



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/4847552  
Dated/दिनांक : 09-04-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	30-04-2024 12:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	30-04-2024 12:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Petroleum And Natural Gas
Department Name/विभाग का नाम	Oil India Limited
Organisation Name/संगठन का नाम	Oil India Limited
Office Name/कार्यालय का नाम	Oil India Limited
Item Category/मद केटेगरी	Custom Bid for Services - HIRING OF PACKERS AND MOVERS SERVICES FOR SHIFTING OF HOUSEHOLD GOODS OF EXECUTIVES STAYING WITHIN THE CITY OF JODHPUR TO NEW OIL RESIDENTIAL COMPLEX JODHPUR
Contract Period/अनुबंध अवधि	1 Year(s)
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Single Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	3 Days
Payment Timelines	Payments shall be made to the Seller within <b>30</b> days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)

**Bid Details/बिड विवरण**

<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes

**EMD Detail/ईएमडी विवरण**

Required/आवश्यकता	No
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**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	15

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

Manager(C&P)  
Oil India Limited, OIL INDIA Limited, OIL INDIA Limited, Ministry of Petroleum and Natural Gas  
(Ravi Chaudhary)

**Splitting/विभाजन**

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

[OM\\_No.1\\_4\\_2021\\_PPD\\_dated\\_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

**Excel Upload Required/एक्सेल में अपलोड किए जाने की आवश्यकता :**

Price Bid Format - [1712642267.xlsx](#)

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Introduction about the project /services being proposed for procurement using custom bid functionality:**[1712641114.pdf](#)

**Instruction To Bidder:**[1712641153.pdf](#)

**Scope of Work:**[1712641160.pdf](#)

**Service Level Agreement (SLA):**[1712641211.pdf](#)

**Payment Terms:**[1712641221.pdf](#)

**Quantifiable Specification / Standards of The Service/ BOQ:**[1712641226.pdf](#)

**GEM Availability Report ( GAR):**[1712641230.pdf](#)

**Buyers are requested to upload the format for price breakup of the lumpsum offering to be provided by the service provider (Please provide the format if financial upload required is selected as "Yes" while creating Bid):**[1712641236.pdf](#)

**Any other Documents As per Specific Requirement of Buyer -1:**[1712641242.pdf](#)

**Custom Bid For Services - HIRING OF PACKERS AND MOVERS SERVICES FOR SHIFTING OF HOUSEHOLD GOODS OF EXECUTIVES STAYING WITHIN THE CITY OF JODHPUR TO NEW OIL RESIDENTIAL COMPLEX JODHPUR ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	HIRING OF PACKERS AND MOVERS SERVICES FOR SHIFTING OF HOUSEHOLD GOODS OF EXECUTIVES STAYING WITHIN THE CITY OF JODHPUR TO NEW OIL RESIDENTIAL COMPLEX JODHPUR
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement/अतिरिक्त आवश्यकता
1	Bhavik Haresh Mody	342005,OIL INDIA LIMITED, RAJASTHAN PROJECT, 2-A, SARASWATI NAGAR, DISTRICT SHOPPING CENTRE, BASNI, JODHPUR, RAJASTHAN	1	N/A

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें****1. Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

**2. Generic**

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

**3. Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

**4. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

OIL INDIA LIMITED

Account No.

10827354741

IFSC Code

SBIN0000659

Bank Name

State Bank of India

Branch address

High Court Branch, Jodhpur

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

**5. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

OIL INDIA LIMITED

payable at

JODHPUR

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

## 6. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

The Clauses of SCC shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

**PACKERS AND MOVERS SERVICES FOR HOUSEHOLD GOODS SHIFTING WITHIN CITY OF JODHPUR**

Overview:

OIL-RF has recently completed construction of a multifacility Residential Township for providing housing facility for its executives posted at RF. In this regard bids from qualified and experienced Packers and Movers service providers are sought to facilitate the shifting/relocation household goods of executives and Guest Oil Guest House goods to new township located near State Judicial Academy, Jhalamand, Jodhpur, Rajasthan. The household goods are to be moved from their current residences to the designated residential flats / locations in the new township. The successful bidder will be responsible for the safe and efficient packing, loading, transportation, unloading, and unpacking of household goods.

**RESPONSIBILITY OF THE VENDOR:**

**SCOPE OF WORK**

1. Pre-Planning and Co-ordination by vendor:

1.1 The vendor should preferably conduct a pre-move survey to assess the volume and nature of household goods of Residents and Guest House Premises in consultation with HR&A representative.

1.2 The vendor is responsible for Co-ordinating with OIL designated representative to finalize preferred packing and moving schedules and to place the vehicle accordingly on the agreed date without fail. The vendor should be able to relocate household goods of multiple families at one time.

2. Office at Jodhpur:

The vendor should have an office or authorized representative in Jodhpur since the relocation and shifting of household goods will be carried out within the city of Jodhpur for smooth coordination throughout the process.

3. Packing and Loading:

The vendor is required to provide Six (06) nos of numbers of skilled personnel for single unit house for careful packing of household items using high-quality packing materials. Viz corrugated boxes, thermocol sheets, bubble wraps, wooden /plastic crates (as per requirement), plastic wraps/stretch wraps, foam/peanut fillings etc.

4. Transportation:

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4.1 It is the responsibility of vendor to provide suitable vehicles (preferably 19ft trucks or equivalent vehicles) for the transportation of household goods. Vendor should ensure timely and secure transport from the current residences/addresses to the new Residential township of OIL.

4.2 The vendor is required to complete the entire relocation process which include packing, unpacking, loading & unloading and transportation of a single unit of the household goods to the New Residential complex within five (05) days. Failing which will attract penalty as specified in the (point no. 16) Penalty and Liquidated damage (LD)

5. Unloading and Unpacking:

5.1 Vendor should arrange to carry and unload items with care and place them in designated areas within the new residences upto 4th floor of OIL complex in North Wing. Vendors should unpack items ensuring the safety of goods and placing them in presence of occupant.

6. Professional Experience:

The vendor must have professional experience in the moving and packing industry. In support of the above the vendor is required to submit a copy of consignment delivery receipts or copy of tax invoice/ bills or certificate or registration etc.

7. Furniture Assembly and Set-Up:

The vendors will be required to dismantle and assemble set up furniture items (like adjustable beds, Folding sofas etc) as and when required according to floor plans in presence of the occupant.

8. Handling of Special Items:

Vendor needs to take special care in handling fragile items, antiques, and valuable possessions and accordingly pack the items with desired quality of packing material to ensure safe movement. Vendors should Provide additional protective measures for sensitive electronic equipment and appliances.

9. Compliance and Documentation:

9.1 Vendors should be responsible for ensuring compliance of all local regulations and permits for transport

tation and relocation services at Jodhpur and OIL INDIA LTD will not responsible for any matters arising out of shortfall in compliances in respect of vendor.

9.2 At the time of relocation of household goods, the vendor should provide consignment note with details of household goods of the respective executive.

10. Validity of the Contract:

10.1 The contract with same Rate, Terms & Conditions shall be valid for 1 (One) year from the date of issue of LOA to the service provider.

10.2 The service provider obligated to place the vehicle for transportation of household goods as when required by OIL INDIA LIMITED, Rajasthan Fields, Jodhpur during the running period of the contract.

11. Waste Management:

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The prospective vendor will be required to ensure disposal of packing materials and other waste generated during the relocation.

12. Security of Goods on Transit:

Vendors should ensure security of all transported household goods and ensure safe relocation without loss, damage and theft of household belongings during transit.

13. Cost Proposal:

Vendor must submit a detailed cost proposal including all charges related to packing, loading, transportation, unloading, unpacking, and any other associated costs.

14. Minimum Guarantee for shifting:

Minimum Guaranteed household numbers to be shifted: 20 nos. of Household goods and Items of Guest House

15. Distance (for calculation purpose)

The Distance of newly constructed residential complex from the Currently, executives posted in RF are residing at different locations of Jodhpur city scattered across a radius of approx. 10 Kms from the Newly Built Residential Complex.

16. Payment Process:

16.1 For the purpose of payment, household goods pertaining to one house will be treated as one single unit, and payment will be made to the vendor for each unit moved, regardless of the number of trips taken to complete the relocation of single unit household.

16.2 Payment shall be made only after submission of the original invoice verified by the individual occupant/executive.

16.3 No advance payment will be made.

17. Penalty and Liquidated damage (LD)

The vendor is responsible for Co-ordinating with OIL designated representative to finalize preferred packing and moving schedules (dates) and provide services accordingly as per agreed date. For a single unit house, bidder must ensure that Packing & Unpacking, loading & unloading and Transportation is completed within Five (05) Days from the date of advice received from single unit/executive failing which a penalty of Rs 1000/- (Rs One thousand) per day per household till completion of activities for the concerned executive.

## **Disclaimer/अस्वीकरण**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.

8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---