OIL INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
P.O.DULIAJAN-786602, ASSAM
E-TENDER NOTICE

WORKS CONTRACT

OIL INDIA LIMITED (OIL) invites Bids under Limited Composite bid System from **OIL Registered C-Class** firms/ contractors only through its E-Procurement portal **"https://etender.srm.oilindia.in/irj/portal"** for the following works.

IFB No.	SHORT DESCRIPTION OF SERVICE	OIL Registered Class	COST OF BID DOCUMENT
CDC1721L27	Construction of 2 nos of Security Hut and 2nos of Watch Tower near DX-Bunglow and near D+-Bunglow area, at OIL Township, Moran, including supply of all materials except cement.	**C**	**NIL**

Bid Closing / Opening Date & Time for the above work : 12.05.2026 at 11.00/14.00 Hrs.

Bidder shall require User ID and Password for online submission of Bid.

Bidders without having E-tender Login ID and Password should complete their online registration at least seven (7) days prior to the scheduled bid closing date and time of the tender. For online registration, Bidder may visit the OIL's E-tender site https://etender.srm.oilindia.in/irj/portal.

Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.

No physical Bid documents will be issued. The details of IFB can be viewed using "Guest Login" provided in the E-Procurement portal and also in OIL's web site **www.oil-india.com**. The link to OIL's E-Procurement portal has also been provided through OIL's web site www.oil-india.com.

All corrigenda, addenda, amendments, time extension, clarifications etc. to the tender will be hosted on the OIL's website and in the e-tender portal only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website and e-portal to keep them updated.

This tender document is issued to **OIL Registered C-Class contractors** who have submitted revised "One Time Security Deposit" in line with OIL's notification no.: CONT/CIV/988/2016 dated 01.07.2016, on or before 13:30 Hrs. of Bid Closing/Opening date of the tender.

Civil Engineer-Contracts (C)
For CE-Civil (Contracts) (SH)
For CGM-Contracts (HOD)
For RESIDENT CHIEF EXECUTIVE

Date: 25.04.2026

OIL INDIA LIMITED
(A Govt. of India Enterprise)
Contracts Department, Duliajan

WORKS CONTRACT

OIL INDIA LIMITED, a premier Public Sector Enterprise of Govt. of India engaged in drilling and exploration activities for hydrocarbon invites ON-LINE BIDS from **OIL's Registered 'C' Class Civil Contractors only (who have submitted revised "One Time Security Deposit" in line with OIL's notification no.: CONT/CIV/988/2016 dated 01.07.2016, on or before 13:30 Hrs. of Bid Closing/Opening date of this tender)** for the following mentioned work under **LIMITED COMPOSITE BID SYSTEM** through its e-Procurement site:

DESCRIPTION OF WORK/ SERVICE: **Construction of 2 nos of Security Hut and 2nos of Watch Tower near DX-Bunglow and near D+-Bunglow area, at OIL Township, Moran, including supply of all materials except cement.**

TENDER VALUE: **₹ 32,69,353.01**

LOCATION OF WORK: **OIL TOWNSHIP MORAN.**

PERIOD OF WORK COMPLETION: **28 Weeks**

BID CLOSING/ OPENING DATE & TIME: **12.05.2026 (11:00 HRS/14:00 HRS)**

TENDER FEE: **Nil**

BID SECURITY DEPOSIT: **Nil**

PERFORMANCE SECURITY DEPOSIT: **10 % of Total Contract Cost** (Out of which 2.5% to be submitted as Performance security Deposit and 7.5% shall be kept as retention money from running bill).

Extension of Bid Closing Date: The Company expects the bidders to adhere to the Bid submission end date timeline. Bidders are requested to refrain from seeking extension of "Bid Closing date" and such request for Bid Closing Date extension shall not be entertained by the Company. However, OIL at its discretion may extend the Bid Closing Date due to unforeseen circumstances.

Deadline for Pre-Bid Query: Any clarification/Queries relevant to the tender, if any, must be submitted by bidders within **01.05.2026.** Company will not be liable to respond to any such clarifications/queries for delay beyond **01.05.2026.**

2.0 This tender document is issued to **OIL Registered 'C' Class Civil Contractors** only in line with Notification for Amendment of Tendering Rules vide Ref. No. OIL/CONT/V/C/753/2019-20 dated 11.09.2019. OIL Registered Civil Contractors other than **'C'** Class are not eligible to participate in this tender.

OIL Registered **'C'** class bidders (if any) having MSE Registration Certificate are requested to upload a scanned copy of their registration certificate along with the technical bid while participating in the tender. This is for Company's information and record only.

3.0 SUBMISSION OF PERFORMANCE SECURITY: Successful bidder has to submit Performance Security amount as mentioned in Covering Letter, **within 30 (Thirty) days** from the date of issue of Letter of Intent/Award (LOI/LOA).

3.1 a. The Performance Security should be submitted in the form of irrevocable Bank Guarantee (as per **Annexure-IV**) issued by Nationalized or Scheduled Bank in favour of M/s Oil India Limited and payable at DULIAJAN. The Bank Guarantee must be on Non-Judicial Stamp Paper of requisite value as per Indian

Stamp Act purchased in the name of Banker. A duly filled undertaking towards details of the BG (as per **Annexure-V**) must also be submitted along with the original BG.

b. Alternately, the Performance Security can also be paid through Bank Draft / Cashier's Cheque / Banker's Cheque / Fixed Deposit Receipt (Account OIL INDIA LIMITED) / irrevocable Letter of Credit / Insurance Surety Bond/ NEFT / RTGS / Electronic Fund Transfer (subject to credit in OIL's account within prescribed time) to designated account of OIL.

i. If the Performance Security is submitted in the form of Bank Draft, Banker's Cheque, Cashier's Cheque, Fixed Deposit Receipt or Letter of Credit, the same should be in favour of "Oil India Limited" payable at Duliajan.

ii. Performance Security amount through NEFT or RTGS mode may be deposited in the following designated OIL's bank account:

Bank Details of Beneficiary: OIL INDIA LIMITED		
a	Bank Name	STATE BANK OF INDIA
b	Branch Name	Duliajan
c	Branch Address	Duliajan, Dist.-Dibrugarh
d	Bank Account No.	**10494832599**
e	Type of Account	Current Account
f	IFSC Code	**SBIN0002053**
g	MICR Code	786002302
h	SWIFT Code	SBININBB479

iii. If the Performance security is submitted through NEFT or RTGS mode, the bidder shall submit details such as **UTR No., Contract No., Bidder's name & Deposited Amount etc.**

c. **Submission of performance security in the form of Electronic Bank Guarantee (e-BG):**

Bidders/Contractors are advised to submit the e-BG from any of the following banks presently providing facility to issue an e-BG:

Sl. No.	**Bank Name**	**Sl. No.**	**Bank Name**
1	AU Small Finance Bank	18	Indian Bank
2	Axis Bank	19	Indian Overseas Bank
3	Bank of Baroda	20	IndusInd Bank
4	Bank of India	21	Karnataka bank
5	Bank of Maharashtra	22	Karur Vysya Bank
6	Canara Bank	23	Kotak Mahindra Bank
7	Central Bank of India	24	Punjab & Sind Bank
8	City Union Bank	25	Punjab National Bank

9	DBS Bank	26	RBL Bank
10	DCB Bank	27	Standard Chartered
11	Dhanlaxmi Bank	28	State Bank of India
12	Federal Bank	29	South Indian Bank
13	HDFC Bank	30	Tamilnad Mercantile bank Ltd
14	HSBC Bank	31	UCO Bank
15	ICICI Bank	32	Union Bank of India
16	IDBI Bank	33	Yes bank
17	IDFC First Bank		

BENEFICIARY DETAILS FOR ISSUE OF ELECTRONIC BANK GUARANTEE (e-BG)		
A	Name	OIL INDIA LIMITED
B	PAN	AAAC02352C
C	Date of Incorporation	18-02-1959
D	Email ID	gyan_saha@oilindia.in
E	Mobile No	9414030279
F	Local Address	Duliajan, Dibrugarh, Assam- 786602
G	Registered Address	Duliajan, Dibrugarh, Assam- 786602

d. In case of Bidders submitting Performance Security in the form of Bank Guarantee / Bank Draft / Cashier's Cheque / Banker's Cheque / Fixed Deposit Receipt / Letter of Credit, the original hard copy of Performance Security shall be submitted within the time frame as stipulated in the LOA/LOI.

e. In case of Bidders submitting Performance Security in the form of Fixed/Term Deposit, bidders have to submit a declaration as per the format prescribed in **Annexure-VIII**. Further, the bidder may arrange the confirmation mail regarding issue of fixed deposit with the following details directly from bank's official e-mail id to Oil India's following e-mail id FD_PS@OILINDIA.IN

FD No.	Issue Date	Maturity Date	FD Amount	Beneficiary/ Contractor Name	Whether above FD is pledged in favour of 'Oil India Limited' (Yes/No)	FD amount pledged (in ₹) as per bank's books of accounts	Mode of FD Renewal (Auto Renewal/Auto closure)	Remarks (if any) of the issuing Bank

f. In case the Performance Security is submitted in the form of Insurance Surety Bond (as per **Annexure-IX**) then the following instructions are to be followed:

i) The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).

ii) The Company shall be the Creditor, the Contractor shall be the Principal debtor and the Insurance company/Insurer shall be the Surety in respect of the Insurance Surety Bond to be issued by the Insurer.

iii) The Insurance Surety Bond should be on Non-Judicial stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the state(s) where the Insurance Surety Bond is submitted or is to be acted upon or the rate prevailing in State where the Insurance Surety Bond is executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Contractor/ Insurer issuing the Insurance Surety Bond.

iv) The expiry date and values should be arrived at in accordance with instructions provided in the "Introduction" of the Tender.

v) The Insurance Surety Bond by Contractors will be given from Insurer as specified in the Tender.

vi) A letter from the issuing insurer of the requisite Insurance Surety Bond confirming that the said Insurance Surety Bond / all future communication relating to the Insurance Surety Bond shall be forwarded to the Purchaser at its address as mentioned at "ITB".

vii) Contractor must indicate the full postal address of the Insurer along with the Insurer 's E-mail / Phone from where the Insurance Surety Bond has been issued.

viii) Contractor must indicate Name, Address, Contact number and official Email ID of the Controlling Office of the Surety Issuing Branch or any web portal link, from whom / where the Surety Bond can be got confirmed by the Company.

g. No other mode of payment other than the mode covered under Point Nos. a. & b. will be accepted by the Company.

3.2 Performance Security shall not accrue any interest during its period of validity or extended validity.

3.3 The Bank Guarantee issuing bank branch must ensure the following:
The Bank Guarantee issued by the bank must be routed through SFMS platform as per the following details:

(i) MT 760/MT 760 COV for issuance of bank guarantee.

(ii) MT 760/MT 767 COV for amendment of bank guarantee.

[Contract No. should reflect in the SFMS text under MT 760/MT 760 COV]

The above message/intimation shall be sent through SFMS by the BG issuing Bank branch to ICICI Bank Ltd., Duliajan Branch, IFS Code – ICIC0000213; SWIFT Code - ICICINBBXXX. Branch Address: ICICI Bank Ltd, Kunja Bhavan, Daily Bazaar, Duliajan, Dibrugarh, Assam – 786602. The Bank details are as under:

Bank Details of Beneficiary		
A	Bank Name	ICICI Bank Ltd.
B	Branch Name	DULIAJAN
C	Branch Address	Kunja Bhavan, Daily Bazaar, Duliajan, Dibrugarh, Assam – 786602
D	IFSC Code	ICIC0000213
E	Unique identifier code (Field 7037)	OIL503988890
F	Company Name	Oil India Limited
H	SWIFT Code	ICICINBBXXX

3.4 This Performance Security must be valid for **03 (three) months** after the date of expiry of the defect liability period. In the event of the contract being extended within the provisions of the contract agreement, the contractor will have to extend suitably the validity of the "Security Deposit" for the extended period.

3.5 The Performance Security Deposit will be refunded to the Contractor after defect liability period under the contract (including extension, if any), but a part or whole of which shall be used by the Company in realization of liquidated damages or claims, if any or for adjustment of compensation or loss due to the Company for any reason.

4.0 If the above mentioned closing / opening day of the tender happens to be non-working day due to Bandh / Strike or any other reason, the bids will be received and opened on the following working day at the same time except on Saturdays.

5.0 While submitting responses against the tender in e-tender portal, bidders must fill up the **"Total Bid Value"** (under RFx Information > Basic Data > Total Bid Value), taking account of all liabilities including statutory liabilities in their quoted price excluding PF and GST. A screen shot in this regard is shown below. The price quoted under the "Total Bid Value" should be within the range of "At Par" to "+10%" of Company's Internal Estimate. Bids with overall quoted price as indicated in the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) below "at par" and above "10%" of Company's Internal Estimate will be rejected straightway.

Company shall evaluate the inter-se-ranking of the bidders and conduct Draw of Lots amongst the eligible bidders in case of identical bidding, strictly as per the overall quoted price under the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) and awarding of contract shall be done accordingly.

It is the responsibility of the bidder to fill up the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) correctly as per the instructions given herein. OIL INDIA LTD accepts no liability of any nature resulting from any calculation error or omissions while filling up the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) by the bidders and no claim whatsoever shall be entertained thereof.

In case of identical bidding, Draw of Lots shall be conducted amongst the bidders who have quoted the lowest price (within the permissible percentage) under the "Total Bid Value" tab, to select 3 (three) numbers of bidders priority-wise. Scrutiny of bids will be carried out for these 3(three) bidders only for further processing of the tender.

For convenience of the bidders and to improve transparency, the overall rate quoted by the bidders (within the range of "At par" to +10% of the internal estimate) against the tender shall be available for online

viewing by all such bidders whose price bids shall be opened. Online view of prices as above shall be available to the bidders only upto 7 (seven) days from the date of price bid opening of the tender.

6.0 All techno-commercial documents are to be submitted as per tender requirement under "**Technical Attachments Tab**" in E-TENDER PORTAL.

7.0 To participate in OIL's E-procurement tender, bidders must have a legally Valid Digital Signature of Class 3 **[Organizational Type]** with Organizations Name along with **Encryption Certificate** as per Indian IT Act from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India (http://www.cca.gov.in). Digital Signature Certificates having "**Organization Name**" field other than **Bidder's Name (i.e. Firm's Name)** are not acceptable.

7.1 The authenticity of above Digital Signature shall be verified through authorized CA after bid opening. If the **Digital Signature Certificate (DSC)** used for signing is not of "**Class -3**" & Organizational type with Organization's name in the name of bidder (i.e. Firm's Name), the bid will be rejected.

7.2 Only in case of sole proprietorship firms, Digital Signature Certificates issued in the name of the proprietor is also acceptable provided the bid is submitted in the capacity of a proprietorship firm.

7.3 Bidder is responsible for ensuring the validity of Digital Signature Certificate (DSC) and its proper usage by their employee.

7.4 The bid including all uploaded documents shall be **digitally signed** by duly authorized representative of the bidding company. The DSC used must be of the type as mentioned above.

8.0 Bidders without having E-tender Login ID and Password should complete their online registration at least seven (7) days prior to the scheduled bid closing date and time of the tender. For online registration, Bidder may visit the OIL's E-tender site https://etender.srm.oilindia.in/irj/portal.

8.1 Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.

9.0 The Company reserves the right to reject any or all the bids or accept any bid without assigning any reason.

9.1 Bidders must note that in case of any discrepancy or non-compliance to the tender criteria is found in their bids at any stage of tendering prior to the award of contract, such bids shall be rejected straightway. No claims or requests from such bidders shall be entertained thereafter.

10.0 (a) Bidders will be permitted by System to withdraw their bid or make any changes in their bid after the bid has been uploaded by the bidder prior to the Bid Closing date and time as mentioned in the bid. But no changes or withdrawal would be allowed by the system once the due date and time for submission of bids has been reached and bids are opened. Bidders are requested to take note of the above and arrange to submit their bids within the submission deadline to avoid last minute rush/network problems.

(b) No Bidder can withdraw his bid within the validity or extended validity of the bid. Withdrawal of any bid within bid validity period will lead to forfeiture of his/her/their Bid Security/Performance Security in full and debarment from participation in future tenders, at the sole discretion of the Company and the period of debarment will be decided as per latest OIL's banning policy available at OIL's website.

(c) Once a withdrawal letter is received from any bidder, the offer will be treated as withdrawn and no further claim / correspondence will be entertained in this regard.

11.0 The Bid must be valid for 90 (Ninety) days from the actual date of closing of the tender.

12.0 Conditional bids are liable to be rejected at the discretion of the Company.
13.0 The work may be split up amongst more than one contractor at the sole discretion of the Company.

14.0 Wherever applicable, the bidder shall have itself registered under Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and follow the relevant statutory provisions including Rules made there-under concerning contractual workers to be engaged by such bidder. If the bidder does not have P.F. Code number at the time of applying for this tender, then the bidder must apply for the same if the contract is awarded to the bidder. Such bidder shall furnish the Provident Fund code number issued by the appropriate Govt. Authority, within 45 days of signing of contract, to Company (or when advised by Company, after 45 days of signing the contract); and all PF related statutory guidelines shall be adhered to by the bidder.

15.0 Before Bidding:

- Bidder(s) are advised to inspect the work site with permission from HOD-Civil or his representative, to assess the nature and extent of work and the conditions under which it will be carried out. The bidder may also seek such clarification from this office as are deemed necessary.

- Bidder(s) should clearly understand all the terms & conditions, criteria, specification etc. of this tender.

16.0 The selected bidder will be required to enter into a formal contract within thirty days from the date of issuance of LOI, which will be based on their bid, i.e. OIL's Standard Form of Contract.

17.0 OIL INDIA LIMITED reserves the right to curtail / enhance the scope of the work stated above or cancel, if required.

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

19.0 Bidders shall submit a declaration as per **Annexure-VI** that they are neither bankrupt nor undergoing any insolvency resolution process or liquidation or bankruptcy proceeding under any law or no insolvency resolution process or liquidation or bankruptcy proceeding is initiated under any law against them.

20.0 Bidders shall submit a declaration as per **Annexure-VII** confirming that neither the bidder nor any of their allied concerns, partners or associates or directors or proprietors involved in any capacity, are currently put on holiday list/ banning list by OIL debarring them from carrying on business dealings with OIL. Bidders shall also submit a declaration as per **Annexure-X** that GST registration of bidder is not negative/blacklisted.

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

22.0 Time Schedule: The time allowed for completing the work will be reckoned from the date of issue of work order. Time is the essence of the Contract and failure on part of the contractor to complete the work within the stipulated time, shall entitle the Company to impose liquidated damages and / or penalty from the contractor as per terms of the Contract.

23.0 The contractor will be required to allow OIL officials to inspect the work site and documents in respect of the workers payment.

24.0 BACKING OUT BY BIDDER: In case any bidder withdraws their bid within the bid validity period, the Bid Security/Performance Security will be forfeited and be debarred from further tendering as per latest OIL's banning policy available at OIL's website.

25.0 BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA/LOI: In case LOA/LOI issued is not accepted by the L1 bidder or the Performance Security is not submitted as per the terms of the contract or the contract is not signed within the time specified in the Bid Document, the Bid Security/Performance Security shall be forfeited and the bidder shall be dealt as per latest OIL's banning policy available at OIL's website.

26.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT: If it is found that a Bidder/Contractor has furnished fraudulent document/information, the Bid Security/ Performance Security shall be forfeited and the party shall be debarred as per the latest OIL's Banning Policy available at OIL's website.

27.0 ERRING / DEFAULTING AGENCIES: Erring and defaulting agencies like bidder, contractor, supplier, vendor, service provider will be dealt as per latest OIL's Banning Policy available in OIL's website: www.oil-india.com.

28.0 Any agency which is put under banning/ suspension/ holiday list as per OIL's Banning Policy are debarred from participating in this tender during the currency of the banning/ suspension/ holiday period. Bids of such agencies if received shall be rejected straightway.

29.0 Bidder(s) must also furnish the followings:

a) NAME OF FIRM :
b) DETAIL POSTAL ADDRESS :
c) MOBILE / TELEPHONE NO :
d) E-MAIL ADDRESS :
e) FAX NO (If available) :
f) CONTACT PERSON :
g) VENDOR CODE :
h) GST Registration Number (If available):

30.0 The tender will be governed by :

a) Covering Letter
b) Part – I - General Conditions of Contract (GCC)
c) Part - II - Schedule of Work, Unit and Quantity (SOQ)
d) Part - III - Special Conditions of Contract (SCC)
e) Part - IV - Schedule of Company's Plants, Materials and Equipment (SCPME)
f) Part- V- Safety Measures (SM)
g) Bid Rejection Criteria & Bid Evaluation Criteria (BRC/BEC)
h) Annexures

Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.

31.0 The bidders shall submit both the "TECHNICAL" and "PRICED" bids through electronic form in the OIL's E-Procurement portal within the Bid Closing Date and Time stipulated in the E-Tender. The Technical Bid should be submitted as per Scope of Work & Technical Specifications along with all technical documents related to the tender and should be uploaded under **"Technical Attachment" Tab only**. **Bidders must note that no price details should be uploaded in "Technical Attachment" Tab Page. Bidders must quote their overall price under the "Total Bid Value" within the range of "at par" to "+10%" of Company's Internal Estimate, taking into account all liabilities including statutory liabilities in their quoted price (excluding PF and GST). Bidder must also upload the Undertaking as prescribed in Proforma-I under the "Notes and Attachment" Tab in e-tender portal. A screen shot in this regard is shown below. Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria. In Bid opening, both Technical & Priced Bids will be opened.**

Please go through the "**GENERAL GUIDELINES TO BIDDERS**" **and "VENDOR USER MANUAL (Effective 15.09.19)**" provided in OIL's e-Portal, in detail before uploading the document.

NB: In order to bid for OIL e-tenders all the vendors are required to obtain a legally valid Digital Certificate Class III [Organization] along with Encryption Certificate as per Indian IT Act from the licensed Certifying Authorities (CA) operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. Digital Signature Certificate comes in a pair of Signing/verification and Encryption/decryption certificate. Bidder should have both the Signing/verification and Encryption/Decryption certificate for Signing and encryption, decryption purpose respectively. The driver

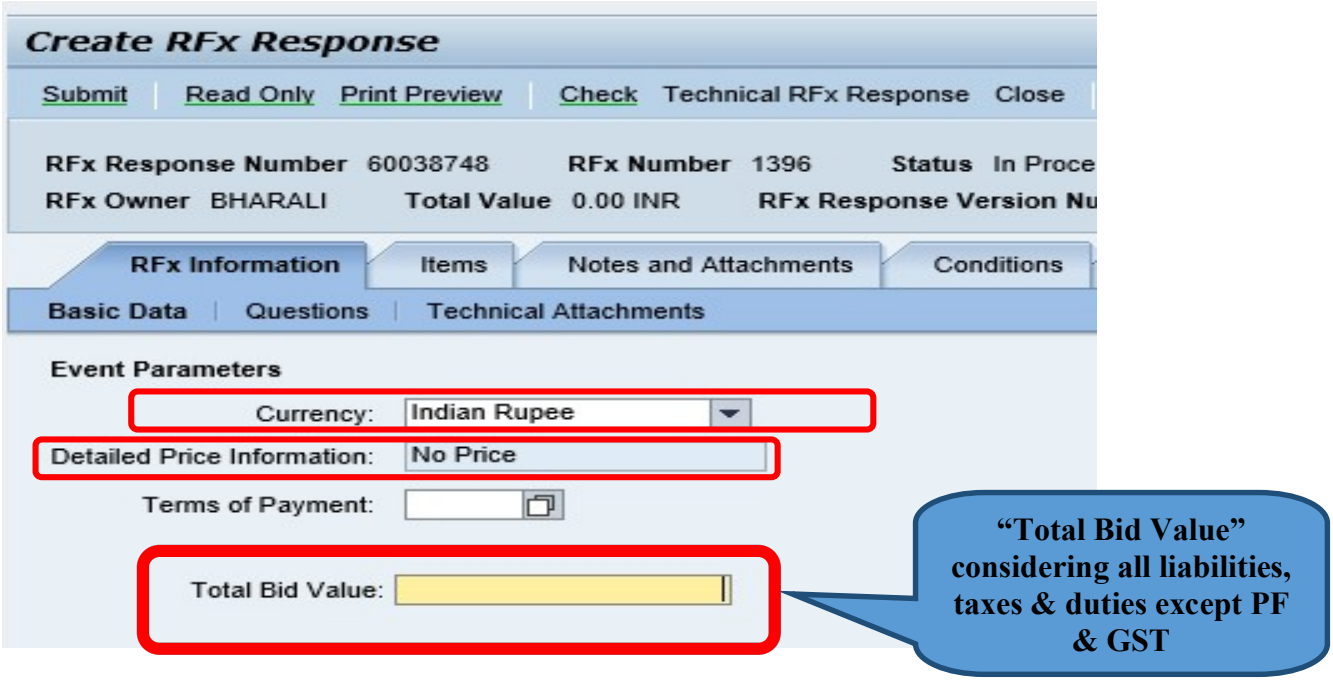
needs to be installed once, without which the DSC will not be recognized. While participating on e-Tendering the DSC token should be connected to your system.

Encryption certificate is mandatorily required for submission of bid. In case bidder created response with one certificate (using encryption key) and bidder change his Digital Signature Certificate then old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of the response. Once decryption is done, bidder may use new DSC certificate for uploading and submission of their offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of the certificate, OIL INDIA LTD is not responsible.

32.0 SCREEN SHOT :

Bidders must fill up the **"Total Bid Value" (under RFx Information > Basic Data > Total Bid Value),** taking account of all liabilities including statutory liabilities in their quoted price (excluding PF and GST).

A. Filling of **"Total Bid Value"** with overall quoted price where Detailed Price Information is "No Price": Under "RFx Information"> "Basic Data"> "Total Bid Value"



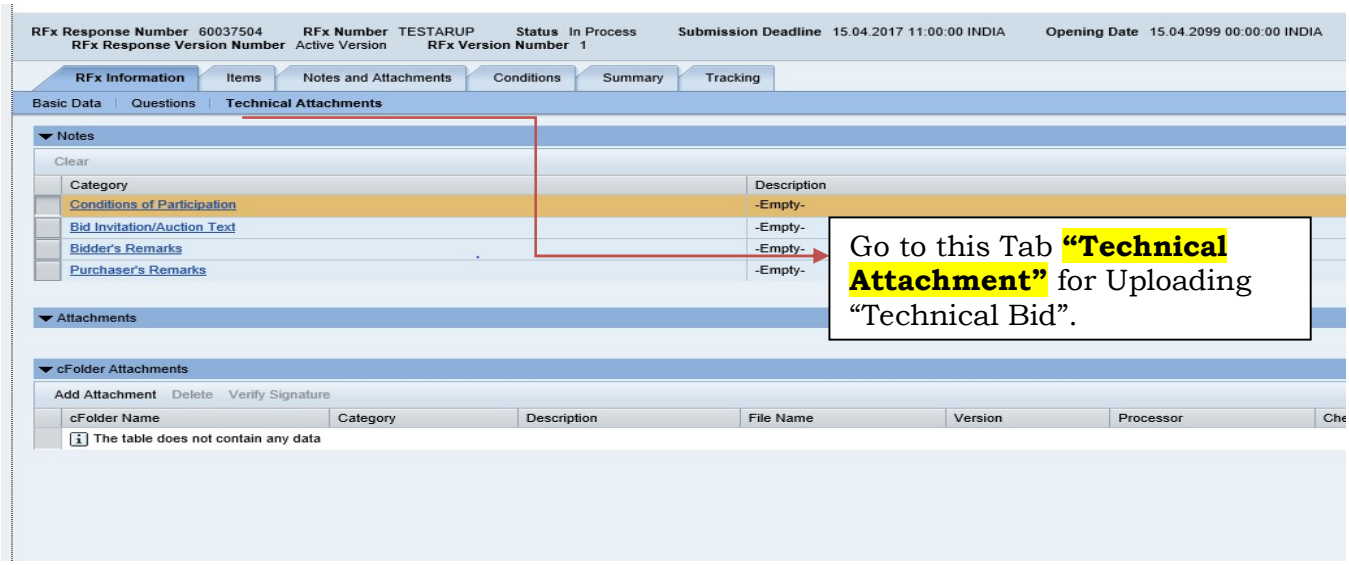
Note: Total Bid Value" is mandatory in "No Price" RFx only

On **"EDIT"** Mode, bidders are advised to upload **"Technical Bid"** and **"Priced Bid"** in the respective places as indicated below:

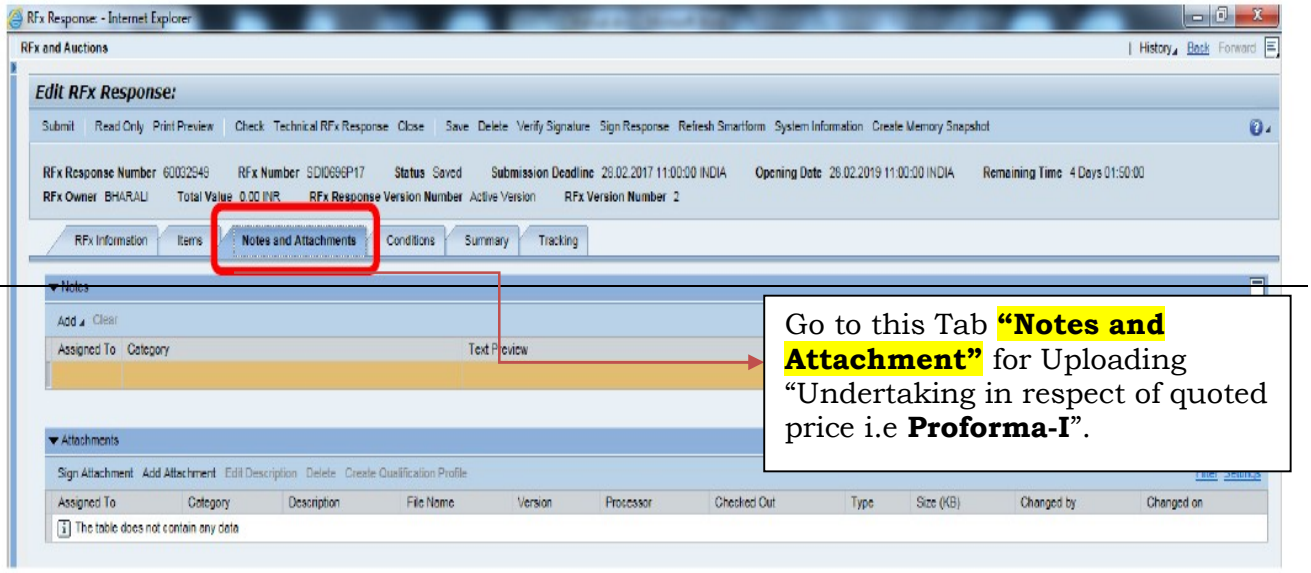
Note:
* The "Technical Bid" shall contain all techno-commercial details **except the prices**.

** The "Priced bid" must contain the price schedule as available in the tender. For uploading Priced Bid, first click on Add Attachment, a browser window will open, select the file from the PC and name the file under Description, Assigned to General Data and click on OK to digitally sign and upload the File. Please click on Save Button of the Response to Save the uploaded files.

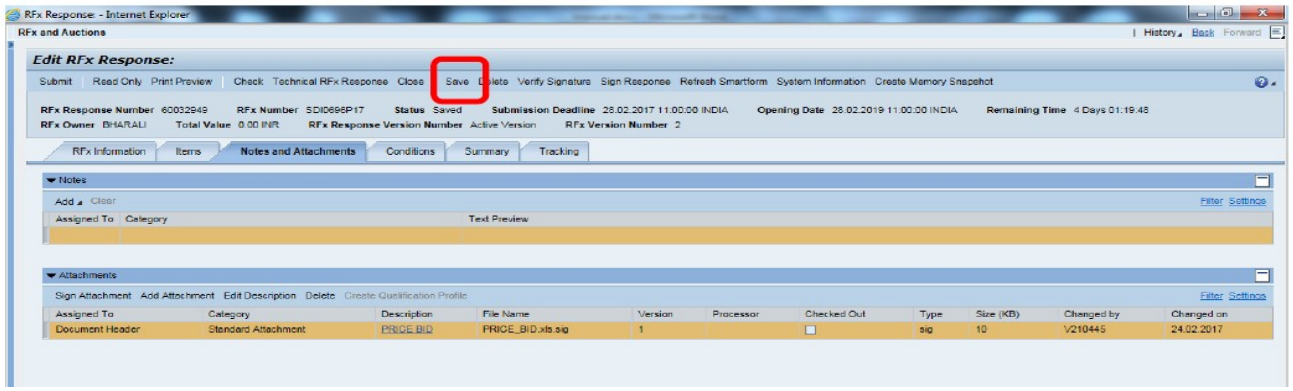
B. Uploading of **TECHNICAL BID:** Technical files to be added under RFX Information >"Technical Attachments"



C. Uploading of **UNDERTAKING IN RESPECT OF QUOTED PRICE:**

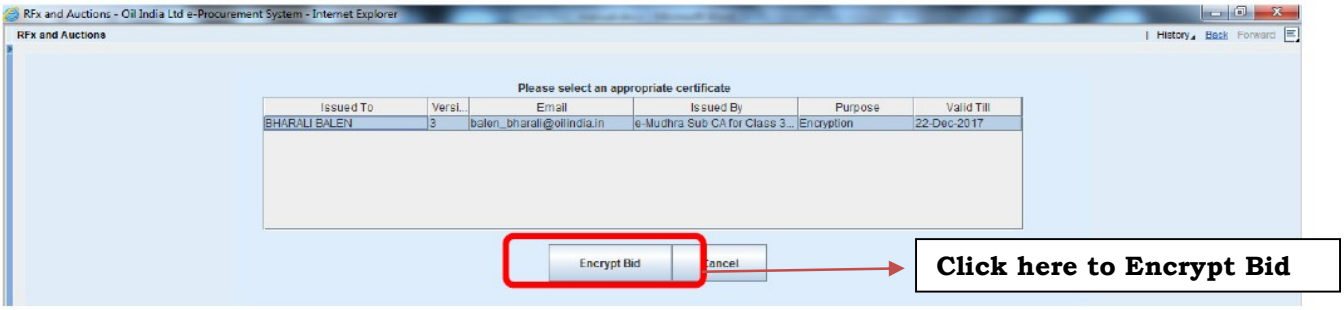


D. After Uploading of **Proforma-I** Click '**Save**'



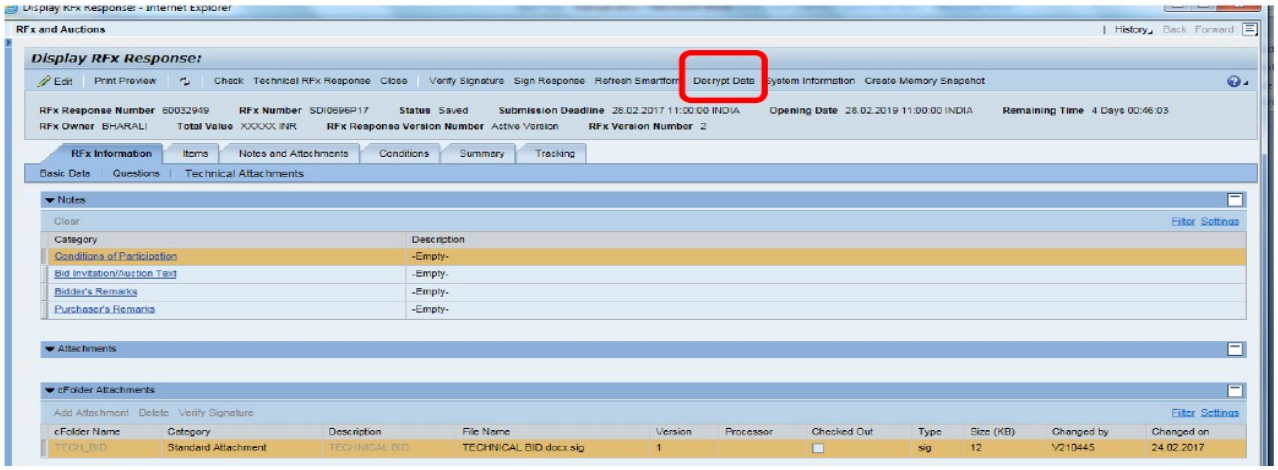
Once Saved ,the Data will be Encrypted & the Encryption Certificate will be in use.

E. Click to select the desired Encryption certificate & Encrypt Bid:

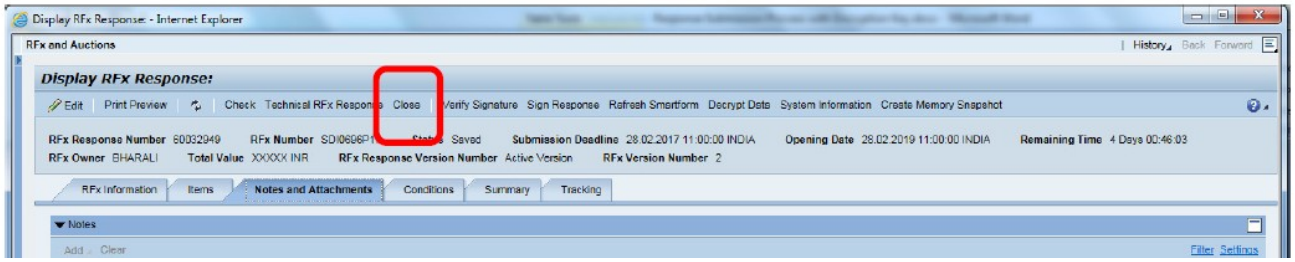


The Encrypted Data will be displayed only when click 'Decrypt data'

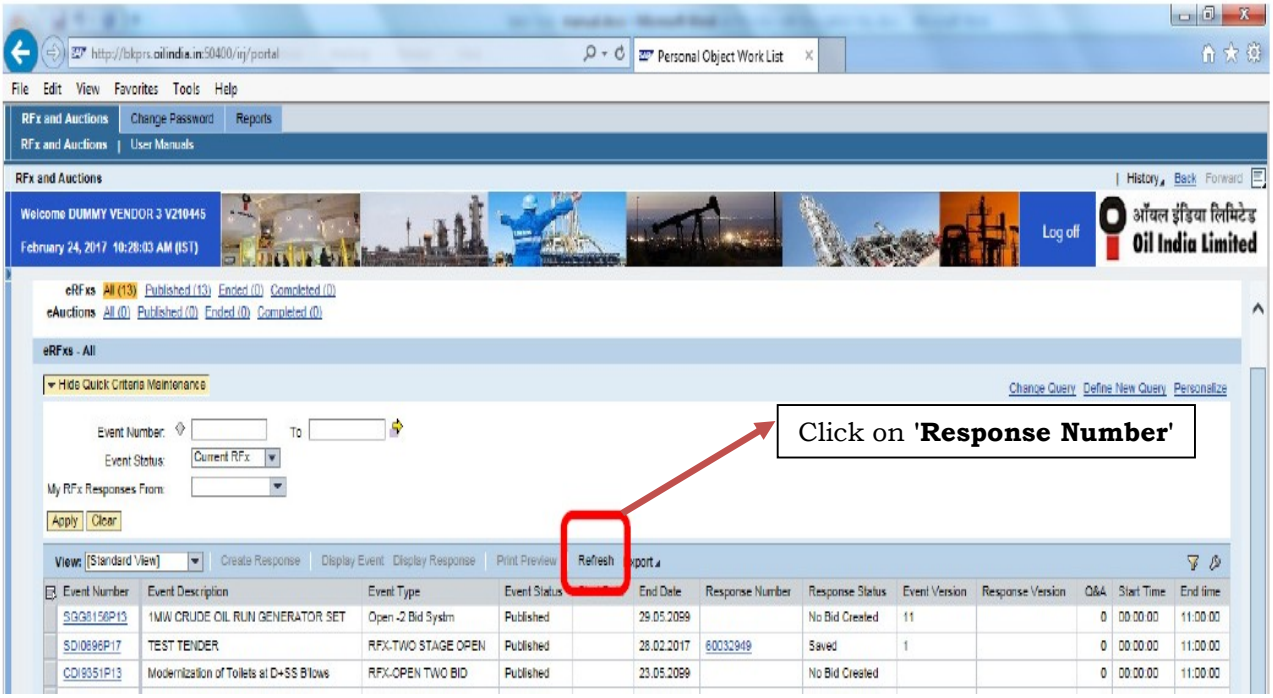
F. The Encrypted Data will be displayed only when click '**Decrypt data**'



G. Click on '**Close**'

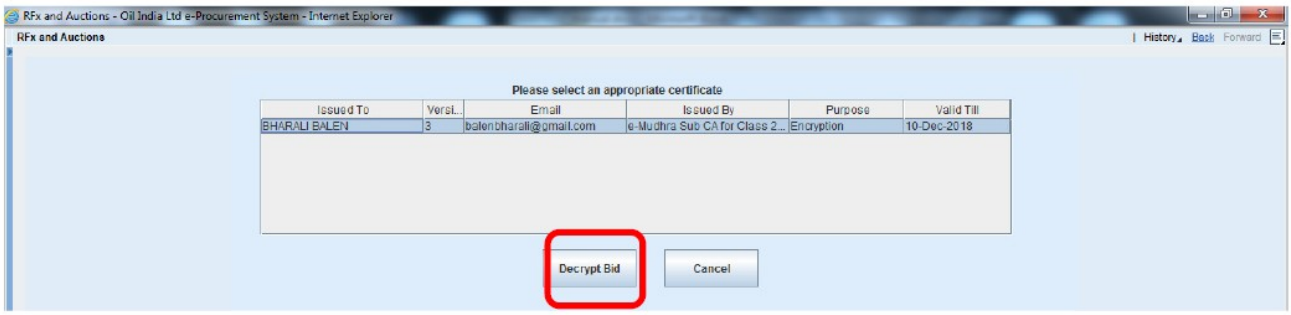


H. Click on '**Refresh**'. Then Click on '**Response No.**'

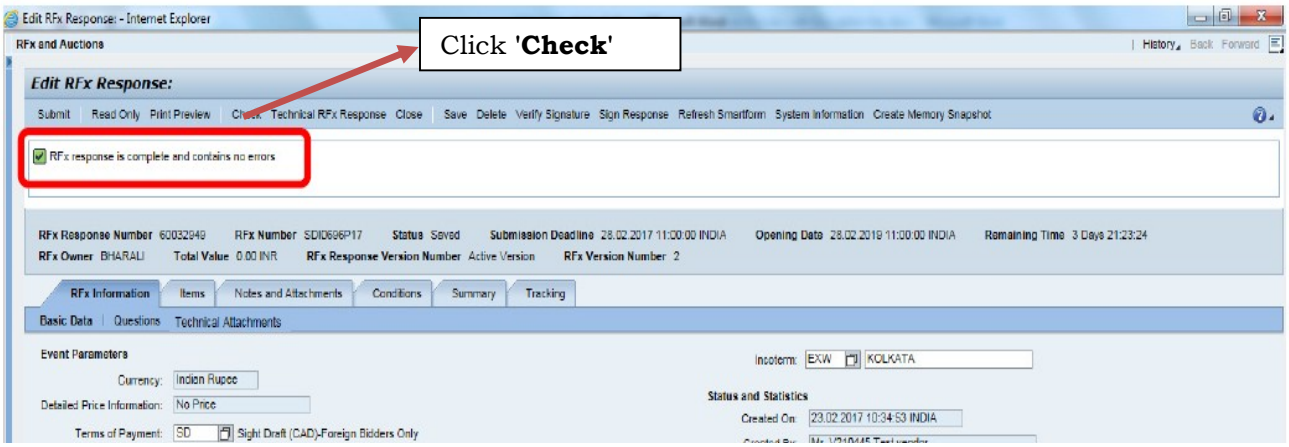


Now Uploading part is complete. Bidders are requested to go to the Initial screen. It is always better to come to the first screen and refresh the page and then going in into the response for the submission process.

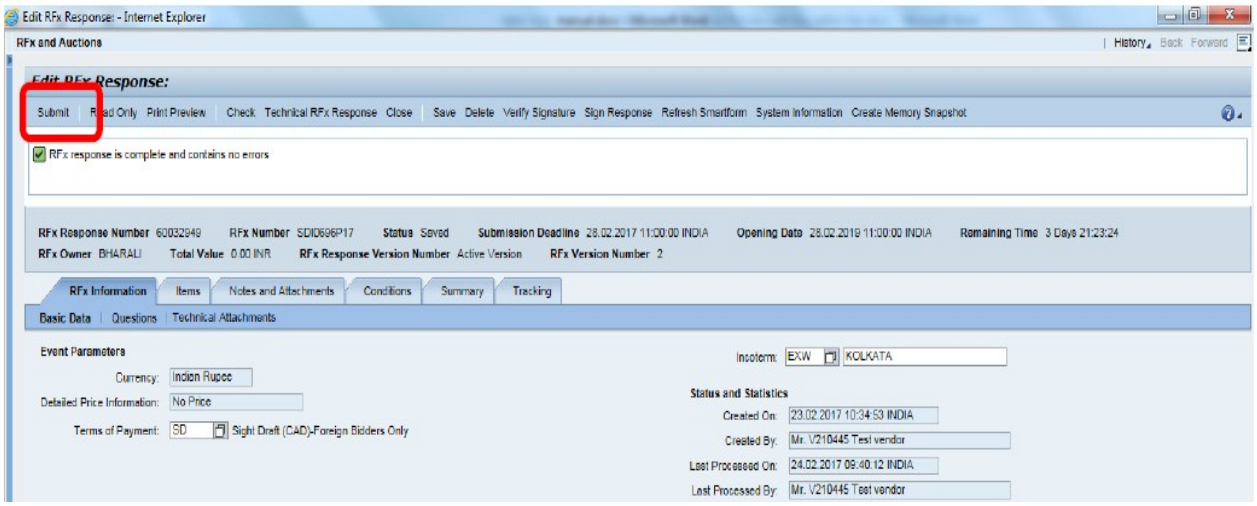
I. On 'Edit' mode Click to select the same Encryption certificate used for De-cryption else data will not Decrypt.



J. After Entering User pin , Click '**Check**'. Bidder may submit the response in case there is no error.

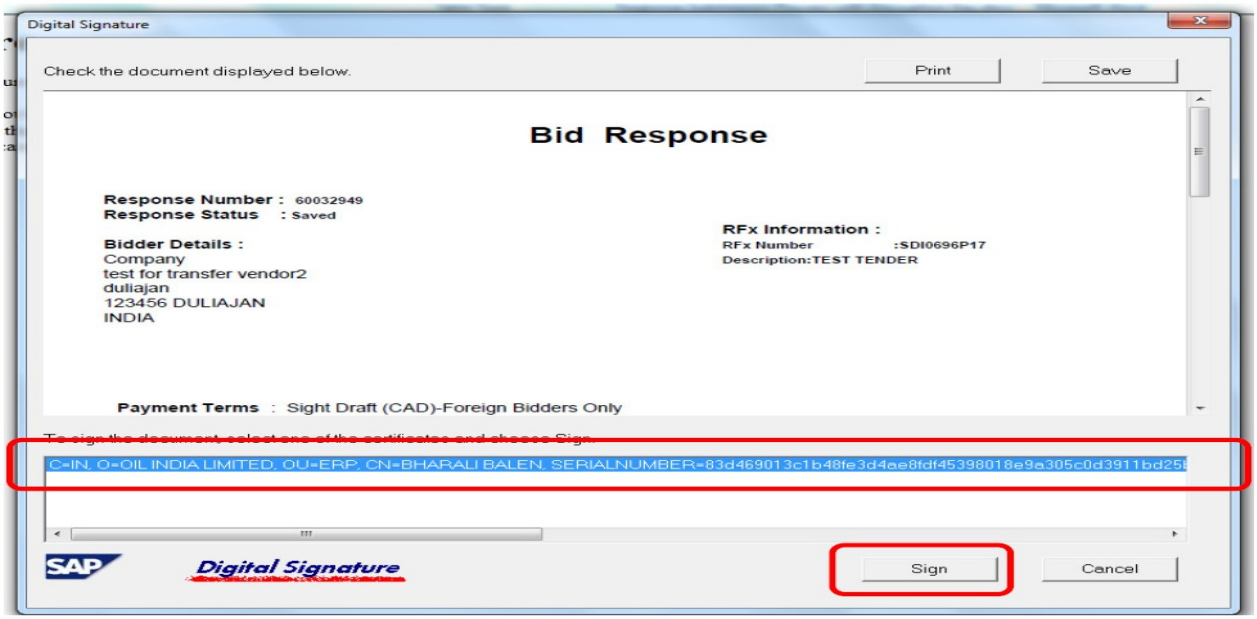


K. Click on '**Submit**' button

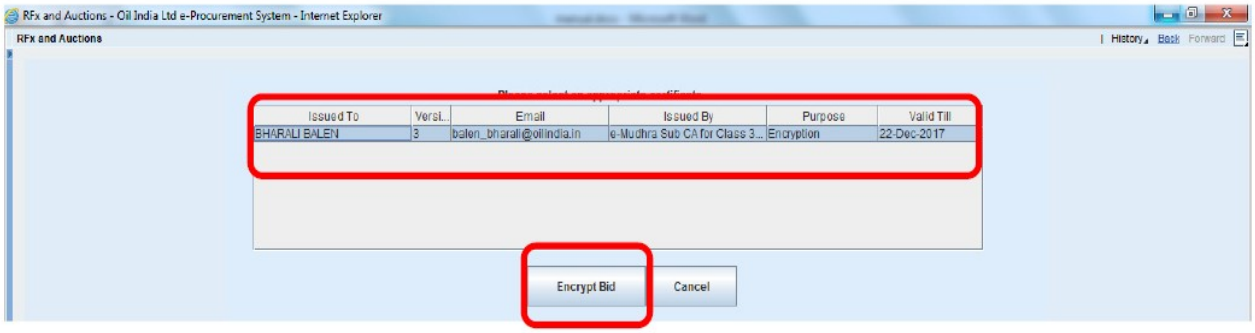


Before submit, Please do check all the documents uploaded and on-line data maintained are correct.

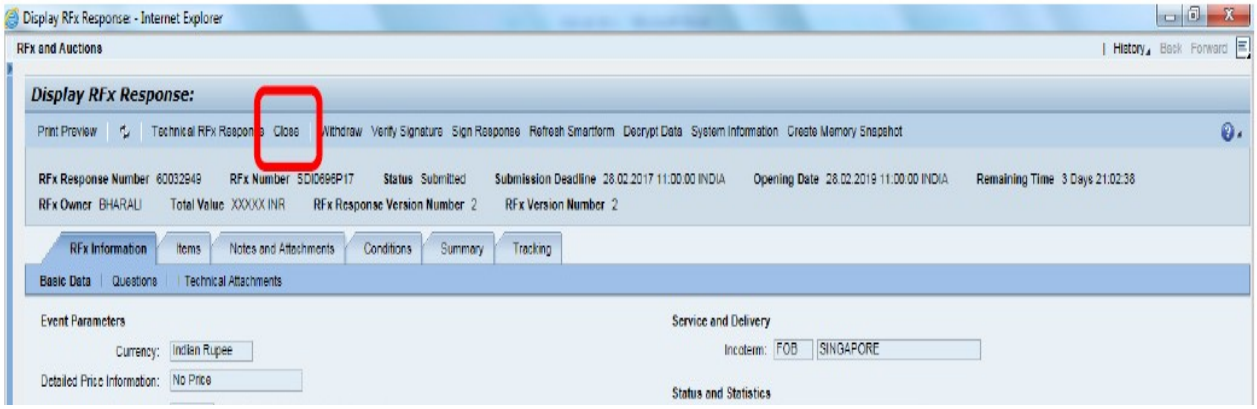
L. After Clicking '**Submit**' below pop up will open. Select Digital Signature & **Sign**.



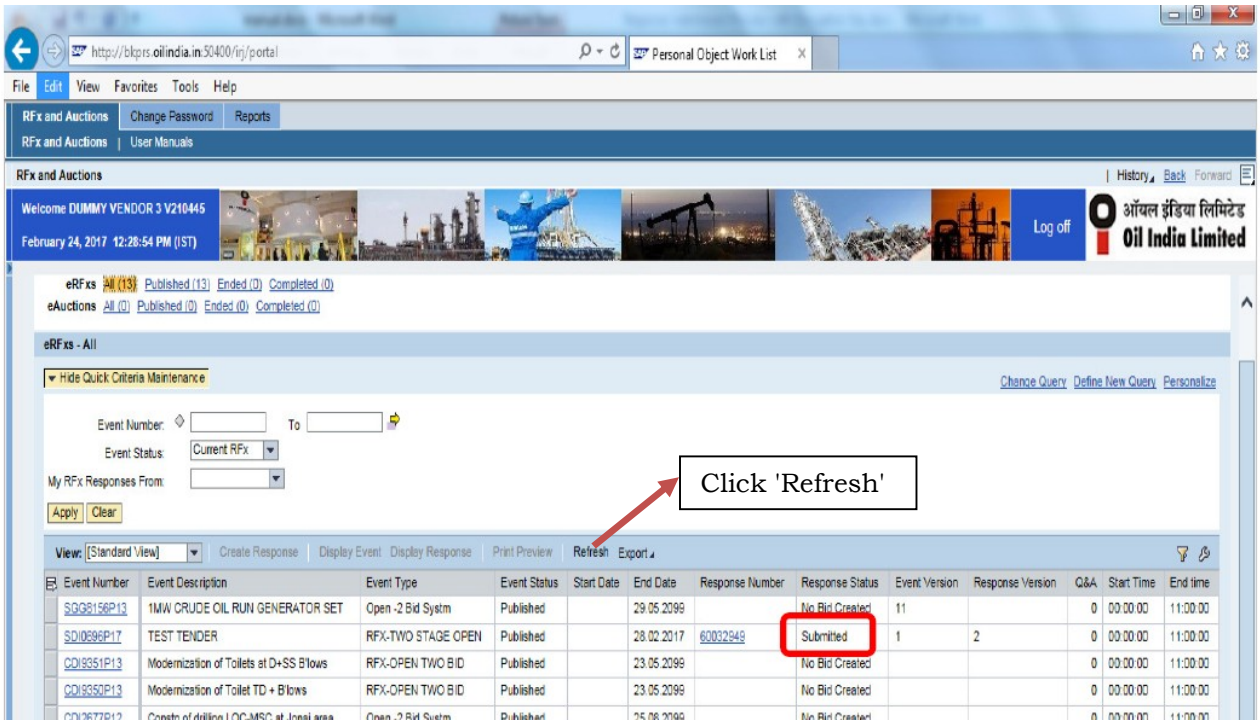
M. After Signing the response has to be encrypted again. Select the encryption certificate and **Encrypt Bid**.



N. Click '**Close**'



O. Click on '**Refresh**'. The status of Response must be '**Submitted**'



This is the end of **Response submission with Encryption key** process.

33.0 OIL now looks forward for your active participation in the tender.

CE-CIVIL (CONTRACTS) (SH)
For CGM-CONTRACTS (HOD)
For RESIDENT CHIEF EXECUTIVE

BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA (BRC)

(A). BID EVALUATION CRITERIA (BEC):

1.0 The bid shall conform generally to the specifications and terms and conditions given in the Tender Documents. Bids will be rejected in case services offered do not conform to the required parameters stipulated in the technical specifications. Not-withstanding the general conformity of the bid to the stipulated specifications, the following mandatory requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected. All the documents related to **BEC** must be submitted along with the Techno-Commercial Bid.

2.0 OIL Registered 'C' Class Civil Contractors who have submitted revised "One Time Security Deposit" in line with OIL's notification no.: CONT/CIV/988/2016 dated 01.07.2016, on or before 13:30 Hrs. of Bid Closing/Opening date of this tender are only eligible to participate in this tender.

3.0 Electrical Work Experience Criteria

a) The bidder shall have a valid Electrical Contractor's License issued by any State Government **or** Union Territory Electrical Licensing board of India or shall form a collaboration / tie-up / association with an Electrical contractor holding valid Electrical Contractor's License issued by any State Government **or** Union Territory Electrical Licensing board of India for executing the jobs. In support of the above the bidder shall submit a copy of either of the above Electrical Contractor's License.

b) The bidder or their collaborators / associate must have experience in similar work such as internal electrification works in Commercial/Residential/Industrial building/godowns of Central/State Government/ PSUs/ Public Limited Company during the last 7(seven) years reckoned from the original bid closing date in any of the above organizations as listed. The bidder or their collaborators / associate must submit documentary evidences such as Purchase Order copies with invoice/ performance certificate /completion certificate or any other documents which substantiate successful execution of internal electrification works along with their bid.

c) In case of collaboration / association / tie-up with any Electrical firm as mentioned above, the bidder must furnish a copy of MoU entered into with the collaborator / associate towards providing the requisite service as per the terms of the contract.

d) Validity of all certificates/permits/licenses mentioned above shall be reckoned as on the original bid closing date. Also, all certificates/permits/licenses should be renewed as & when necessary to keep it valid throughout the contractual duration.

4.0 Bids must be valid for minimum **90 (Ninety) days** from the actual date of Bid closing. If bidder does not submit / declare bid validity period, it will be presumed that the bid validity is **90 (Ninety)** days.

5.0 The bidders **must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class 3 [Organization Type]** to upload all the documents. If the **Digital Signature Certificate (DSC)** used for signing is not of "**Class -3**" & Organizational type with Organization's name in the name of bidder (i.e. Firm's Name), the bid will be rejected.

Note: Only in case of sole proprietorship firms, Digital Signature Certificates issued in the name of the proprietor is also acceptable provided the bid is submitted in the capacity of a proprietorship firm.

6.0 While submitting responses against the tender in e-tender portal, bidders must fill up the **"Total Bid Value"** (under RFx Information > Basic Data > Total Bid Value), taking account of all liabilities including statutory liabilities in their quoted price excluding PF and GST. The price quoted under the "Total Bid Value" should be within the range of **"At Par" to "+10%"** of Company's Internal Estimate. Bids with overall quoted price as indicated in the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) below "at par" and above "10%" of Company's Internal Estimate will be rejected straightway.

Company shall evaluate the inter-se-ranking of the bidders and conduct Draw of Lots amongst the eligible bidders in case of identical bidding, strictly as per the overall quoted price under the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) and awarding of contract shall be done accordingly.

It is the responsibility of the bidder to fill up the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) correctly as per the instructions given herein. OIL INDIA LTD accepts no liability of any nature resulting from any calculation error or omissions while filling up the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) by the bidders and no claim whatsoever shall be entertained thereof.

7.0 The bids conforming to the specifications, terms and conditions stipulated in the tender documents and considered to be responsive will be evaluated as per the procedure mentioned below:

i. Bid will be opened on schedule date & time as specified in the NIT and all the bids where the bidders have quoted the lowest price (within the permissible percentage as per NIT) under the "Total Bid Value" tab in e-tender portal and who have submitted revised "One Time Security Deposit" in line with OIL's notification no.: CONT/CIV/988/2016 dated 01.07.2016, on or before 13:30 Hrs. of Bid Closing/Opening date of this tender will be selected for conducting Draw of Lots (DoL). In DoL, 3 (three) numbers of bidders will be selected first, in the order of B-1 (Bidder-1), B-2 and B-3. Scrutiny of these three bidders as per tender criteria will be carried out. If the bid of bidder B-1 is found to be acceptable, B-1 will be the successful bidder (Priority-1 bidder) and the contract will be awarded to B-1. If B-1 is not found to be acceptable but B-2 is acceptable, B-2 will be awarded the contract, ---- and so on; i.e. whoever becomes the first acceptable bidder in the order of B-1-B-2-B-3, will be the successful bidder (P-1). In this way, P-1 (Priority-1) and P-2 bidders will be selected. The contract will be awarded to the P-1 bidder only. However, in case the bidder P-1 is not able to carry out the job due to any reason, P-2 may be awarded the job, if the same is approved by Company's competent authority. In case, none of these three bidders are found to be technically acceptable, the Draw of Lots will be again conducted to select 3 more bidders and similar steps will be followed thereon as explained above. The system of conducting further draw of lots will be followed till a qualified bidder is selected.

Note:

a) The Company's Internal Estimated Rates, as indicated in Part-II, are inclusive of all overheads, taxes, duties, levies etc. except P.F. & GST.

b) Bidder must include all impale plant, labour, supervision, materials, erection of display board, sign/caution board, insurance, profit, taxes and duties, together with all general risks, liabilities in their quoted rates excluding PF and GST.

(B). BID REJECTION CRITERIA (BRC):

1. The bids are to be submitted in single stage under composite bid system i.e. Un-priced Techno-Commercial Bid and Price Bid together. The overall price should be quoted under the "Total Bid Value" tab in the e-tender portal taking into account all liabilities including statutory liabilities in their quoted price (excluding PF and GST). The bidder must upload the Undertaking as prescribed in **Proforma** under the "Notes and Attachments" tab.

2. Bid Documents / User Id & Password for OIL's E-Tender portal are not transferable.

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

4. **Bidders must quote their total price under the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) tab within the permissible limit ('at par' to above 10% of Company's Internal Estimate); otherwise the bid will be rejected straightway. If a bidder wants to quote at 'at par' with the Company's Internal Estimate, he must declare the "Total Bid Value" equal to the tender value mentioned in the Covering Letter. If a bidder wants to quote above the Internal Estimate by certain percentage, he must declare the "Total Bid Value" equal to the sum of Internal Estimate and the desired percentage of Internal Estimate. If any bidder has quoted the**

total price above "at par" with Company's Internal Estimate within the permissible range, the percentage quoted above the internal estimate will be calculated and will be loaded accordingly in the rates of each and every items as specified in the Price Bid. All other techno-commercial documents other than price details to be submitted with Un-priced Techno-Commercial Bid as per tender requirement in the c-Folder link (collaboration link) under "Technical RFx Response" Tab Page only.

5. Bidders must accept and comply with the following provisions as given in the tender document. Deviations to such provisions shall make the bid liable for rejection.
    a. Firm price
    b. Scope of work
    c. Specifications
    d. Price schedule
    e. Delivery / completion schedule
    f. Period of validity of bid
    g. Liquidated Damages
    h. Performance bank guarantee / Security deposit
    i. Guarantee of material / work
    j. Arbitration / Resolution of Dispute
    k. Force Majeure
    l. Applicable Laws
    m. Revised One Time Security Deposit

(C). GENERAL:

i. Submission of Forged Documents: Bidders should note that Company 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 and forfeit EMD / SD submitted by the bidder(s), besides taking action as per latest OIL's Banning Policy available in the OIL's website.

ii. In case bidder takes exception to any clause of bidding document not covered under BEC/BRC, 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 BRC.

iii. To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification in respect of clauses covered under BEC/BRC also and such clarifications fulfilling the BEC/BRC clauses in toto must be received on 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.

iv. If any of the clauses in the BEC/BRC contradicts with other clauses of bidding document elsewhere, the clauses in the BEC/BRC shall prevail.

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

vi. 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.

vii. If any of the clauses in the BEC/BRC contradicts with any of the clauses/disclaimer/guideline/user manual/report or any other field displayed in the e-tender portal, the clauses in the BEC/BRC shall prevail.

viii. The Bidders shall submit an undertaking/declaration as per **Annexure-VII** confirming that they have 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 International (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.

WORKS CONTRACT

DESCRIPTION OF WORK/SERVICES: Construction of 2 nos of Security Hut and 2nos of Watch Tower near DX-Bunglow and near D+-Bunglow area, at OIL Township, Moran, including supply of all materials except cement.

GENERAL CONDITIONS OF CONTRACT (GCC)

MEMORANDUM OF AGREEMENT made this _____ day of _____ between OIL INDIA LIMITED a Company incorporated under the Companies Act 1956 and having its Registered Office at Duliajan in the District of Dibrugarh, Assam (hereinafter called Company) of the one part and Shri/Smti _____and Shri/Smti _____ carrying on business as partners /proprietor under the firm name and style of M/s._____ with the main Office at _____in the District of _____ aforesaid (hereinafter called 'Contractor') on the other part.

WITNESSETH:

1.0 a) The contractor hereby agrees to carry out the work set down in the Schedule of work which forms Part-II of this Contract in accordance with the 1968 General Conditions of Contract of Oil India Limited and General Specifications read in conjunction with any drawings and Particular Specifications & instructions which forms Part-III of the contract utilizing any materials/services as offered by the Company as per Part-IV of the contract at location _____ .

b) In this Contract all words and expressions shall have the same meaning as are respectively assigned to them in the 1968 General Conditions of Contract of Oil India Limited which the Contractor has perused and is fully conversant with before entering into this Contract.

c) The clauses of this contract and of the specifications set out hereunder shall be paramount and in the event of anything herein contained being inconsistent with any term or terms of the 1968 General Conditions of Contract of Oil India Limited, the said term or terms of the 1968 General conditions of Contract to the extent of such inconsistency, and no further, shall not be binding on the parties hereto.

2.0 i) The contractor shall provide all labour, supervision and transport and such specified materials described in Part-II of the Contract including tools and plants as necessary for the work and shall be responsible for all royalties and other levies and his rates shall include for these. The work executed and materials supplied shall be to the satisfaction of the Company's Engineer and Contractor's rates shall include for all incidental and contingent work which although not specifically mentioned in this contract are necessary for its completion in a sound and workman like manner.

ii) Contractor shall have to produce the valid certificates (Forest Royalty Clearance Certificate) from the concerned departments, as per applicable rate towards forest produce used against the contract to HOD (Civil) prior to processing of final payment. In absence of valid certificates, the final bill shall not be processed.

3.0 The Company's Engineer shall have power to:

a) Reduce the rates at which payments shall be made if the quality of work although acceptable is not up to the required standard set forth in the OIL Standard Specifications which have been perused and fully understood by the Contractor.

b) Order the Contractor to remove any inferior material from the site and to demolish or rectify any work of inferior workmanship, failing which the Company's Engineer may arrange for any such work to be demolished or rectified by any other means at the Contractor's expenses.

c) Order the Contractor to remove or replace any workman/ supervisor/ engineer/ project-in-charge or any other contactor's personnel who he (The Engineer) considers incompetent or unsuitable; the Engineer's opinion as to the competence and suitability of any personnel engaged by the Contractor shall be final and binding on the Contractor.

d) Issue to the Contractor from time to time during the progress of the work such further drawings and instructions as shall be necessary for the purpose of proper and adequate execution and maintenance of the works and the Contractor shall carry out and be bound by the same.

e) Order deviations in Part II and III of this Contract. All such deviation orders shall be in writing and shall show the financial effect, if any, of such deviation and whether any extra time is to be allowed. The rates to be applied for such Deviation Order shall be the same for those appearing in Company's Schedule of Rate in force on the date of issue of such Deviation Order, to which the contractor has no objection.

4.0 The Contractor shall have no claim against the Company in respect of any work which may be withdrawn but only for work actually completed under this contract. The contractor shall have no objection to carry out work in excess of the quantities and items stipulated in Part-II (SOQ). In case of positive variation in quantities of any items from the quantity mentioned in the tender / contract, the contractor will have to carry out the positive varied quantity at the contract rate, or the internally estimated rate, whichever is lower.

However, during the actual execution of the contract, if the contract is to be utilised in a different zone due to Company's operational requirement, and accordingly if the rates of the contractual items are different as in OIL's Schedule of Rates (SOR), then the rates as per the actual zone of execution will be applicable for the contractual items and shall be adopted from the same OIL's SOR which has been adopted in the tender. In that case, the rates shall be applicable for both the contractual quantities as well as for the additional quantities, if required to be executed.

If any additional items (items not covered in the tender / contract) are required to be executed during actual execution of works, the payment of such items shall be made as per the rates of OIL Schedule of Rates (SOR) prevailing in the working zone (the zone where the contract is utilized) at the time of issuance of advice by Company to execute such additional items.

5.0 The Company reserves the right to cancel this Contract at any time upon full payment of work done and the value of the materials collected by the contractor for permanent incorporation in the work under this contract particularly for execution of this contract up to the date of cancellation of the Contract. The valuation of the work done and the materials collected shall be estimated by the company's Engineer in presence of the contractor. The Contractor shall have no claim to any further payment whatsoever. The valuation would be carried out exparte if Contractor fails to turn up despite reasonable notice which will be binding on the Contractor.

6.0 The Contractor hereby undertakes to indemnify the Company against all claims which may arise under the under noted Acts:

I. The Mines Act.
II. The Minimum Wages Act, 1948.
III. The Workman's Compensation Act, 1923.
IV. The Payment of wages Act, 1936.
V. The Payment of Bonus Act, 1965.
VI. The Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed there under.
VII. Employees' Pension Scheme, 1995.
VIII. Inter-State Migrant (Regulation of Employment and Condition of Service) Act. 1979.
IX. The Employees Provident Fund and Miscellaneous Provisions Act, 1952.
X. Goods and Service Tax (GST) Law,

or any other Acts or Statute not here in above specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work. The Contractor shall not make the Company liable to reimburse the Contractor for the statutory increase in the wage rates of the Contract Labour appointed by the Contractor. Such Statutory increase in the wage rates of Contract Labour shall be borne by the contractor.

7.0 The Contractor shall clear away all rubbish and surplus material from the site on completion of work and shall leave the site clean and tidy.

8.0 The Contractor must complete the work within **28 weeks** of the written order to commence work. During the currency of the job, the work progress must be commensurate with the time elapsed. In the event of any delay on the contractor's part, he/she will be liable to pay to the company liquidated damages at the rate of 1/2% (Half percent) per week of the contract price of the item(s) delayed in completion and the maximum value of the liquidated damage will be 7.5% of the contract price of the item(s) delayed provided the item(s) delayed are not critical for commissioning and final utilization of the work. If, however, the item(s) delayed in completion are critical for commissioning and final utilisation of the work then the contractor will be liable to pay liquidated damages by way of penalty at the rate of 1/2% (Half percent) per week of delay of the total contract cost subject to a maximum of 7.5% of total contract cost.

The HOD-Civil's certificate as to the criticality or otherwise of an item shall be final.

The payment of liquidated damages/penalty may be reduced or waived at the sole discretion of the Company whose decision in this regard will be final.

In the event of there being undue delay in execution of the Contract, the Company reserves the right to cancel the Contract and / or levy such additional damages as it deems fit based on the actual loss suffered by the company attributable to such delay. The company's decision in this regard shall be final.

9.0 In order to promote, safeguard and facilitate the general operational economic in the interest of the Company during the continuance of this contract the Contractor hereby agrees and undertakes not to take any direct or indirect interest and or support, assist, maintain or help any person or persons engaged in antisocial activities, demonstration, riots , or in any agitation prejudicial to the Company's interest and any such even taking shape or form at any place of the Company's works or and its neighbourhood.

10.0 The tendered all-inclusive Price (i.e. the Contract price) is ₹ _____ ***(Not to be filled up by bidder while submitting the offer in c-Folder. This figure will be filled up by OIL at the time of award of the contract to the successful bidder.)*** (₹_____ only) but the Company shall pay the Contractor only for actual work done at the all inclusive rates set down in the Schedule of work part II of this Contract.

On account payment may be made, not oftener than monthly, up to the amount of 92.5% of the value of work done. Final payment will be made only after satisfactory completion of the work. Such final payment shall be based on the work actually done allowing for deviations and any deductions and the measurement shall be checked and certified correct by the Company's Engineer before any such final payment is made.

11.0 The contractor employing 20 (twenty) or more workmen on any day preceding 12 months shall be required to obtain requisite licence at his cost from the appropriate Licensing Officer before undertaking any Contract work. The Contractor shall also observe the rules & regulations framed under the Contract Labour (Regulation & Abolition) Act.

12.0 Wages shall be paid by the Contractor to the workmen directly without any intervention of any Jamadars or Thekaders and that the Contractor shall ensure that no amount by way of commission or otherwise be deducted/ recovered by the Jamadar from the wages of the workmen.

13.0 The Company for any reason whatsoever and of which the company shall be sole judge may terminate this Contract with a 24 hours notice in writing to the Contractor and in the event of Company's so doing the clause 5 here of shall prevail and the accounts between the parties will be in accordance therewith finalised.

14.0 The Contractor will not be allowed to construct any structure (for storage / housing purpose) with thatch, bamboo or any other inflammable materials within any company's fenced area.

15.0 The Contractor shall ensure that all men engaged by him/her are provided with appropriate protective clothing and safety wear in accordance with the Oil Mines Regulations 2017. The Company's representative shall not allow/accept those men who are not provided with the same.

16.0 All Statutory taxes levied by the Central and State Government or any other competent authority from time to time, except PF & GST, will be borne by Contractor and the contract cost is inclusive of all tax liabilities except PF & GST. However, any subsequent increase in such statutory taxes after bid opening day will be borne by the Company. Similarly if there is any decrease in such statutory taxes after bid opening, the Company shall recover the decreased amount of such taxes from the contractor.

17.0 The Contractor shall deploy local persons in all works.

18.0 The Contractor shall not engage minor labour below 18(eighteen) years of age under any circumstances.

19.0 The Contractor and his/her workmen shall strictly observe the rules and regulations as per Mines Act (Latest editions).

20.0 <u>SPECIAL CONDITIONS</u>:

a) The Contractor shall obtain and submit the Labour Clearance Advice (LCA) / Labour Clearance Certificate (LCC) within 14 days of signing the contract agreement. If the contractor fails to submit the LCA / LCC within 14 days of signing the contract agreement, the period of delay in submission of LCA / LCC shall be deducted from the contractual period while issuing the work order. In such cases, the time period mentioned in Clause No. 8 of GCC (Part-I of this contract) shall not be applicable and the contactor must complete the work within the reduced time period allotted to the contractor as per the work order issued.

However, if submission of LCA / LCC is delayed, under some exceptional circumstances, for any reason not attributable to the contractor, the same should be recorded by the contractor with documentary proof. In such cases, the decision as to whether the reason of delay is attributable to the contractor or not shall be taken by the Head of Civil Engineering Department and the work order will be issued accordingly.

b) Retention Money @ 7.5 % will be kept as Performance Security Deposit against the contract and will be deducted from the running bill in addition to 2.5% submitted as Performance Security after issue of LOI/LOA. The amount of retention money and performance security deposit shall be released after defect liability period under the contract (including extension, if any). A part or whole of retention money and

performance security shall be used by the Company in realisation of liquidated damage or claims, if any, or for adjustment of compensation or loss due to the Company for any reason. The retention money and performance security shall not earn any interest.

c) The contractor will be required to allow OIL Officials to inspect the work site and documents in respect of the workers' payment.

d) Contractor(s) whosoever is liable to be covered under the P.F. Act must ensure strict compliance of provisions of the Employees Provident Fund and Miscellaneous Provisions Act, 1952 in addition to the various Acts mentioned elsewhere in this contract. Any contractor found violating these provisions will render themselves disqualified from any future tendering. As per terms of the contract, if applicable, the Contractor must deposit Provident Fund Contribution (covering Employee's & employer's share) with the competent authority monthly under their direct code. 12% P.F. will be applicable on the wage component of the contract cost. Wage component of the Contract cost is 21.29 %.

Contract Cost excluding PF: The P.F deposited by the Contractor, will be reimbursed on production of documentary evidence of depositing the same to the authority concerned.

Contract Cost including PF: The Contractor shall be required to submit documentary evidence of deposit of P.F. Contribution to the Company. In case of failure to provide such documentary evidence, the Company reserves the right to withhold the amount equivalent to P.F. Contribution on wage component.

e) All safety precautions to be maintained by the Contractor at his own cost as per safety rules and regulations.

f) The Contractor shall use pump if needed for dewatering of pit while excavation for which no extra payment will be made.

g) The Contractor shall have to work during rainy seasons also.

h) Watch and ward, loss or damage to Company's property, theft and other incidental charges shall be Contractor's responsibility.

i) Efficient workmen to be engaged by the Contractor.

j) The Contractor's representative should report to Engineer-in-charge on all working days at 7.00 A.M. and 3.00 P.M. for instructions.

k) Materials if rejected should be removed from site within 48 (forty- eight) hours of rejection, failing which the Company reserves the right to get the rejected materials removed at the risk and cost of the Contractor.

l) The Company reserves the right to get the part or whole work complete at the risk and cost of the Contractor if he fails to complete the work within the stipulated time without any valid reason. The Company's decision shall be final and binding on the Contractor.

m) Water that may accumulate on the site during progress of the works or in trenches and excavations from other than accepted risks shall be removed from the site to entire satisfaction of the Engineer-in-charge and at the Contractor's expense.

n) The Contractor shall be in a position to execute 2(two) locations simultaneously.

o) If required, the Contractor shall have to work in two shifts for which no extra payment will be admissible to him/them.

p) If needed water and electricity will have to be arranged by the Contractor at his own cost.

q) The Contractor and his workmen are to strictly observe the safety precautionary rules as per Mines Act (Latest edition) while executing the work.

r) The Contractor shall have to provide temporary latrine facilities in the entire work site for use of their workmen during progress of work.

s) The contractor himself (the signatory of the contract) must visit the site at least twice in a week as fixed for taking necessary instruction from the Engineer-in charge.

t) The program of works to be submitted in the form of Bar Chart within 3 days of receipt of work order.

21.0 SPECIAL INSTRUCTION:

The contractor must quote considering the prevailing minimum Labour wage rate for each day of work.

22.0 GOODS AND SERVICES TAX (GST) CLAUSES UNDER GCC

22.1 GENERAL REMARKS ON TAXES & DUTIES:

In view of **GST** Implementation from 1st July 2017, all taxes and duties including Excise Duty, CST/VAT, Service tax, Entry Tax and other indirect taxes and duties have been submerged in **GST**. Accordingly reference of Excise Duty, Service Tax, VAT, Sales Tax, Entry Tax or any other form of indirect tax except of **GST** mentioned in the bidding document shall be ignored.

22.2 Bidders are required to submit copy of the GST Registration Certificate while submitting the bids wherever **GST** (CGST & SGST/UTGST or IGST) is applicable.

22.3 "**GST**" shall mean Goods and Services Tax charged on the supply of material(s) and services. The term "**GST**" shall be construed to include the Integrated Goods and Services Tax (hereinafter referred to as "IGST") or Central Goods and Services Tax (hereinafter referred to as "CGST") or State Goods and Services Tax (hereinafter referred to as "SGST") or Union Territory Goods and Services Tax (hereinafter referred to as "UTGST") depending upon the import / interstate or intrastate supplies, as the case may be. It shall also mean GST compensation Cess, if applicable.

22.4 Quoted price/rate(s) should be inclusive of all taxes and duties, except **GST (i.e. IGST or CGST and SGST/UTGST applicable in case of interstate supply or intra state supply respectively and cess on GST if applicable) on the final service**. Please note that the responsibility of payment of GST (CGST & SGST or IGST or UTGST) lies with the Supplier of Goods /Services (Service Provider) only. Supplier of Goods / Services (Service Provider) providing taxable service shall issue an Invoice/ Bill, as the case may be as per rules/ regulation of **GST**. Further, returns and details required to be filed under GST laws & rules should be timely filed by Supplier of Goods / Services (Service Provider) with requisite details.

22.5 Where OIL is entitled to avail the input tax credit of GST:
OIL will reimburse the **GST** to the Supplier of Goods / Services (Service Provider) at actuals against submission of Invoices as per format specified in rules/ regulation of GST to enable OIL to claim input tax credit of **GST** paid. In case of any variation in the executed quantities, the amount on which the **GST** is applicable shall be modified in same proportion. Returns and details required to be filed under GST laws & rules should be timely filed by supplier with requisite details.

22.6 Where OIL is not entitled to avail/take the full input tax credit of GST:

OIL will reimburse **GST** to the Supplier of Goods / Services (Service Provider) at actuals against submission of Invoices as per format specified in rules/ regulation of **GST**.

22.7 Payments to Service Provider for claiming **GST** amount will be made provided the above formalities are fulfilled. Further, OIL may seek copies of challan and certificate from Chartered Accountant for deposit of **GST** collected from OIL.

22.8 Contractor/vendor shall be required to issue tax invoice in accordance with GST Act and/or Rules so that input credit can be availed by OIL. In the event that the contractor / vendor fails to provide the invoice in the form and manner prescribed under the GST Act read with GST Invoicing Rules thereunder, OIL shall not be liable to make any payment on account of **GST** against such invoice.

22.9 **GST** shall be paid against receipt of tax invoice and proof of payment of **GST** to government. In case of non-receipt of tax invoice or non-payment of **GST** by the contractor/vendor, OIL shall withhold the payment of **GST**.

22.10 **GST** payable under reverse charge mechanism for specified services or goods under GST act or rules, if any, shall not be paid to the contractor/vendor but will be directly deposited to the government by OIL.

22.11 Where OIL has the obligation to discharge **GST** liability under reverse charge mechanism and OIL has paid or is /liable to pay **GST** to the Government on which interest or penalties becomes payable as per GST laws for any reason which is not attributable to OIL or ITC with respect to such payments is not available to OIL for any reason which is not attributable to OIL, then OIL shall be entitled to deduct/ setoff / recover such amounts against any amounts paid or payable by OIL to Contractor / Supplier.

22.12 Notwithstanding anything contained anywhere in the Agreement, in the event that the input tax credit of the **GST** charged by the Contractor / Vendor is denied by the tax authorities to OIL for reasons attributable to Contractor / Vendor, OIL shall be entitled to recover such amount from the Contractor / Vendor by way of adjustment from the next invoice. In addition to the amount of **GST**, OIL shall also be entitled to recover interest at the rate prescribed under GST Act and penalty, in case any penalty is imposed by the tax authorities on OIL.

22.13 TDS under GST, if applicable, shall be deducted from contractor's/vendor's bill at applicable rate and a certificate as per rules for tax so deducted shall be provided to the contractor/vendor.

22.14 The Contractor will be under obligation for charging correct rate of tax as prescribed under the respective tax laws. Further the Contractor shall avail and pass on benefits of all exemptions/concessions available under tax laws. Any error of interpretation of applicability of taxes/ duties by the contractor shall be to contractor's account.

22.15 Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd.

22.16 Beyond the contract period, in case OIL is not entitled for input tax credit of **GST**, then any increase in the rate of **GST** beyond the contractual delivery period (in case the delay is attributable to the service provider), shall be to Service provider's account whereas any decrease in the rate of **GST** shall be passed on to the OIL.

Beyond the contract period, in case OIL is entitled for input tax credit of **GST**, then statutory variation in applicable **GST** on supply and on incidental services, shall be to OIL's account.

Claim for payment of **GST**/ Statutory variation, should be raised within two [02] months from the date of issue of 'Government Notification' for payment of differential (in %) **GST**, otherwise claim in respect of above shall not be entertained for payment of arrears.

22.17 The contractor will be liable to ensure to have registered with the respective tax authorities, wherever applicable, and to submit self-attested copy of such registration certificate(s) and the Contractor will be responsible for procurement of material in its own registration (GSTIN) and also to issue its own Road Permit/ E-way Bill, if applicable etc.

22.18 Documentation requirement for GST

The vendor will be under the obligation for invoicing correct tax rate of tax/duties as prescribed under the GST law to OIL, and pass on the benefits, if any, after availing input tax credit.

Any invoice issued shall contain the following particulars

a) Name, address and GSTIN of the supplier;
b) Serial number of the invoice;
c) Date of issue;
d) Name, address and GSTIN or UIN, if registered of the recipient;
e) Name and address of the recipient and the address of the delivery, along with the State and its code,
f) HSN code of goods or Accounting Code of services[SAC];
g) Description of goods or services;
h) Quantity in case of goods and unit or Unique Quantity Code thereof;
i) Total value of supply of goods or services or both;
j) Taxable value of supply of goods or services or both taking into discount or abatement if any;
k) Rate of tax (IGST,CGST, SGST/ UTGST, cess);
l) Amount of tax charged in respect of taxable goods or services (IGST,CGST, SGST/UTGST, cess);
m) Place of supply along with the name of State, in case of supply in the course of interstate trade or commerce;
n) Address of the delivery where the same is different from the place of supply and
o) Signature or digital signature of the supplier or his authorised representative.

GST invoice shall be prepared in triplicate, in case of supply of goods, in the following manner.

i. The original copy being marked as ORIGINAL FOR RECIPIENT;
ii. The duplicate copy being marked as DUPLICATE FOR TRANSPORTER and
iii. The triplicate copy being marked as TRIPLICATE FOR SUPPLIER.

22.19 ANTI-PROFITEERING CLAUSE

In case the GST rating of vendor 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 / black listed after award of work for supply of goods / services, then OIL shall not be obligated or liable to pay or reimburse GST to such vendor and shall also be entitled to deduct / recover such GST along with all penalties / interest, if any, incurred by OIL.

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

23.0 INSURANCE:

23.1 The Contractor shall at its own expense arrange secure and maintain insurance with reputed insurance companies to the satisfaction of the Company as follows:

a) The Contractor shall, at his own expense, arrange appropriate comprehensive insurance (All-risks insurance cover with suitable limit as per International Standard) to cover all risks assumed by the Contractor under this Contract in respect of its equipment, tools including but not limited to well equipment & tools, any other belongings and personnel during the entire period of this Contract including extensions thereof.

b) The Contractor shall also carry adequate insurance cover against damage/loss to third party/person/property.

c) The Contractor at his cost shall arrange, secure and maintain insurance as may be necessary and to its full value for all such amounts to protect the works-in-progress from time to time and the interest of Company against all risks as detailed herein subject to the satisfaction of the Company and irrespective of acceptance of the Work.

d) The responsibility to maintain adequate insurance coverage at all times during the period of the Contract shall be that of the Contractor alone and OIL will have no liability on this account. The Contractor's failure in this regard shall not relieve him of any of his responsibilities & obligations under the Contract.

e) All costs on account of insurance liabilities covered under the Contract will be to the Contractor's account.

23.2 Deductible:
The CONTRACTOR shall take policy with minimum deductible as per IRDA prescribed for the policy(ies) that portion of any loss not covered by insurance provided for in this article solely by reason of a deductible provision in such insurance policies shall be to the account of the CONTRACTOR.

23.3 The CONTRACTOR shall require all of his sub-Contractor to provide such of the foregoing insurance coverage as Contractor is obliged to provide under this Contract and inform the Company about the coverage prior to the commencement of agreements with its sub-Contractors.

23.4 All insurance taken out by Contractor or their sub-contractor shall be endorsed to provide that the underwriters waive their rights of recourse on the Company and to the extent of the liabilities assumed by Contractor under this Contract.

23.5 Waiver of subrogation:
All insurance policies of the Contractor and its Sub-Contractor with respect to the operations conducted hereunder as set forth in clauses hereof, shall be endorsed by the underwriter in accordance with the following policy wording:

"The insurers hereby waive their rights of subrogation against Oil India Limited or any of their employees or their affiliates and assignees".

23.6 Loss Payee Clause:

The Insurance Policies should mention the following in Loss Payee Clause:

"In respect of Insurance claims in which OIL's interest is involved, written consent of OIL will be required".

23.7 Additional Assured:

"OIL India Limited" is to is to be included as Additional Assured in the Insurance Policies (except in case of Workmen's Compensation/Employer's Liability insurance).

23.8 Certificate of Insurance:

Before commencing performance of the CONTRACT, CONTRACTOR shall furnish OIL with certificates of insurance indicating:

a) Kinds and amounts of insurance as required herein
b) Details of coverage
c) Insurance corporation or companies carrying the aforesaid coverage
d) Effective and expiry dates of policies
e) That OIL shall be given thirty (30) days written advance notice of any material change in the policy
f) Waiver of subrogation endorsement has been attached to all policies and the indemnity is afforded to all policies.

Note: An undertaking by the service provider has to be mandatorily provided during the Mobilization time that they have taken all the Insurance provisions as per the contract and as the Law and Insurance Regulation.

23.9 If any of the above policy expire or/are cancelled during the term of this CONTRACT and CONTRACTOR fails for any reason to renew such policies, OIL in no case shall be liable for any loss/damage occurred during the term when the policy is not effective. Furthermore, a penal interest @ 1% of the Total contract value shall be charged towards not fulfilling of the contractual obligations. Notwithstanding above, should there be a lapse in any insurance required to be taken by the Contractor for any reason whatsoever, loss/damage claims resulting therefrom shall be to the sole account of Contractor.

23.10 The Contractor on demand from Company shall furnish the Insurance Policy having detail terms and conditions, with respect to any Certificate of Insurance submitted to the Company.

23.11 On account payment to OIL in case of claim

In case any loss or damage happen and where OIL's interest is involved, OIL reserves the right to recover the loss amount from the CONTRACTOR prior to final settlement of the claim.

23.12 The CONTRACTOR shall at all time during the currency of the contract provide, pay for and maintain the following insurance amongst others:

(i) **Employees Compensation (EC) Policy or Employer's Liability Policy insurance** as required by the laws of the country of origin of the employee.

(ii) **Commercial General Liability Insurance:** Commercial General Public Liability Insurance covering liabilities including contractual liability for bodily injury, including death of persons, and liabilities for damage of property. This insurance must cover all operations of CONTRACTOR required to fulfil the provisions under this Contract.

(iii) **Comprehensive General Automotive Liability:** Automobile Public Liability Insurance covering owned, non-owned and hired automobiles used in the performance of the work hereunder, with bodily injury limits and property damage limits shall be governed by Indian Insurance Regulations.

(iv) **Carrier's Legal Liability Insurance:** Carrier's Legal Liability Insurance in respect of **all CONTRACTOR's items** to be transported by the CONTRACTOR to the site of work, for physical loss or destruction of or damage to goods or merchandise, while in transit.

(v) **Public Liability Act Policy:** Public Liability Act Policy, if applicable, covering the statutory liability arising out of accidents occurring during the currency of the contract due to handling hazardous substances as provided in the Public Liability Insurance Act 1991 and the Rules framed there under. In case there is no usage of hazardous substance, the Contractor should provide an undertaking during mobilization as per format enclosed regarding non-inclusion of hazardous substances within the ambit of the contract.

(vi) **Pradhan Mantri Suraksha Bima Yojana (PMSBY) and Pradhan Mantri Jeevan Jyoti Bima Yojana (PMJJBY):** CONTRACTOR shall, ensure that all his/ its personnel deployed under this contract have obtained additional insurance coverage under the Pradhan Mantri Suraksha Bima Yojana (PMSBY) and Pradhan Mantri Jeevan Jyoti Bima Yojana (PMJJBY) through the participating banks and submit the proof of such insurance coverage to the satisfaction of OIL.

Note: This will be applicable for only Indian citizens and within the prescribed age group defined under the scheme for the insurance coverage.

(vii) Any other insurance policy set forth in the SCC

24.0 SETTLEMENT OF DISPUTES:

24.1 If dispute of any kind whatsoever shall arise between the company and the contractor in connection with or arising out of the contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the facilities, whether during the progress of the facilities or after their completion and whether before or after the termination, abandonment or breach of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve any such dispute or difference by mutual consultation, then the dispute may be settled through Settlement Advisory Committee (SAC). In the event, a dispute remains unsettled then Arbitration/ other remedies available under the applicable laws may be availed by the Contractor.

24.2 Resolution of Dispute through SAC:

a) OIL has framed the Conciliation Rules 2020 in conformity with Part III of the Arbitration and Conciliation Act 1996 as amended from time to time for speedier, cost effective and amicable settlement of disputes through conciliation.

b) If the parties fail to resolve such a dispute or difference by mutual consultation as per clause no. 23.1, the dispute, if the parties agree, may be referred to conciliation in accordance with OIL Conciliation Rules 2020 as amended from time to time. A copy of the said Rules has been made available on OIL's Website i.e. www.oil-india.com

c) Where the invitation for conciliation has been accepted by the other party, the parties shall attempt to settle such dispute(s) amicably under OIL conciliation Rules 2020.

d) Parties shall invoke arbitration clauses only after exhausting the option of conciliation as an Alternative Dispute Resolution Mechanism. For the purpose of this clause, the option of conciliation shall be deemed to have been exhausted, even in case of rejection of conciliation by any of the parties.

24.3 Arbitration (Applicable for Suppliers/Contractors other than PSU and MSME):

a) Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, in connection with construction, meaning, operation, effect, interpretation of the contract or breach thereof which parties are unable to settle mutually through Conciliation/Mediation, the same shall be referred to Arbitration.

b) A party wishing to commence arbitration proceeding shall invoke an Arbitration Clause by giving 30 days' notice to the other party. The notice invoking arbitration shall specify all the points of dispute with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter. If the claim is in foreign currency, the claimant shall indicate its value in Indian Rupee for the purpose of constitution of the arbitral tribunal.

c) The number of arbitrators and the appointing authority will be as under: Claim amount (excluding claim for interest and counter claim, if any)

Claim amount (excluding claim for interest and counter claim, if any)	**Number of Arbitrator**	**Appointing Authority**
Upto Rs.25.00 Lakh	Not applicable	Not applicable
Above Rs. 25.00 Lakh Upto Rs. 5 Crore	Sole Arbitrator from the panel of Arbitrators' List maintained by OIL	Mutually to be decided by the Parties.

d) The Parties agree that dispute involving claims below Rs. 25 lakhs and above Rs. 5 crores shall not be subject matter of Arbitration but subject to the exclusive jurisdiction of the Court(s) situated at New Delhi.

e) The parties agree that they shall appoint only those persons as arbitrators who accept the conditions of the arbitration clause. No person shall be appointed as Arbitrator or Presiding Arbitrator who does not accept the conditions of the arbitration clause.

f) If any of the Arbitrators so appointed dies, resigns, becomes incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned party/arbitrators to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left if both parties consent for the same; otherwise, he shall proceed de novo.

g) Parties agree and undertake that neither shall be entitled for any pre- reference or pendente-lite interest on its claims. Parties agree that any claim for such interest made by any party shall be void. Parties agree that a claim for any such interest shall not be considered and shall be void. The Arbitrator or Tribunal shall have no right to award pre-reference or pendent-lite interest in the matter.

h) The arbitral tribunal shall complete the proceedings, make and publish the award within time stipulated in the Arbitration and Conciliation Act, 1996 (as amended from time to time).

i) If after commencement of the arbitration proceedings, the parties agree to settle the dispute mutually or refer the dispute to conciliation, the arbitrators shall put the proceedings in abeyance until such period as requested by the parties. Where the proceedings are put in abeyance or terminated on account of mutual settlement of dispute by the parties, the fees payable to the arbitrators shall be determined as under:

(i) 20% of the fees if the claimant has not submitted statement of claim.
(ii) 40% of the fees if the pleadings are complete.
(iii) 60% of the fees if the hearing has commenced.
(iv) 80% of the fees if the hearing is concluded but the award is yet to be passed.

j) Each party shall be responsible to make arrangements for the travel and stay etc. of the arbitrator appointed by it. Claimant shall also be responsible for making arrangements for travel and stay of the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties. In the case of sole arbitrator, both parties shall equally share all expenditures that may be required to be incurred.

k) The fees and other administrative/secretarial expenses of the arbitrator(s) shall not exceed the model fee as stipulated in Schedule of the Act and such expenses shall be equally borne by the parties.

l) The seat and venue of the arbitration proceeding shall be New Delhi.

24.4 Arbitration (applicable in case of Contract awarded on Public Sector Enterprise):

a) If the Parties fail to resolve such a dispute or differences by Mutual Consultation/Good Faith Discussions, such disputes or difference shall be taken up by either party for resolution through Administrative Mechanism for Resolution of CPSEs Disputes (AMRCD) as mentioned in DPE Office Memorandum No. 05/0003/2019-FTS-10937 dated 14.12.2022 issued by Department of Public Enterprises, Ministry of Heavy Industries and Public Enterprises, Government of India and its further clarifications, modifications and amendments, issued from time to time.

b) A party wishing to commence arbitration proceeding shall invoke Arbitration Clause and refer the dispute(s) to AMRCD with a copy to the other party. The notice invoking arbitration shall specify all the points of dispute with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter.

c) Upon such reference, the dispute shall be decided by the Competent Authority appointed under the AMRCD, whose decision shall bind the parties finally and conclusively. The parties in the dispute will share equally the cost of the arbitration as intimated by the Arbitrator.

24.5 Arbitration (Applicable to Micro, Small and Medium Enterprise)

In the event of any dispute or difference relating to, arising from, or connected with the Contract, efforts shall be made to resolve the dispute(s) amicably by mutual consultation and in case such dispute(s) cannot be resolved through mutual consultation, then same shall be resolved through the procedure as prescribed in Section-18 of the Micro, Small and Medium Enterprises Development Act, 2006.

24.6 Exclusions

Parties agree that following matters shall not be referred to conciliation or arbitration:

a) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision to initiate any proceedings for suspension or debarment or banning, or decision to suspend or to ban or to debar business dealings with the bidder/CONTRACTOR and/or with any other person involved or connected or dealing with bid/contract/bidder/CONTRACTOR.

b) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision under the provisions of Integrity Pact executed between OIL and the Bidder/CONTRACTOR.

c) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision to comply with any order or directive of any statutory or government authority.

25.0 FORCE MAJEURE:

In the event of either party being rendered unable by 'Force Majeure' to perform any obligation required to be performed by them under the contract, the relative obligation of the party affected by such 'Force Majeure' will stand suspended as provided herein. The term force majeure as employed herein shall mean Acts of God such as earthquake, hurricane, typhoon, flood, volcanic activity etc.; war (declared / undeclared); riot, revolts, rebellion, terrorism, sabotage by persons other than the CONTRACTOR's Personnel; fires, explosions, ionising radiation or contamination by radio-activity or noxious gas, if not caused by CONTRACTOR's fault; declared epidemic or disaster; acts and regulations of respective Govt. of the two parties, namely the COMPANY and the CONTRACTOR and civil commotions, lockout not attributable to the CONTRACTOR.

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

Should 'force majeure' condition as stated above occurs and should the same be notified within 72 (Seventy two) hours after its occurrence the `force majeure' rate (if specified in the SCC of the Contract) shall apply for the first 15 (fifteen) days for each such occasion.

Either party shall have the right to terminate the Contract if such 'force majeure' conditions continue beyond successive 60 (Sixty) days [or exclusively mentioned in the SCC of the Contract] with prior written notice of 15 days, provided termination of the Contract does not result into safety hazard to the life and property on account of withdrawal of operations or the operation is at critical stage. COMPANY shall have the absolute right to decide whether any safety hazard exists or operation is at critical position and decision of the COMPANY shall binding upon the CONTRACTOR.

Should either party decide not to terminate the Contract even under such condition, no payment would apply after expiry of fifteen (15) days force majeure period. [or exclusively mentioned in the SCC of the Contract]

Time for performance of the relative obligation suspended by Force Majeure shall then stand extended by the period for which such cause lasts.

If however, relative obligation of the party affected by such 'Force Majeure' is limited to part of the obligation(s), the contract shall not be terminated and the parties shall continue to perform their respective obligations, which are not affected by the 'force majeure' condition, provided the obligations affected by the 'force majeure' do not preclude the parties in performing the obligations not affected by such conditions.

26.0 I.B. VERIFICATION REPORT AND SECURITY REVIEW:

Contractor will be required to submit the verification report to ascertain character and antecedents from the Civil Administration towards the persons engaged under this contract to the Head of the user Department before engagement.

27.0 In case of any doubt or dispute as to the interpretation of any clause herein contained, the decision of the Company's Engineer shall be final and binding on the contractor.

28.0 SET OFF CLAUSE:

"Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of a sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited)."

29.0 COMMISSION OF MISCONDUCT / SUBMISSION OF FRAUDULENT DOCUMENT BY THE BIDDER/CONTRACTOR AND BANNING THEREOF: The information and documents furnished by the bidder/CONTRACTOR in respect of the tender/contract are accepted by COMPANY to be true and genuine. However, if it comes to the notice of the COMPANY anytime either during the pendency of the tender or after award of the contract or after completion the contract that a Bidder/CONTRACTOR furnished fraudulent document/false information in relation to the subject tender/contract or committed any misconduct, appropriate action shall be taken against the Bidder/CONTRACTOR for debarment/banning of the bidder/CONTRACTOR from participating in any future tender of the COMPANY in terms of the COMPANY's Banning Policy besides making the CONTRACTOR liable for other penal action including termination of ongoing contract(s) at his/her risk and peril. In such event, the Bid Security/Performance Security in respect of ongoing contract(s) shall be forfeited by the COMPANY.

30.0 ERRING / DEFAULTING AGENCIES: Erring and defaulting agencies like bidder, contractor, supplier, vendor, service provider will be dealt as per latest OIL's Banning Policy available in OIL's website: www.oil-

india.com. Moreover, OIL reserves the right to take legal or any other action on the basis of merit of the case.

31.0 TERMINATION:

a) **Termination on expiry of the contract:** This Agreement shall be deemed to have been automatically terminated on the expiry of the contract period unless OIL has exercised its option to extend this contract in accordance with the provisions, if any, of this contract.

b) **Termination of contract for death:** If the CONTRACTOR is an individual or a proprietary concern and the individual or the proprietor dies or if the CONTRACTOR is a partnership concern and one of the partners dies then unless, the COMPANY is satisfied that the legal heir of the individual or the proprietary concern or the surviving partners are capable of carrying out and completing Contract, the COMPANY is entitled to cancel the Contract for the uncompleted part without being in any way liable for any compensation payment to the estate of the deceased CONTRACTOR and/or to the surviving partners of the CONTRACTOR's firm on account of the cancellation of Contract. The decision of the COMPANY in such assessment shall be final & binding on the parties. In the event of such cancellation, the COMPANY shall not hold the estate of the deceased CONTRACTOR and/or the surviving partners of CONTRACTOR's firm liable for any damages for non-completion of the Contract.

c) **Termination on account of Force Majeure:** Unless the contract provides otherwise, either party shall have the right to terminate this Contract on account of Force Majeure as set forth in Article-24.0 above.

d) **Termination on account of insolvency:** In the event that the CONTRACTOR or its collaborator or its guarantor at any time during the term of the Contract, becomes insolvent or makes a voluntary assignment of its assets for the benefit of creditors or is adjudged bankrupt or under the process of insolvency or liquidation, then the COMPANY shall, by a notice in writing have the right to terminate the Contract and all the CONTRACTOR's rights and privileges hereunder, shall stand terminated forthwith.

However, COMPANY shall be at liberty to give the Receiver or Liquidator or Insolvency Professional Manager, as appointed by the Competent Court/Tribunal, the option of carrying out the Contract subject to its technical & financial competence and his providing a guarantee for due and faithful performance of the Contract.

e) **Termination for Unsatisfactory Performance:** If the COMPANY considers that, the performance of the CONTRACTOR is unsatisfactory, or not as per the provision of the Contract, the COMPANY shall notify the CONTRACTOR in writing and specify in details the cause of dissatisfaction. The COMPANY shall have the option to terminate the Contract by giving 15 days' notice in writing to the CONTRACTOR, if CONTRACTOR fails to comply with the requisitions contained in the said written notice issued by the COMPANY. In the event CONTRACTOR rectifies its non-performance to the satisfaction of the COMPANY, the option of termination may not be exercised by the COMPANY. If however CONTRACTOR repeats non-performance subsequently, COMPANY shall exercise the option to terminate contract by giving 07 days' notice. Such CONTRACTOR shall be put on holiday as per the latest Banning Policy of OIL [available at www.oil-india.in].

f) **Termination due to change of ownership and Assignment:** In case the CONTRACTOR's rights and /or obligations under this Contract and/or the CONTRACTOR's rights, title and interest to the equipment/ material, are transferred or assigned without the COMPANY's written consent, the COMPANY may at its option, terminate this Contract. COMPANY shall not be however under any obligation to accord consent to the CONTRACTOR for change of ownership & assignment of the contract.

g) If at any time during the term of this Contract, breakdown of CONTRACTOR's equipment results in CONTRACTORs being unable to perform their obligations hereunder for a period of 15 successive days, COMPANY at its option, may terminate this Contract in its entirety or partially to the extent of non-performance, without any further right or obligation on the part of the COMPANY, except for the payment of money then due. No notice shall be served by the COMPANY under the condition stated above.

h) Notwithstanding any provisions herein to the contrary, the Contract may be terminated at any time by the COMPANY on giving 30 (thirty) days written notice to the CONTRACTOR due to any other reason not covered under the above Article from (a) to (g) and in the event of such termination the COMPANY shall not be liable to pay any cost or damage to the CONTRACTOR except for payment of services as per the Contract upto the date of termination.

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

Upon termination of this Contract, CONTRACTOR shall return to COMPANY all of COMPANY's properties, which are at the time in CONTRACTOR's possession.

In the event of termination of contract, COMPANY will issue Notice of termination of the contract with date or event after which the contract will be terminated. The contract shall then stand terminated and the CONTRACTOR shall demobilize their personnel & materials. No demobilization charges shall be payable by COMPANY in case of Article from (d) to (g).

32.0 SUB-LETTING: The contractor shall not sub-let the WHOLE of the Works. Except where otherwise provided by the contract, the Contractor shall not sub-let any PART of the Works without the written consent of the Engineer-in-Charge and such consent, if given, shall not relieve the Contractor from any liability or obligation under the Contract and he shall be responsible for the acts, defaults or neglects of any sub-contractor, his agents, servants or workmen, provided always that the provision of labour on a piece-work basis shall not be deemed to be a sub-letting under this Clause.

IN WITNESS thereof, each party has executed this contract at Duliajan, Assam as of the date shown above.

Signed, Sealed and Delivered,

For and on behalf of Contractor	**For and on behalf of Company**
M/s. _____ Address _____ _____	Oil India Limited Duliajan, Dibrugarh Assam- 786602
Signature _____ Name of Signatory _____	Signature _____ Name of Signatory _____
Seal of Contractor's firm	Seal of Signatory
(In presence of) Signature _____ Name _____	(In presence of) Signature _____ Name _____

WORKS CONTRACT

SCHEDULE OF WORK, UNIT AND QUANTITY

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
GROUP A					
SECTION A					
10	Clearing and grubbing road land including uprooting rank vegetation, grass, bushes, shrubs, saplings and trees girth up to 300 mm, removal of stumps of trees cut earlier and disposal of unserviceable materials and stacking of serviceable material to be used or auctioned up to a lead of1000 metres including removal and disposal of top organic soil not exceeding 150 mm in thickness as per Technical Specification Clause 201.By Manual Means:-In area of light jungle	HEC	0.28	99135.19	27757.85
20	Surface dressing of the ground including removing vegetation and in-equalities not exceeding 15 cm deep and disposal of rubbish, lead upto 50 m and lift upto 1.5 m. All kinds of soil	M2	750.00	20.49	15367.50
30	Earth work in excavation of foundation of structures as per drawing and technical specification, including setting out, construction of shoring and bracing, removal of stumps and other deleterious matter, dressing of sides and bottom, backfilling the excavation earth to the extent required and utilising the remaining earth locally for roadwork.)for Ordinary Soil by Manual Means (Depth upto 3 m)	M3	59.44	526.19	31278.31
40	Collecting / excavating sand, soil, silt, ordinary earth from any source, load into lorries, transport it to distant place of work including procuring earth and laying in layer of 150mm thickness and compacting, profile properly made for taking measurement, including all measurable lead upto 30m and lift as required. (The contractor shall be responsible for all formalities of supply of earth such as purchase of land including royalties, monopoly / other statutory taxes as required from any distance.) (FOR TENDER, ROYALTY EXCLUDED)	M3	60.00	488.33	29299.80
50	Supplying and filling in plinth with sand under floors including, watering, ramming consolidating and dressing complete(cost of sand will be paid separately).	M3	3.75	1838.98	6896.18
60	Providing and Laying Brick Flat Soling (75mm thick) including grading the base and spreading 25mm thick sand bed at bottom and grouting soling with cement mortar (prop. 1:3) and carrying all materials from a distance of upto 30.00m.	M2	60.28	833.13	50216.91
70	Providing and Laying in position cement concrete of specified grade excluding the cost of centring and shuttering - All work upto plinth level: 1:3:6 (1 Cement: 3 coarse sand : 6 graded stone aggregate 20 mm nominal size)	M3	14.55	5269.56	76656.29
80	Providing and Laying in position specified grade of reinforced cement concrete excluding the cost of centring, shuttering, finishing and reinforcement - All	M3	11.69	5345.14	62468.65

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
	work upto plinth level : 1:1.5:3 (1 cement: 1.5coarse sand : 3 graded stone aggregate 20 mm nominal size)				
90	Providing and laying Reinforced cement concrete work in walls (any thickness), including attached pilasters, buttresses, plinth and stringcourses, fillets, columns, pillars, piers, abutments, posts and struts etc. upto floor five level excluding cost of centring, shuttering,finishing and reinforcement: 1:1.5:3 (1 cement: 1.5 coarse sand : 3graded stone aggregate 20 mm nominal size)	M3	12.78	6463.99	82596.86
100	Providing and laying Reinforced cement concrete work in beams, suspended floors, roofs having slope up to 15° landings, balconies,shelves, chajjas, lintels, bands, plain window sills, staircases and spiral stair cases above plinth level up to floor five level, excluding the cost of centering, shuttering, finishing and reinforcement, with1:1.5:3 (1 cement : 1.5 coarse sand(zone-III) : 3 graded stone aggregate (20 mm nominal size).	M3	29.30	6830.66	200117.85
110	Providing and laying Centring and shuttering including strutting, propping etc. and removal of form for : Foundations, footings, bases of columns, etc. for mass concrete.	M2	39.60	274.25	10860.30
120	Providing and laying Centring and shuttering including strutting, propping etc. and removal of form for: Lintels, beams, plinth beams,girders, bressumers and cantilevers.	M2	24.00	498.95	11974.80
130	Providing and laying Centring and shuttering including strutting, propping etc. and removal of form for: Columns, Pillars, Piers, Abutments, Posts and Struts.	M2	142.80	648.82	92651.50
140	Providing and laying Centring and shuttering including strutting, propping etc and removal or form tor: Stairs, (excluding landings)except spiral-staircases.	M2	46.65	520.83	24296.72
150	Providing and laying Centring and shuttering including strutting, propping etc. and removal of form for: Suspended floors, roofs, landings, balconies and access platform, with water proof ply 12mmthick.	M2	122.71	697.54	85597.92
160	Providing and Fixing Reinforcement for RCC work including straightening, cutting, bending, placing in position complete. - Upto plinth level Thermo-Mechanically Treated bars of Grade Fe-500 D or more.	KG	6000.00	84.19	505140.00
170	Providing and fixing Steel work welded in built up sections / framed work including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer using structural steel etc. as required. In stringers, treads, landings etc. of stair cases including use of chequered plate wherever required, all complete	KG	6500.00	98.62	641030.00
180	Providing and laying Brick work with F.P.S. bricks of class designation 75 in foundation and plinth in: Cement mortar 1:4 (1cement : 4 coarse sand)	M3	5.97	10338.78	61701.84
190	Providing and laying Brick work with F.P.S. bricks of class designation 75 in superstructure above plinth level up to floor V level in all shapes and sizes in : Cement mortar 1:4 (1 cement : 4coarse sand)	M3	8.25	11555.85	95324.21
200	Providing and laying 12mm cement plaster of mix:1:4	M2	185.68	204.60	37989.72

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
	(1 cement : 4 finesand)				
210	Providing and laying 6mm cement plaster of mix:1:3 (1 cement : 3 fine sand)	M2	585.15	179.20	104858.34
220	Providing and Application of white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete	M2	770.83	110.06	84837.00
230	Providing and application of Wall painting with acrylic emulsion paint,having VOC (Volatile Organic Compound)content less than 50 grams/ litre,of approved brand and manufacture, including applying additional coats wherever required, to achieve even shade and colour: Two Coats	M2	770.83	92.83	71555.68
240	Providing and Installation of precoated galvanised iron profile sheets(size, shape and pitch of corrugation as approved by Engineer-in-Charge)0.50mm +/- 5% total coated thickness (TCT) Zinc coating 120gsm as perIS: 277 in 240mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester top coat' 15-18 microns. Sheet should haveprotective guard film of 25 microns minimum to avoid scratches while transportation and should be supplied in single length upto 12 metre oras desired by Engineer-in-Charge. The sheet shall be fixed using selfdrilling / self tapping screws of size (5.5x 55mm) with EPDM seal orwith polymer coated J or L hooks, bolts and nuts 8mm diameter with bitumen and G.I. limpet washers or with G.I. limpet washers filled with white lead complete upto any pitch in horizontal / vertical or curved surfaces excluding the cost of purlins, rafters and trusses and including cutting to size and shape wherever required.	M2	52.95	582.32	30833.84
250	Providing and Fixing precoated galvanised steel sheet roofing accessories 0.50 mm + 5% total coated thickness (TCT), Zinc coating120gsm as per IS: 277 in 240mpa steel grade, 5-7 microns epoxy primer onboth side of the sheet and polyester top coat 15-18 microns using selfdrilling/ self tapping screws or with polymer coated J or L hooks, bolts and nuts and or G.I. seam bolts and nuts, G.I. plain and bitumen washers complete : Ridges plain (500 - 600mm).	M	20.00	409.32	8186.40
260	Providing and Fixing precoated galvanised steel sheet roofing accessories 0.50 mm + 5% total coated thickness (TCT), Zinc coating120gsm as per IS: 277 in 240mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester top coat 15-18 microns using selfdrilling/ self tapping screws or with polymer coated J or L hooks, bolts and nuts and or G.I. seam bolts and nuts, G.I. plain and bitumen washers complete : Barge board (Upto 300 mm).	M2	20.00	355.29	7105.80
270	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections /appropriate Z sections and other sections of approved make conforming toIS: 733 and IS: 1285, fixed with rawl plugs and screws or with fixing clips, or with expansion hold fasteners including necessary filling up of gaps at junctions, at	KG	34.67	421.54	14613.95

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
	top, bottom and sides with required PVC/neoprene felt etc. Aluminium sections shall be smooth, rust free,straight, mitred and jointed mechanically wherever required including cleat angle, aluminium snap beading for glazing / panelling, C.P. brass/ stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-Charge. (Glazing and panelling to be paid for separately):For fixed portion with Polyester powder coated aluminium (minimum thickness of polyester powder coating 50 micron)				
280	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections /appropriate Z sections and other sections of approved make conforming toIS: 733 and IS: 1285, fixed with rawl plugs and screws or with fixing clips, or with expansion hold fasteners including necessary filling up of gaps at junctions, at top, bottom and sides with requiredPVC/neoprene felt etc. Aluminium sections shall be smooth, rust free,straight, mitred and jointed mechanically wherever required including cleat angle, aluminium snap beading for glazing / panelling, C.P. brass/ stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-Charge. (Glazing and panelling to be paid for separately):For shutters of doors, windows & ventilators including providing and fixing hinges / pivots and making provision for fixing of fittings wherever required including the cost of PVC / neoprene gasket required (Fittings shall be paid for separately). Polyester powdercoated aluminium (minimum thickness of polyester powder coating 50micron)	KG	65.23	500.52	32649.92
290	:Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with PVC / neoprene gasket etc. complete asper the architectural drawings and the directions of Engineer-in-Charge.(Cost of aluminium snap beading shall be paid in basic item):With float glass panes of 5.50mm thickness	M2	27.56	1127.69	31076.88
300	Providing and fixing wood work in frames of doors, windows, clerestory windows and other frames, wrought framed and fixed in position with holdfast lugs or with dash fasteners of required dia & length (hold fast lugs or dash fastener shall be paid for separately). Kiln seasoned and chemically treated hollock wood	M3	0.15	63892.89	9392.25
310	Providing and fixing Decorative Flush Door Shutter 30mm Providing &Fixing ISI marked flush door shutters conforming to IS : 2202 (Part I)decorative type, core of block board construction with frame of 1 stclass hard wood and well matched teak 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters.30mmthick including ISI marked Stainless Steel butt hinges with necessary screws.	M2	6.54	2483.09	16249.34
320	Providing and fixing mineral fibre false ceiling tiles at all heights of size 595X595mm of approved texture,	M2	81.54	2084.22	169947.30

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
	design and pattern. The tiles should have Humidity Resistance (RH) of 99%, Light Reflectance # 85%, Thermal Conductivity k = 0.052 - 0.057 w/m K, Fire Performance as per (BS 476 pt- 6 &7)in true horizontal level suspended on interlocking T-Grid of hot dipped all round galvanized iron section of 0.33 mm thick (galvanized@120 gsm) comprising of main T runners of 15x32 mm of length 3000 mm,cross T of size 15x32mm of length 1200 mm and secondary intermediate cross T of size 15x32 mm of length 600 mm to form grid module of size600x600 mm suspended from ceiling using galvanized mild steel item(galvanised@80gsm) 50 mm long 8mm outer diameter M-6 dash fasteners, 6mm diameter fully threaded hanger rod up to 1000 mm length and L-shape level adjuster of size 85x25x2 mm, spaced at 1200 mm centre to centre along main 'T'. The system should rest on periphery walls /partitions with the help of GI perimeter wall angle of size24x24X3000 mm made of0.40 mm thick sheet, to be fixed to the wall with help of plastic rawlplug at 450 mm centre to centre & 40 mm long dry wall S.S. screws. The exposed bottom portion of all T-sections used in false ceiling support system shall be pre-painted with polyester baked paint, for all heights.The work shall be carried out as per specifications, drawings and as per				
330	Providing and Fixing double scaffolding system (cup lock type) on the exterior side, upto seven story hight made with 40mm dia. M.S. tube 1.5m centre to centre horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S.staricase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved and removing it there after. The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineer-in-Charge. The elevational area of the scaffolding shall be measured for payment purpose. The payment will be made once irrespective of duration of scaffolding. Note: This item tobe used for maintenance work judiciously, necessary deduction for scaffolding in existing item to be done.	M2	456.00	229.32	104569.92
340	Providing and Grading roof for water proofing treatment with Cement concrete 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 20mmnominalsize).	M3	4.94	5224.19	25812.72
350	Providing and Laying damp-proof course 40mm thick with cement concrete1:2:4 (1 cement: 2 coarse sand : 4 graded stone aggregate 12.5mm nominal size).	M2	11.38	240.95	2741.77
360	Providing and Treatment of soil under existing floors using chemical emulsion @ one litre per hole, 300 mm apart including drilling 12 mm diameter holes and plugging with cement mortar 1 :2 (1 cement : 2	M2	31.48	190.93	6009.52

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
	Coarsesand) to match the existing floor ,With Chlorpyriphos/Lindane E.C. 20%with 1% concentration.				
370	Supplying and applying chemical emulsion in sealed containers includingdelivery as specified. Chlorpyriphos/ Lindane emulsifiable concentrate of20%	L	7.00	191.65	1341.55
SECTION B					
380	Wiring for light point/ fan point/ exhaust fan point/ call bell point with 3 nos Single core 1.5 sq.mm size FRLS PVC insulated copper cable in surface/recessed using medium grade ISI approved 25mm size PVC conduit& accessories, suitable GI box as required.(Colour codes – Phase–R/Y/B; Neutral –Black & Earth-Green)). Concealed Point wiring includes laying of PVC conduit in the roof/Wall also. Make of cable:Havells/Finolex/L&T/Polycab or any BIS approved make.; Make of PVC conduit: AKG/Presto Plast or any BIS approved make.	P	20.00	1252.96	25059.20
390	Wiring for light plug point with 3 nos Single core 1.5 sq.mm size FRLSPVC insulated copper cable in surface/recess using medium grade ISI approved 25mm size PVC conduit & accessories, etc as required.(Colour codes – Phase –R/Y/B; Neutral –Black & Earth-Green)).Concealed wiring includes laying of PVC conduit in the roof/Wall also.Make of cable:Havells/Finolex/L&T/Polycab or any BIS approved make; Make of PVC conduit: AKG/Presto Plast or or any BIS approved make.	M	200.00	400.95	80190.00
400	Wiring for circuit/ sub main/Power wiring from MCB DB to desired Switch Board/power point with 3 nos Single core 4 sq.mm size FRLS PVC insulated copper cable in surface/recess using medium grade ISI approved 25mmsize PVC Conduit & accessories, (Colour codes : Phase –R/Y/B; Neutral–Black & Earth-Green). Concealed circuit wiring includes laying of PVC conduit in the roof/Wall also. Make of cable :Havells/Finolex/L&T/Polycab or any BIS approved make ,Make of PVC conduit :AKG/PLaza/Richa or any BIS approved make.	M	120.00	280.66	33679.20
410	Modular type Switch Board Box shall be made out of steel sheet of min1.20 mm thickness and complete finished box should be duly pretreated,zinc coated & passivated or made of GI sheet of 1.2mm thickness to accommodate specified number of electrical accessories and suitable forindoor electrical installation with provision for earthing terminal.Modular type Frame Plate with matching Cover Plate suitablefor above Switch Board Box suitable to accommodate specified number ofelectrical accessories. Frame Plate shall be made out of polycarbonate.The configurations for the relevant plate are defined as under: A- Number of Rows: 1. B- Number of openings:3. C- Size of opening.: 1M	NO	8.00	228.54	1828.32

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
	Internal connection of wire is included in the item. Make: Legrand/L&T/Scheider/Crabtree/Indo Asian (Elvira). along with the suitable 6A switch socket				
420	Modular type Switch Board Box shall be made out of steel sheet of min1.20 mm thickness and complete finished box should be duly pretreated,zinc coated & passivated or made of GI sheet of 1.2mm thickness to accommodate specified number of electrical accessories and suitable for indoor electrical installation with provision for earthingterminal.Frame Plate with matching Cover Plate suitable for above SwitchBoard Box suitable to accommodate specified number of electrical accessories. Frame Plate shall be made out of poly carbonate.The configurations for the relevant plate are defined as under:A- Number of Rows: 1B- Number of openings:8C- Size of opening.1M Make of Modular item: Legrand/L&T/Scheider/Crabtree/Indo Asian(Elvira).	NO	4.00	270.64	1082.56
430	Supply, installation and wiring of 1 Module step Fan Regulator100W.Electronic Fan regulator step type (Capacitor Type) with minimum 4steps(5 position) flush mounting type to IS:11037/1984(Reaffirm 2005)suitable for electric ceiling fan of voltage 230V, AC,50 Hz having wattage up to 100 Watts Max. The capacitor used shall be of standard make. Make:Legrand/L&T/Crabtree/Schneider/Indo Asian(Elvira) .	NO	4.00	288.68	1154.72
440	Supply ,Installation and commissioning of 1400 mm sweep ceiling fan without modular step regulator, including wiring the down rods of standard length (upto 30 cm).Fan shall have double bearing with minimum air delivery shall be 230 CMM. Minimum Power input shall be 60 W .Make of fan: Havell/Crompton Greaves/Bajaj/Orient.	NO	4.00	2165.11	8660.44
450	Supply,Installation, testing and commissioning of surface mounting Powder coated, Aluminum extrusion housing, IP20 Diffused Acrylic glass fitted 4ft LED Batten LM-79 certified luminaire & LM-80 certified LED complete with all mounting accessories. The product should have an evenlight distribution with system lumen greater than 1800 Lumen with max.20+/-10% w system wattage. and CCT 6500k, CRI >80 and system efficacy >90lm/W. Lifetime should be at least 40000 hours.The product should have an Electronic constant current driver with Open & Short circuit protection,reverse polarity protection and surge protection, PF >0.9, THD <10%.Make:Make:Philips/Crompton/GE/Bajaj/Havells .	NO	8.00	250.59	2004.72
460	Earthing with G.I. earth pipe 3 metre long, 100 mm dia including accessories, and providing masonry enclosure with cover plate having locking arrangement and watering pipe etc. with charcoal/ coke and salt as required.Make of pipe:Jindal/Tata(DSR 5.2, 2014)	EA	8.00	3007.09	24056.72
470	Supplying and laying 25 mm X 5 mm G.I strip at 0.50 metre below ground as strip earth electrode, including	M	200.00	50.12	10024.00

SL NO	DESCRIPTION OF SERVICE	UOM	QUANTITY	UNIT PRICE	TOTAL
	connection/ terminating with G.I.nut, bolt, spring, washer etc. as required.(Jointing shall be done by overlapping and with 2 sets of G.I. nut bolt & spring washer spaced at50mm)				
480	Cable, 4C x 10 sqmm, 1100V, PVCA Alu.Size: 4Cx10 sqmm Voltage Grade: 1100VColor: Black Conductor Material: Stranded compact circular/shaped Aluminum Shape: Complete round on outer side Insulation: PVC, Type A Filler & Inner Sheath: Unvulcanized rubber/ Thermoplastic materials/Proofed tape (for inner sheath only).Outer Sheath: PVC, Type ST 1Armour: Galvanized Steel strip/Wire Applicable Standard: IS-1554 (part-1)-1988 (with latest amendments if any)Marking: a) Manufacture's name, voltage grade, sequential length (in meters), size of cable, year of manufacture and the letters 'ELECTRIC' shall be printed, indented or embossed on the sheath of the cable throughout the length. The distance between any two consecutive printings, indentations or embossing shall be not more than 1 m.b) Cable drum shall be marked with manufacture's name, voltage grade,size of cable, cable code, year of manufacturing, length of cable, Number of lengths on the drum (if more than one); gross weight, ISI mark& OIL's purchase order number with suitable paint in permanent manner.Make: Any brand with valid BIS manufacturing license & type test certificates. Submittals: Valid BIS certificate, type test certificate for same or larger size cable from NABL accredited test laboratory. With the supply: Routine test certificate, warranty certificate.	M	1200.00	91.68	110016.00
	Total Execution Cost, **X**				3168761.27
SECTION C					
490	Forest Royalty as applicable on the contract execution cost. Additional 10% cess on forest royalties for MMDRRF. Additional 10% cess on forest royalties for DMFT, **Y**	EA	1.00	68904.13	68904.13
500	BOCW of 1% on contract cost, **Z**	EA	1.00	31687.61	31687.61
	Total Estimated Cost, (X+Y+Z)				**₹ 3269353.01**

Note:

a) Bidder must quote overall price within the range of “At Par” to “+10%” of Company’s Internal Estimate.

b) Bidder must include all impale plant, labour, supervision, materials, erection of display board, sign/caution board, insurance, profit, taxes and duties, together with all general risks, liabilities in their quoted rates excluding PF and GST.

c) Forest Royalty is to be calculated and paid as per the “Third Schedule” of Notification No. PEM 130/2021/40 dated 7th October 2021 & other ancillary charges as per Notification No. PEM 130/2021/55 dated 16th December 2021.

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.

WORKS CONTRACT

SPECIAL CONDITIONS OF CONTRACT

DESCRIPTION OF WORK/SERVICES: Construction of 2 nos of Security Hut and 2nos of Watch Tower near DX-Bunglow and near D+-Bunglow area, at OIL Township, Moran, including supply of all materials except cement.

PARTICULAR SPECIFICATIONS & INSTRUCTIONS

A. SCOPE OF CIVIL WORK

1. **GENERAL**:

The contractor must complete the work in all respect within the work duration allotted to him as per work order. However, any delay in completion of the work due to reasons not attributable to the contractor will be considered during delay analysis of the work after its completion and the same will be considered during calculation of LD as per Contract. Moreover, the duration of the work allotted to the contractor is excluding such type of hindrances not attributable to the contractor.

All materials used in the work shall conform to the latest revision of the relevant Indian Standard Specifications to the extent practicable. Where no such specifications exist they shall be of the best quality available in the market. Wherever ISI certified materials and products are available these alone shall be used. All materials shall be stored at site in accordance with IS-4082-1996.

Unless specially provided for in the contract the tendered rates shall include the cost of carriage, transport, loading, unloading and stacking as directed for all materials required on the work. Where a tender provides a rate for transport of materials, it includes for all loading, unloading and stacking on the site in such position and manner as directed. Any materials found not conforming to specification must be removed from site within 48 hours.

Reference OIL Drawing No. OIL/9641, 9642 as directed by Engineer-in-charge.

2. **SITE CLEARANCE, EXCAVATION AND DISPOSAL**:

Before the earthwork is started, the area coming under cutting and/refilling shall be cleared of shrubs, vegetation, grass, uprooting of tree stumps and such others, and rubbish removed upto a distance of 50 metres outside the periphery of the area under clearance.

All excavations shall be done to the minimum dimensions as required for safety and working facility. Prior approval of the Engineer shall be obtained by the Contractor, in each individual case, for the method he proposes to adopt for the excavations including dimension, side slopes, shoring, dewatering, disposal, etc. This approval, however, shall not in any way make the Engineer responsible for any consequent loss or damage. The excavation must be carried out in the most expeditious and efficient manner.

The excavated spoils will be disposed off in any or all the following manners :

a) By using it for backfilling straightway.

b) By stacking it temporarily for use in backfilling at a later date during execution of the Contract.

c) i) By either spreading, Or

ii) Spreading and compacting at designated disposal areas.

3. **STORAGE**:

Materials shall be transported, handled and stored at site carefully to the approval of Engineer so as to prevent any damage of any kind to be kept at his own risk and cost.

Cement shall be stored in a weather proof shed, the floor of which shall be raised 300 mm clear from the ground and 600 mm away from the wall all round in order to protect from rain and moisture. Empty cement bag shall be returned to the Company in good condition.

4. **CEMENT CONCRETE/REINFRCED CEMENT CONCRETE WORK**:

All C.C. work in 1:3:6 proportions unless otherwise specified shall be done with 18 mm graded down broken stone. Broken stone shall be properly screened before use. All reinforced cement concrete work to be done in prop. 1:1.5:3 unless otherwise specified -18mm down to 12mm graded down broken stone as per related drawings and instructions of site Engineer to be followed in case of any discrepancies. Proper vibration to be done as per IS recommendation. Floor panelling to be done in the line of expansion joint as directed by Engineer-In-charge.

Fine Aggregate - Fine aggregate shall be hard, durable, clean and free from adherent coating and organic matter. It shall not contain harmful impurities such as pyrites, coal, lignite, mica, shale or similar laminated material, clay, alkali, soft fragments, sea shells and organic impurities in such quality as to affect the strength or durability of the concrete. Fine aggregate to be used for reinforced concrete shall not contain any material liable to attack the steel reinforcement. Fine aggregate which is chemically reactive with alkalis of cement is harmful as cracking of concrete may take place.

Coarse Aggregate - Coarse aggregate shall be obtained from natural sources such as stone, gravel, etc crushed or un-crushed or a continuation thereof from approved quarries. This shall consist of coarse material most of which is retained on 4.75mm sieve. Aggregate shall be hard, strong, dense, durable, clean and free from veins and adherent coatings. It shall be free from soft, feeble, thin, elongated or laminated pieces and shall be roughly cubical in shape. It shall be clear and free from dirt and any other deleterious matter.

Reinforcement bars - The following types of steel for reinforcement shall be used in reinforced concrete construction and these shall conform to Indian Standards or as revised from time to time mentioned against each

1) Mild steel and medium tensile steel bars and hard drawn steel wire - IS: 432.

2) HYSD bars - IS: 1786.

Bending & Placing steel reinforcement in position-Bending shall be carried out as per relevant IS specification and direction of the Engineer-in-charge. All reinforcement bars shall be accurately placed in position with spacing and cover as shown in the drawing or as specified and firmly held so during the placing and vibrating and setting of concrete. Bars shall be thoroughly cleared of rust, seals, grease, oil and any other foreign matter before placing them in position. The overlap jointing shall be staggered. The bars shall be fixed with 22G binding wire. Precast cover blocks 1:2 (1 cement: 2sand) cement mortar 40 mm square and necessary thickness shall be used to keep the reinforcement bars in proper position. For this block, no extra payment to be made. Wire required for binding shall not be measured separately. Tack welding shall also be permitted in lieu of building with steel wire.

Proportioning of mix - Proportioning shall be done by volume. Boxes of suitable size shall be used for measuring sand and aggregates. The size of the boxes (internal) shall be 35 x 25cm and 40cm deep. The unit of measurement for cement, shall be a bag of cement weighting 50 Kg and this shall be taken as 0.035 cubic metre. While measuring the aggregate and sand the boxes shall be filled without shaking, ramming or hammering. The proportioning of sand shall be on the basis of its dry volume and in case of damp sand, allowances for bulkage shall be made.

Mixing - Mixing of reinforced cement concrete shall, as a rule be done in a mechanical mixer. However, the Engineer-in-charge may permit hand mixing in specific cases where in his opinion it is not practicable to resort to mechanical mixing, either on account of the quality of cement concrete required is small or for any other reason. In such cases, it should be ensured that the inferior quality of concrete produced by hand mixing will not adversely affect the structure.

Consistency - The quantity of water to be used for each batch containing 50 Kg of cement, to give the required consistency shall not be more than 34 litres for 1:3:6, mix 32 litres for 1:2:4 mix, 30 litres for 1:1.5:3 mix and 27 litres for 1:1:2 mix. In case of vibrated concrete, the above quantity shall be suitably reduced.

Placing of concrete - Before placing the concrete the sub-base/form work shall be cleared of all injurious or foreign matter, watered and well consolidated. Formwork shall be clean and free from all foreign material. It is necessary that the time between mixing and placing of concrete does not exceed the initial setting process. Mixed concrete that has been left standing shall not be used after the initial set has commenced the addition of water (or cement) to make such a mixture more workable shall not be allowed. In foundation trenches or such other situations, the entire concrete used in the work shall be laid gently (not thrown) in layers not exceeding 15cm. The concrete so deposited shall be thoroughly vibrated by means of mechanical vibrators till dense concrete is obtained.

Curing - Concrete shall be carefully protected during first stage of hardening from harmful effects or excessive heat, drying winds, rain or running water and shock. After the concrete has begun to harden i.e. about 1 to 2 hours after its laying it shall be protected from quick drying with moist gunny bags or any other material approved by the Engineer-in-charge. After 24 hours of laying of concrete the surface shall be cured by flooding water upto 25mm depth or by covering with wet adsorbent materials. The curing shall be done for a minimum period of 7 days from the date of pouring of concrete, unless otherwise specified.

Finishing - In case of roof slabs the top surface shall be finished even and smooth with wooden trowel, before the concrete beings to set. The surface of RCC slab on which the cement concrete or mosaic floor is to be laid shall be roughened with brushes while the concrete is green. This shall be done carefully without disturbing the concrete. Before laying the floor, the laitance shall be removed, the surface of slab hacked and a coat of cement slurry at 2.75 Kg of cement per square metre shall be applied, so as to get a good bond between RCC and concrete floor. The exposed surface which is to receive plaster or where it is to be joined with brick masonry wall, shall be properly roughened immediately after the removal of form work, taking care to remove the laitance completely without disturbing the concrete. Before the surface is plastered, it shall be cleaned and wetted so as to give good bond between concrete and plaster.

5. **FORM WORK**:

The formwork shall be rigid and so corrected as to retain the shape and dimensions of the member being cast. Form work for concrete shall be seasoned timber or other approved materials as per directions of the Engineer. It shall be sufficiently tightened to prevent loss of cement slurry and all holes and joints shall be chaulked with putty. It shall have sufficient strength and rigidity to withstand the load of concrete, and vibrations, movement of men, materials and plants and any other incidental loads without excessive deflection beyond permissible limits. The formwork shall be so constructed as to be removable in sections by inscribing or otherwise loosing - them without hammering or levering with force. Only wedges, clamps bolts or screws etc shall be used in preference to nails or spikes. All side pieces shall be easily removable without disturbing the bottom pieces. Where however, use of nails and spikes become unavoidable, these shall be left projecting so that they can easily be withdrawn.

Surface treatment for shuttering - Forms shall be cleaned of all dust, wood shavings, dirt and other matter by washing with water. This process is facilitated by providing draining holes in the shuttering. The surface shall then be coated with soap solution applied before concreting is done. Soap solution for the purpose shall be prepared by dissolving yellow soap in water to get consistency of paint. Alternatively a coat of raw linseed oil/refined pale paraffin mineral oil or form oil of approved manufacture may be applied. In case steel shuttering is used, soap solution or row linseed oil shall be applied after thoroughly cleaning the surface. Care shall be taken that such approved composition is kept out of contact with the reinforcement.

In normal circumstances and where ordinary Portland cement is used form may generally be removed after the expiry of the following periods.

a)Walls, columns and vertical face of all structural members as may be decided by the Site Engineer: 24 to 48 hours.

b)Slabs side (props left under): 3 days

c)Beam soffits (props. left under):14 days

d)Removal of props under slabs

i)Spanning up to 4.5 m: 14 days

ii)Spanning over 4.5 m: 21 days

e)Removal of props under beams:

i)Spanning up to 6 m: 21 days

ii)Spanning above 6 m: 28 days

In no circumstances shall forms be struck until the concrete reaches a strength of at least twice the stress to which concrete may be subjected at the time of removal of form work. All form works shall be removed without such shock or vibration as would damage the concrete. Form work for long span deep beams to be supported by MS props as required based on the design for the formwork to take care the massive load of the green concrete.

6. **BRICKWORK**:

a) All bricks shall be of 7.5 class designation quality locally available as approved by the Site Engineer.

b) Bricks shall be of size as specified in the item of work or of nominal size where no particular size is mentioned.

c) Bricks shall be well burnt, sound, hard with sharp edges of uniform size and shape free from cracks, stones or particles of lime and other defects, shall be kiln burnt and satisfy the following requirement:

i) They shall give a clear metallic sound when struck.

ii) They shall be of uniform colour and size.

iii) They shall not be cracked, stratified or under or over burnt.

iv) The tolerance in dimensions shall be +/-12mm in length, 6mm in width and 3mm in height.

v) Keys or frogs shall be formed on one of the larger size, except in the case of machine extruded bricks where no frogs are required

vi) The increase in weight when soaked in water for 24 hours shall not be more than 20% of the dry weight of the bricks.

d) If required by the Site Engineer, necessary test shall be conducted at the contractor's expense to ensure quality. In general, the bricks shall be the best quality locally available.

Bricks used for masonry in cement mortar or composite mortar shall be thoroughly soaked in clean water for at least an hour immediately before use (The absence of bubbling when the soaked brick is immersed in water is the test for thorough soaking). The soaked bricks shall be kept on a platform free from dirt, mud or any foreign element. Bricks shall be laid in English bond unless otherwise specified. Care must be taken that the bricks are perfectly clean and free from lime, moss or dirt of any kind. If necessary they must be scrubbed before use. Half or cut bricks shall be not used except for closures which may be required to complete the bond. It shall be ensured that all horizontal and vertical joints are completely filled with mortars without any void in brickwork. Brickwork shall be raised truly plum (or true to required better where so specified). All courses shall be laid truly horizontal. Vertical joints shall be truly vertical and those in alternate courses shall be in the same vertical line. The thickness of brick courses shall be uniform. Great care must be taken to masonry in progress of construction damp. When work is left off for the day troughs shall be formed, by means of fillets of mortar 51mm high all round the unfinished work and shall be kept filled with water. Vertical or inclined surfaces must be frequently watered from a rose headed can. Water should not be dashed with violence against new work as this washes out the mortar. Should the work be delayed owing to holidays or for other reason, the contractor must make adequate arrangements for keeping the work wetted, and shall continue to do so for at least ten days or such longer time as directed, after the brickwork has been completed.

7. **CEMENT MORTAR**:

i) Must be freshly mixed: Cement mortar will only be mixed in such quantities as can be used up on the work within half an hour of mixing. Mortar which has been mixed longer or which has taken its initial set will on no account be used on the work or remixed with fresh mortar. It must be immediately removed from the site or work.

ii) Method of mixing: The cement and sand will be mixed dry in the specified proportions, by turning over atleast three times on the mixing platform. Only sufficient water will then be added, thorough a rose of a watering can, to produce a workable mixture. The wet mortar will be thoroughly worked or mixed by repeatedly turning over, not less than three times on the mixing board.

iii) Size of mixing platform and precaution against list : All mixing of mortar must be done on platforms of angle size and workman bringing the material to and from the platform must not be permitted to walk about on it, thereby bringing mud or dirt to the place, where the mortar is being mixed. The platform must be clean and level and all joints closed or filled so that the cement is not washed out.

iv)Proportion of cement and sand: Where not otherwise specified, cement mortar for plaster will consist of one part of cement to two parts of sand. For mortar for brick or stone masonry work the proportion unless otherwise specified, will be one part of cement to three parts sand.

8. **STEEL WORKS**:

Laying Out

A figure of the steel structure to be fabricated shall be drawn on a level platform to full scale. This may be done in full or in parts, as shown on drawings or as directed by the Engineer-in-Charge. Steel tape shall be used for measurements.

Fabrication

Great accuracy shall be observed in the fabrication of various members, so that these can be assembled without being unduly packed, strained or forced into position and when built up, shall be true and free from twist, kinks, buckles or open joints. The steel section shall be straight or to be straightened or flattened by pressure unless required to be of curvilinear form and shall free from twists. These shall be cut square either by shearing or sawing to correct length and measured by steel tape. No two pieces shall be welded or joined to make up for the required length of member.

During execution, the steel members shall be securely bolted or otherwise fastened when necessary temporarily braced to provide for all loads including those due to erection equipment's and its operation to be carried safely by structure during erection. The steel members shall be placed in proper position as per approved drawing, final riveting or permanent bolting shall be done only after proper alignment has been checked and confirmed.

Trusses shall be lifted only at nodes. The trusses above 10 m in span shall not be lifted by slinging at two mid points of rafters, which shall be temporary braced by a wooden member of a suitable section. After the trusses are placed in position, purlins and wind bracings shall be fixed as soon as possible.

Welding: Welding shall generally be done by electric arc process The electric arc method is usually adopted and is economical. Gas welding shall only by resorted to using oxyacetylene flame with specific approval of the Engineer-in-charge. Gas welding shall not be permitted for structural steel work Gas welding required heating of the members to be welded along with the welding rod and is likely to create temperature stresses in the welded members. Precautions shall therefore be taken to avoid distortion of the members due to these temperature stresses.

As far as possible every efforts shall be made to limit the welding that must be done after the structure is erected so as to avoid the improper welding that is likely to be done due to heights and difficult positions on scaffolding etc. apart from the aspect of economy. The maximum dia of electrodes for welding work shall be as per IS 814. Joint surfaces which are

to be welded together shall be free from loose mill scale, rust, paint, grease or other foreign matter, which adversely affect the quality of weld and workmanship.

9. **PLASTER WORK**

i) Preparation of surface: All putlog holes in brick work and junction between concrete and brick work shall be properly filled in advance. Joints in brick work shall be raked about 10mm and concrete surface hacked to provide grip to the plaster. Projecting burrs of mortar formed due to gaps at joints in shuttering shall be removed. The surface shall be scrubbed clean with wire brush/coil brush to remove dirt, dust etc. and the surface thoroughly washed with clean water to remove efflorescence, grease and oil etc. and shall be kept wet for a minimum of six hours before application of plaster.

ii) Proportion: The cement plaster shall be in specified proportion of cement and sand.

iii) Mixing: The cement and sand should be thoroughly mixed in dry condition. After dry mixing the materials shall be wetted with just sufficient water to bring the mortar to proper consistency of thick paste. Mortar should be used immediately after mixing and arrangements shall be made so that not more than 30 minutes elapse between the cement first coming in contact with the moisture and laying. In all exterior plaster works waterproofing compound to be added to the mortar as per the specification of the manufacturer, if not indicated in the item rate quoted should be inclusive of the same.

iv) Placing: Plaster shall be laid over the prepared surface in one coat to the specified thickness and rubbed with "PATAS" and trowel and shall be smooth, free from waviness and trowel marks.

v) Sequence of operations: For external plaster, the plastering operations shall be started from the top floor and carried downwards. For internal plaster, the plastering operations may be started wherever the building frame and cladding work are ready and the temporary supports of the ceiling resting on the wall or the floor have been removed.

vi) Curing: Each coat shall be kept damp continuously till the next coat is applied or for a minimum period of 7 days. Moistening shall commence as soon as plaster is hardened sufficiently. Soaking of walls shall be avoided and only as much water as can be readily absorbed shall be used.

10. **Exterior Painting**:

The paint shall be of approved brand and manufacture.

This paint shall be brought to the site of work by the contractor in its original containers in sealed condition. For new work, the surface shall be thoroughly cleaned off all mortar dropping, dirt dust, algae, fungus or moth, grease and other foreign matter of brushing and washing, pitting in plaster shall make good, surface imperfections such as cracks, holes etc. should be repaired using white cement.

Before pouring into smaller containers for use, the paint shall be stirred thoroughly in its container, when applying also the paint shall be continuously stirred in the smaller containers so that its consistency is kept uniform. Dilution ratio of paint with potable water can be altered taking into consideration the nature of surface climate and as per recommended dilution given by manufacturer. In all cases, the manufacturer's instructions & directions of the Engineer-in-charge shall be followed meticulously.

The lids of paint drums shall be kept tightly closed when not in use as by exposure to atmosphere the paint may thicken and also be kept safe from dust.

Paint shall be applied with a brush on the cleaned and smooth surface. Horizontal strokes shall be given, First and vertical strokes shall be applied immediately afterwards. This entire operation will constitute one coat. The surface shall be finished as uniformly as possible leaving no brush marks.

11. **PRE PAINTED GALVALUME/GALVANISED SHEET ROOFING**

Pre Painted Galvalume Sheet at all levels shall be fitted and fixed with self drilling, self tapping screws roof trusses, purlins to be measured and paid separately). The thickness of sheet as specified in the respective items. Preferably it shall be carried out by a reputed party.

12. The bidder must provide following minimum numbers of equipment in operational condition capable of providing uninterrupted services under the contract as and when required.

i) Concrete mixer machine- 01 No.

ii)Vibrator- 02 Nos.

13. **TESTS FOR QUALITY CONTROL**:

The various mandatory tests shall be carried out by the contractor and no separate payment shall be made unless otherwise specified in the schedule of rates. Following tests /test certificate to be produced by the contractor at his own cost.

i) Cube test for RCC to be done as per relevant IS code of practice IS 456-2000 and as directed by the Engineer-in-Charge.

ii) Test certificate for steel materials, MS Rod, torsteel, should be produced.

(iii) Tests for Bricks conforming to IS:1077.

(iv) Other relevant test as prescribed by the Engineer-In-Charge.

(B)Contractor must arrange for pit/tank for curing of concrete cubes at site at his own expense.

14. **MEASUREMENT & PAYMENT**:
Payment for all works done shall be made on the basis of actual work done as per the schedule of rates. In case of positive variation in quantities of any items from the quantity mentioned in the tender / contract, the contractor will have to carry out the positive varied quantity at the contract rate, or the internally estimated rate, whichever is lower. If any additional items (items not covered in the tender / contract) are required to be executed during actual execution of works, the payment of such items shall be made as per the rates of OIL Schedule of Rates (SOR) prevailing in the working zone (the zone where the contract is utilized) at the time of issuance of advice by Company to execute such additional items.

15. **SAFETY MEASURE**:
Safety measure as per OIL regulations shall be strictly adhered to by the Contractor. Proper barricading should be done while executing the job. Safety belts and other measure taken by the Contractors shall be borne by the Contractor. If any loss or damage caused to life during the erection and execution, the contractor shall be fully responsible for the loss.

16. **RECORD KEEPING**:
i) A site order book will be maintained at site which will be in the custody of the Engineer-in-charge or his representative and all instructions given to the Contractor including hindrance(if any) will be recorded in the site order book and the same has to be signed by the contractor to comply with the instruction given therein.
ii) A register to be maintained at site which will be in the custody of the Engineer-in-charge or his representative to maintain the records of cement the same has to be signed by the contractor.

17. **SPECIAL INSTRUCTION TO THE CONTRACTOR**

i. Contractor must use mixture machine and vibrator for the RCC works. The Contractor shall use pump if needed for dewatering for excavation job for which no extra payment will be made.

ii. Watch and ward, loss or damage to Company's property's' theft and other incidental charges shall be Contractor's responsibility.

iii. Efficient workmen to be engaged by the Contractor. The contractor shall not engaged any minor, {below 18 (eighteen) years of age} as worker under any circumstances.

iv. The Contractor's representative should report to Engineer-in charge on all working day's at 7.30 AM for day to day instruction.

v. Materials if rejected should be removed from site within 48(forty eight) hours of rejection, failing which the company reserves the right to get the rejected materials removed at the risk and cost of the contractor.

vi. The Company reserves the right to get the part or whole work completed through other agency at the risk and cost of the contractor if he fails to complete the work within the stipulated time without any valid reasons. The Company's decision shall be final and binding on the Contractor.

vii. Water that may accumulate on the site during progress of the works or in trenches and excavation from other than accepted risks shall be removed from the site to entire the satisfaction of the Engineer-in-charge and at the Contractor's expense.

viii. If needed water and electricity will have to be arranged by the Contractor at his own cost.

ix. The Contractor and his workmen have to strictly observe the safety precautionary rules as per Mines Act.(Latest edition) while executing the work.

x. No road closure will be allowed during execution of work and necessary traffic signal/road boards to be displayed at proper place by the Contractor at his own cost. The Contractor shall be wholly responsible for any accident arising out of non-fulfilment of this condition.

xi. The security of materials issued to the contractor in connection with the work is the responsibility of the contractor, for which no extra payment will be made.

xii. All materials supply by the contractor must be approved by Engineer-in-charge and necessary test certificate from a competent authority will have to be produced by the Contractor, all charges for tests shall be borne by the contractor.

xiii. Company's internal estimate is excluding of PF component.

xiv. The contractor has to work during Rainy seasons also, depending on nature of work.

xv. The Contractor will be required to work expeditiously at the site and must visit the site on regular basis. He may have to visit the site as and when required as per the instruction of the Engineer-in-charge.

xvi. Welding and cutting sets with fuel & operator, welder, fitter etc shall be arranged by the Contractor at his cost at site for fabrication and erection work.

xvii. Hot and Cold permit, Gas leakage testing certificate, excavation clearance, permission for working at height and confined space, wherever required, shall be obtained from the Concerned Department and has to be submitted by the contractor to Engineer-in-Charge before starting of the job.

18. **Building and Other Construction Workers Welfare Cess Act 1996:**

1. As per BOCW Act, the concerned construction work falls under the purview of Building and Other Construction Workers Welfare Cess Act 1996 and therefore cess will be levied and collected for the purposes of the Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996, at one per cent of the cost of construction incurred.

2. Therefore, the Contractor must register the contract with BOCW Welfare Board at his own cost, obtain Certificate of Registration and submit the same to OIL after signing the contract agreement. No Running Bill shall be paid to the contractor till the Certificate of Registration with BOCW Welfare Board is submitted by the contractor to the Engineer-in-Charge. As per laid down terms and conditions, OIL will deposit cess of amount equal to one percent (01%) of the bill value (except PF and GST) to the appropriate authority under the concerned registration number during payment of each running bill and final bill.

19. **INDEMNITY & INSURANCE**:

19.1 The CONTRACTOR shall at all time during the currency of the contract provide, pay for and maintain the following insurance:

(i) Employees Compensation (EC) Policy or Employer's Liability Policy insurance as required by the laws of the country of origin of the employee.

(ii) Commercial General Liability Insurance: Commercial General Public Liability Insurance covering liabilities including contractual liability for bodily injury, including death of persons, and liabilities for damage of property. This insurance must cover all operations of CONTRACTOR required to fulfil the provisions under this Contract.

(iii) Commercial General Automotive Liability Insurance: Commercial General Automotive Liability Insurance covering owned, non-owned and hired automobiles used in the performance of the Contract, with bodily injury limits and property damage limits as per Indian Insurance Regulations.

(iv) Pradhan Mantri Suraksha Bima Yojana (PMSBY) and Pradhan Mantri Jeevan Jyoti Bima Yojana (PMJJBY): Required for personnel deployed by the contractor under the Contract.

Further, the policies should contain the following:
· OIL's name should be mentioned as Principal Insured / Additional Insured in the Policies.
· Loss Payee Clause as mentioned in GCC should be mentioned in the policy.
· Waiver of subrogation clause as mentioned in GCC should be mentioned in the policy.

19.2 **Indemnity Agreement**:
The contractor shall at all times indemnify and keep indemnified the Company and its personnel from and against all third party claims whatsoever, including but not limited to property loss and damage, personal accident, injury or death of or to property or person and any sub-contractor or agents of the contractor or Company

B. SCOPE OF ELECTRICAL WORK

20. STATUTORY REQUIREMENT FOR WORK:

20.1 Contractor shall employ work persons with valid wireman/workmen permit (Authorized for relevant class), issued/recognised by State Licensing Board, Govt. of Assam to carry out all electrical jobs and shall deploy one supervisor holding valid Electrical supervisor's competency certificate (Parts 1,2,3 &4), issued/recognized/endorsed by State Licensing Board, Govt. of Assam for supervision of electrical jobs. Each team shall have at least 1(one) work person with valid wireman/workman permit and one helper.

20.2 Wireman/workmen Permit and supervisory License to be valid throughout the entire contractual period.

20.3 Quality of jobs carried out by the Contractor shall be of high standard and should be as per the norms of BIS, NEC, CEA Regulations and other electrical standards recognized by the company.

21. **SCOPE OF SUPPLY & WORK**

Company does not envisage supplying any material for this work & contractor has to arrange all materials on his own & the rates quoted shall deem to include the same for completing the jobs as per the tender specifications with all accessories even though it is specifically not mentioned in the tender.
Brief details of work to be carried out by the contractor are described below. This will include supply, storage, laying, jointing, obtaining approvals (if any), testing, installation, commissioning and completion of different works. The work shall be carried out as described in Schedule of Quantities (SOQ), specifications, and as per approved drawings.

22. **MEASUREMENTS, BILLING & PAYMENT**

22.1 Payment shall be made against completed works only on submission of invoices along with 02 (two) copies of as built layout drawings to OIL for the completed works. These complete drawings/documents shall give the following information:
a) Layout of all electrical items like MCB, DB, Light Fittings, fans, Earthing etc
b) Single Line Diagram.
c) Wiring Diagram.
d) Guarantee certificate of electrical items like Light fitting, ceiling fan, exhaust fan, MCB, DB, Earth electrode etc. (wherever applicable) to be provided by the contractor.

22.2 Payment will be made only after satisfactory completion of the work and joint measurement by contractor's and OIL's representative.

22.3 The total estimated Contract Price is inclusive of all statutory liabilities viz. Corporate Income Tax, Personal Tax, etc. and GST. The Company shall pay the Contractor only for actual work done.

22.4 Payment to Work-persons:

i. Payment to the contractor's personnel will be the responsibility of the contractor. Any dispute regarding payment shall be resolved by the contractor with his workers. OIL will not be a party to any dispute in this matter.

ii. Provisions of all the relevant Statutes / Acts will have to be complied by the Contractor, more particularly, Payment of Wages Act, Minimum Wages Act, Provident Fund, Insurance, ESI, Bonus etc. The contractor shall indemnify the Company against any payments to be made under and for the observance of the provisions of the aforesaid acts / statutes. In the event of the contractor committing a default or breach of any of the provisions of the aforesaid acts as amended from time to time, or furnishing any information or submitting or filling and form / register / slip under the provisions of these acts which is found to be incorrect, may lead to termination of the Contract as per the relevant clauses of the GCC of the Contract. The decision of GM-MORAN or his authorize representative in this respect shall be final and binding.

22.5 The following manpower are to be paid wages as per the below mentioned Category:

a. Supervisor: Skilled

b. Technician / Electrician/Wireman: Skilled

c. Helper / Tradesman: Unskilled

22.6 The Contractor shall also have to pay the bonus as per the provision of the Payment of Bonus Act, 1965 to his / her work-persons and supervisor under the Contract every year.

22.7 The Contractor must ensure that payments have been made to his / her personnel in time for smooth functioning of the Contract.

22.8 Any dispute regarding payment shall be resolved by the Contractor with his / her employees. OIL will not be a party to any dispute of this type at any stage.

23. Quality of Work:

23.1 Contractor shall abide by all instructions of OIL's engineer and carry out quality jobs/works to the satisfaction of OIL's engineer.

23.2 OIL shall reserve the right to ask the contractor to re-do poor quality of job at no extra cost to OIL.

C. TECHNICAL

24. SCOPE

This section covers the general technical requirements and measurement system of the various components in Internal Electrical Installation works.

25. TERMINOLOGY

The definition of terms shall be in accordance with 1S:732-1989 (Indian Standard Code of Practice for Electrical Wiring), except for the definitions of "point", "circuit", and "sub-main wiring", which are defined hereunder.

25.1 POINT WIRING

A point wiring (other than socket outlet point wiring)

a. Shall extend from the controlling switch/MCB/controller to the corresponding point/device (lamps/luminaire/Fan/Exhaust fan/call bell etc.). Point/device refers to either single devices (like lamps, fans, etc) or multiple devices controlled from one single switch/MCB/controller (like chandeliers, group of decorative lamps, etc.).

b. Includes supply & fixing of all items as specified in BOQ, like device holders, wires, Conduit/Casing-capping, accessories like screws, rawl plug, Outlet boxes, junction boxes, pull-through boxes-etc, including metal boxes if any, provided with switch boards for loose wires/conduit terminations, Bushed conduit or porcelain tubing where wiring cables pass through wall etc.

c. Shall be measured in terms of number of "points" only. There shall be no linear measurement for point wiring, or for the number and size of wires used.

25.2 SOCKET OUTLET POINT WIRING:

A Socket ("plug point") outlet point wiring

a. Shall extend from the switchboard to the corresponding wall socket outlet. Sockets may include a single socket or multiple sockets (of same rating) in one module.

b. Includes plug points (6A), Power point 6/16A, 20A metallic socket and other similar wall outlets. The power point outlet may be 6A/16 A six pin socket outlet, where so specified in the BOQ.
c. Shall be reckoned as total length of wiring and shall be measured on linear basis along the run of wiring.

25.3 CIRCUIT WIRING:
A Circuit wiring,
a. Shall extend from the distribution board up to the switchboard/box.
b. Include all wiring accessories
c. Shall be reckoned as total length of wiring and measured on linear basis along the run of wiring.

25.4 SUB-MAIN WIRING
Sub-main wiring
a. Shall from one main/distribution switchboard to another.
b. Shall be reckoned as total length of wiring and measured on linear basis along the run of wiring.
c. Includes all wiring accessories

26. **SYSTEM OF DISTRIBUTION AND WIRING**:
26.1 Control at the point of entry of supply:
There shall be a circuit breaker on each live conductor of the supply mains at the point of entry.
26.2 Distribution:
a. The wiring shall be done on a distribution system through main and/or branch (sub-main) distribution boards. The system design as well as the locations of boards shall be as indicated in BOQ/drawings or as specified by the OIL Engineer-in-charge. Main distribution board shall be controlled by a circuit breaker. Each outgoing circuit shall also be controlled by a miniature circuit breaker (MCB) of specified rating on the phase or live conductor. The loads of the circuits shall be divided, as far as possible, evenly between the number of ways of the distribution boards, leaving at least one spare circuit for future extension.
b. The neutral conductors (incoming and outgoing) shall be connected to a common link (multilayer connector) in the distribution board and be capable of being disconnected individually for testing purposes.
c. 'Power' wiring shall be kept separate and distinct from 'Lighting' wiring.

26.3 **Wiring System**:
a. Wiring shall be measured only as per "point wiring" or "linear basis ", as explained above.
b. Lights, fans and call bells shall be wired in the 'lighting' circuits.
c. 6/16A combined socket outlets and other power outlets such as 20/25 A metallic socket etc. shall be wired in the 'Power' circuits.
d. 5A/6A Socket outlet shall be wired in the light plug point circuit.
e. The wiring throughout the system shall be such that there is no break in the neutral wire except in the form of linked MCCB's, MCB's, RCBO's etc.

26.4 Run of Wiring:
The wiring shall be in surface casing-capping and/or concealed conduit. Due consideration shall be given for neatness, good appearance and safety.

27. **JOINTS IN WIRING**:
No bare conductor in phase and / or neutral or twisted joints in phase, neutral, and / or protective conductors in wiring shall be permitted. There shall be no joints in the through-runs of wires.

28. **RATINGS OF OUTLETS**:
a. MCBs / switches / controllers for devices like Exhaust fan, fluorescent tubes, LED tubes, compact fluorescent tubes, shall be rated according to the corresponding device capacity.
b. RCCBs for household circuits and similar installations should be rated for 30mA tripping current.
c. Socket Outlets shall be rated according to their intended use only.

29. **CAPACITY OF CIRCUITS**:
'Lighting' circuit shall not have more than a total of 10 points of light, fan and socket outlets, or a total connected load of 800W per circuit, whichever is less. 'Power' circuit shall have only one outlet per circuit or as advised by OIL'S Engineer.

30. **CONFORMITY TO CEA REGULATIONS, 2023 AND STANDARDS**:

a. All electrical works shall be carried out in accordance with the provisions of CEA (Measures relating to safety and electric supply) Regulations 2023, National Electric code and National Building Code. The works shall also conform to relevant Indian Standards.

b. In all electrical installation works, relevant safety codes of practice shall be followed.

31. **TESTING OF WIRING / INSTALLATION**:

Wherever required by OIL's engineer-in-charge, capping shall not be fixed on the casing till the work has been inspected with the wires in position and approved. Inspection will be done in stages, as work progresses.

32. **GENERAL REQUIREMENTS OF COMPONENTS**:

32.1 **Quality of materials**:

All materials shall be of such design, size and material as to satisfactorily function under the rated conditions of operation.

32.2 **Ratings of components**:

All components in a wiring installation, conductors, switches and accessories shall be of appropriate ratings of voltage, current, and frequency, as indicated in BOQ.

32.3 **Conformity to Standards**:

All components shall conform to relevant Indian Standard Specification, including amendments or revisions there of up to the date of tender acceptance.

32.4 **General Notes**:

Item shall be guaranteed for a period of one year from the date of installation of materials against any manufacturing defect or workmanship.

33. **WIRES AND CABLES**:

33.1 Wiring:

Conductors of wiring cables shall be of copper. The smallest size of conductor for various circuits including earthing shall be not less than as follows:

a. Lighting': 1.5 sq mm.

b. Power': 4 sq mm,

c. Circuit Wiring: 2.5 sq mm.

d. Sub-Main: 10 sq mm,

e. "Main: 10 or 16 sq.mm, depending on the installed load.

All wiring cables shall be FRLS, single core, multi-strand, PVC insulated, unsheathed, 1100V grade, BIS marked & FIA & TAC approved, with flexible conductor.

33.2 Cables:

a. Cables shall be armoured, PVC insulated and PVC sheathed power cables of 1100 V grade. They shall be fitted on wall surface/ Tray/False ceiling/False floor as required, clamping shall be with 1 mm thick saddle, wherever required.

b. For the service lead-in, the cable shall be properly laid using a 6 SWG GI catenary wire.

34. PVC CASING AND CAPPING

34.1 PVC casing and capping shall be BIS marked.

34.2 Providing and fixing of PVC casing and capping include bends, elbows, tees, inside and outside corners, round blocks and painting: PVC casing and capping should be strong and properly fitted to hold wires laid in it up to 70% to its full capacity for all areas. It should be rigidly screwed at 150mm interval crosswise with suitable woodscrews of 25mm length turned in PVC sleeve inserted in neatly drilled holes of proper size and depth with cup washer to give proper grip over more surface area. It can be run whether in horizontal or vertical position as required.

34.3 Providing earth continuity wires:

The earth continuity wire shall be provided in the casing throughout the length of wiring. The size of earth continuity wire shall be same size with the main wire for circuits. All metallic parts, switchboards, light fittings and power sockets shall be connected to the earth wires and the connection shall be electrically and mechanically sound.

35. PVC CONDUITS:

35.1 All rigid conduit pipes shall be of medium duty PVC conduit of good quality and be BIS marked.

35.2 The conduit wiring system shall be complete in all respects, including their accessories. Where a large number of control switches and/or fan regulators are required to be installed at one place, these shall be installed in more than one outlet box adjacent to each other for ease of maintenance.

35.3 Bunching of cables:

Cables shall always be bunched so that the outgoing and return cables are drawn into the same conduit.

36. WIRING ACCESSORIES:

36.1 Control switches for points:

Control switches (single pole switches) carrying not more than 16A shall be modular type complete with plate, as specified, and the switch shall be "ON" when the knob is down. Control switch shall be placed only in the live conductor of the circuit. No single pole switch or fuse shall be inserted in the protective (earth) conductor or earthed neutral conductor of the circuit.

36.2 Socket outlets:

a. 6/16 pin Socket outlets shall be of shutter type modular complete with plate. These shall be rated either for 6A, or 16A. Combined 6 pin (6A/16A) pin socket outlet shall be provided in 'power' circuits wherever specified. 6A Socket outlets shall only be of 5 pin type; the earth pin shall be connected to earth through protective (loop earthing) conductor. The control switches for 6A and 16A socket outlets shall be kept along with the socket outlets. Generally, socket outlet shall be installed at a height of above 30 cm but below 130 cm from the floor level.

b. The layout of wiring shall be as approved by Engineer in Charge.

36.3 Switch box covers:

These shall be modular type of suitable size.

36.4 Ceiling rose

Only one flexible cord shall be connected per ceiling rose. For multiple pendants, each pendant shall have its own rose, or a specially designed rose shall be used.

37. FITTINGS:

a. Light fittings to be fixed following standard procedures and as approved and directed by Electrical-Moran.

b. Specifications to be as per BoQ/SoQ.

38. SWITCH BOARD LOCATIONS:

a. Switch boards shall be located as indicated on the drawings or as instructed by OIL's engineer. Switchboards should not be installed in places likely to be exposed to the weather. However exact location will be as per suitable available spaces.

b. Unless otherwise specified, a switch board shall be installed so that its bottom is 1.30 m from the floor level. Switchboards shall be well clear of door openings and with an open (unimpeded) space in front of the switchboard for easy access.

c. Where it is required to terminate a number of casing capping or conduits on a board, it may be convenient to provide a suitable PVC adapter box for the purpose. Such boxes shall be provided with the prior approval of the Engineer-in-charge (Electrical) and this will not be paid for separately. No apparatus shall project beyond any edge of the panel.

39. FANS, REGULATORS AND CLAMPS:

Fan Regulators:

Electronic modular type fan regulator shall be of approved makes.

40. EARTHING:

a. Whenever earth electrode is to be supplied and installed, the same shall be as per the specifications of the BoQ/SoQ. This shall be complete with backfill compound minerals, excavation of earth pit and construction of brick earth chamber to proper specifications as in BOQ.

b. GI Wire and earth electrode as advised by OIL's engineer

41. WORKMANSHIP:

Good workmanship is an essential requirement to be complied with. The entire work shall conform to sound Engineering practice. The work shall be carried out under the direct supervision of a person holding a valid supervisor's certificate of competency issued by any State Govt. of India employed by the contractor. The supervisor shall be responsible for rectification of any defects pointed out by the Engineer-in-charge (Electrical) during the progress of the work.

42. COMMISSIONING ON COMPLETION:
After the entire wiring is completed for each quarter, a joint inspection shall be carried out. The contractor shall rectify the defects pointed out by OIL during inspection.
Note:
i) List of approved make is attached as Annexure-B.

43. **Make List of Electrical Items Annexure-B**

43.1 All Single core BIS marked, copper FRLS PVC insulated stranded flexible 1100 v grade cable (as per IS 694 of size/rating as specified in SOQ) FINOLEX/HAVELLS /L&T/POLYCAB/RR KABEL

43.2 All Earth Wire of size as specified in SOQ FINOLEX/HAVELLS /L&T/POLYCAB/RR KABEL

43.3 Copper lugs DOWELL/3D-BILLET/JAINEX/ SCHNEIDER (MERLIN GERIN)

43.4 PVC conduit RICHA/PLAZA/AKG/PRESTO PLAST/ANCHOR

43.5 Metal clad switch-socket unit, 20/25 Amps LEGRAND/SCHNEIDER/SIEMENS/ HAVELLS/INDO-ASIAN

43.6 Ceiling fan, 1400 mm Sweep, White in Colour. HAVELLS(Pacer)/BAJAJ(Kassels)/ORIENT (PSPO)/USHA/CROMPTON GREAVES

43.7 LIGHT FITTINGS (including Driver) , i) LED 1x4 suspended ii) 4 feet LED Batten iii) 2 feet LED Batten iv) 2 X 2 LED, recessed fitting v) LED High Bay light LIGHT PHILIPS /CROMPTON/GE/BAJAJ/HAVELLS

43.8 All MCCB INDO ASIAN/LEGRAND/SIEMENS / ABB /L&T.

43.9 All MCB'S (10KA, C- curve) ABB/INDO-ASIAN/L&T SCHNEIDER/SIEMENS/LEGRANDS

43.10 All RCBO Note: Make of RCBO, MCBs and box shall be of same make. ABB/INDO-ASIAN/L&T/ SCHNEIDER/ SIEMENS/LEGRANDS

43.11 All MCB DB Note: MCB DB and MCBs/RCBO fitted therein have to be of same make. ABB/INDO-ASIAN/L&T/ SCHNEIDER/ SIEMENS/LEGRANDS

43.12 VTPN DB Note: VTPN DB and all components fitted therein have to be of same make. ABB/INDO-ASIAN/L&T/ SCHNEIDER/ SIEMENS/LEGRANDS

43.13 TPN DB Note: TPN DB and all components fitted therein have to be of same make. ABB/INDO-ASIAN/L&T/ SCHNEIDER/ SIEMENS/LEGRANDS

43.14 Modular switches/Socket/Box/ Blank plate LEGRAND/SCHNEIDER/CRABTREE INDOASIAN ELVIRA/HAVELLS/MK

43.15 Modular Fan regulator 100W LEGRAND/SCHNEIDER/CRABTREE INDOASIAN ELVIRA/HAVELLS/MK

43.16 Metal GI Box LEGRAND/SCHNEIDER/CRABTREE INDOASIAN ELVIRA/HAVELLS/MK

43.17 Exhaust fan USHA/HAVELLS/CROMPTON/BAJAJ

43.18 Power (3.5X70sqmm) Cable NICCO/ASIAN/CRYSTAL/UNIVERSAL/ CCI/RPG/INCAB/POLYCAB/ANKUR/ NECAB

43.19 Earthing cable (1X25sqmm) NICCO/ASIAN/CRYSTAL/UNIVERSAL/ CCI/RPG/INCAB/POLYCAB/ANKUR/ NECAB

43.20 GI Pipe for earthing JINDAL/TATA

43.21 4 pole RCBO,63 Amps with Plug and Socket LEGRAND/SCHNEIDER/CRABTREE INDOASIAN ELVIRA/HAVELLS/MK

43.22 MCCB Schneider Electric (Compact NS/NSX with Micrologic 2.0 and above)/ Legrand (Model DPX/DPX3 range with electronic LSIg release-Sg type)/ Siemens (Sentron 3VA with LSIg release) /ABB (Tmax T6 with PR 222/ Tmax XT range with LSIg release)/Indo-Asian (Optium series with LSIg release)/L&T (D-Sine series with MTX 2.0 & above.

44. The contractor must complete the work in all respect within the work duration allotted to him as per work order. The duration of the work allotted to the contractor is inclusive of Sundays and Holidays. However, any delay in completion of the work due to reasons not attributable to the contractor will be considered based on hindrance register maintained during delay analysis of the work after its completion and the same will be considered during calculation of LD as per Contract.

45. **GENERAL HEALTH, SAFETY & ENVIRONMENT (HSE) POINTS**:

45.1 The Contractor shall be solely responsible to comply all the statutory norms as applicable while executing the job. It will be solely the Contractor's responsibility to fulfill all the legal formalities with respect to the Health, Safety and Environmental aspects of the entire job (namely: the person employed by him, the equipment, the environment, etc.) under the jurisdiction of the district of that state where it is operating. Ensure that all sub-contractors hired by him comply with the same requirement as the Contractor himself and shall be liable for ensuring compliance of all HSE laws by the sub-contractors. It will be the responsibility of the Contractor/his Supervisor/representative to ensure strict adherence to all HSE measures and statutory Rules during operation in OIL's installations and safety of workers engaged by him. The crew members will not refuse to follow any instruction given by representative of OIL.

45.2 The Contractor shall ensure complete safety of the personnel and all the equipment engaged by him. They shall take full responsibility for their safety.

45.3 Contractor's arrangements for health and safety management shall be consistent with those for the company (OIL).

45.4 Contractor must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's act or omission at work. The contractor must cooperate with his/ her employee or other persons as far as is necessary to enable compliance with any requirement under the act or the regulations that is imposed in the interest of health, safety and welfare of the employee or any other person.

45.5 The Contractor may frame a mutually agreed bridging document if required between OIL & the Contractor for all issues not envisaged under the terms and conditions of the contract with the roles and responsibilities clearly defined.

45.6 The contractor has to keep a register of the persons employed by him/ her. The Contractor's supervisor shall take and maintain attendance of his/ her men every day for the work, punctually.

45.7 Every person deployed by the Contractor must use appropriate PPEs (Personal Protective Equipment) to be provided by the Contractor. The Contractor shall provide Personnel Protective Equipment as per the hazard identified and risk assessed for the job and conforming to statutory requirement. Safety appliances like protective footwear, Safety Helmet and Full Body harness, Fall Prevention Devises (FPD) shall conform to relevant IS codes. If the Contractor fails to provide the safety items as mentioned above to the working personnel, the Contractor may request to the Company (OIL) for providing the same. In case of exigency OIL will provide the safety items if available. However in turn, OIL will recover the actual cost of the items by deducting from Contractor's Bill. However, it will be the Contractor's sole responsibility to ensure that the persons engaged by him use the proper PPE while at work. Contractor employees should be encouraged for proper use and maintenance of PPE. In absence of appropriate PPEs, the representative of OIL has the right to stop the work which will be binding for the Contractor. Moreover, the accountability towards any delay in work/ penalty due non-adherence to PPE shall be binding to the Contractor.

45.8 All safety gears as per requirement of job are to be provided to the working personnel before commencement of the work.

45.9 Standard Operating Procedures (SOPs) related to scope of work shall be handed over to the representative of OIL by Contractor including an assessment of risk, wherever possible and safe methods to deal with it/ them. The SOP should clearly mention the risk arising to men, machineries & material from the operations to be done by the contractor and how it is to be managed. However; in case of any doubts, the Contractor shall reconfirm the same from the Engineer In Charge (OIL).

45.10 Contractor has to ensure that all work is carried out in accordance with the SOP and for the purpose he may deploy competent personnel for the purpose of carrying out the job in a safe manner. For the work which is not covered under SOP, the Contractor shall develop it and submit to the representatives of OIL.

45.11 In case of deviation of SOP or non-availability of SOP, Job Safety Analysis (JSA) shall be carried out before commencement of the work.

45.12 Necessary cold and hot work permits, wherever applicable, including excavation clearance and permission for working at height, Confined Space Entry are to be obtained by the competent person of the Contractor from Installation Manager before start of the job(s). Work Permit System should be inline as per guidelines issued by HSE Department.

45.13 If the Company (OIL) arranges any safety awareness program/ training for the working personnel at site (company employee, Contractor worker, etc.) the Contractor will not have any objection to any such training.

45.14 The Contractor or his representative shall arrange tool box meetings and regular site safety meetings and maintain records.

45.15 Contractor should ensure that all his personnel deployed are of sound health and medically fit as per the requirement of the job. The Contractor shall not engage minor labor below eighteen (18) years of age under any circumstances.

45.16 OIL will communicate all information to the Contractor or his authorized representative only. Contractor shall submit details of authorized representative wherever applicable.

45.17 The Contractor shall have to report all incidents including near miss to the representative of OIL.

45.18 Any compensation arising out of the job carried out by the Contractor whether related to pollution, Safety or Health will be paid by the Contractor only.

45.19 Any compensation arising due to accident of the Contractor's personnel while carrying out the job, will be payable by the Contractor and their medical treatment/ facilities in case of accidents should be provided by the same contractor.

45.20 The Contractor should prevent frequent change of his deployed employees as far as practicable. However, if OIL's Engineer In Charge found any person not suitable for the job, the Contractor has to remove the person and replace a suitable person.

45.21 Necessary sign-board/ warning signals like "caution", "hot work in progress", "men at work", emergency telephone numbers etc. should be used wherever applicable. The said signals/ sign-boards shall have to be arranged by the contractor and shall be in line with the circular of signboards issued by HSE Department, Oil India Limited.

45.22 Barricading of area to be done with reflecting tapes as applicable during work.

45.23 The First-Aid box should be provided by the Contractor and the same has to be kept ready to use at the site.

45.24 Smoking is prohibited in all Company restricted areas except in authorized smoking areas/ shelters. Carrying of matches and lighters into the Hazardous Area is prohibited. Cellular phones shall not be used in operating areas/ hazardous areas unless they have been classified as "intrinsically safe" for use in that atmosphere. Consumption of alcohol and possession of non-prescribed drug in Company work site is strictly prohibited.

45.25 When there is a significant risk to health, environment or safety of a person or place arising because of a non-compliance of HSE Measures Company will have the right to direct the Contractor to cease work until the non-compliance is corrected.

45.26 In case Contractor is found non-compliant of HSE laws as required and all the above mentioned general HSE points, company will have the right for directing the Contractor to take action to comply with the requirements, and for further non-compliance, appropriate action will be initiated against the Contractor.

45.27 Any requirement arise by the Statutory Authorities during the period of contract shall be applicable and binding for the Contractor.

45.28 For any HSE matters not specified in the contract document, the contractor will abide the relevant and prevailing Acts/rules/regulations/pertaining to Health, Safety and Environment.

46. **CONTRACTOR'S RISKS**:

All risks of loss of or damage to physical property and of physical injury and death to the personnel, which arise during the course of and in consequence of the performance of the contract, are the responsibility of the contractor.

47. **FOREST ROYALITY:**

47.1 As per Notification No. PEM 130/2021/40 dated 7th October, 2021 of Govt. of Assam, for Assam Minor Mineral Concession Rules, 2013, royalties and contribution towards "Minor Minerals", "District Mineral Foundation Trust Fund" (DMFT) and "Mines and Mineral Development, Restoration and Rehabilitation Fund" (MMDRRF) to be deposited as applicable directly through the website www.assamforestonline.in.

47.2 The rates of Royalties as per the "Third Schedule" of Notification No PEM 130/2021/40 dated 7th October, 2021.

Sl. No.	Work	Appropriate amount of Royalty of Minor Mineral as percentage of Project Cost excluding taxes as GST, IT etc
I	RCC Building/RCC Work	2.00 %
II	Assam Type Building (Single floor)	1.00 %
III	Assam Type Building (Ground floor + 1 or more)	2.00 %
IV	RCC Bridge Work	2.00 %
V	DBM & BC Work	2.00 %
VI	Road improvement / Re-construction Work	3.00 %
VII	New Road Construction Work with Bituminous Work	6.00 %
VIII	New Road Construction Work with ICBP	3.00 %
IX	Earth Work/ Ordinary Clay	9.00 %
X	Earth Work along with Geobag Protection Work	3.50 %
XI	Earth Work along with Boulder Protection Work	5.50 %
XII	River Protection Work with Boulder	4.00 %
XIII	River Protection Work with Geobag	1.50 %
XIV	River Protection Work with Boulder and Geobag	2.00 %
XV	Head work/Brick work of lrrigation projects	4.00 %
XVI	Pradhan Mantri Awas Yojana (PMAY)	1.00 %

47.3 As per Notification No. PEM 130/2021/55 Dated 16th December, 2021 in addition to the royalties, a sum of 10% of the royalty as per the 3rd schedule must be deposited in each of the District Mineral Foundation Trust (DMFT) and Mines and Mineral Development Restoration and Rehabilitation Fund (MMDRRF).

47.4 The Contractor will be liable to ensure to have registered in the portal www.assamforestonline.in and to submit self-attested copy of the corresponding of Forest Royalty, DMFT & MMDRRF against the project. Contractor will be responsible for procurement of material in its own registration and to issue its own e-challan as applicable.

47.5 OIL will reimburse the amount at actuals against submission of self-attested copy of e challan/receipt/certificates generated from the portal along with running bills.

47.6 However, OIL will release the final bill only after ensuring that all relevant certificates issued by concerned authority against payment of Forest Royalty, DMFT & MMDRRF are submitted by the contractor to CIVIL-HOD for the job executed.

48. The contractor shall deposit the PAN and GST registration number (if applicable, as per Statutory GST Regulations) as and when required by the Company. If the above are not available with the contractor, the contractor must apply for the same after signing of the Contract and submit the same within 45 days of signing the contract (or as and when advised by the Company, after 45 days of signing the contract). Moreover, the statutory guidelines of Goods and Service Tax (GST) shall be adhered to by the contractor.

49. A Hindrance Register shall be maintained in the enclosed Format to record all hindrances encountered during execution of works against the contract. The items of work affected due to any hindrance shall be clearly recorded in the Hindrance Register and the Engineer-in-charge of the Company as well as the site representative of the Contractor will sign on the register against the recorded hindrance. In case of encountering multiple hindrances simultaneously over a period of time affecting the same item or different items, the net period of hindrance will be worked out considering the overlapping period.

50. Company reserves the right to initiate actions against the bidder / contractor during processing of tender and / or during continuation of the contract as per OIL's Banning Policy available at OIL's website.

51. Defect liability period shall be **6 months** beyond the date of completion of works as certified by Engineer-In-Charge. During defect liability period, all corrective works shall be carried out entirely at Contractor's own expenses. If such corrective works are not carried out within a reasonable time, the Company, at its discretion, may have such remedial works carried out by other agencies and charge the cost thereof to the Contractor. This amount shall be deducted from contractor's bill/ Retention money/ Performance security.

52. **PBG/Security Deposit Clause:** The Contractor has furnished to Company the performance security in the form of _____ of Rs. _____ **(Not to be filled up by the bidder while submitting the offer. This is to be filled up by OIL at the time of award of the contract to the successful bidder)** (being 2.5% of the contract value) with validity upto _____. The Performance Security shall be payable to Company as compensation for any loss resulting from Contractor's failure to fulfil their obligations under the Contract. If in case the original Contract is required to be amended thereby increasing the Contract cost or the contractual period or both, the Contractor must deposit the requisite additional amount of Performance Security and / or extend the validity of the Performance security accordingly. Security deposit will be released to the Contractor after successful completion of defect liability period as defined in the Contract subject to receipt of advice for release of the same from the User Department.

53. **ACCEPTANCE OF POWER OF ATTORNEY FOR EXECUTION OF CIVIL WORK**

53.1 **General**

The Contractor may authorize a representative through a Special Power of Attorney (PoA) for the purpose of site-level execution of works under this Contract, subject to the conditions stipulated herein. Acceptance of any PoA shall be entirely at the discretion of Oil India Limited (the Company) and the Company reserves the right to reject or withdraw acceptance of the same at any stage without assigning any reason.

53.2 **Conditions for Acceptability of PoA**

A Power of Attorney shall be considered acceptable only if it satisfies all the following conditions:

a) The PoA holder must not be proprietor/partner of any other OIL's registered firm.

b) The PoA holder shall be a major (minimum 18 years of age), be of sound mind, not be debarred / blacklisted by any PSU / Government organization.

c) The PoA shall be a Special Power of Attorney (as per the given format as Annexure), executed exclusively for this Contract, and not a General Power of Attorney.

d) The PoA shall be executed on Non-Judicial Stamp Paper of appropriate value, and duly notarized.

e) The PoA shall clearly mention Contract Number & Description of work of the Contract.

f) The PoA shall bear recent passport-size photograph of the PoA holder along with specimen signature of the PoA holder duly attested by the Contractor.

g) The PoA shall not override any terms of the Contract.

h) The Company shall have the right to seek additional clarification / documents whenever required and/or reject the PoA if found ambiguous, excessive, or prejudicial to Company interest.

53.3 **Company's Discretion**

Acceptance of a PoA by the Company shall not be deemed automatic and shall not absolve the Contractor of any contractual obligations. The Company may, at its sole discretion:

a) Reject the PoA at any stage without assigning any reason.

b) Disallow specific powers mentioned in the PoA.

c) Withdraw recognition of the PoA holder for misuse or non-performance.

d) Require replacement of the PoA holder at any time.

53.4 **Scope of Powers Granted to the PoA Holder**

Subject to acceptance by the Company, the PoA holder shall be authorized only for site-level operational activities as detailed below:

53.4.1 **Site Supervision**

To manage, supervise, and coordinate execution of works at site strictly in accordance with contract provisions, approved drawings & as per instructions of the Engineer-in-Charge

53.4.2 **Materials, Tools & Equipment**

To receive, deploy, safeguard, and account for materials, tools, plants, and equipment issued by the Company or arranged by the Contractor solely for execution of the works.

53.4.3 **Measurements**

To remain present during joint measurements and to sign Measurement Books only as "Contractor's Authorized Site Representative", subject to verification and final certification by the Company.

53.4.4 **Labour Management**

To supervise labour for execution of works, ensure timely wage payment & maintain labour-related records without certifying statutory compliance, which shall remain the Contractor's responsibility.

53.4.5 **Site Records & Reports**

To submit routine execution-related documents including Daily Progress Reports, site instructions compliance reports, labour deployment statements, & safety and housekeeping records

53.4.6 **Routine Correspondence**

To sign and submit routine correspondence relating to execution methodology, site coordination, clarifications sought by site officials, excluding any correspondence involving contractual interpretation, claims, or disputes.

53.5 **Restrictions on PoA Holder**

Notwithstanding anything contained elsewhere, the PoA holder shall not have authority to:

a) Sign the contract and/or work order

b) Modify, amend, waive, or interpret any provision of the Contract

c) Submit, certify, or settle bills, claims, counter-claims, or variation proposals

d) Receive contract payments, security deposits, retention money, or refunds

e) Appoint sub-contractors or assign any part of the work

f) Represent the Contractor in Arbitration, Litigation, Vigilance or disciplinary proceedings unless sought by Oil India Limited

53.6 **Revocation and Termination**

The PoA shall stand revoked:

a) Upon completion of the Contract and release of retention money, or
b) Upon written revocation by the Contractor, or
c) Upon written direction of the Company
d) Upon proven misconduct or negligence
e) Upon death of the POA Holder
f) Upon resignation of the POA Holder
g) Upon insolvency or bankruptcy of the Contractor
h) Upon conviction of the POA Holder for any criminal offence.

Revocation of PoA shall not relieve the Contractor of contractual responsibilities.

53.7 **Contractor's Responsibility**

Appointment of a PoA holder shall not dilute or transfer the Contractor's obligations, liabilities, or accountability under the Contract. The Contractor shall remain fully responsible and liable for all acts, omissions, negligence, misconduct, misrepresentation, fraud, breach of contract, and statutory violations committed by its authorized Power of Attorney holder(s) in connection with the Contract.

Any act performed by the Attorney Holder within the scope of the Power of Attorney shall be deemed to be an act of the Contractor. The Contractor and the Attorney Holder shall be jointly and severally liable for all consequences arising therefrom.

WORKS CONTRACT

SCHEDULE OF COMPANY'S PLANTS, MATERIALS AND EQUIPMENT

A. SCHEDULE OF MATERIALS AVAILABLE AT THE COMPANY'S STORES/STOCK PILES for permanent incorporation in works and

B. SCHEDULE OF COMPANY'S PLANTS AND EQUIPMENT for use in the execution of work.

1) **MATERIALS:** Cement will be supplied by company(i.e. OIL).

2) **PLANTS AND EQUIPMENT:** NIL

NOTE:

1. The Contractor is to arrange transport of the above materials to site of work with proper safety.

2. Plants and equipment if issued to Contractor must be under proper watch so that no part is pilfered. These must be handled only by Company's operators. Contractor shall be responsible for any loss or damage to these plants and equipment while these are under his/their custody.

3. Materials issued to Contractor must be under proper watch & ward so that no part is pilfered. If any pilferation takes place the matter will be referred to appropriate Govt. authorities for legal action as well as realization of the materials issued.

4. Cement issued to Contractor by the Company is meant only for the specific Company work relating to the Contract. However, if any quantity of Cement is left over from the quantities issued for any reason whatsoever, on the completion / cancellation / termination of the Contract the same shall have to be returned to the Company in full within one week of completion/cancellation of the work failing which the matter will be referred to appropriate Govt. authorities for legal action as well as realization of the cost of Cement at double the value of materials without any further reference to the contractor.

5. All other materials issue to the Contractor by the Company if subsequently found to be in excess of the actual requirement will have to be returned by the Contractor within two weeks of completion of the work failing which the cost of all such materials will be recovered from the Contactor at double the value of materials without any further reference to the contractor.

6. All empty Cement bags must be returned to material's Godown,Moran failing which a sum of **Rs.8.00(Rupees Eight)** only per bag will be recovered from contractors bill

To,
CGM-CONTRACTS (HOD)
OIL INDIA LIMITED
DULIAJAN-786602

SUB: SAFETY MEASURES

DESCRIPTION OF WORK/SERVICE: Construction of 2 nos of Security Hut and 2nos of Watch Tower near DX-Bunglow and near D+-Bunglow area, at OIL Township, Moran, including supply of all materials except cement.

Sir,

We hereby confirm that we have fully understood the safety measures to be adopted during execution of the above contract and that the same have been explained to us by the concerned authorities. We also give the following assurances.

a) Only experienced and competent persons shall be engaged by us for carrying out work under the said contract.

b) The names of the authorized persons who would be supervising the jobs on day to day basis from our end are the following:

i) _____
ii) _____
iii) _____

The above personnel are fully familiar with the nature of jobs assigned and safety precautions required.

c) Due notice would be given for any change of personnel under item (b) above.

d) We hereby accept the responsibility for the safety of all the personnel engaged by us and for the safety of the Company's personnel and property involved during the course of our working under this contract. We would ensure that all the provisions under the Oil Mines Regulations, 2017 and other safety rules related to execution of our work would be strictly followed by our personnel. Any violation pointed out by the Company's Engineers would be rectified forthwith or the work suspended till such time the rectification is completed by us and all expenditure towards this would be on our account.

e) We confirm that all persons engaged by us would be provided with the necessary Safety Gears at our cost.

f) All losses caused due to inadequate safety measures or lack of supervision on our part would be fully compensated by us and the Company will not be responsible for any lapses on our part in this regard.

g) We shall abide by the HSE (Health Safety & Environment) points mentioned in SCC.

(Seal) Yours Faithfully

Date_____ M/s_____
CONTRACTOR

Annexure-I

(To be typed on the letter head of the bidder)

To
CGM-CONTRACTS (HOD)
OIL INDIA LIMITED
DULIAJAN

Dear Sirs,

Sub: UNDERTAKING/DECLARATION BY THE BIDDER (S) IN RESPECT OF TENDER NO. CDC1721L27

(To be submitted by the Bidders who are not covered under EPF&MP Act, 1952)

This is in connection with the Bid submitted by .....(Name of the Bidder) against Tender .....for .....(subject of the Tender). As per the conditions stipulated in Clause no.....(Name of the Provision/Covering Letter etc.), we/I ,being authorized on behalf of .....(Name of the Contractor) hereby confirm and undertake as follows;

- That our Firm/Company shall be responsible to comply with all the applicable labour laws in respect of the present Contract.

- That we are fully conversant with the applicable laws and confirm that our Firm/Company is not covered under the Employees Provident Funds and Misc. Provisions Act, 1952 and applicable Rules there under, and therefore I we have not obtained any registration or Provident Fund Code under the Act.

- That if, during the period of the present Contract, we/our Firm /Company comes within the coverage of the aforesaid Acts or any other statutes; we shall comply with the same and submit the necessary documents to OIL. We further confirm that we will indemnify OIL towards any future statutory compliances/claims raised from any corner including statutory authorities against the Labour engaged by our Firm/Company in the Contract.

- That in the event of any contravention towards the applicable laws found on our part in respect of the present Contract, we undertake to indemnify OIL and deposit the claims, if any.

- That we shall fulfill all the obligations arising from under the labour laws in force from time to time and keep OIL indemnified against any loss/liability arising out of failure of our avoiding the laws.

We, further agree and undertake that in case of any violation of the above undertaking, OIL shall be at liberty to take appropriate action against us in terms of the Tender including but not limited to termination of contract and debarment from future business with OIL.

I/We declare that the information given above is true and any misstatement or misrepresentation or suppression of facts in connection with the above undertaking may entail rejection of the bid and cancellation of contract, if awarded.

Yours faithfully,

1. Authorized Signatory _____
(BIDDER)

Place:-
Date:-

****

ANNEXURE II - FORMAT FOR HINDRANCE REGISTER

Description of Project : …….. Contract No. & Date : ……..

Contractor's Name : …….. Scheduled Completion Date : ……..

Sl. No.	Nature of Hindrance	Items of work that could not be executed because of this hindrance	Date of start of hindrance	Date of Removal of hindrance	Period of hindrance	Overlapping Period, if any	Net hindrance days	Remarks

Signature of Contractor's Representative	Signature of Engineer-in-charge	Signature of HoD

Annexure- III

Format of undertaking by Bidders towards submission of authentic information/documents
(To be typed on the letter head of the bidder)

Ref. No_____ Date _____

Sub: Undertaking of authenticity of information/documents submitted

Ref: Your tender No. CDC1721L27

To,
CGM-CONTRACTS (HOD)
Contracts Dept.
OIL, Duliajan

Sir,

With reference to our quotation against your above-referred tender, we hereby undertake that no fraudulent information/documents have been submitted by us.

We take full responsibility for the submission of authentic information/documents against the above cited bid.

We also agree that, during any stage of the tender/contract agreement, in case any of the information/documents submitted by us are found to be false/forged/fraudulent, OIL has right to reject our bid at any stage including forfeiture of our EMD and/or PBG and/or cancel the award of contract and/or carry out any other penal action on us, as deemed fit.

Yours faithfully,

For (Name of the firm _____)

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here, if applicable)

Annexure-IV

FORMAT OF PERFORMANCE BANK GUARANTEE

(TO BE FURNISHED BY THE CONTRACTOR IN CASE OF SUBMITTING PERFORMANCE SECURITY IN THE FORM OF BANK GUARANTEE AFTER ISSUE OF LOI)

To
M/s OIL INDIA LIMITED,
CONTRACTS DEPARTMENT,
DULIAJAN, ASSAM, INDIA, PIN-786602

WHEREAS _____ (Name and address of the Contractor) (hereinafter called "Contractor") had undertaken, in pursuance of Contract No. _____ to execute (Name of Contract and Brief Description of the Work) _____ (hereinafter called "the Contract").

AND WHEREAS is has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee as security for compliance with Contractor's obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee; Now THEREFORE we hereby affirm that we are Guarantors on behalf of the Contractor, up to a total of (Amount of Guarantee in figures) _____)in words _____), such amount being payable in the types and proportions of currencies in which the Contract price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of guarantee sum as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein. We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

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

This guarantee is valid until the _____day of _____

The details of the Issuing Bank and Controlling Bank are as under:

A. Issuing Bank:

BANK FAX NO:

BANK EMAIL ID:

BANK TELEPHONE NO.:

IFSC CODE OF THE BANK:

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

Name of the Contact Person at the Controlling Office with Mobile No. and e-mail address:

Contd.... P/2

Notwithstanding anything contained herein:

a) Our liability under this Bank Guarantee shall is restricted up to Rs.....

b) This guarantee shall be valid till .....

c) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before ..... (Date of Expiry of BG PLUS one year claim period).

d) At the end of the claim period that is on or after ..... (Date of expiry of the Bank Guarantee Plus Minimum of 1 year claim period shall be stipulated) all your rights under this Guarantee shall stand extinguished and we shall be discharged from all our liabilities under this Guarantee irrespective of receipt of original Bank Guarantee duly discharged, by Bank.

Name of the Contact Person at the Controlling Office with Mobile No. and e-mail address:

a) SIGNATURE AND SEAL OF THE GUARANTORS _____
b) Designation _____
c) Name of the Bank_____
d) Addres_____

Note:

***** The Bidder should insert the amount of the guarantee in words and figures.

****** Date of expiry of Bank Guarantee should be minimum 30 days after the end of the validity period of the Bid/as specified in the Tender.

******* The Bank Guarantee issuing bank branch shall ensure the following:

a. The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:

(i) MT 760/ MT 760 COV for issuance of Bank Guarantee
(ii) MT 760/ MT 767 COV for amendment of Bank Guarantee

The above message / intimation shall be sent through SFMS (indicating the Contract Number) by the BG issuing bank branch to ICICI BANK, Duliajan Branch; IFSC Code – ICIC0000213; SWIFT Code – ICICINBBXXX; Branch Address: ICICI Bank Ltd., Kunja Bhavan, Daily Bazaar, Duliajan, Dibrugarh, Assam -786602.

b. Bank Guarantee issued by a Scheduled Bank in India at the request of some other Non-Scheduled Bank of India shall not be acceptable.

c. Further correspondence against BG towards Performance Security must contain the Contract Number.

Annexure-V

UNDERTAKING BY VENDOR ON SUBMISSION OF BANK GUARANTEE

To,

The Oil India Limited
Contracts Department
Duliajan – 786602
Assam

We M/s ..... are submitting the Bid Security/ Performance Security (strike out whichever not applicable) in favour of Oil India Limited, Duliajan in the form of bank guarantee bearing Reference No. ..... for an amount of INR ..... valid up to ..... as per terms and conditions of the Tender/Contract No. .....

BG issuing bank details:

Bank: Branch: IFS Code:	
Contact Details E-mail Addresses:	Mobile No.: Telephone No.: Fax No.:
Correspondence Address H No/Street/City:	State: Country: Pin Code:

Declaration:

We have arranged to send the confirmation of issuance of the bank guarantee via SFMS portal through our bank using the details mentioned in the tender/contract and hereby confirming the correctness of the details mentioned.

Authorized Signature: _____

Name: _____

Vendor Code: _____

Email ID: _____

Mobile No.: _____

Enclosure: Original bank guarantee

Annexure-VI

DECLARATION ABOUT BIDDER'S FINANCIAL STANDING

To,
CGM-CONTRACTS
OIL INDIA LIMITED
DULIAJAN - 786602

Sub: Undertaking/Declaration regarding financial standing

Ref: Tender No. **CDC1721L27**

We, _____ (name of bidder), hereby confirm that:

(1) We are neither bankrupt nor undergoing any insolvency resolution process or liquidation or bankruptcy proceeding under any law.

(OR)

(2) No insolvency resolution process or liquidation or bankruptcy proceeding is initiated under any law against us.

Place: _____

Date: _____

_____
(Name & Signature of the authorised
signatory of the bidder)

Annexure-VII

DECLARATION THAT BIDDER IS NOT UNDER HOLIDAY LIST/DELISTED/BLACKLISTED/DEBARRED

To,
CGM-CONTRACTS
OIL INDIA LIMITED
DULIAJAN - 786602

TENDER NO. CDC1721L27

Tender Description: Construction of 2 nos of Security Hut and 2nos of Watch Tower near DX-Bunglow and near D+-Bunglow area, at OIL Township, Moran, including supply of all materials except cement.

Sub: Undertaking/Declaration regarding Holiday List, debarment etc.

Ref: Tender No. _____

a) We, _____ (Name of the bidder) solemnly affirm that we have read and understood OIL's Banning Policy as available at OIL's website https://www.oil-india.com/banning-policy and accept the Banning Policy in toto without any demur, protest, reservations and agree to be bound by the said Policy.

b) We, hereby declare that neither our company nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, are currently put on holiday list/banning list by OIL debarring us/them from carrying on business dealings with OIL.

c) We, also hereby declare that neither our company nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, have not been involved in any previous transgressions in the last 3 years with any other company in any country conforming to the TI (Transparency International) approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

d) We, disclose the following allied concerns, partners or associates or directors or proprietors involved in any capacity in terms of the definition of Allied firms given in the "Banning Policy" of Oil India Limited:

Sl. No.	Name	Address	PAN No.	GST No.	OIL Vendor Code

Place: _____
Date: _____

_____
(Name & Signature of the authorised signatory of the bidder)

Annexure-VIII

Declaration by the vendor/party for confirmation of Term deposit/Fixed Deposit from the issuing bank

To,
M/s Oil India Limited,
P.O. Duliajan, Assam, India

Sub: **Contract No. .....**

Full address of the issuing bank	:	
Branch Code	:	
Authorised signatory with full name and designation	:	
Phone (Mobile) Numbers of the branch	:	
Email address of the branch	:	
Such fixed/term deposit must be pledged in favour of OIL and it must in the printed form on the physical original FDR in words "Pledged in favour of Oil India Limited"	:	

Authorised Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bank:

Annexure-IX

ANNEXURE OF "INSURANCE SURETY BOND" FOR "PERFORMANCE SECURITY"

(To be stamped in accordance with the Stamp Act)

To **M/s OIL INDIA LIMITED,** **Address: DULIAJAN, DIBRUGARH, ASSAM** **PIN-786602**	**Insurance Surety Bond (ISB) No.**	
	Date of ISB	
	ISB Valid up to (Expiry date)	
	Claim period up to (indicate date of expiry of claim period which includes minimum three months from the expiry date)	
	Stamp Sl. No./e-Stamp Certificate No.	

WHEREAS, (Name and address of Contractor) _____ (hereinafter called "Contractor") had undertaken, in pursuance of Contact No. _____ to execute (Name of Contract and Brief Description of the Work) _____ (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with an Insurance Surety Bond (ISB) as security for compliance with Contractor's obligations in accordance with the Contract.

AND WHEREAS we (May incorporate the Insurer) have agreed to give the Contractor such an Insurance Surety Bond; NOW THEREFORE we hereby affirm that we are Insurer on behalf of the Contractor, up to a total of (Amount of ISB in figures) _____ (in words_____), such amount being payable in the types and proportions of currencies in which the Contract price is payable, and we, undertake to pay you, upon your first written demand stating the default/breach committed by the Contractor without cavil or arguments, any sum or sums within the limits of guarantee sum as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein. We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or the work to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way cease us from any liability under this ISB, and we hereby waive notice of such change, addition or modification.

NOW, THEREFORE, the Surety Insurer hereby, unconditionally and irrevocably, guarantees and affirms as follows:

1. The Surety Bond shall not be affected by any change in the constitution or winding up of the Contractor or the Surety Insurer or any absorption, merger or amalgamation of the Contractor or the Surely Insurer with any other person.

2. In order to give full effect to this Surety Bond, the Company shall be entitled to treat the Surety Insurer as the principal debtor.

3. The Surety Insurer declares that it has the power to issue this Surety Bond and discharge the obligations contemplated herein, the undersigned is duly authorised and has full power to execute this Surety Bond for and on behalf of the Surety Insurer.

4. Notwithstanding anything contained herein:

   a) The Insurer's liability under this Insurance Surety Bond shall not exceed (currency in figures) . . . . . (currency in words only) . . ...

   b) This Insurance Surety Bond shall remain in force upto _____ and any extension(s) thereof; and

   c) The Surety insurer shall be released and discharged from all liability under this Insurance Surety Bond unless a written claim or demand is issued to the insurer on or before the midnight of ……(indicate date of expiry of claim period which includes minimum **three months** from the expiry of this Insurance Surety Bond) and any extension(s) thereof. If a claim has been received by us within the said date, all the rights of Company under this Insurance Surety Bond shall be valid and shall not cease until we have satisfied that claim.

In witness whereof the insurer, through its authorized officer, has set its hand and stamp on this _____day of _____ 20__ at _____.

Witness: **Issuing Authority:**

.....	.....
(Signature)	(Signature of the Authorised Signatory)
.....	.....
(Name)	(Name)
.....	.....
(Designation & official address)	(Designation with Insurer Stamp)

Authorised Vide
Power of Attorney No.....
Date.....

Annexure-X

DECLARATION THAT GST REGISTRATION OF BIDDER IS NOT NEGATIVE/BLACKLISTED

(To be typed on the official letter head of the bidder)

To,
CGM-CONTRACTS
OIL INDIA LIMITED
DULIAJAN - 786602

TENDER No: CDC1721L27

TENDER DESCRIPTION: Construction of 2 nos of Security Hut and 2nos of Watch Tower near DX-Bunglow and near D+-Bunglow area, at OIL Township, Moran, including supply of all materials except cement."

Sub: Undertaking/Declaration regarding GST.

Ref: Tender No. **CDC1721L27**

a) We, _____ (Name of the bidder) solemnly affirm that we have an active GST registration number on the GST portal/ Govt. official website.

b) We also declare that in case of GST rating of the undersigned on the GST portal/Govt. official website is negative/black listed, then the bids may be rejected by OIL.

c) We also declare that in case GST rating 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 us and shall also be entitled to deduct/recover such GST along with all penalties/interest, if any, incurred by OIL.

Place: _____

Date: _____

_____

(Name & Signature of the authorised signatory of the bidder)

Annexure-XI

Photograph of the Grantor

TO BE EXECUTED IN RS ..... NJSP

REVOCABLE SPECIAL POWER OF ATTORNEY

This **DEED OF REVOCABLE SPECIAL POWER OF ATTORNEY** is made on this _____ day of _____, _____.

KNOW ALL MEN BY THESE presents that I Sri _____, (PAN No. _____), S/O _____, by religion _____, by occupation business, resident of _____, being {sole proprietor of the Proprietorship Firm / Managing Partner of Partnership firm} M/s _____, Registered before the Sub Register, _____District, _____, being Deed No _____ Sl No _____dated _____, under the Indian Partnership Act 1932 (*strike out whichever is not applicable*) and having its principal place of business at _____, Assam, do hereby NOMINATE, CONSTITUTE AND APPOINT, Sri _____, (PAN No. _____), S/O _____ resident of _____, Assam to be true and lawful attorney for and on behalf of my/our firm M/s _____, to execute and perform and cause to be done, executed and performed any of the following ACTS, DEEDS, THINGS and MATTERS in connection with the day to day affairs on my/our behalf in respect of the Contract bearing no. _____ (hereinafter referred to as "Contract") for ..... (*description of the Contract*) awarded by OIL INDIA LIMITED (hereinafter referred to as OIL).

1. Site Supervision: To manage, supervise, and coordinate execution of works at site strictly in accordance with contract provisions, approved drawings & as per instructions of the Engineer-in-Charge

2. Materials, Tools & Equipment: To receive, deploy, safeguard, and account for materials, tools, plants, and equipment issued by the Company or arranged by the Contractor solely for execution of the works.

3. Measurements: To remain present during joint measurements and to sign Measurement Books only as “Contractor’s Authorized Site Representative”, subject to verification and final certification by the Company.

4. Labour Management: To supervise labour for execution of works, ensure timely wage payment & maintain labour-related records without certifying statutory compliance, which shall remain the Contractor’s responsibility.

5. Site Records & Reports: To submit routine execution-related documents including Daily Progress Reports, site instructions compliance reports, labour deployment statements, & safety and housekeeping records

6. Routine Correspondence: To sign and submit routine correspondence relating to execution methodology, site coordination, clarifications sought by site officials, excluding any correspondence involving contractual interpretation, claims, or disputes.

This Power Of Attorney shall be REVOCABLE and I do hereby agree to confirm and ratify all and every acts and things done by my said attorney within the scope and authority hereby conferred on him and all deeds or documents executed by our said Attorney in my name and on behalf and in the name of my firm M/s _____, under this Special Power of Attorney shall be binding on me/us as if the same were so done by me/us personally so long as it is not revoked by me/us.

The Attorney and me shall be jointly and severally liable for any loss, damage, delay, misrepresentation, negligence, misconduct, fraud, or statutory violation arising out of actions undertaken pursuant to this Power of Attorney.

This POWER OF ATTORNEY shall come to an end as soon as the Contract is completed and the Retention Money is released or on being revoked by the Executant(s). Further, this Power of Attorney shall not be construed as assignment or subcontracting of the Contract No. ……

In witness whereof the Executants hereto have signed this **Special Power of Attorney** on this _____ day of _____, _____ at _____, in presence of the witnesses.

Photograph of the Acceptor

Signature of Executant

"I accept

_____
(Specimen signature)

Name: _____, the Attorney of M/s _____."

Signature & Photograph of the Attorney is identified & attested

Witnesses

1.

2.

Signature of Executant

Tender No. CDC1721L27 **Proforma**

UNDERTAKING BY BIDDER IN RESPECT OF QUOTED PRICE AGAINST TENDER NO. CDC1721L27

I/We do hereby solemnly affirm and declare as under:

a) That I/we have gone through all the tender documents (i) Covering Letter (ii) BEC/BRC (iii) GCC (iv) SOQ (v) SCC (vi) SCPME (vii) SM (viii) IP and agree with all the terms and conditions provided there in.

b) That I/we hereby offer to execute the work described above at the price quoted in the "Total Bid Value" (under RFx Information > Basic Data > Total Bid Value) inclusive of all liabilities including statutory liabilities except PF & GST in accordance with the Contract Terms & Conditions, which I/ we have fully understood.

(Note: Uploading in the OIL's e-portal with digital signature will be construed that the same has been signed by the bidder's authorized signatory who has signed the bid).