Readiness and External Audit Support
10. Project Management, Reporting and Handover

Stage -2:

ISO 27001:2022 Certification audit for the IT department and IT data centres mentioned in Clause No. 9.0 below.

3.0 DETAILED SOW:

Stage – 1:

1. Project Initiation, Governance, Planning and provisioning of GRC tool.

i) The successful bidder should conduct a project kick-off meeting with stakeholders from OIL, including but not limited to those from OIL's CISO's team, IT Data Centres and IT Department to confirm objectives, scope, assumptions, constraints, timelines, and governance structure, in line with the implementation approach outlined in this document.

ii) The successful bidder should establish a project governance structure including a Steering Committee, Project Delivery team, and Quality Assurance team, clearly aligned to the requirements outlined in this document. The successful bidder should also provide an escalation matrix for this entire project.

iii) The successful bidder should develop and submit a detailed project plan (including milestones, dependencies, and resource requirements) for OIL's approval, covering all phases of **ISO 27001:2022 certification** for the IT Data Centres and IT Department.

iv) The successful bidder should conduct a detailed stakeholder and interested party analysis for the IT Data Centres and IT Department and document their information security requirements and expectations in accordance with ISO 27001:2022 Clause 4.2. -party analysis for the IT Data Centres and IT Department and document their information security requirements and expectations in accordance with ISO 27001:2022 Clause 4.2.

v) The successful bidder should review all applicable legal, regulatory, contractual, and internal compliance requirements relevant to the IT Data Centres and IT Department and map them to ISO 27001:2022 controls.

vi) The successful bidder should provision and deploy a GRC tool at the commencement of Stage-1, along with its full access, for OIL to manage and administer all the requirements of Governance, Risk and Compliance in accordance with ISO 27001:2022. The detailed technical and functional

requirement of the GRC tool is mentioned in Clause No. 11 of the SOW under Stage-1.

Key deliverables:

1. Kick-off meeting presentation.
2. Project plan including objectives, scope, assumptions, constraints, timelines, milestones, dependencies, resource requirement and governance structure in pdf.
3. GRC tool (complete licenses and SW)
4. User manual for the GRC tool including administration, management and user guide.
5. Necessary documents for point iv & v of this phase-1 in pdf.

2. Scope Definition and Context of the Organization

i) The successful bidder should conduct workshops with respective stakeholders to define and confirm the ISMS scope limited to the IT Data Centres and IT Department, considering organizational boundaries, interfaces, and dependencies.

ii) The successful bidder should document the context of the organization specific to the IT Data Centres and IT Department (internal and external issues, interested parties, and their requirements) and align it with ISO 27001:2022 Clause No. 4 requirements.

iii) The successful bidder should prepare and submit a "Scope and Context Definition Report" for approval by OIL.

3. Current State Assessment and Gap Analysis (2013 vs 2022)

i) The successful bidder should perform a comprehensive current-state assessment of the existing ISO 27001:2013-aligned with ISMS for the IT Data Centres and IT Department, including processes, controls, technologies, and documentation, using a structured assessment framework.

ii) The successful bidder should conduct a formal gap assessment against ISO/IEC 27001:2022 requirements, explicitly mapping current 2013 controls to the revised 2022 Annex A control set and noting additions, removals, and changes relevant to the IT Data Centres and IT Department.

iii) The successful bidder should evaluate the maturity of existing controls using a defined maturity model (e.g., levels from "Initial" to "Optimized") and rate each applicable control within the IT Data Centres and IT Department.

iv) The successful bidder should identify specific gaps in governance, risk management, technology, operations, documentation, and awareness related to new or modified ISO 27001:2022 controls (including, but not limited to, threat intelligence, cloud services, configuration management, data masking, data leakage prevention, monitoring activities, secure coding, information security for use of cloud, etc., as applicable to IT).

v) The successful bidder should submit a detailed Gap Assessment Report, including:

- Gap description
- Impact on information security and certification
- Root cause (process, people, technology, documentation)
- Recommended remediation actions and prioritization.

4. Risk Assessment, Risk Treatment and Asset Management

i) The successful bidder should review, refine and create the existing risk assessment methodology (including risk criteria, likelihood, impact scales, and risk acceptance criteria) to ensure alignment with ISO 27001:2022 Clause 6.1.2 and industry best practice. In the event that a risk assessment methodology does not exist, or if the successful bidder determines that the existing risk assessment requires revision, the successful bidder shall undertake and complete the risk assessment afresh.

ii) The successful bidder should update and validate the asset inventory for the IT Data Centres and IT Department (information assets, hardware, software, services, people, facilities, and supporting components) and establish asset ownership, classification, and acceptable use.

iii) The successful bidder should conduct risk assessment workshops with OIL stakeholders for the IT Data Centres and IT Department to identify threats, vulnerabilities, existing controls, and residual risks in line with the updated methodology.

iv) The successful bidder should prepare an updated Risk Register, Risk Assessment Report and Risk Treatment Plan (RTP), mapping risks to relevant ISO 27001:2022 Annex A controls and prioritizing treatment actions.

v) The successful bidder should support OIL in defining risk treatment options (avoid, mitigate, transfer, accept), documenting control implementation decisions and risk acceptance by appropriate management authorities.

5. ISMS Documentation Upgrade for ISO 27001:2022

i) The successful bidder should review existing ISMS documents and all other relevant documents (policies, procedures, standards, guidelines, SOPs, formats, templates) relevant to the IT Data Centres and IT Department and assess their alignment with ISO 27001:2013 and 2022 requirements.

ii) The successful bidder should update and/or develop all ISMS documentation to comply with ISO 27001:2022, including but not limited to:

a) ISMS Policy and Information Security Objectives specific to IT Data Centres and IT Department.

b) Statement of Applicability (SoA) aligned with ISO 27001:2022 Annex A

c) Risk Assessment and Risk Treatment Methodology

d) Asset Management policies and procedures

e) Access Control, Identity and Access Management, and Privileged Access Management procedures

f) Operations security, backup, logging and monitoring, change management, and patch management procedures.

g) Business continuity and disaster recovery procedures for IT systems

h) Incident Management, including detection, reporting, triage, containment, eradication, and lessons learned.

i) Supplier/third-party security requirements for IT services and cloud environments

j) Secure development and change lifecycle procedures where applicable

k) Any other document required as per ISO 27001:2022 (including policies, SOPs, etc.)

iii) The successful bidder should ensure that all mandatory and relevant documented information required by ISO 27001:2022 is prepared, version-controlled, and approved by appropriate OIL management.

iv) The successful bidder should conduct a "documentation audit" to validate completeness and conformance of the ISMS documentation set and provide a Documentation Audit Report.

6. Implementation Support and Control Enhancement

i) The successful bidder should guide and provide a plan to OIL in implementing agreed risk treatment actions and ISO 27001:2022 controls for the IT Data Centres and IT Department in a phased and prioritized manner.

ii) The successful bidder should help define and implement key operational processes such as:

a) Change management and configuration management for IT infrastructure.

b) User provisioning, de-provisioning, and periodic access review

c) Vulnerability management and patch management

d) Log collection, monitoring, and correlation.

e) Secure backup, restore and media handling.

f) Third-party access control and monitoring.

iii) The successful bidder should prepare and implement information security metrics and monitoring mechanisms (KPIs/KRIs) relevant to ISO 27001:2022 Clause No. 9.0 for the IT Data Centres and IT Department, in consultation and agreement with OIL.

7. Training, Awareness and Competence Building

i) The successful bidder should develop a training and awareness plan tailored to the IT Data Centres and IT Department in a Train the Trainer model.

ii) The successful bidder should conduct at least 1(one) role-based training program for:

a) Senior management and ISMS Steering Committee for a minimum of 2 participants

b) IT managers and system owners for a minimum of 10 participants

c) System and network administrators for a minimum of 10 participants

d) Application owners and developers for a minimum of 10 participants

e) General IT staff and users within the scope for a minimum of 20 participants

f) Third party vendors working within the scope of IT department and Data Centres for a minimum of 10 participants

iii) The successful bidder should conduct at least 1(one) focused workshops on ISO 27001:2022 changes and new control areas and their implications for IT Data Centres and IT Department operations.

iv) The successful bidder should provide training materials, attendance records, and post-training evaluation to demonstrate competence and awareness improvements

8. Internal Audit, Corrective Actions and Management Review

i) The successful bidder should design and document an internal ISMS audit program for the IT Data Centres and IT Department aligned with ISO 27001:2022 Clause No. 9.2, including audit scope, frequency, methodologies, and reporting.

ii) The successful bidder should conduct at least one cycle of ISO 27001:2022-aligned internal audits covering the IT Data Centres and IT Department processes, technologies, and supporting controls.

iii) The successful bidder should document nonconformities, observations, and improvement opportunities and prepare an Internal Audit Report along with recommended corrective actions.

iv) The successful bidder should assist OIL in defining, documenting, and tracking corrective actions through closure, including validation of effectiveness.

v) The successful bidder should assist OIL in planning and conducting at least one Management Review meeting as per ISO 27001:2022 Clause No. 9.3, providing necessary inputs (audit results, risk status, incidents, KPIs, nonconformities, opportunities for improvement) and documenting minutes and decisions.

9. Certification Readiness and External Audit Support

i) The successful bidder should assess overall readiness of the IT Data Centres and IT Department ISMS for external certification audit by the chosen certification body, using the readiness criteria and assessment methodology.

ii) The successful bidder should prepare a Certification Readiness Report, highlighting any residual gaps, associated risks, and recommended pre-audit actions.

iii) The successful bidder should support OIL in coordinating with the certification body for audit scheduling, scope finalization, and logistical planning.

10. Project Management, Reporting and Handover

i) The successful bidder should provide dedicated project management resources and follow a structured project management approach (with status meetings, risk and issue logs, and change control) as per the implementation methodology referenced in.

ii) The successful bidder should submit periodic progress reports fortnightly summarizing activities completed, deliverables submitted, risks/issues, and plans for the next period.

iii) The successful bidder should develop and hand over a "ISMS Transition Handover Dossier" including:

a) Finalized and approved complete ISMS documentation set

b) Updated risk register, risk assessment and risk treatment records
c) Asset inventory and SoA

d) Training and awareness records

e) Internal audit reports, corrective action logs, and management review records

f) Certification readiness report and any post-audit closure documentation

iv) The successful bidder should conduct a formal project closure meeting, present the final project completion report, and obtain sign-off from OIL on all agreed deliverables.

11. IT GRC Tool – Detailed Technical & Functional Requirements

Section 1: General Requirements

1. Deployment Model:

a) The solution shall be deployed on a Virtual Machine (VM) to be provisioned by OIL and must support the following system specifications: 8 vCPU, 32 GB RAM, 500 GB hard disk space, and Operating System – Windows Server 2022 or Red Hat Enterprise Linux.

b) The successful bidder shall provide all additional licenses and software components required for the complete functioning of the solution, including but not limited to database software.

c) Must allow deployment on on-premises organization-owned infrastructure, if required, or a SAAS based model/ Cloud deployment.

d) The solution shall be deployed with minimum of 50 concurrent enterprise users from the commencement of Stage -1 and throughout the entire duration of the Contract, with performance benchmarks and no significant degradation.

The installation, commissioning, and go-live of the IT GRC Tool shall be deemed complete only upon successful completion of all the activities mentioned above and acceptance of the same by OIL.

2. Multi-Tenancy & Role-Based Access:

a) Must support multi-tenant architecture to segregate data by business unit.

b) Enforce Role-Based Access Control (RBAC) with principle of least privilege for all roles

Section 2: Governance & Policy Management

1. Policy Repository

a) Centralized Policy & Document Repository for storing policies, procedures, and control references.

2. Policy Lifecycle

a) End-to-end policy lifecycle management including:
i) Draft
ii) Review
iii) Approval
iv) Versioning
v) Distribution/attestation
vi) Retirement

3. Policy Mapping

a) Ability to map policies to standards/frameworks (e.g., ISO 27001 clauses, Annex A, NIST CSF).

b) Track compliance at policy-to-control level.

Section 3: Risk Management

1. Risk Register

a) Must maintain a risk register capturing risk categorization, description, likelihood, impact, and risk owner.

2. Risk Assessment & Scoring

a) Support qualitative and quantitative risk scoring, risk heat maps, and risk trend analytics.

3. Risk Treatment & Controls

a) Link risks with controls and mitigation plans.

b) Provide acceptance, transfer, mitigation, or avoidance tracking.

Section 4: Compliance Management

1. Framework Support

a) Must support compliance tracking and evidence collection for standards including ISO/IEC 27001 (all applicable clauses/controls) & NIST.

2. Control Library

a) Pre-built control library mapped to frameworks; ability to customize and extend control sets.

3. Gap Analysis & Continuous Compliance

a) Tools to conduct gap analysis against required control baselines.
b) Support continuous compliance monitoring and notifications.

Section 5: Audit & Assurance

1. Audit Planning & Execution

a) Plan, schedule, and execute internal and external audits.

b) Track findings, exceptions, and corrective actions.

2. Evidence Repository

a) Attach evidence artefacts (documents, screenshots, logs) with timestamps and audit trails.

3. Audit Trails and History

a) Maintain immutable audit logs for all compliance and change actions.

Section 6: Issue/Incident & Exception Management

1. Issue Tracking

a) Record non-conformities, incidents, exceptions, and link them to risks, controls, and audit findings.

2. Remediation Workflow

a) Automated remediation workflows with assigned owners, timelines, reminders, and escalation.

Section 7: Reporting & Dashboards

1. Real-Time Dashboards

a) Interactive dashboards with drill-down views on risk, compliance gaps, audit outcomes, and metrics.

2. Report Builder

a) Custom and pre-built reports exported in PDF, CSV, or XLS formats.

b) Support scheduling and distribution of reports.

Section 8: Integrations

1. Identity & Access

a) Integrate with Microsoft Active Directory/Azure AD and Microsoft Authenticator (MFA provider).

2. IT & Security Systems

a) Integrations with-

i) Asset inventory - ManageEngine Endpoint Central

ii) ITSM tool - ManageEngine ServiceDeskPlus

iii) SIEM systems for automated risk data feeds - Seceon SIEM Solution.

Section 9: Usability, Security & Support

1. User Experience

a) Intuitive UI with configurable dashboards and workflow forms.

b) Support for role-specific workspaces.

2. Security Controls

a) Data encryption at rest and in transit.

b) Secure development lifecycle and periodic security testing reports.

3. Training & Documentation

a) Provide admin and user manuals, training sessions, and self-help materials.

Stage – 2:

ISO 27001:2022 Certification audit for the IT data centres & IT department mentioned in Clause No. 9.0.

1. The successful bidder shall arrange for an accredited certification body, duly authorized to conduct ISO/IEC 27001:2022 certification audits for the two data centres & IT department as mentioned in Clause No. 9.0. The certification body must be independent and shall have no direct or indirect business relationship with the successful bidder.

2. The ISO 27001:2022 ISMS Certification Body is required to provide the following services:

   i) Pre-assessment audit

   ii) Certification Audit

   iii) Registration, Issuance of Certificate & any other related work.

   iv) Surveillance Audits (Post Certification)

   v) Surveillance Audit-I: During the 11th month from the last day of Certification Audit.

   vi) Surveillance Audit-II: During the 23rd month from the last day of Certification Audit.

   vii) Follow-up Audit(s), if any.

3. Pre-Assessment audit can be carried out onsite / offsite.

4. Follow-up audit to be carried out by the certification body, if required.

5. Dates for various activities under Scope will be mutually decided by OIL & the certification body.

6. The scope of certification body also includes all the services required for issuance of certificate(s) by the certifying body.

7. The dates for each audit activity will be mutually agreed upon by OIL and the certification body prior to carrying out the audit activity. However, Pre-assessment Audit or Stage-I Audit must be initiated within 02 (two) weeks from the issuance of work order and at mutually agreed dates.

8. In case of failure to complete the jobs by the certification body as specified above, OIL reserves the right to cancel the contract without any compensation whatsoever.

9. Expenses towards travel and lodging to Datacentres at Duliajan & Noida, food, cell phone, travel, accommodation, misc. overheads etc. will have to be borne by the certification body/successful bidder and will have to be arranged by certification body/successful bidder.

10. The successful bidder should provide on-site support during the certification audit, including clarifying implemented controls, presenting evidence, and assisting OIL teams in responding to auditor queries.

11. The successful bidder should assist in analysis and closure planning for any nonconformities raised by the certification body and support implementation of required corrective actions.

4.0 Project Milestone

The successful bidder shall perform the job as per the following preferred timeline:

Sl. No.	Milestone	Allotted period	Cumulative No. of days from Issuance of LOA
i	Issuance of LOA (D0)	0	0
ii	Mobilization period (D1)	D0 + 30 days	30
iii	Stage -1 (D2)	D1 + 180 days	210
iv	Stage - 2 (D3)	Within D2 + 30 days	240
v	Surveillance Audit – I (D4)	Within D3 + 330 days	570
vi	Surveillance Audit – II (D5)	Within D4 + 360 days	930

5.0 Project Governance Structure:

i) The successful bidder should form the following project governance structure:

Governance Structure	Min. Team formation requirement	Responsibilities
Steering Committee	Minimum 1 member from the contractor + Senior member(s) from OIL	The **Project Steering Committee** shall be responsible for making key decisions, signing of major deliverables and has the overall responsibility for execution of the project. This committee shall constitute senior members from both the contractor's organization and OIL. The Contractor's steering committee member(s) should be present on site at OIL during Project kick-off meeting, Project closure meeting and as and when required by OIL (an advance intimation of 3 days will be given in writing).

Project Delivery team	Minimum 2 consultants/SMEs from the contractor + 1 Project manager (Team lead) from the contractor	The Consultant's Project Delivery Team shall be responsible for carrying out the project activities and shall consist of relevant subject matter experts led by the Project Manager. The entire team should be present on site at OIL during the entire duration of the Stage-1 and during the Certification audit mentioned in Stage-2. The team should also be present on-site at OIL as and when required by OIL (an advance intimation of 3 days will be given in writing).
Quality Assurance Team	Minimum 1 consultant/SME from the contractor	The Consultant shall constitute a team independent from the Project Delivery Team for quality assurance (QA) of the project deliverables. This team shall be responsible for quality review of the project deliverables before delivery to OIL. The QA team is not required to be present onsite at the OIL's location.
OIL's IT Security Team		OIL's IT Security team shall engage with the contractor's team for all the project activities.

ii) A formal communication protocol shall be established between the Consultant and OIL as per the following schedule for activity status updates:

Frequency	**Meeting/Reporting Type**	**Purpose**	**Attendees**
Weekly	Weekly Status Update Report	To provide an update on the activities performed and any interim observations	• Consultant's Project Manager • Consultant's Project Delivery Team • OIL's IT Security Team
Monthly	Monthly Status Update Report	To provide a monthly update on the activities performed and any interim observations	• Steering Committee members • Consultant's Project Manager • Consultant's Project Delivery Team • OIL's IT Security Team

Ad-hoc	As needed/via email or in person	To communicate roadblocks and potential high-risk items	• Consultant's Project Manager • Consultant's Project Delivery Team • OIL's IT Security Team

iii) All project documentation deliverables must undergo version control processes. Every document must be reviewed by the QA team of the Consultant before delivery to OIL.

iv) All project deliverables must be signed off by the Consultant's representative on the Steering Committee before final delivery to OIL.

v) The Consultant shall record Minutes of meeting (MoM) to record the discussions, decisions, and actions taken during a meeting or interview with OIL's teams.

6.0 Contractor's Personnel Qualification:

Contractor's Resource	Required Qualification	Documents to be submitted
Steering Committee member	**Experience:** The Contractor's Steering Committee Member must have an experience of minimum 10 years to be reckoned from the original bid closing in various cyber security roles with at least 5 years as a Lead Implementer /Auditor in ISO 27001 projects. **Educational Qualification:** MBA/M. Tech with certification on ISO 27001:2022 Lead Auditor/Lead Implementor.	• Curriculum Vitae (CV) of the proposed personnel as per Annexure-II • Copy of Educational qualification certificates • Copy of the professional certificate
Project Manager	**Experience:** The Contractor's Project manager must have an experience of minimum 7 years to be reckoned from the original bid closing in various cyber security roles with at least 3 years as a Lead Implementer in ISO 27001 projects. **Educational Qualification:** BE/B. Tech with certification on ISO 27001:2022 Lead Implementor.	
Project Team (SMEs/Consultants)	**Experience:** The Consultants/ SMEs must have an experience of minimum 5 years to be reckoned from the original bid	

	closing in various cyber security roles with at least 3 years as an Implementer in ISO 27001 projects. **Educational Qualification:** BE/B. Tech with certification on ISO 27001:2022 Implementor/Auditor	
Quality Assurance Team	**Experience:** The Consultant/ SME must have an experience of minimum 5 years to be reckoned from the original bid closing in various cyber security roles with at least 2 years as an Implementer/ Auditor in ISO 27001 projects. **Educational Qualification:** BE/B. Tech with certification on ISO 27001:2022 Implementor/Auditor	

7.0 Compliance To Legal and Government Guidelines

The consultant shall ensure that cybersecurity program designed for OIL complies with the Information Technology Act, 2000 of India and its subsequent amendments and applicable guidelines and advisories issued by the relevant Government of India ministries and agencies like MeitY, CERT-In, NCIIPC etc.

8.0 Responsibilities of the Contractor

8.1 The Contractor must complete all the activities in the as per the Project Milestones.

8.2 The timely completion of the work is crucial for this contract, and if the Contractor fails to meet the deadline, OIL shall be entitled to impose liquidated damages and/or penalties as outlined in Clause No. 7.0 of the Special Conditions of Contract (SCC).

8.3 The Contractor shall be entitled to automatic extension of time for completion of that activity, if delay, impediment or prevention caused is attributable to OIL provided the Contractor notifies OIL in writing in this regard within 7 (seven) days of occurrence of such impediments and OIL is satisfied with the request of the Contractor.

8.4 Prior to starting the project, the Contractor is required to sign a confidentiality agreement that will safeguard the confidentiality of OIL's content, data, applications, structure, designs, and other information shared with or accessed by the vendor during the project execution.

8.5 The Contractor must ensure that all tools and software used in the project execution are licensed and legal.

8.6 The Contractor must make its own arrangements for transportation and accommodation of its personnel when visiting various locations of OIL within the scope of the solution. OIL shall NOT provide any transport facility or accommodation to the consultants/representatives.

8.7 The Contractor must provide necessary resources like laptops and Internet connectivity to its onsite project delivery team members.

8.8 Before deployment of human resources for any stage of the project, the Contractor shall submit their CV, copies of certificates and qualifications to OIL. OIL reserves the right to interview the proposed candidates and accept/reject their deployment. The Contractor can deploy human resources only with OIL's approval. Contractor is required to obtain permission from OIL in writing before removing any of the resources from the project. The Contractor must sign non-disclosure agreement (NDA) in the format provided by OIL before commencement of activities.

8.9 In the event of any personnel changes necessitated by unforeseen circumstances, the Contractor shall obtain prior written approval from OIL before deploying any replacement resource. The proposed replacement must meet the qualification and experience requirements specified in the tender.

The Contractor shall propose a suitable replacement resource within seven (7) days from the last working day of the outgoing resource. OIL shall evaluate the proposed resource in accordance with the contractual terms within three (3) days of such proposal. The total period of ten (10) days shall be attributable to the Contractor.

Any delay in the project timeline arising on account of such personnel change shall attract imposition of liquidated damages and/or penalties as stipulated under Clause No. 7.0 of the Special Conditions of Contract (SCC).

9.0 OIL's IT Department and IT Data centre address

9.1 **Site 1:** North Block (2nd floor), Administrative Building, Oil India Limited, Duliajan, Assam -786602

9.2 **Site 2:** Oil India Limited, 3rd Floor, Plot No. -19, Near Film City, Sector – 16A, Noida-201301

9.3 **IT department:** 2nd Floor, R&D Building, Oil India Limited, Duliajan, Assam – 786602 and North Block (1st floor), Administrative Building, Oil India Limited, Duliajan, Assam - 786602

End of Section-III (SOW)

ENCLOSURE-III (REVISED TECHNICAL EVALUATION SHEET FOR BEC/PQC)

Bidder's Name: _____

Sl. No.	Clause No of BEC/PQC	Description	Compliance		Bidder to indicate Relevant Page No. of their Bid to support the remarks/ compliance
			Yes	No	
1	1.0	**VITAL CRITERIA FOR BID ACCEPTANCE:** 1.1 Bidders are advised not to take any exception/deviations to the bid document. Exceptions/Deviations, if any, should be brought out and discussed during the pre-bid conference. In case Pre-bid conference is not held, the exceptions/ deviations along with suggested changes are to be communicated to OIL within the date specified in the NIT and bid document. OIL after processing such requests, OIL may communicate the changes, if any, through an addendum to the tender document. If the bidder(s) still maintains exceptions/deviations in the bid, such conditional/ non-conforming bids shall not be considered and will be liable for rejection. 1.2 The bid shall conform generally to the full scope of work, specifications and terms & conditions given in this tender document. Bids shall be rejected in case material and services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and will not be considered for evaluation. All the documents related to BEC shall be submitted along with the Technical Bid.			

2	**2.0**	**ELIGIBILITY CRITERIA:** **The bidder must be incorporated/constituted in India and must maintain equal to or more than 20% local content (LC) for the offered services to be eligible to bid against this tender.** Regarding calculation of local content and submission of documents during bidding & execution of contracts, provision of **Public Procurement (Preference to Make in India) Order, 2017 of Department for Promotion of Industry and Internal Trade (DPIIT), Govt. of India as amended time to time with modifications as notified vide MoPNG Order No. FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26th April 2022 (including subsequent amendments thereof, if any)** shall be applicable. If such local content is not maintained during execution of contract, OIL reserves the right to invoke the Performance Securities submitted by the bidding and supporting companies, in addition to resorting to other options as may be deemed appropriate. Whether or not the bidders want to avail PP-LC benefit against this tender, it is mandatory for them to meet the following at the bidding stage: (a) Without specifying the unit rates and bid amount in the technical bid, the bidder must specify the **percentage (%) of local content** in their bid as per format prescribed in **PROFORMA-XVI (duly signed & sealed by the Power of Attorney holder),** without which the bid may be rejected being non-compliant. Such undertaking shall become a part of the contract, if awarded. (b) Along with the technical bid, bidder must submit a copy of their Certificate of Incorporation/Registration or any other valid document(s) which substantially establishes its constitution in India.			

3	**3.0**	**TECHNICAL CRITERIA:** Bidder must have experience of successfully executed/completed the services below, over the last 07 (seven) years reckoned from the original bid closing date with PSUs /Central Government / State Government Organization /Nationalised Banks/Public Limited Company in India as under: 3.1 One project for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** costing not less than **₹ 57,07,467.00** only; **Or** Two projects for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** each costing not less than **₹ 35,67,167.00** only; **Or** Three projects for implementation of **Information Security Management System (ISMS) as per ISO/IEC 27001 standards** each costing not less than **₹ 28,53,734.00** only. 3.2 One project for **delivery, installation and commissioning of a GRC tool** costing not less than **₹ 1,22,10,000.00** only. 3.3 The experiences specified under Clauses Nos. 3.1 and 3.2 may be executed either under separate single contracts or collectively under a single contract covering both services. **Notes to BEC Clause No. 3.0:** A. For proof of requisite Experience of SIMILAR work (refer Clause No. 3.0), the following documents must be submitted along with the bid:			

		(i) Contract document / Letter of Intent (LOI)/ Letter of Award (LOA) / Work order showing detailed scope of work, **AND** (ii) Job Completion certificate/Certificate of Payment (COP) or any other document substantiating the successful execution certified by the Client indicating the following: (a) Nature of Service (b) Gross Value of Job Done (c) Work order no. / Contract no. (d) Period of Service with contract start and end date. B. Only Letter of Intent (LOI) / Letter of Award (LOA) and/ or Work Order(s), Job Completion certificate alone are not acceptable as evidence of experience. Mere award of contract(s) shall not be counted towards experience. Successful completion of the awarded contract(s) to the extent of value, as stipulated respectively under Clause No. 3.0, shall only be treated as acceptable experience. C. In case requisite experience is against **OIL's Contract**, bidder shall only be required to categorically specify OIL's Contract Number. D. Following work experience shall also be taken into consideration: i) In case the start date of the requisite experience is beyond the prescribed 07 (seven) years reckoned from the original bid closing date, but completion is within the prescribed 07 (seven) years reckoned from the original bid closing date. In this case, the value of work done during the period falling within the last 07 years must be equal to or more than the minimum prescribed value in the BEC 3.0.			

		ii) If the prospective bidder has executed a contract in which work [as mentioned under Clause No. 3.1 and 3.2] are component of the contract, provided the value of work is equal to or more than the minimum prescribed value in the BEC 3.0. • In case the document submitted as per **Para A,** above are not sufficient to establish the value/period/nature of work experience against **Para D,** above, the bidder shall also have to submit the breakup of the works executed under such contract(s) clearly indicating the value/period/nature of work which should be certified by the end user or a certificate issued by a practicing Chartered / Cost Accountant Firm (with Membership Number & Firm Registration Number). E. Experience of executing work (as mentioned under Clause No. 3.1 and 3.2) through 'sub-contracting' shall not be considered for evaluation. F. Work executed (as mentioned under Clause No. 3.1 and 3.2) by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC. G. Bid shall be liable for rejection if not accompanied with adequate documentary proof in support of Work experience as mentioned in Para 3.1 and 3.2. H. Bidders submitting their bid based on the experience of their Technical Collaborator/Joint Venture/ Parent/ Subsidiary/Co subsidiary/ Sister Subsidiary/MOU with another party shall not be considered. Bids from Consortium, Joint Venture shall also not be considered. 3.4 The bidder must be ISO/IEC 27001:2022 certified as on original bid closing date of the tender. Copy of the valid			

		certification must be submitted along with the bid.			
4	**4.0**	**MOBILIZATION PERIOD:** The bidders must confirm their compliance in their "technical" bid to complete the mobilization within **30 (Thirty) days** from the date of issuance of Letter of Award (LOA). Offers without confirmation of stipulated mobilization time or with mobilization time more than **30 (Thirty) days** shall be liable for rejection. The bidder shall confirm compliance of this in their technical bid.			
5	**5.0**	**FINANCIAL CRITERIA:** 5.1 Annual Financial Turnover from operations of the bidder in any of preceding 03 (three) financial / accounting years, reckoned from the original bid closing date should be at least **Rs. 63,98,520.00** only. 5.2 **Net worth** of bidder must be positive for preceding financial/ accounting year. **Note**: i. **Annual Financial Turnover** of the bidder from operations shall mean: "Aggregate value of the realisation of amount made from the sale, supply or distribution of goods or on account of services rendered, or both, by the company (i.e. bidding entity, as the case may be) during a financial year" as per the Companies Act, 2013 Section 2 (91). ii. **Net worth** shall mean: "Share capital + Reserves created out of profits and securities Premium – Aggregate value of accumulated losses (excluding revaluation reserves) – deferred expenditure – Miscellaneous Expenditure to the extent not written off and carried forward Loss - Reserves created out of write back of depreciation and			

		amalgamation". The Net worth to be considered against the clause above, should be read in conjunction with the definition of Net worth as mentioned in Section 2 (57) of The Companies Act, 2013.			
6	**Notes to BEC Clause No. 5.0 above**	A. For proof of Annual Turnover & Net worth, any one of the following documents must be submitted along with the bid: (i) A certificate* issued by a practicing Chartered /Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in **PROFORMA-VI**. **OR** (ii) Financial Statements (Balance Sheet & Profit & Loss account **along with all the schedules/notes forming part of the Balance sheet & Profit and Loss Account**) audited by the auditors appointed under the statute like Companies Act etc. wherever applicable. In cases where the bidding/ supporting company (as applicable) are not required to prepare Audited Financial Statements as per the Law of the Land of the country of the bidding/supporting company as applicable, the bidder shall provide documentary evidence for the same along with a certificate from a practicing Chartered Accountant or equivalent to this effect. The bidder must also submit the financial statement as per the accounting standards of the country of the bidding/supporting company as the case may be, duly certified by the practicing-chartered accountant or equivalent. ***Note:** Mention of UDIN (Unique Document Identification Number) is mandatory for all Certificates issued by Chartered Accountant in Practice w.e.f. February 1, 2019 by Chartered Accountant in Practice.			

		B. Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months/ within the due date for furnishing of audit report as per Section 139(1) of IT Act, 1961 (read along with latest circulars/notifications issued by CBDT from time to time) reckoned from the original bid closing date and the Financial Statements of the preceding financial/accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an undertaking in support of the same along with their technical bid as per **PROFORMA-VII.** C. In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same. D. In case the bidder is a Government Department, they are exempted from submission of documents mentioned under para **A.** and **B.** above. E. Bid shall be liable for rejection if not accompanied with adequate documentary proof in support of Annual turnover and Net worth as mentioned in Para 5.1 & 5.2.			

7	**6.0**	**COMMERCIAL EVALUATION CRITERIA:** 6.1 Bids are invited under **Single-Stage Two-Bid System** i.e. Un-priced Techno-Commercial Bid and Price Bid separately. The Un-priced techno-commercial bid (or Technical bid) must comprise of all the technical documents substantiating the previous experience, financial & technical credentials of the bidder and any other document as asked for in the bid document. **There should not be any indication of price in the Technical bid; otherwise, the bid shall be rejected straightway.** 6.2 Bidders must fill the **'PRICE BIDDING FORMAT/FINANCIAL DOCUMENT'** and compute **all-inclusive (including GST) bid value**. This all-inclusive (including GST) bid value is to be entered against the **'OFFER PRICE'** field in the GeM portal. The duly filled '**PRICE BID / FINANCIAL DOCUMENT**' in electronic form must be submitted by the bidders through GeM Portal only along with the Financial Bid. Any Financial Bid without the duly filled Price Bid may be liable for rejection. Supplementing the quoted "OFFER PRICE" the price bid to be filled up and submitted accordingly i.e., by matching their total price including GST to the "OFFER PRICE" mentioned in the GeM Portal. **Note:** (i) **The breakup of the quoted/offered price i.e. the duly filled Price Bid Format MUST NOT be uploaded with the technical bid; otherwise, the bid shall be rejected straightway.** (ii) **The total price entered in the GeM portal (inclusive GST) shall be used for ranking. In case of mismatch between the Total Price (inclusive GST) in the GeM Portal and the Total estimated contract cost**			

		(inclusive GST) in PRICE BIDDING FORMAT, then the Total Price (inclusive GST) in the GeM Portal shall prevail for award of contract. 6.3 The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-responsive and rejected. 6.4 Only one bid from a bidder whether offering individually as a sole proprietor or through a Partnership or under any other legal entity shall be accepted. In case any bidder is found to submit more than one bid including separate bids under proprietorship as well as under any Partnership firm, or under any other legal entity then all the bids submitted by the bidder in his own name or in the name of firm where he/she is a partner/sole proprietor will be rejected. 6.5 **EMD/Bid Security:** Bid Security in Original shall be furnished as a part of the Technical Bid and shall reach the office of HoD-Contracts, OIL at Duliajan on or before **12.45 Hrs. (IST)** on the bid closing date. A scanned copy of the bid security shall however be uploaded in GeM-Procurement portal along with the Technical Bid. The amount of Bid Security shall be **₹ 6,31,000.00**. Bid without proper & valid Bid Security will be rejected. **Note:** For detailed procedure for submission of bid security and rejection criteria, please refer to **Clause No. 12.0 of ITB**. Exemption from submission of Bid Security shall be governed by GeM GTC. 6.6 Service is not splitable. Based on the evaluation of techno-commercially qualified bidders, contract will be awarded for all			

		the items covered under SOQ to a single bidder. 6.7 Bid Documents are non-transferable. Bid can only be submitted in the name of the bidder in whose name the bid document has been issued. 6.8 Any bid received in the form of Physical document / Telex / Cable / Fax / E-mail will not be accepted. 6.9 Bids shall be typed or written in indelible ink. Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initialed by the authorized signatory. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be liable to be rejected. 6.10 Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document. 6.11 Bid received with validity of offer less than **120 (One Hundred Twenty) days** from bid closing date shall be rejected. Bidder must submit a declaration regarding bid validity as per the format prescribed in **PROFORMA-I**. 6.12 The bidder shall submit an undertaking/ declaration as per **Appendix-2**, confirming that they read and understood OIL's Banning Policy and that, neither they nor any of their allied concerns or partners or associates or directors, or proprietors involved in any capacity, are currently on OIL's Holiday/ Banning List. Further, the bidder shall confirm that neither they nor any of their aforementioned entities have, during the last three years, been involved in any transgression with any company conforming to the Transparency Inetrnationa (TI) approach or with any Public Sector Enterprise of India that could justify exclusion from the tender process. The bidder			

		shall also disclose details of all such allied entities, if any, as required under the Banning Policy." 6.13 The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **"INTEGRITY PACT"** with the tender document. The Integrity Pact has to be returned by the bidder (along with the Un-Priced Techno-Commercial Bid) duly signed by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. 6.14 Bidder must accept and comply with the following provisions as given in the Tender Document in toto, failing which offer will be rejected: **(i)** Firm price **(ii)** Bid Security **(iii)** Period of validity of Bid **(iv)** Price Schedule **(v)** Performance Bank Guarantee / Security deposit **(vi)** Delivery / Completion Schedule **(vii)** Scope of work **(viii)** Guarantee of material / work **(ix)** Liquidated Damages clause **(x)** Tax liabilities **(xi)** Arbitration / Resolution of Dispute Clause **(xii)** Force Majeure **(xiii)** Applicable Laws **(xiv)** Specifications **(xv)** Integrity Pact			
8	**7.0**	**PRICE EVALUATION CRITERIA**: 7.1 Price bids shall be opened in respect of only the techno-commercially acceptable bidders whose bids have been found to be substantially responsive. A substantially responsive bid			

		is one that meets the terms and conditions of the Tender and / or the acceptance of which bid will not result in indeterminate liability on OIL. 7.2 The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor shall be paid on the basis of the actual number of days/parameters, as the case may be. 7.3 Quoted unit rates against each Line Item of the price bidding format shall be considered only up to 2 decimal places without rounding off for evaluation. 7.4 Bidders are required to quote for all the items as per Price Bid Format. In case the bidder does not quote against any of the line items, the total bid value shall be considered as inclusive of the cost of the service/item. 7.5 If the bidders quote Total Charges/consideration as NIL in the Price Bid Format, the bid shall be treated as unresponsive and will not be considered. 7.6 The bidders are advised not to offer any discount / rebate separately and to offer their prices in the Price Bid Format after considering discount / rebate, if any. 7.7 The inter-se-ranking of the techno-commercially qualified bidders will be determined on overall lowest cost basis (L-1 offer) i.e. considering the Total quoted price inclusive of all liabilities and GST (CGST & SGST/UTGST or IGST). 7.8 Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to the L-1 bidder.			

		7.9 In case of identical overall lowest offered rate by more than 01 (one) bidder, the selection will be made in accordance with GeM GTC. 7.10 Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price. 7.11 OIL shall prefer to deal with registered bidder under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet. However, in case any unregistered bidder is submitting their b their prices will be loaded with applicable GST while evaluation bid. 7.12 When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/Contracts will be binding on the bidder. 7.13 Input Tax Credit on GST (Goods & Service Tax) for this service is NOT available to OIL & the bids will be evaluated based on total price including GST. 7.14 Price Bid uploaded without giving any details of the taxes (Including rates and amounts) shall be considered as inclusive of all taxes including GST. 7.15 In case the GST rating of Contractor on the GST portal/Govt. official website is negative/blacklisted, then the bids may be rejected by OIL. Further, in case rating of bidder is negative/blacklisted after award of work for supply of			

		goods/services, then OIL shall not be obligated or liable to pay or reimburse GST to such Contractor and shall also be entitled to deduct/recover such GST along with all penalties/interest, if any, incurred by OIL.			
9	**8.0**	**PURCHASE PREFERENCE CLAUSE:** Purchase Preference to Micro and Small Enterprises (MSEs) (Manufacturers / Service Providers) falling within the price band of L1+15% and Purchase Preference Policy Linked with Local Content (PP-LC) falling within the price band of L1+20% shall be applicable to this tender. 8.1 **PRUCHASE PREFERENCE TO MSEs (Manufacturers/ Service Providers) [Traders are excluded from the purview of this policy]:** Purchase Preference to Micro and Small Enterprises is applicable for this tender. **Documentation required to be submitted by MSEs:** Categorization and various criteria applicable to MSE bidders shall be guided by the Gazette Notification No. **CG-DL-E-26062020-220191 dated 26.06.2020** and Amendment vide Gazette Notification no. **CG-DL-E-16062021-227649 dated 16.06.2021** and **No. CG-DL-E-19012022-232763 dated 19.01.2022** and **CG-DL-E-06052022-235600 dated 06.05.2022** issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISE and any amendment thereof. Bidder claiming the MSE preference (MSE-General, MSE-SC/ST, MSE-Woman) against this tender has to submit Udyam Registration Number with Udyam Registration Certificate along with the technical bid for availing the benefits applicable to MSEs. However, in the GeM tenders, bidders to be necessarily guided by system requirements of GeM portal. Bidders to mandatorily get their MSE status verified through the GeM portal in order to avail the benefits applicable to MSEs. In cases where GeM			

		portal does not distinctly display the bidder as MSE, the benefits applicable for purchase preference to MSEs shall not be extended to the bidder. **Note:** In case bidding MSE is owned by Schedule Caste or Schedule Tribe or Woman entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST/Woman entrepreneur should also be enclosed. 8.2 **PURCHASE PREFERENCE POLICY (LINKED WITH LOCAL CONTENT) (PP-LC):** Purchase preference under Public Procurement (Preference to Make in India) Order, 2017 of Department for Promotion of Industry and Internal Trade (DPIIT), Govt. of India as revised vide Order No. P-45021/2/2017-PP (BE-II) dated September 2020 (and as amended time to time) with modifications as notified vide MoPNG Order No. FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26th April 2022 (including subsequent amendments thereof, if any) shall be applicable for this tender. Bidders to check the provisions of the Order for their eligibility to bid and seek benefits for Purchase preference, accordingly. 8.3 Contract (s) shall be awarded for the entire scope of work under this tender subject to concurrent application of Public Procurement Policy for MSE Order 2012 and PP(MII) Order 2017 as per Order No. F.1/4/2021-PPD dated 18.05.2023 issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Govt. of India and any subsequent amendment thereto. **Note:** i. If L1 is non-MSE, the purchase preference for price matching shall be given to MSEs falling within the price			

		band of L1+15% in the following order of preference: 1. SC/ST Women-owned MSEs 2. SC/ST owned MSEs 3. Women-owned MSEs 4. Other MSEs All other guidelines issued in respect of benefits to MSEs shall prevail. Bidder claiming above relaxation/ exemption need to submit necessary documentary proof of their eligibility along with their techno-commercial bid. The certificate must be valid on the bid closing date. ii. Services under this tender is not splitable.			
10	**9.0**	**GENERAL:** 9.1 In case bidder takes exception to any clause of bidding document not covered under BEC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw / modify the deviation when / as advised by company. The loading so done by the company will be final and binding on the bidders. No deviation will however be accepted in the clauses covered under BEC. 9.2 To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification post bid opening in accordance with the procedure outlined in the company's manuals for procurement of Goods, Works, Consultancy & Other Services in respect of clauses covered under BEC also and such clarifications fulfilling the BEC clauses in toto must be received or before the deadline given by the company, failing which the offer will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless			

		company is satisfied with the substantial responsiveness of the offer. 9.3 If any of the clauses in the BEC contradict with other clauses of bidding document elsewhere, the clauses in the BEC shall prevail. 9.4 Bidder(s) must note that requisite information(s) / financial values etc. as required in the BEC & Tender must be clearly understandable from the supporting documents submitted by the Bidder(s); otherwise Bids shall be rejected. 9.5 OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard. 9.6 The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.			
11	**10.0**	**FURNISHING FRAUDULENT INFORMATION/DOCUMENT:** Bidders should note that the Company (OIL) may verify authenticity of all the documents/certificates/ information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract execution etc., if it is established that bidder has submitted forged documents / certificates / information towards fulfilment of any of the tender/contract conditions, Company shall immediately reject the bid of such bidder(s) or cancel / terminate the contract besides taking action as per OIL's Banning Policy, available in the OIL's website. Accordingly, service provider /vendor to submit the Undertaking of authenticity of information/ documents submitted as per **PROFORMA-XI.**			

ENCLOSURE-III (REVISED TECHNICAL EVALUATION SHEET FOR BEC/PQC)

12	**11.0**	Bidders have to submit a declaration as per the format enclosed vide **"SAFETY MEASURES"** of the tender document regarding compliance of Safety Measures (SM) along with the technical bid.			
13	**12.0**	The bidder should not be under liquidation, court receivership similar proceedings, should not be bankrupt. Bidder to upload undertaking (as per **Appendix-1)** to this effect along with the bid.			
14	**13.0**	**CHECKLIST FOR BEC/PQC:** Enclosed as **TECHNICAL EVALUATION SHEET** and **COMMERCIAL CHECKLIST** to be submitted along with the technical bid. In case of non-submission of the duly filled up check list offer(s) may be liable for rejection.			
15	**14.0**	**COMPLIANCE OF THE COMPETITION ACT, 2002:** The bidder shall strictly comply with the provisions of the Competition Act, 2002, more particularly, Section-3 of the Act. Any violation the provisions of the Act shall attract penal action under the Act.			
16	**15.0**	Bidders should submit an undertaking that their bid is compliant to Order No. F. 7/10/2021-PPD (1) dated 23.02.2023 issued by Ministry of Finance, Department of Expenditure, Public Procurement Division, Govt. of India (including subsequent amendments thereto, if any), regarding restrictions on procurement from a bidder of a country which shares land border with India. In this regard, bidders must submit duly sealed & signed undertaking as per format provided vide **Exhibit-I, Exhibit-II** and **Exhibit-III** along with the technical bid.			