



Krishna Godavari Basin (KGB) Project
OIL INDIA LIMITED
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart), Sri
Vidya Colony, Venkat Nagar, Kakinada, Andhra
Pradesh – 533003
E-mail: kgbasin@oilindia.in
Website: www.oil-india.com

NOTICE INVITING TENDER

Sub.: Tender No. ECP2957P27 for Supply, Installation, Testing & Commissioning (SITC) and Comprehensive Annual Maintenance Contract (CAMC for 4 years after the expiry of warranty period) of Integrated Video Conferencing and Audio System for Conference Room of KG Basin Project Office, Kakinada, Andhra Pradesh

The above limited tender has been issued to the following Vendor/ Service Provider:

Name of Seller/ Service Provider	Address
Interio by Godrej (AV Solutions)	Secunderabad, Telangana
M/s SanSo Network	Nehru Place, New Delhi
M/s Purple Network Inc	Ghaziabad, Uttar Pradesh
M/s Modern Elite Industries	Noida, Uttar Pradesh
M/s Infinity Supply Co.	Guwahati, Assam

NOTES:

1.0 This tender is floated on limited tender basis amongst the above 05 Seller/ Service Providers and the above 05 Seller/ Service Providers should also submit relevant documents substantiating the qualification criteria as mentioned in BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA (BRC) of this tender.

2.0 Tender has been floated with the provision of flagging and interested Seller/ Service Provider apart from the 05 mentioned above, can also submit their credentials for evaluation by OIL for shortlisting to participate against this tender/future tenders, as per methodology detailed below:

3.0 Other than the vendors to whom the enquiry has been issued, interested Seller/ Service Provider who wish to participate in the tender may apply with proper credentials (Relevant documents including company profile, financial status, service range, client list must be submitted along with the application) and should submit relevant documents substantiating the qualification criteria as mentioned in BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA (BRC) of this tender.

Thanking you.

Yours faithfully,
OIL INDIA LIMITED

Sd/-

MANAGER (C&P)
for CGM (C&P)
for ED (Offshore)

Date: 05.10.2026

FORWARDING LETTER

Sub.: Tender No. ECP2957P27 for Supply, Installation, Testing & Commissioning (SITC) and Comprehensive Annual Maintenance Contract (CAMC for 4 years after the expiry of warranty period) of Integrated Video Conferencing and Audio System for Conference Room of KG Basin Project Office, Kakinada, Andhra Pradesh

Dear Sirs,

1.0 OIL INDIA LIMITED (OIL), a “Maharatna” Category, Government of India Enterprise, is a premier Oil Company engaged in exploration, production and transportation of crude oil & natural gas with its Headquarters at Duliajan, Assam. Oil India Limited (OIL)’s Krishna Godavari Basin Project (KGB) office located at Kakinada is presently entrusted to coordinate activities related to exploration and production of oil and natural gas from a number of onshore / off- shore blocks in India. The Project Office of OIL at Kakinada is well connected by road, rail.

2.0 In this connection, OIL invites Bids from competent and technically experienced and financially sound parties for the above- mentioned service under **Indigenous Limited e-Tender under Single-Stage Two-Bid System** through OIL’s e-procurement site. One complete set of Bid Document covering OIL’s IFB is uploaded in OIL’s e-procurement portal. Interested and eligible contractors are invited to submit their most competitive bids on or before the scheduled bid closing date and time through OIL’s e-procurement portal. For ready reference of prospective bidders, few salient points of the IFB (covered in detail in the Bid Document) are highlighted below:

a)	Type of Bidding	:	Online Indigenous Limited e-Tender under Single-Stage Two-Bid System
b)	Bid Closing Date & Time	:	22.10.2026; 13:00 Hours IST (however, for any updates, bidder(s) must refer to OIL’s e-procurement portal)
c)	Bid (Technical) Opening Date & Time	:	22.10.2026; 14:30 Hours IST (however, for any updates, bidder(s) must refer to OIL’s e-procurement portal)
d)	Price Bid Opening Date & Time	:	Will be intimated to the eligible / qualified Bidders nearer the time.
e)	Bid Submission Mode	:	Bids must be uploaded online in OIL’s E-procurement portal
f)	Bid Opening Place	:	Office of the ED (Offshore), OIL INDIA LIMITED DOWNTOWN BUILDING, 3rd Floor Door No. 70-14-16/4 (Next to D-Mart), Sri Vidya Colony, Venkat Nagar, Kakinada, Andhra Pradesh – 533003
g)	Bid Validity	:	Minimum 90 (Ninety) days from Bid Closing date Note: In exceptional circumstances, OIL may solicit the Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing (or by Fax). A Bidder may refuse the request. A Bidder granting the request will neither be required nor permitted to modify their bid
h)	Bid Security/EMD Amount	:	INR 1,39,000.00 (Refer Clause 8.0 below regarding exemption from submission of bid security/EMD)
i)	Bid Security/EMD	:	135 (One Hundred Thirty-Five) days from Bid Closing

	Validity	Date
j)	Original Bid Security/EMD to be submitted	Office of the ED (Offshore), OIL INDIA LIMITED DOWNTOWN BUILDING, 3rd Floor Door No. 70-14-16/4 (Next to D-Mart) Sri Vidya Colony, Venkat Nagar Kakinada, Andhra Pradesh – 533003
k)	Amount of Performance Security	PBG is required as a contract performance security amounting 5% of total contract cost (SITC plus CAMC cost).
l)	Validity of Performance Security	5 years and 1 month.
m)	Location of job/Place of Delivery	Kakinada, Andhra Pradesh
n)	Pre-Bid Conference Schedule and Address	Not Applicable
o)	Date for Receipt of Queries from Bidders	Bidder may submit the tender related queries (if any) addressed to the email ID: kgbasin@oilindia.in within 7 days of publication of this tender in Portal.
p)	Mobilization Time	Not Applicable
q)	Qty/Make/Type/Vintage	As mentioned in Terms of Reference (ToR)/ Special Terms & Conditions (STC) / Additional Terms & Conditions of contract
r)	Delivery Terms & Delivery Period	Supply, Installation and Commissioning to be completed within 30 (Thirty) days of issuing Purchase Order.
s)	Quantum of Liquidated Damage for Default in Timely Mobilization	Refer clauses mentioned in Special Terms & Conditions (STC) / Additional Terms & Conditions of contract
t)	Bids to be addressed to	ED (Offshore) OIL INDIA LIMITED DOWNTOWN BUILDING, 3rd Floor Door No. 70-14-16/4 (Next to D-Mart) Sri Vidya Colony, Venkat Nagar Kakinada, Andhra Pradesh – 533003

3.0 Integrity pact:

OIL shall be entering into an Integrity Pact with the Bidders as per format enclosed vide Annexure-P. The Integrity Pact has been duly signed by OIL's competent signatory and uploaded. The Integrity Pact shall be returned by the bidder (along with the technical Bid) as token of acceptance of Integrity Pact conditions duly signed by the same signatory who signed the Bid i.e., who is duly authorized to sign the Bid. If any bidder refuses to sign the Integrity Pact or declines to submit the Integrity Pact, their bid shall be rejected straightway.

3.1 Bidders may contact the Independent External Monitors for any matter relating to the tender at the following addresses:

- a) Dr. Ved Prakash, ITS (Retd.), Ex-Additional Director General Foreign Trade
E-mail: ved60prakash@gmail.com
- b) Shri Radhakrishna Kini A, IPS (Retd.)
E-mail: arvkini2004@yahoo.co.in & arvkini2004@gmail.com

3.2 In the event of any dispute between the management and the contractor relating to those contracts where Integrity Pact is applicable, in case, both the parties are agreeable, they may try to settle dispute through mediation before the panel of IEMs in a time bound manner. If required, the organizations may adopt any mediation rules for this purpose. In case, the dispute remains unresolved even after mediation by the panel of IEMs, the organization may take further action as

per the terms and conditions of the Contract. The fees/expenses on dispute resolution shall be equally shared by both the parties.

4.0 Local conditions:

A. It is imperative for each Bidder to be fully informed themselves of all Indian as well as local conditions, factors and legislation which may have any effect on the execution of the work covered under the Bidding Document. The bidders shall be deemed, prior to submitting their bids to have satisfied themselves of all the aspects covering the nature of the work as stipulated in the Bidding Document and obtain for themselves all necessary information as to the risks, contingencies and all other circumstances, which may influence or affect the various obligations under the Contract.

B. No request will be considered for clarifications from the Company (OIL) regarding such conditions, factors and legislation. It is understood and agreed that such conditions, factors and legislation have been properly investigated and considered by the Bidders while submitting the Bids. Failure to do so shall not relieve the Bidders from responsibility to estimate properly the cost of performing the work within the provided timeframe. Company (OIL) will assume no responsibility for any understandings or representations concerning conditions made by any of their officers prior to award of the Contract. Company (OIL) shall not permit any Changes to the time schedule of the Contract or any financial adjustments arising from the Bidder's lack of knowledge and its effect on the cost of execution of the Contract.

5.0 GUIDELINES FOR PARTICIPATING IN OIL'S E-PROCUREMENT:

5.1 To participate in OIL's E-procurement tender, bidders should have a legally valid digital certificate **of Class 3 with Organization's Name and 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 as "Personal" are not acceptable.** However, aforesaid Digital Signature Certificates having Bidder's Name in the "Organization Name" field are acceptable. **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.**

5.2 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 vendor's system.

5.3 Encryption certificate is mandatorily required for submission of bid. In case bidder created response with one certificate (using encryption key) and bidder changes 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. will not be responsible.

5.4 For participation, applicants already having User ID & Password for OIL's E-Procurement Portal need to register against the IFB. New vendors/existing vendors not having User ID & Password for OIL's E-Procurement Portal shall obtain User ID & password through online vendor registration system in E-Portal.

5.4.1 Bidders without having E-Tender Login ID and password should complete their online registration at least 07 (Seven) days prior to the scheduled Bid Closing Date and time of the tender. For online registration, bidder may visit OIL's E-Tender site -

<https://etender.srm.oilindia.in/irj/portal>.

5.4.2 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.

5.5 Parties who do not have a User ID, can click on Guest login button in the e-Tender portal to view and download the tender. The detailed guidelines are given in User Manual available in OIL's E-Procurement site. For any clarification in this regard, bidders may contact E-Tender Support Cell at Duliajan at **erp_mm@oilindia.in**, Ph.: 0374- 2807171/7192.

5.5.1 Details of the process for submission of Bid Security (EMD) through the online payment gateway are available in Vendor User Manual under e-procurement Portal. (Note: Important Points for online Payment can be viewed at Oil India's website at URL <http://oil-india.com/pdf/ETenderNotification.pdf>).

5.5.2 The link for OIL's E-Procurement Portal is available on OIL's web site (www.oil-india.com).

6.0 IMPORTANT NOTES:

Bidders shall take note of the following important points while participating in OIL's e-procurement tender:

i BACKING OUT BY BIDDER: In case any bidder withdraws their bid within the bid validity period, Bid Security will be forfeited and the party will be put on Holiday as per the Banning Policy (available in OIL's website) of Company.

ii BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA: In case LOA issued is not accepted by the L1 bidder or the Performance Security is not submitted as per the terms of the Contract within the time specified in the Bid Document, the Bid Security shall be forfeited, and the bidder shall be dealt as per the Banning Policy (available in OIL's website) of Company.

iii FURNISHING FRAUDULENT INFORMATION / DOCUMENT: The information and documents furnished by the bidder / contractor in respect of the subject tender / Contract are accepted to be true and genuine. However, if it is detected during technical scrutiny or after award of the Contract or after expiry of the Contract, that the bidder had submitted any fake / fraudulent document or furnished false statement, the offer / Contract shall be rejected / cancelled, as the case may be, the Bid Security / Performance Security shall be forfeited and the bidder (if fake document / false statement pertains to such bidder) shall be dealt as per the Banning Policy (available in OIL's website) of Company. Undertaking of authenticity of information / documents submitted as per **Annexure-J** should be submitted along with the technical bids.

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

v Bid should be submitted online in OIL's E-procurement site up to **01.00 PM (IST)** (Server Time) on the date as mentioned and will be opened on the same day at **2.30 PM (IST)** at the office of the ED-KGB & MBP, Kakinada in presence of the authorized representatives of the bidders.

vi If the digital signature used for signing is not of "Class-3" with Organization's name, the bid will be rejected.

vii The tender is invited under **SINGLE STAGE-TWO BID SYSTEM**. 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 uploaded in **“Technical Attachments” Tab only**. Bidders to note that no price details should be uploaded in **“Technical Attachments” Tab Page**. Details of prices as per Price Bid format/Priced bid can be uploaded under **“Notes & Attachments” tab**. A screenshot in this regard is shown below. Offer not complying with above submission procedure will be rejected as per Bid Evaluation Criteria.

On “EDIT” Mode, Bidders are advised to upload “Technical Bid” and “Priced Bid” in the places as indicated above.

Notes:

* The “Technical Bid” shall contain all techno-commercial details **except the prices**.

** The “Priced bid” must contain the price schedule and the bidder’s commercial terms and conditions, if any. For uploading Priced Bid, 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.

viii Maintenance of Total bid value in the Response: For convenience of the Bidders and to improve transparency, the rates / costs quoted by bidders against the E-tender shall be available for online viewing to all the Techno-commercially qualified Bidders against the tender after price bids are opened in the system. For tenders where **Detailed Price Information under RFX Information Tab is “No price”**, the Price Bid is invited against the tender through attachment form under “Notes & Attachment”. In such tenders, Bidders must upload their pricing as per the **“Price Bid Format – Proforma-B”** under **“Notes & Attachment”** and additionally fill up the **on-line field “Total Bid Value”** under **“RFX Information”** Tab Page with the Total Cost (Including the GST component) as per the amount of the Price Bid in attachment form.

The "Total Bid Value" as entered by the Bidder in the on-line response shall be displayed in the E-tender portal amongst the techno-commercially qualified bidders and Company will not take any responsibility whatsoever towards incorrect information furnished by the bidders on the "Total Bid Value" field.

It is to be noted that Amount mentioned in the "Total Bid Value" field will not be considered for bid evaluation and evaluation will be purely based on the Price bid submitted as per the "Price Bid Format: Proforma-B" under "Notes & Attachments" tab page.

7.0 Specifications:

Before submission of Bids, Bidders are requested to make themselves fully conversant with all Conditions of the Bid Document and other relevant information related to the works/services to be executed under the Contract.

8.0 Site Visit:

Bidders must undertake a physical site visit to the Office of the KG Basin Project, Kakinada, Andhra Pradesh before submitting their bid to assess the specific requirements and prevailing site conditions. It is the bidder's responsibility to understand all relevant spatial, infrastructural, technical, and logistical aspects. No claims for extra charges or time extensions will be accepted due to lack of site awareness.

(Note: Site visits are allowed on working days (Monday to Friday) between 11:00 AM and 5:00 PM with Prior Appointment)

9.0 Pre Bid Conference: Not Applicable

10.0 QUERIES / CLARIFICATIONS ON THE TENDER:

The prospective Bidders shall submit their queries / clarifications against the tender through e-mail / Fax / Courier addressed to ED (OFFSHORE), OIL INDIA LIMITED, KG Basin Project Office at DOWNTOWN BUILDING, 3rd Floor, Door No. 70-14-16/4 (Next to D-Mart), Sri Vidya Colony, Venkat Nagar, Kakinada, Andhra Pradesh – 533003 and such queries must reach OIL's KG Basin Project office at Kakinada latest within 7 days of publication of this tender in Portal. OIL shall provide clarifications within 3 days to only those queries received within this date. Queries/Clarifications against the tender received after cutoff period mentioned will not be entertained and replied. OIL will not be responsible for non-receipt or late receipt of any Bidder's query in OIL's office. A soft copy of the queries in the word file shall also be submitted by the parties through email.

11.0 Documents required to be submitted by bidders who wish to avail benefit of Bid security exemption and Purchase Preference under MSE Policy:

Categorization and various criteria applicable to MSE bidders shall be guided by the Gazette Notification No. CG-DL-E-21032025-261838 dated 21.03.2025 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES

[MSEs registered as a Trader (Major Activity) is not eligible to avail the benefit of Public Procurement Policy (including exemption of EMD).

The bidder claiming the MSE status (MSE-General, MSE-SC / ST, MSE-Woman) against this tender has to submit following document for availing the benefits applicable to MSEs:

- i. Udyam Registration Number with Udyam Registration Certificate

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

12.0 Financing of trade receivables of Micro and Small Enterprises (MSEs) through TradeReceivables Discounting System (TReDS) platform:

Based on the initiatives of Government of India to help MSE vendors get immediate access to liquid fund based on Buyers credit rating by discounting, OIL has registered itself on TReDS platform with M/s RXIL and M/s A TREDIS Ltd. (Invoice Mart). MSE vendors can avail this benefit by registering themselves with any of the exchanges providing e-discounting / electronic factoring services on TReDS platform and following the procedures defined therein, provided OIL is also participating in such TReDS Platform as a Buyer.

(i) MSE Vendor should be aware that all costs relating to availing the facility of discounting on TReDS platform including but not limited to Registration charges, Transaction charges for financing, Discounting Charges, Interest on financing, or any other charges known by any name shall be borne by MSE Vendor.

(ii) MSE Vendor hereby agrees to indemnify, hold harmless and keep OIL and its affiliates, Directors, officers, representatives, agents and employees indemnified, from any and all damages, losses, claims and liabilities (including legal costs) which may arise from Sellers submission, posting or display, participation, in any manner, on the TReDS Platform or from the use of Services or from the Buyer's breach of any of the terms and conditions of the Usage Terms or of this Agreement and any Applicable Law on a full indemnity basis.

OIL shall not be liable for any special, indirect, punitive, incidental, or consequential damages or any damages whatsoever (including but not limited to damages for loss of profits or savings, business interruption, loss of information), whether in contract, tort, equity or otherwise or any other damages resulting from using TReDS platform for discounting their (MSE Vendor's) invoices.

13.0 BACKING OUT BY BIDDER: In case any bidder withdraws their bid within the bid validity period, Bid Security will be forfeited and the party will be put on Holiday as per the Banning Policy (available in OIL's website) of Company.

14.0 BACKING OUT BY L1 BIDDER AFTER NOTIFICATION i.e. LETTER OF AWARD (LOA): In case LOA is not accepted by the L1 bidder or the Performance Security is not submitted as per the terms of the Contract within the time specified in the Bid Document, the Bid Security / EMD shall be forfeited, and the bidder shall be dealt as per the Banning Policy (available in OIL's website) of Company.

15.0 PROVISION FOR ACTION IN CASE OF ERRING / DEFAULTING AGENCIES: Erring and defaulting agencies like bidder, contractor, supplier, vendor, service provider will be dealt as per OIL's Revised Banning Policy dated 17th March 2023 available in OIL's website: www.oilindia.com

16.0 OIL looks forward to your active participation in the Tender.

Thanking you.

Yours faithfully,
OIL INDIA LIMITED

Sd/-

**MANAGER (C&P)
for CGM (C&P)
for ED (Offshore)**

Date: 05.10.2026

INSTRUCTIONS TO BIDDERS

1.0 ELIGIBILITY OF THE BIDDER:

1.1 The eligibility of the bidders are listed under BID EVALUATION CRITERIA (BEC) of the tender document.

~~**1.2** Further, the bidder has to be a “Class-I local supplier or Class-II local supplier” are eligible to participate/bid in this tender.’ as defined under Public Procurement (Preference to Make in India) Order, 2017 issued by Department for promotion of Industry and Internal Trade (DPHT), Ministry of Commerce and Industry, Government of India vide order dated 15/06/2017, its revision dated 04/06/2020 (PPP-MII Order) and subsequent modifications/ amendments if any. Bidder who are not “Class-I local supplier or Class-II local supplier” shall not be eligible to bid.~~

1.3 Bidder shall bear all costs associated with the preparation and submission of bid. Oil India Limited, hereinafter referred to as Company, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

2.0 BID DOCUMENTS AND DOCUMENTS COMPRISING THE BID:

2.1 Bids are to be submitted as per Instructions and in accordance with the buyer uploaded Tender Documents which is comprised of the following:

- (a) Introduction about the project / services being proposed for procurement.
- (b) Instruction to Bidders (ITB)
- (c) Bid Evaluation Criteria – BID EVALUATION CRITERIA (BEC) / Bid Rejection Criteria (BRC)/Pre- Qualifying Criteria (PQC), Project Experience and Qualifying Criteria Requirement
- (d) Scope of Work (SOW)
- (e) General Terms and Conditions of Contract (GTC) available in OIL’s Website.
- (f) Special Conditions (SCC) of the Contract
- (g) Service Level Agreement (SLA)
- (h) Payment Terms
- (i) Quantifiable Specification / Standards of The Service/ BOQ
- (j) Any other Documents as per Specific Requirement of Buyer
- (k) OIL’s General Conditions (GCC) of the Contract.

2.2 The bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. Failure to furnish all information required in the Bid Documents or submission of a bid not substantially responsive to the Bid Documents in every respect will be at the Bidder's risk & responsibility and may result in the rejection of its bid.

2.3 Bidders shall be deemed, prior to submitting their bids, to have satisfied themselves about the weather conditions, working culture in the area, socio-political environment, safety & security aspects, law & order situation and law of the land, and obtain for themselves all necessary information as to the risks, contingencies and all other circumstances, which may influence or affect the various obligations under the Contract.

2.4 Documents comprising the bid prepared by the Bidder:
The bid prepared by the Bidder shall comprise of the following components:

Bids are invited under Single-Stage Two-Bid System. The bid to be uploaded by the Bidder in OIL’s E-Tender portal shall comprise of the following components:

A. Technical Bid (to be uploaded in “Technical Attachments” tab)

- a) Complete technical details of the product offered.
- b) Bid Security (scanned) in accordance with Clause 8.0 hereunder. Original Bid Security should be sent as per Clause No. 8.14 hereunder.
- c) Bid form **without** indicating prices.
- d) Copy of Priced Bid **without** indicating prices (Proforma-B).
- e) Integrity Pact digitally signed by OIL’s competent personnel as Proforma-J attached with the bid document to be digitally signed by the bidder’s Authorized representative.
- f) All Other relevant Undertakings and Proformas as applicable as part of Bid.

Note: Please note that, no price should be mentioned in the “Technical Attachments” tab.

B. Price Bid (to be uploaded in “Notes and Attachments” tab)

Bidder shall quote their prices in the following Proforma available in OIL’s E-procurement portal in the “Notes & Attachments” Tab:

- a) Price-Bid Format as per Proforma-B.
- c) Proforma-A showing the items to be imported with the CIF values.

The Priced Bid shall contain the prices along with any other commercial information pertaining to the service offered.

2.5 Transferability of bid documents: Bid Documents are non-transferable. Bid can be submitted only by the bidder in whose name the Bid Document has been issued/registered.

2.5.1 In case of e-Tender, Bidder must submit the bid using Organizational Class-3 Digital Signature issued by the Competent Authority in favour of the bidder. Bid submitted using Digital Signature other than the Digital Signature of the bidder shall be summarily rejected.

2.5.2 Unsolicited bids will not be considered and will be rejected straightway.

3.0 AMENDMENT OF BID DOCUMENTS:

At any time prior to the deadline for submission of bids, the Company may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Documents through issuance of an Addendum(s) / Corrigendum(s) / Amendment(s).

3.1 At any time prior to the deadline for submission of bids, the Company may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Documents through issuance of an Addendum(s) / Corrigendum(s) / Amendment(s).

3.2 The Addendum will be uploaded in OIL’s E-Tender Portal in the Tab “Technical Rfx” and under External Area - “Amendments” folder. The Company may, at its discretion, extend the deadline for bid submission. Bidders are expected to take the Addendum into account in preparation and submission of their bid. Bidders are to check from time to time the E-Tender portal [“Technical RFX” Tab and under the folder “Amendments”] for any amendments to the bid documents before submission of their bids. No separate intimation shall be sent to the Bidders.

4.0 PREPARATION OF BIDS:

4.1 Language of Bids: The bid prepared by the bidder and all correspondence and documents relating to the bid exchanged by the Bidder and the OIL shall be written in English language. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, duly authenticated by local chamber of Commerce of bidder’s country, in which case, for purposes of interpretation of the bid, the translation shall prevail.

4.2 Bidder's / Agent's Name & address: Bidders should indicate in their bids their detailed postal address including the Fax/Telephone / Cell Phone Nos. and E-mail address. Similar information should also be provided in respect of their authorized Agents in India, if any.

5.0 **BID FORM:** The bidder shall complete the Bid Form and upload the same along with their bid.

6.0 **BID PRICE:**

6.1 Prices must be quoted by the Bidders online in OIL's E-Tender Portal under "Notes & Attachment" Tab. Prices must be quoted by the bidders as per the Price/Bidding format.

6.2 Prices quoted by the successful bidder must remain firm during its performance of the Contract and is not subject to variation on any account, except as otherwise mentioned in the bid document.

6.3 All duties (except basic customs duty on eligible imported items, as per latest relevant Customs Notifications, for whose exemption necessary recommendations letter shall be issued by the Company) and taxes (excluding GST) including Corporate Income Tax, Personal Tax, Entry Tax (if applicable) etc. and other Cess / levies payable by the successful bidder under the Contract for which this Bid Document is being issued, shall be included in the rates, prices and total Bid Price submitted by the bidder, and the evaluation and comparison of bids shall be made considering the GST rate quoted by the bidder in the proforma. For example, personal taxes and/or any corporate taxes arising out of the profits on the contract as per rules of the country shall be borne by the bidder.

6.4 Discount: Bidders are advised not to indicate any separate discount. Discount, if any, should be merged with the quoted prices.

6.5 CONCESSIONS PERMISSIBLE UNDER STATUTES:

Bidder, while quoting against this tender, must take cognizance of all concessions permissible under the statutes including the benefit under GST legislations, failing which they will have to bear extra cost where bidder does not avail exemptions / concessional rate of GST.

OIL will not take responsibility towards this. However, wherever required and applicable, OIL shall provide the necessary documents as required under the notification (s) for the bidders to obtain such concessions. Bidders must also consider benefits of input tax credit under the GST legislations, as amended from time to time on Input goods/Capital goods / Input Services, while quoting the prices.

7.0 **DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATIONS:**

These are listed in BID EVALUATION CRITERIA (BEC), of the tender documents.

8.0 **BID SECURITY:**

8.1 The Bid Security is required to protect the Company against the risk of Bidder's conduct, which would warrant forfeiture of the Bid Security, pursuant to sub-clause 8.12 hereunder.

8.2 All the bids must be accompanied by Bid Security in Original for the amount and validity as mentioned in the "Forwarding Letter" or an equivalent amount in other freely convertible currency and shall be in the OIL's prescribed format as Bank Guarantee (BG) enclosed with the tender vide **ANNEXURE-R** or an irrevocable Letter of Credit (L/C) from any of the following Banks:

i) Any schedule Indian Bank or Any Branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of domestic bidder, or

ii) ~~In case of foreign bidder, the bank guarantee can be accepted from any scheduled bank in~~

~~India or from International Bank who has its branch in India registered with Reserve Bank of India, or~~

- iii) Any foreign Bank which is not a Scheduled Bank in India, provided the Bank Guarantee issued by such Bank is counter-guaranteed by any Branch situated in India of any Scheduled Bank incorporated in India.

The Bank Guarantee / LC shall be valid for the time as asked for in the Bid Document. Bank Guarantees issued by Banks in India should be on non-judicial stamp paper of requisite value, as per Indian Stamp Act, purchased in the name of the Banker.

- 8.3 Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name: OIL INDIA LIMITED

Account No.:

31991231042 IFSC Code:

SBIN0004248

Bank Name: STATE BANK OF INDIA

Branch address: SME BRANCH, KAKINADA.

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of online transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

- 8.4 Bank Guarantee with any condition other than those mentioned in OIL's prescribed format shall not be accepted.
- 8.5 The Bank Guarantee issued by a Bank amongst others shall contain the complete address of the Bank including Phone Nos., Fax Nos., e-mail address and Branch Code.
- 8.6 Bid Security shall not accrue any interest during its period of validity or extended validity. OIL shall not be liable to pay any bank charges, commission or interest on the amount of Bid Security.
- 8.7 The Bank Guarantee should be enforceable at all branches of the issuing Bank within India and preferably at Kakinada, Andhra Pradesh, the place of issuance of tender.
- 8.8 Any Bid not secured in accordance with **sub-clause 8.2** above shall be rejected by the Company as non-responsive. Bank Guarantee issued by a Scheduled Bank in India at the request of some other Non- Scheduled Bank of India shall not be acceptable.
- 8.9 The Bidders shall extend the validity of the Bid Security suitably, if and when specifically advised by OIL, at the Bidder's cost.
- 8.10 Unsuccessful Bidder's (bidders qualified in the techno-commercial bid but unsuccessful in the price bid stage) Bid Security will be discharged and/or returned within 30 days after finalization of Tender (issuance of LoA). In case of two bid or two stage bidding, bid security/EMD of techno commercially rejected bidders should be returned within 30 days of the final rejection (after evaluation against representation, if any).
- 8.11 Successful Bidder's Bid Security will be discharged and/or returned upon Bidder's furnishing the Performance Security and bank verification (for PBG). Successful Bidder will however ensure validity of the Bid Security till such time the Performance Security in conformity with **Clause 24.0** below is furnished.
- 8.12 The Bid Security may be forfeited, if:
- 8.12.1 The Bidder withdraws the Bid within its original / extended validity.
- 8.12.2 The Bidder modifies / revise their Bid Suo-moto.
- 8.12.3 Bidder does not accept the order / contract.
- 8.12.4 Bidder does not furnish Performance Security Deposit within the stipulated time as per

- tender / order / contract.
- 8.12.5 If it is established that the Bidder has submitted fraudulent documents or has indulged into corrupt and fraudulent practice, the Bid security shall be forfeited after due process in addition to other action against the Bidder.
- 8.13 In case any Bidder withdraws their Bid during the period of Bid validity, Bid Security will be forfeited and the party shall be put in the Holiday List as per Company's Banning Policy (available in OIL website).
- 8.14 **The scanned copy of the original Bid Security in the form of either Bank Guarantee or LC or Insurance Surety Bond must be uploaded by Bidder along with the Technical Bid in Tender portal.** The original Bid Security (Bank Guarantee or LC or Insurance Surety Bond) shall be submitted by Bidder to the office of ED (Offshore), OIL INDIA LIMITED, KG Basin Project Office at OIL INDIA LIMITED, DOWNTOWN BUILDING, 3rd Floor, Door No. 70-14-16/4 (Next to D-Mart), Sri Vidya Colony, Venkat Nagar, Kakinada, Andhra Pradesh – 533003 in a sealed envelope which must reach the office on or before **Bid Closing time**. The envelope must be super-scribed with "Bid Security", IFB No., Description of Services & Bid Closing Date.
- 8.15 **A Bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender.**
- 8.16 Submission of Bid Security (EMD), in the form of Electronic Bank Guarantee (e-BG) is also acceptable:

Sl. No.	Bank name	Sl. No.	Bank name	Sl. No.	Bank name
1	AU Small Finance Bank	12	Federal Bank	23	Kotak Mahindra Bank
2	Axis Bank	13	HDFC Bank	24	Punjab & Sind Bank
3	Bank of Baroda	14	HSBC Bank	25	Punjab National Bank
4	Bank of India	15	ICICI Bank	26	RBL Bank
5	Bank of Maharashtra	16	IDBI Bank	27	Standard Chartered
6	Canara Bank	17	IDFC First Bank	28	State Bank of India
7	Central Bank of India	18	Indian Bank	29	South Indian Bank
8	City Union Bank	19	Indian Overseas Bank	30	Tamilnadu Mercantile Bank
9	DBS Bank	20	IndusInd Bank	31	UCO Bank
10	DCB Bank	21	Karnataka Bank	32	Union Bank of India
11	Dhanlaxmi Bank	22	Karur Vysya Bank	33	Yes Bank

Beneficiary Banker's details for issue of e-BG are:

Sl. No	Particulars	Details
1	Name	Oil India Limited
2	PAN	AAAC02352C
3	Date of Incorporation	18-02-1959
4	Email ID	As applicable
5	Mobile No.	As applicable
6	Local Address	As applicable
7	Registered Address	Duliajan, Dibrugarh, Assam-786602

Note: Confirmation/verification from banks will not be required for e-BGs.

- 8.17 As an alternative to submission of EMD as above, the bidder also has an option to submit Insurance Surety Bond from an Insurer as per the guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI). The Surety Bond issuing organization undertakes to pay in all scenarios under which the EMD would be liable to be

encashed by OIL within the provisions of Tender. In case the bidder is submitting Bid Security (EMD) in the form of Insurance Security Bond, the same may be furnished as per **ANNEXURE- R -1** within the timelines as per Clause 8.14 above, for the amount and validity period as per Clause 8.2 above.

8.18 Bidders can submit Bid Security online through OIL's electronic Payment Gateway.

8.19 The scanned copy of the original Bid Security in the form of either Bank Guarantee or LC must be uploaded by Bidder along with the Technical Bid in the "Technical Attachment" of OIL's e-portal. The original Bid Security shall be submitted by Bidder to the office of Executive Director (Offshore), OIL INDIA LIMITED, KG Basin Project Office at # 70-14-16/3 (3rd Floor), Down Town Building, Next to D-Mart, Venkat Nagar, Kakinada-533003, India in a sealed envelope which must reach the office on or before 12.45 Hrs (IST) of the Bid Closing date. The envelope must be super-scribed with "Bid Security", IFB No., Description of Services & Bid Closing Date.

A Bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender.

9.0 EXEMPTION FROM SUBMISSION OF BID SECURITY/EMD:

- i. Micro and Small Enterprises (MSEs) who are holding valid Udyam Registration and are manufacturer of the offered Product or Service (Primary Product / Service - in case of bunch bid with total value wise evaluation) and give specific confirmation to this effect at the time of bid submission and claim EMD exemption and whose credentials are validated online through Udyam Registration website of Ministry of MSME and also through supporting document uploaded during bidding process and validated by the Buyer. State Government Buyers may, however, choose to exempt only MSEs from the State of Bid Inviting Authority by specifying the same in ATC of the Bid. In case no such ATC is included, eligible MSEs of all states are exempted.

As per MSME Notification S.O. 2119 (E) dated 26th June 2020, from 1st April 2021, Udyam registration certificate shall be the ONLY valid MSME Registration Document.

Except Udyam Registration Certificate no other registration document will be considered for MSE exemption & benefits for bids which will be under evaluation stage on 1st July 2022 onwards, unless until GOI extends the validity of other MSE registration certificates. The benefit as above to MSE shall be available only for Goods/Services produced & provided by MSE. Bidders claiming MSE benefit need to submit Udyam certificate.

Note: As per answer to FAQ no. 18 circulated vide Office Memorandum F. No. 22(1)/2012-MA dated 24.10.2016 "Policy is meant for procurement of goods produced and services rendered by MSE. However, traders are excluded from the purview of benefits and exemption of MSE.

In case of an upward change in terms of investment in plant and machinery or equipment or turnover or both, and consequent re-classification, an enterprise shall continue to avail of all non-tax benefits of the category (micro or small or medium) it was in before the re-classification, for a period of three years from the date of such upward change.

Tender is basically a material procurement case and accordingly MSE bidders registered under service category are not eligible for MSE benefit/EMD exemption.

- ~~ii. Start ups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT), holding valid Startup Recognition Certificate which is to be uploaded while bidding and claiming EMD exemption and to be validated by the Buyer. Bidder to ensure that turnover for any of the financial years has not exceeded beyond limits prescribed in the certificate / Start Up scheme of DPIIT.~~

- iii. KVIC, ACASH, WDO, Coir Board, TRIFED and Kendriya Bhandar.
- iv. Central / State PSUs.
- v. Seller / Service Provider registered with designated Agency / Authority as specified in the bid document by the Buyer – such bidder shall have to upload scanned copy of relevant valid registration document in place of Bid Security document while bidding.

Bidders are required to submit relevant document for exemption from furnishing Earnest Money / Bid Bond

10.0 PERIOD OF VALIDITY OF BIDS:

- 10.1 Bids shall remain valid as per the requirement mentioned in forwarding letter from the date of closing of bid prescribed by the Company. Bids of shorter validity will be rejected as being non-responsive. If nothing is mentioned by the bidder in their bid about the bid validity, it will be presumed that the bid is invalid for **90 days from** Bid Opening Date.
- 10.2 In exceptional circumstances, the Company may solicit the Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing. A Bidder may refuse the request. A Bidder granting the request will neither be required nor permitted to modify their Bid.

The Company may request the Bidders to extend the 'Period of Bid Validity' for a specified additional period. The request and the responses thereto may also be made in writing or by email (if required). After opening of price bid, the extension (if any) will be regularized with L-1 bidder.

11.0 SIGNING & SUBMISSION OF BIDS:

11.1 Signing of bids:

- 11.1.1 Bids are to be submitted online through OIL's E-procurement portal with digital signature. The bid and all attached documents should be digitally signed by the bidder using "Class 3" digital certificates with Organization's Name [e-commerce application (Certificate with personal verification and Organization Name)] as per Indian IT Act 2000 obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India before bid is uploaded. Digital Signature Certificates having Bidder's Name in the "Organization Name" field are only acceptable. Digital Signature Certificate having "Organization Name" field other than Bidder's Name shall be rejected summarily.
- 11.1.2 The original and all copies of the bid shall be typed or written in indelible inks. Since bids are to be submitted ONLINE with digital signature, manual signature is NOT relevant. The letter of authorization (as per Annexure-G) shall be indicated by written Power of Attorney accompanying the Bid.
- 11.1.3 Any physical documents submitted by bidders shall contain no interlineations, white fluid erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such correction shall be initiated by the person or persons who has / have digitally signed the Bid.
- 11.1.4 Any Bid, which is incomplete, ambiguous, or not in compliance with the Bidding process shall be rejected.

The bid including all uploaded documents shall be digitally signed by duly authorized representative of the bidder holding a Power of Attorney to bind the Bidder to the Contract.

If any modifications are made to a document after attaching digital signature, the digital signature shall again be attached to such documents before uploading the same. The Power of Attorney in original shall be submitted by bidder.

In case the digital signature is not of "Class-3" with organization name, the bid will be rejected. Bidder is responsible for ensuring the validity of digital signature and its proper usage by their employees.

11.2 Submission of bids:

The tender is processed under Single-Stage Two-bid system. Bidder shall submit the technical bid and Priced bid along with all the Annexures and Proforma (wherever applicable) and copies of documents in electronic form through OIL's e-procurement portal within the Bid Closing Date & Time stipulated in the e-tender. For submission of Bids online at OIL's E-Tender Portal, detailed instructions are available in "User Manual" which is available in OIL's E-Tender Portal. Guidelines for bid submission are also provided in the "Forwarding Letter".

The Technical Bid is to be submitted as per Terms of Reference / Technical Specifications of the bid document and Priced Bid as per the Price Schedule. The Technical Bid should be uploaded in the "Technical Attachment" Tab Page only.

Prices to be quoted as per Proforma-B should be uploaded as Attachment just in the attachment link under "Notes & Attachments" Tab under General Data in the e-portal. No price should be given in the "Technical Attachment", otherwise bid shall be rejected. The priced bid should not be submitted in physical form and which shall not be considered.

However, the following documents in one set should be submitted in physical form in sealed envelope superscribing the "IFB No., Brief Description of services and Bid Closing / Opening date & Time along with the bidder's name and should be submitted to Executive Director (KGB & MBP), Oil India Ltd., KG Basin Project, D. NO. 11-4-7, Nookalamma Temple Road, Ramarao Peta, Kakinada, Andhra Pradesh-533004, India on or before 12.45 Hrs. (IST) on the bid closing date indicated in the IFB:

- a) Original Bid Security
- b) Printed or Soft Copy catalogue and literature if called for in the bid document.
- c) Power of Attorney for signing of the bid digitally.
- d) Any other document required to be submitted in original as per bid document requirement.

Documents sent through E-mail / Fax / Telephonic method will not be considered.

11.2.1 All the conditions of the Contract to be made with the successful bidder are given in various Sections of the Bid Document.

11.2.2 Timely delivery of the documents in physical form as stated in Para 13.2 above is the responsibility of the bidder. Bidders should send the same through Registered Post or by Courier Services or by hand delivery to the Officer in Charge of the particular tender before the Bid Closing Date and Time. Company shall not be responsible for any postal delay / transit loss.

11.2.3 Bids received through the e-procurement portal shall only be accepted. Bids received in any other form shall not be accepted.

12.0 DEADLINE FOR SUBMISSION OF BIDS:

12.1 Bids should be submitted online as per the online tender submission deadline. Bidders will not be permitted by System to make any changes in their bid/quote after the bid submission deadline is reached. Bidders are requested to take note of this and arrange to submit their bids within the submission deadline to avoid last-minute rush/network problems.

12.2 No bid can be submitted after the submission deadline is reached. The system time displayed on the e-procurement web page shall decide the submission deadline.

- 12.3 Documents required in physical form should be submitted to the purchaser's office (as mentioned in Tender) on or before the Bid Opening date and time specified for submission of bid.
- 13.0 **LATE BIDS:** Bidders are advised in their own interest to ensure that their bids are uploaded in system much before the closing date and time of the bid. The documents in physical form if received by the Company after the deadline for submission prescribed by the Company shall be rejected and shall be returned to the Bidders in unopened condition immediately.
- 14.0 **MODIFICATION AND WITHDRAWAL OF BIDS:**
- 14.1 The Bidder after submission of Bid may modify or withdraw its Bid prior to Bid Closing Date & Time. Withdrawal or modification of bid through physical correspondence shall not be considered and accepted.
- 14.2 No Bid can be modified or withdrawn subsequent to the deadline for submission of Bids.
- 14.3 No Bid can be withdrawn in the interval between the deadline for submission of Bids and the expiry of the period of Bid Validity specified by the Bidder on the Bid Form. Withdrawal of a Bid during this interval shall result in debarment from participation in future tenders of OIL.
- 15.0 **EXTENSION OF BID SUBMISSION DATE:** Normally no request for extension of Bid Closing Date & Time will be entertained. However, OIL at its discretion, may extend the Bid Closing Date and/or Time due to any reasons.

In order to afford reasonable time to the prospective Bidders to take the amendment into account in preparing their bid, the Purchaser may, at its discretion, extend the deadline for the submission of bids, in which case, the Purchaser will notify through OIL's e-Tender portal where all prospective bidder may see the extended deadline. In case of extension of deadline for the submission of bids by the Purchaser for reasons inter-alia including the above, prospective bidders can download the Bidding Documents from the OIL's e-Tender portal, as per the provisions available therein, before such extended deadline.

16.0 BID OPENING AND EVALUATION:

- 16.1 Company will open the Bids, in presence of Bidder's representatives who choose to attend at the date, time and place mentioned in the Forwarding Letter. However, an authorization letter (as per ANNEXURE-E) from the Bidder must be produced by the Bidder's representative at the time of Bid Opening. Unless this Letter is presented, the representative will not be allowed to attend the Bid Opening. The Bidder's representatives who are allowed to attend the Bid Opening shall sign a register evidencing their attendance. Only one representative against each Bid will be allowed to attend.
- 16.2 In case of any unscheduled holiday or Bandh on the Bid Opening Date, the Bids will be opened on the next full working day. Accordingly, Bid Closing Date / time will get extended up to the next working day and time.
- 16.3 Bids which have been withdrawn pursuant to clause 18.0 shall not be opened. Company will examine bids to determine whether they are complete, whether requisite Bid Securities have been furnished, whether documents have been digitally signed and whether the bids are generally in order.
- 16.4 At bid opening, Company will announce the Bidder's names, written notifications of bid modifications or withdrawal, if any, the presence of requisite Bid Security and such other details as the Company may consider appropriate.
- 16.5 Normally no clarifications shall be sought from the Bidders. However, for assisting in the evaluation of the bids especially on the issues where the Bidder confirms compliance in the

evaluation and contradiction exists on the same issues due to lack of required supporting documents in the Bid (i.e. document is deficient or missing), or due to some statement at other place of the Bid (i.e. reconfirmation of confirmation) or vice versa, clarifications may be sought by OIL. In all the above situations, the Bidder will not be allowed to change the basic structure of the Bid already submitted by them and no change in the price or substance of the Bid shall be sought, offered or permitted.

16.6 Prior to the detailed evaluation, Company will determine the substantial responsiveness of each bid to the requirement of the Bid Documents. For purpose of these paragraphs, a substantially responsive bid is one, which conforms to all the terms and conditions of the Bid Document without material deviations or reservation. A material deviation or reservation is one which affects in any substantial way the scope, quality, or performance of work, or which limits in any substantial way, in-consistent way with the Bid Documents, the Company's right or the bidder's obligations under the contract, and the rectification of which deviation or reservation would affect unfairly the competitive position of other bidders presenting substantial responsive bids. The Company's determination of Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

16.7 A Bid determined as not substantially responsive will be rejected by the Company and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

16.8 The Company may waive minor informality or nonconformity or irregularity in a Bid, which does not constitute a material deviation, provided such waiver, does not prejudice or affect the relative ranking of any Bidder.

17.0 OPENING OF PRICED BIDS:

17.1 Company will open the Priced Bids of the techno-commercially qualified Bidders on a specific date in presence of representatives of the qualified bidders.

17.2 In case of any unscheduled holiday or Bandh on the Priced Bid Opening Date, the Bids will be opened on the next working day.

The Company will examine the Price quoted by Bidders to determine whether they are complete, any computational errors have been made, the documents have been properly signed, and the bids are generally in order.

18.0 EVALUATION AND COMPARISON OF BIDS: The Company will evaluate and compare the bids as per BID EVALUATION CRITERIA (BEC) of the Tender Documents.

19.0 DISCOUNTS/REBATES:

19.1 Unconditional discounts/rebates, if any, given in the bid will be considered for evaluation.

19.2 Post bid or conditional discounts/rebates offered by any bidder shall not be considered for evaluation of bids. However, if the lowest bidder happens to be the final acceptable bidder for award of contract, and if they have offered any discounts/rebates, the contract shall be awarded after taking into account such discounts/rebates.

20.0 CONTACTING THE COMPANY:

20.1 Except as otherwise provided in Clause above, no Bidder shall contact Company on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded except as required by Company vide sub-clause 16.5.

20.2 An effort by a Bidder to influence the Company in the Company's bid evaluation, bid comparison or Contract award decisions may result in the rejection of their bid.

21.0 AWARD OF CONTRACT:

- 21.1 **Award criteria:** The Company will award the Contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.

In case, it is found that final evaluated bid price of two or more bidders works out to be same i.e. if more than one L1 bidder (multiple) emerges, tie breaker provision shall be used for random selection of bidder for award of contract.

OIL will place the Purchase Order/Contract directly on the successful bidder from whom the bid has been received & evaluated and will not place order on other entities such as subsidiary, business associate or partner, dealer/distributor etc. of the Bidder.

- 22..0 **COMPANY'S RIGHT TO ACCEPT OR REJECT ANY BID:** Company reserves the right to accept or reject any or all bids and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidder, or bidders or any obligation to inform the affected bidder of the grounds for Company's action.

There is a provision for representation against disqualification of bidder within the specified period (48 hrs) after disqualifying the bidder against Bid. Disqualified bidders should not upload new/additional documents against representation as the same shall not be evaluated. Also, representation received after the specified period (48 hrs) after disqualifying the bidder, will not be entertained.

23.0 NOTIFICATION OF AWARD:

- 23.1 Prior to the expiry of the period of bid validity or extended validity, Company will notify the successful Bidder in writing by registered letter or by fax or E-mail (to be confirmed in writing by registered /couriered letter) that its Bid has been accepted.
- 23.2 The notification of award will constitute the formation of the Contract.

- 24.0 **PERFORMANCE SECURITY:** Successful bidder has to submit Performance Security as mentioned in GCC Clause No. 10.0. Additionally, submission of Performance Security, in the form of Electronic Bank Guarantee (e-BG) is also acceptable:

Sl. No.	Bank name	Sl. No.	Bank name	Sl. No.	Bank name
1	AU Small Finance Bank	12	Federal Bank	23	Kotak Mahindra Bank
2	Axis Bank	13	HDFC Bank	24	Punjab & Sind Bank
3	Bank of Baroda	14	HSBC Bank	25	Punjab National Bank
4	Bank of India	15	ICICI Bank	26	RBL Bank
5	Bank of Maharashtra	16	IDBI Bank	27	Standard Chartered
6	Canara Bank	17	IDFC First Bank	28	State Bank of India
7	Central Bank of India	18	Indian Bank	29	South Indian Bank
8	City Union Bank	19	Indian Overseas Bank	30	Tamilnadu Mercantile Bank
9	DBS Bank	20	IndusInd Bank	31	UCO Bank
10	DCB Bank	21	Karnataka Bank	32	Union Bank of India
11	Dhanlaxmi Bank	22	Karur Vysya Bank	33	Yes Bank

Beneficiary Banker's details for issue of e-BG are:

Sl. No	Particulars	Details
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1	Name	Oil India Limited
2	PAN	AAACO2352C
3	Date of Incorporation	18-02-1959
4	Email ID	As applicable
5	Mobile No.	As applicable
6	Local Address	As applicable
7	Registered Address	Duliajan, Dibrugarh, Assam-786602

Note: Confirmation/verification from banks will not be required for e-BGs.

Bidder to indicate LOA No./ PO No. and name of entity in the transaction details field at the time of online transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

As an alternative to submission of Performance Security as above, the bidder also has an option to submit Insurance Surety Bond from an Insurer as per the guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI). The Surety Bond issuing organization undertakes to pay in all scenarios under which the Performance Security would be liable to be encashed by OIL within the provisions of Tender. In case the bidder is submitting Performance Security in the form of Insurance Security Bond, the same may be furnished as per ANNEXURE-L-I.

25.0 ISSUANCE OF CONTRACT:

- 25.1 At the same time as the Company notifies the successful Bidder that its Bid has been accepted through issue of Letter of Award (LOA).
- 25.2 In the event of failure on the part of the successful Bidder to accept the LOA, OIL reserves the right to terminate the LOA issued to the successful Bidder and invoke the EMD/Performance Security submitted by the successful Bidder. The bidder will be dealt with as Banning Policy of OIL.
- 25.3 OIL will place SAP generated Order(s) / Contract(s) for execution of Order(s) / Contract(s) and payment to suppliers.

- 26.0 **CREDIT FACILITY:** Bidders should indicate clearly in the Bid about availability of any credit facility inclusive of Government-to-Government credits indicating the applicable terms and conditions of such credit.

27.0 MOBILISATION AND ADVANCE PAYMENT:

- 27.1 Request for advance payment shall not be normally considered. However, depending on the merit and at the discretion of the Company, advance against mobilization charge may be given at an interest rate of 1% above the prevailing Bank rate (CC rate) of SBI from the date of payment of the advance till recovery/refund.
- 27.2 Advance payment agreed to by the Company shall be paid only against submission of an acceptable bank guarantee whose value should be equivalent to the amount of advance plus the amount of interest covering the period of advance. Bank guarantee shall be valid for 2 months beyond completion of mobilization and the same may be invoked in the event of Contractor's failure to mobilize as per agreement.
- 27.3 In the event of any extension to the mobilization period, Contractor shall have to enhance the value of the bank guarantee to cover the interest for the extended period and also to extend the validity of bank guarantee accordingly.

28.0 GOODS AND SERVICES TAX:

- 28.1 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 subsumed 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.

- 28.2 Bidders are required to submit copy of the GST Registration Certificate while submitting the bids wherever **GST** (CGST & SGST / UTGST or IGST) is applicable.
- 28.3 Bidder should also mention the **Harmonised System of Nomenclature (HSN)** and **Service Accounting Codes (SAC)** at the designated place in the Price Bid Format.
- 28.4 Where the OIL is entitled to avail the input tax credit of GST:**
- 28.5 OIL will reimburse the GST to the Supplier of Goods / Services (Service Provider) at actual 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 filled under GST laws & rules should be timely filed by supplier with requisite details.
- 28.6 The input tax credit of **GST** quoted shall be considered for evaluation of bids, as per evaluation criteria of tender document.
- 28.7 Where the OIL is not entitled to avail/take the full input tax credit of GST:**
- 28.8 OIL will reimburse GST to the Supplier of Goods / Services (Service Provider) at actual against submission of Invoices as per format specified in rules / regulation of GST subject to the ceiling amount of GST as quoted by the bidder. In case of any variation in the executed quantities (If directed and / or certified by the In-Charge) the ceiling amount on which GST is applicable will be modified on pro-rata basis.
- 28.9 The bids will be evaluated based on total price including GST.
- 28.10 It is the responsibility of the bidder to quote the correct GST rate. The classification of goods / services as per GST (Goods & Service Tax) Act should be correctly done by the contractor to ensure that input tax credit on GST (Goods & Service Tax) is not lost to the OIL on account of any error on the part of the contractor.
- 28.11 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.
- 28.12 GST liability, if any, on account of supply of free samples against any tender shall be to bidder's account.
- 28.13 In case the bidder is covered under Composition Scheme under GST laws, then bidder should quote the price inclusive of the GST (CGST & SGST / UTGST or IGST). Further, such bidder should mention "Cover under composition system" in column for GST (CGST & SGST/UTGST or IGST) of price schedule.
- 28.14 OIL will prefer to deal with registered supplier of goods / services under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet. However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document.
- 28.15 The Supplier of Goods / Services may note the Anti-profiteering Clause of Tender and quote their prices accordingly.
- 28.16 In case the GST rating of bidder on the GST portal / Govt. official website is negative / blacklisted, then the bid may be rejected by OIL.

29.0 RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY SHARING LAND

BORDER WITH INDIA:

Subject to Order No. F.7/10/2021-PPD (1) dated 23.02.2023 issued by Department of Expenditure, Ministry of Finance, Govt. of India, Bidders should take note of the following:

(1) Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority [Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT)]. Further, any bidder (including bidder from India) having specified Transfer of Technology (ToT) arrangement with an entity from a country which shares a land border with India, shall also require to be registered with the same competent authority to be eligible to bid in this tender.

(2) "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

(3) "Bidder (or entity) from a country which shares a land border with India" for the purpose of this Order means:

- a. An entity incorporated, established or registered in such a country; or
- b. A subsidiary of an entity incorporated, established or registered in such a country; or
- c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d. An entity whose beneficial owner is situated in such a country; or
- e. An Indian (or other) agent of such an entity; or
- f. A natural person who is a citizen of such a country; or
- g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

(4) The beneficial owner for the purpose of para (3) above will be as under:

- (i) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation:

"Controlling ownership interest" means ownership of or entitlement to more than twenty-five percent of shares or capital or profits of the company.

"Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements.

- (ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
- (iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- (iv) Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- (v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more

interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

(5) An Agent is a person employed to do any act for another, or to represent another in dealings with third person.

(6) The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

(7) Validity of Registration: The registration should be valid at the time of submission of bid and at the time of acceptance of bid. If the bidder was validly registered at the time of acceptance/placement of order, registration shall not be a relevant consideration during contract execution.

(8) Undertaking regarding compliance: The bidders are required to provide undertakings as per ANNEXURE – Q(A), ANNEXURE – Q(B) & ANNEXURE – Q(C) along with their bid towards compliance of the above guidelines for participation in this tender. If the undertakings given by a bidder whose bid is accepted is found to be false, this would be a ground for debarment/action as per OIL's Banning Policy and further legal action in accordance with law.

30.0 Submission of Forged Documents:

Bidders should note that Company (OIL) may verify authenticity of all the documents / certificates / information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract execution etc., if it is established that bidder has submitted forged documents / certificates / information towards fulfilment of any of the tender / contract conditions, Company shall immediately reject the bid of such bidder(s) or cancel / terminate the contract besides taking action as per OIL's Banning Policy dated 17th March 2023, available in the OIL's website. Accordingly, service provider / vendor to submit the Undertaking of authenticity of information / documents submitted as per **Annexure-J**.

31.0 ABNORMALLY HIGH UNIT RATES/ABNORMALLY LOW UNIT RATES (AHR/ALR):

Against tender where the quoted rate is above (+)/below (-) 50% (Fifty Percent) of Company's estimated rate, such items shall be considered as Abnormally High Rate/Abnormally Low Rate (AHR/ALR) items. The company reserves the right to negotiate rates of all such AHR items, in addition to any other items of the tender as may be considered appropriate, before award of contract.

In the case of an abnormally low bid, wherein the Bid price, in combination with other elements of the Bid, appears so low that it raises material concerns as to the capability of the Bidder to perform the contract at the offered price. In such cases written clarifications may be sought from the Bidder, including detailed price analysis of its Bid price in relation to scope, schedule, allocation of risks and responsibilities, and any other requirements of the bid document.

32.0 CONCESSIONS/EXEMPTIONS PERMISSIBLE UNDER STATUTES:

Bidder, while quoting against this tender, must take cognizance of all concessions permissible under the statutes including the benefit under GST legislations, failing which it will have to bear extra cost where bidder does not avail exemptions/concessional rate of GST. OIL will not take responsibility towards this. However, wherever required and applicable, OIL shall provide the necessary documents as required under the notification (s) for the bidders to obtain such concessions. Bidders must also consider benefits of input tax credit under the GST legislations, as amended from time to time on Input goods/Capital goods / Input Services, while quoting the prices.

33.0 Bidders are advised to go through uploaded bid documents thoroughly before creation of their bids.

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

BID REJECTION CRITERIA (BRC):

The bids shall conform to the specifications and terms as well conditions given in the tender. Bids will be rejected in case the items offered do not conform to the required parameters stipulated in the technical specifications and to the respective international / national standards wherever stipulated. Notwithstanding the general conformity of the bid to the stipulated specifications and terms & conditions, the following requirements will have to be particularly met by the bidders, without which, the offer will be considered as non-responsive and shall be rejected.

BID EVALUATION CRITERIA (BEC):

1.0 Technical

1) The Bidder must have the experience of completing SIMILAR WORK of Supply, Installation and Commissioning of INTEGRATED VIDEO CONFERENCING AND AUDIO SYSTEM in any Central / State Government / PSU / Nationalized Bank / Public Limited Company within the last 7 (seven) years to be reckoned from the Original Bid Closing Date for any of the following:

- a) One similar work costing not less than Rs. 55,56,344/-,
- b) Two similar works costing not less than Rs. 34,72,715/-,
- c) Three similar works costing not less than Rs. 27,78,172/-.

SIMILAR WORK means Supply, Installation and Commissioning of an INTEGRATED VIDEO CONFERENCING AND AUDIO SYSTEM comprising of VIDEO SYSTEM, DISPLAY SYSTEM and AUDIO SYSTEM (with microphones, wall and / or ceiling mounted speakers, control system) and their INTEGRATION in a SINGLE SET-UP.

Documentary Evidence:

Documentary evidence in respect of supply experience against above mentioned clause must be submitted in the form of copy of relevant Purchase Order(s) / Contract along with copies of any of the documents to prove satisfactory execution of each of those Purchase orders, such as

- (i) Satisfactory Inspection Report
- (ii) Satisfactory Supply Completion/Installation Report
- (iii) Consignee Receipted Delivery Challan
- (iv) Central Excise Gate Pass/tax invoices issued under relevant rules of Central excise/VAT/GST Central
- (v) Any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders/ Contract cited above.

Note:

- a) The Purchase Order/ Contract date need not be within 05 (five) years preceding original bid closing date of this tender. However, the execution of supply/ Contract should be within five (05) years preceding original bid closing date of this tender.
- b) Satisfactory supply / completion / Installation report should be issued on client's official letter head with signature & stamp.
- c) A supply order/ Contract executed by a bidder for its own organization cannot be considered as experience for the purpose of meeting BEC.
- d) Original Bid Closing Date shall be considered for evaluation.

2) The Bidder must undertake to provide Warranty for each individual component of the Integrated System and also of the Integrated System as a whole for 1 (one) year from the date of acceptance of Commissioning.

3) The Bidder must undertake to provide Annual Maintenance for each individual component of the Integrated System, beyond the OEM's Warranty period and also of the Integrated System as a whole for the 2nd, 3rd, 4th and 5th years after the end of the 1 (one) year Warranty.

The Bidder must quote the Annual Maintenance Charges (AMC) for the 2nd, 3rd, 4th and 5th years separately, failing which the same shall be considered as "0 (zero)". The AMC shall be taken into consideration while evaluating the inter se L-1 ranking of the Bidders.

Bids not conforming to the above shall be outrightly rejected.

2.0 FINANCIAL CRITERIA:

2.1 Annual Financial Turnover from Operations: The Annual Financial Turnover of the Bidder in any one of the preceding 3 (three) Financial/ Accounting years to be reckoned from the original Bid Closing Date must be equal to or more than **INR 34,72,714.00**

Annual Financial Turnover of the bidder from operations shall mean-

"Aggregate value of the realization of amount made from the sale, supply or distribution of goods or on account of services rendered, or both, by the company (bidder) during a Financial/ Accounting year" as per the Companies Act, 2013 Section 2 (91).

2.2 Net Worth: "Net Worth" of the bidder must be positive for the Financial / Accounting year preceding to the original Bid Closing Date of the Tender.

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

Note to Financial criteria:

1) For proof of Annual turnover & Net worth, any one of the following documents/ photocopies (attested/self-attested) must be submitted along with the bid:

i) A certificate issued by a practicing Chartered/Cost Accountants Firm with Membership no. and Firm's Registration no. certifying the Annual Turnover & Net worth as per format prescribed vide **Annexure-A**

OR

ii) Audited Balance Sheet along with Profit & Loss account.

Mention of UDIN (Unique Document Identification Number) is mandatory for all Certificates including audited financial statement/audited report issued by Chartered Accountant in Practice w.e.f. February 1, 2019.

2. Considering the time required for preparation of Financial Statements, if the last date of preceding financial/ accounting year falls within the preceding six months/within the due date for furnishing of audit report as per section 139(1) of IT act, 1961 (read along with latest circulars/notifications issued by CBDT from time to time) reckoned from the original bid closing date and the Financial Statements of the preceding financial/ accounting year are not available with the bidder, then the financial turnover of the previous three financial/ accounting years excluding the preceding financial/ accounting year will be considered. In such cases, the Net worth of the previous financial/ accounting year excluding the preceding financial/ accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the Balance Sheet / Financial Statements for the financial/ accounting year (as applicable) has actually not been audited so far (up to the bid submission date) (Format enclosed as **Annexure-B**).

3. In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-

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

4. In case the Audited Balance Sheet and Profit & Loss Account submitted along with the bid are in currencies other than INR or US\$, the same shall be converted in equivalent INR or USD considering the foreign exchange rate (SBI BC Selling Rate) as on the date of Audited Balance Sheet and Profit & Loss Account.

5. RELAXATION OF PRIOR TURNOVER AND PRIOR EXPERIENCE FOR STARTUPS (AS DEFINED IN GAZETTE NOTIFICATION NO. D.L-33004/99 DATED 18.02.2016 AND 23.05.2017 OF MINISTRY OF COMMERCE AND INDUSTRY), AS AMENDMED TIME TO TIME:
Not Applicable for this Tender.

2.3 In case the bidder is a subsidiary company (should be a wholly owned subsidiary of the parent / ultimate parent / holding company), who does not meet financial criteria by itself and submits bid based on the financial strength of its parent / ultimate parent / holding company, then documents need to be submitted along with the technical bid in support of the following:

i) Annual Turnover from operation of last three accounting years of the parent / ultimate parent / holding company (supporting company) shall be as per BEC Clause 2.1 above.

ii) Net worth of the parent / ultimate parent / holding company (supporting company) shall be positive for the accounting year preceding the original bid closing date as per BEC Clause 2.2 above.

iii) Corporate Guarantee (Annexure-O) on parent / ultimate parent / holding company's (supporting company) letter head signed by an authorized official undertaking that they would financially support their subsidiary company for executing the project / job in case the same is awarded to them.

iv) A certificate from the statutory Auditor of the bidding company as well as of the parent / ultimate / holding parent company (supporting company) to establish the relationship and equity percentage holding between bidding company and the supporting company. The certificates should be duly certified by the Company Secretary or one of the Directors of the company concerned.

Note: The above certificate should not be more than 30 days old as on the original bid closing date.

3.0 COMMERCIAL EVALUATION:

i) Bids shall be submitted under Single-Stage Two-Bid System i.e. Technical Bid and Priced Bid separately in the OIL's e-Tender portal. The Technical Bid is to be uploaded as per Scope of Work & Technical Specification of the tender in "Technical RFx Response" Tab and Priced Bid as per Proforma-B and Proforma-B1 uploaded in the "Notes & Attachments" Tab. Bids shall be rejected outright if the prices are indicated in the technical bids. Bids not conforming to this two-bid system shall be rejected outright.

The Un-priced techno commercial bid (or Technical bid) must comprise of all the technical documents substantiating the previous experience, financial & technical credentials of the bidder and any other document as asked for in the bid document. There should not be any indication of price in the Technical bid; otherwise, the bid shall be rejected straightway.

ii) The following points are deemed as "non-negotiable" and offer shall be rejected straightaway without seeking clarification in case of the following:

(a) Validity of bid shorter than validity indicated in the tender.

(b) Bid Security in original (except for e-BGs).

Note:

(1) Bid Security in Original (applicable for physical BG and not for e-BG) shall be furnished as a part of the Technical Bid and shall reach OIL's office at Kakinada (KG Project Office) before bid closing date & time. A scanned copy of the bid security (BG/e-BG) shall however be uploaded in OIL e-Tender portal along with the Technical Bid. The amount of Bid Security shall be **INR 1,39,000.00**.

(2) Exemption from submission of Bid Security: Bid security exemption allowed as mentioned in Tender.

- iii) In case the validity of bid shorter than validity indicated in the tender, the offer shall be rejected straightaway without seeking clarification.
- iv) The prices / rates offered quoted by the successful bidder must remain firm during the execution of the Contract and not subject to variation on any account. A bid submitted with an adjustable price condition shall be treated as non-responsive and rejected. No discount whatsoever should be quoted separately. Rates / prices quoted must be net of all discount.
- v) Bidder to comply with Delivery Terms and Schedule indicated in the tender document.
- vi) Bids submitted after the Bid Closing Date and Time will be rejected.
- vii) Bids received through the e-Tender Portal shall only be accepted. Bids received in any other form shall not be accepted.
- viii) Bid documents are non-transferable. Unsolicited bids will not be considered and will be straightway rejected.
- ix) Performance Security: Successful bidder shall be required to furnish a Performance Security equivalent to Five (5%) percent of Estimated Contract Cost within 30 days of receipt of LOA. The Performance Bank Guarantee must remain valid throughout the period of execution, including extension if any. Non-submission of Performance Security as above by the successful Bidder shall lead to cancellation / termination of award besides other penal actions as per OIL's Bidding Policy. Bidders should undertake in their bids to submit Performance Security as stated above (as per ANNEXURE-I).
- x) Bids shall be typed or written in indelible ink and shall be digitally signed by the bidder or his authorized representative.
- xi) Any physical documents wherever called for, submitted by bidders shall contain no interlineations, white fluid erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such correction shall be initialed by the person or persons who has/have digitally signed the Bid.
- xii) Any Bid containing false statement will be rejected.
- xiii) Bidders shall quote directly and not through their Agent / Representative / Retainer / Associate in India.
- xiv) Bidders must quote clearly and strictly in accordance with the price schedule outlined in "Schedule of Rates/Price Bid Format" of Bid Document; otherwise, the Bid will be summarily rejected.

- xv) The originals of the documents submitted by the bidder shall have to be produced by the bidder(s) to OIL as and when asked for.
- xvi) The Bids and all uploaded documents must be digitally signed using "Class 3" digital certificate [e-commerce application (Certificate with personal verification and Organization name)] as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India [except copies of the documents required in physical form] should invariably be submitted in the 'Technical Attachment Tab' through OIL's e-bidding portal, before the scheduled date and time for the tender closing. All the documents uploaded shall be digitally signed by the authorized signatory of the bidder. However, the original bid security should necessarily be submitted in physical form, in a sealed envelope.
- xvii) Integrity Pact: Buyer organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed Integrity Pact as per Buyer Organization's Policy along with bid (ANNEXURE-P). In case of a Joint venture, all the partners of the joint venture should sign the Integrity Pact.
- xviii) The bidder must neither be bankrupt nor undergoing any insolvency resolution process or liquidation or bankruptcy proceeding under any law. In this regard, the bidder must submit a declaration/undertaking about their financial standing as per ANNEXURE-S of the tender.
- xix) Any bidder who are on Holiday list/Delisted/Blacklisted/Debarred/ Suspension list of OIL on due date of submission of bid/ during the process of evaluation of bids, the offers of such bidders shall not be considered and will be straightaway rejected. In this regard, the bidders must submit a declaration as per ANNEXURE-T of the tender.
- xx) The originals of the documents submitted by the bidder shall have to be produced by the bidder(s) to OIL as and when asked for.

4) PRICE BID EVALUATION:

The bids conforming to the technical specifications, terms and conditions stipulated in the bidding document and considered to be responsive after subjecting to Bid Evaluation Criteria mentioned above will be considered for further evaluation as per the Price Evaluation Criteria given below:

4.1 The bidders must quote their charges / rates in the manner as called for vide "Schedule of Rates" and the prescribed Price bid format (Proforma-B). Bidders are required to quote for all the line items in Schedule of Rates/ Price Bid Format. Bidders should quote prices in INR only inclusive of all taxes, duties, levies, insurance, transportation etc. applicable for complete scope of work as per the price format provided in the tender, at designated area.

4.3 The offers of the bidders shall be evaluated as per the following provisions.

In the event of computational error between unit price and total price, the quoted unit price shall prevail. Similarly, in the event of discrepancy between rates quoted in words and figures, the unit rates quoted in words will prevail.

4.4 Quoted price must include all liabilities and taxes including statutory liabilities but excluding GST, which shall be quoted separately in the Price Bid format. The Bidder shall bear, within the quoted rates, the Personnel Tax as applicable in respect of their personnel and their subcontractor's personnel, arising out of this contract. The bidder shall also bear,

within the quoted rates, the Corporate Tax, as applicable, on the income arising out of this contract. In case the GST is not quoted explicitly in the offer, the offer will be considered as inclusive of GST.

4.5 The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of quantity for various line items are only for the purpose of evaluation of the bid and the Contractor will be paid on the basis of the actual quantity.

4.6 Service is not splittable. Based on the evaluation of techno-commercially qualified bidders, the entire scope of service will be awarded to the L-1 bidder only.

5.0 Priced Bid Evaluation:

Price Evaluation of all the technically qualified bids will be done on the basis of "Grand Total Amount including GST" quoted by the bidder as per Price bid Format.

1. Total Estimated Cost (excluding GST) = 1.a + 1.b + 1.c + 1.d + 1.e) -----(1)
2. GST Amount payable extra on Contract Price= 2 -----(2)

The Total Price will be worked out as below: -

3. Total Estimated Contract Cost including GST for Bid Evaluation: -----{3=1+ 2}

5.1 To ascertain the inter-se-ranking, Price Bids shall be evaluated on overall lowest cost to OIL (L- 1 offer) basis i.e. considering total quoted price for all services including applicable GST (CGST & SGST/UTGST or IGST). Price Bid uploaded without giving any of the details of the taxes (Including rates and amounts) shall be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer shall be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/Contracts shall be binding on the bidder. Input Tax Credit on GST (Goods & Service Tax) for this service is NOT available to OIL & the bids shall be evaluated based on total price including GST.

5.2 Bidders are required to ascertain themselves, the prevailing rates of GST and all other taxes and duties as applicable (along with rates of all related levies viz. Surcharges, Cess, etc.,) on the scheduled date of submission of Price Bids/ revised Price Bids (if any) and Company would not undertake any responsibility whatsoever in this regard.

5.3 Accordingly, bidders should quote the prices, clearly indicating the applicable rate of GST / description of service as per GST rules (under which the respective service is covered) along with all other taxes and duties applicable. Details of abatements / deductions available, if any, should also be indicated specifically.

5.4 In the contracts involving multiple services or involving supply of certain goods / materials along with the services, the Bidder should give separate break-up for cost of goods and cost of various services, and accordingly quote GST as applicable for the taxable services. In case the Bidder does not give break-up of the quoted prices separately indicating the components of taxable services and material to be supplied (if any), the GST will be loaded on entire quoted / contract value for evaluation considering abatement, if any, as per statute.

5.5 GST, if any applicable, on input services /capital goods/inputs required to meet the scope of work will be borne by the Bidder within their quoted prices. The Bidder must avail eligible GST credit of tax/ duty paid on input services /capital goods/ Inputs and benefit of GST credit should be passed on to COMPANY by way of quoting rate(s) net of GST credit i.e. gross value of goods/service adjusted by GST credit available to the bidder.

5.6 In case of multiple L1 bidders, the winner will be decided based on Draw of Lots.

6.0 PURCHASE PREFERENCE:

6.1 Purchase preference to Micro and Small Enterprises (MSEs): Purchase Preference to Micro and Small Enterprises is applicable for this tender.

i. Documentation required to be submitted by MSEs:

Categorization and various criteria applicable to MSE bidders shall be guided by the Gazette Notification No. CG-DL-E-26062020-220191 dated 26.06.2020 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES

The bidder claiming the MSE status (MSE-General, MSE-SC / ST, MSE-Woman) against this tender has to submit following document for availing the benefits applicable to MSEs:

- Udyam Registration Number with Udyam Registration Certificate

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

ii. In case participating MSEs quote price within price band of L1+15%, such MSE shall be considered for award of contract by bringing down their price to L1 price in a situation where L1 price is from someone other than an MSE.

iii. In case of more than one such MSE qualifying for 15% purchase preference, the contract shall be awarded to lowest eligible MSE amongst the MSEs qualifying for 15% purchase preference.

1. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

Categorisation and various Criteria applicable to MSE bidders shall be guided by the Gazette Notification No. CG-DL-E-26062020-220191 dated 26.06.2020 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISE. The bidder claiming the MSE status (MSE-General, MSE- SC/ST, MSE-Woman) against this tender has to submit the following document for availing the benefit applicable to MSEs: Udyam Registration Number with Udyam Registration Certificate. Note: In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur or Woman Entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur/ Woman Entrepreneurs should also be enclosed.

6.2 MII Policy: Deleted

7.0 Award Criteria:

The contract for hiring of the tendered services shall be awarded as below: A. L-1 bidder is a MSE bidder: In case if the L1 bidder is a MSE bidder, the contract shall be awarded to the L1 MSE bidder. B. L-1 Bidder is other than MSE: In case if the L1 bidder is non MSE, then preference shall be given to the lowest eligible MSE bidder falling within the price band of L1+15%. If such MSE bidder agrees to match the price of L1 bidder, then the contract shall be awarded to them, else offer shall be given to the next higher MSE bidder within price band of L1+15% and so on.

8.0 General Notes:

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

8.2 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 also and such

clarifications fulfilling the BEC 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.

8.3 If any of the clauses in the BEC contradict with other clauses of the Bid Document elsewhere, then the clauses in the BEC shall prevail.

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

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

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

9.0 SUBMISSION OF FORGED DOCUMENTS:

Bidders should note that Company (OIL) may verify authenticity of all the documents /certificates / information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract execution etc., if it is established that bidder has submitted forged documents / certificates / information towards fulfilment of any of the tender / contract conditions, Company shall immediately reject the bid of such bidder(s) or cancel / terminate the contract besides taking action as per OIL's Banning Policy dated 6th January 2017, and any subsequent amendment thereto available in the OIL's website. Accordingly, service provider/vendor to submit the Undertaking of authenticity of information/ documents submitted as per **Annexure-J**.

10.0 Verification and Certification of documents by Independent Third-Party Inspection Agencies:

10.1 OIL has engaged the following 17 (Seventeen) Independent Inspection Agencies for a period of 04 (Four) years up to 06.06.2028 to verify and certify various documents submitted by the bidders required against BEC/BRC of the tender:

Sl. No.	Name of Independent Inspection Agency	Contact E-mail ID
i.	M/s. Dr. Alfred H Knight Pvt. Ltd.	a. rkjain@ahkgroup.com b. Pradeep.mathur@ahkgroup.com c. info@ahkgroup.com
ii.	M/s. TUV India Private Limited	a. noida@tuv-nord.com b. mumbai@tuv-nord.com c. salim@tuv-nord.com
iii.	M/s Conformity India International Private Limited	a. mktg@ciindia.in
iv.	M/s Ravi Energic Private Limited	a. baroda@ravienergic.com b. tpia@ravienergic.com
v.	M/s SGS India Private Limited	a. dhaval.vora@sgs.com b. sgs.india@sgs.com
vi.	M/s Assure Quality Management Certification Services Private Limited	a. aqmcs@aqmcs.com
vii.	M/s. ISSPL Limited	a. industrial_services@irclass.org b. oilandgas@irclass.org

viii.	M/s. TÜV Rheinland (India) Pvt. Ltd.	a. Shailesh.deotale@ind.tuv.com b. Kaushal.gohil@ind.tuv.com c. info@ind.tuv.com d. ravi.kumar@ind.tuv.com
ix.	M/s Gulf Lloyd (India) Ltd.	a. contact@gulflloyds.com b. inspection@gulflloyds.com
x.	M/s Baltic Testing India Pvt. Ltd.	a. office@balticcontrolindia.com
xi.	M/s Sanmarg Engineering Validation & Assessment	a. Amitra@sanmargeva.com
xii.	M/s Meenar Global Consultants LLP	a. sales@mgellp.in
xiii.	M/s Rites Limited	a. nrinspn@rites.com b. info@rites.com c. sbu.ninsp@rites.com
xiv.	M/s Bureau Veritas (India) Private Limited	a. bvindia.corporate@bureauveritas.com
xv.	M/s TUV SUD South Asia Private Limited	a. Hemant.chavan@tuvsud.com b. Jayashree.rane@tuvsud.com
xvi.	M/s Adornment Engineers India Private Limited	a. jks@adornmentengineers.com
xvii.	M/s TCRC Inspections Pvt. Ltd.	a. admin@tereinspections.com b. ashismallick@teregroup.com c. tenders@teregroup.com

10.2 Bidders are required to have their documents, as mandated under the Bid Evaluation Criteria (BEC) / Bid Rejection Criteria (BRC) of the tender, verified and certified by any one of the empanelled Independent Third-Party Inspection Agencies listed above. The Inspection Certificate, duly issued by the selected agency, must be submitted along with the Technical Bid. All costs related to verification and certification by the Third-Party Inspection Agencies shall be borne solely by the respective bidders. Payments in this regard shall be made directly by the bidders to the Inspection Agencies. OIL shall not be held responsible for any payment-related claim/ dispute between the bidders and the inspection agencies.

10.3 The verified and certified documents must be submitted along with the Technical Bid. Any bid submitted with un-verified supporting documents shall not be considered. However, in case a bidder submits its bid along with all relevant supporting documents as per BEC/BRC without getting all/some of them verified by the designated Independent Inspection agency, such bid can be provisionally considered, provided it is accompanied by **an Undertaking by the Bidder on their official letterhead towards submission of the duly verified and certified copies/ Inspection Certificate within 07 (Seven) days from the actual date of bid opening**. No reminders or clarifications will be issued by the Company in this regard, and failure to submit the verified/ certified documents within the stipulated time shall result in outright rejection of the bid, at the sole risk and responsibility of the bidder.

10.4 The methodology of verification/certification of documents followed by the agencies is broadly as under, but not limited to:

- (a) It is the sole responsibility of the bidders intending to participate in the tender to thoroughly understand the requirements of the tender, particularly the documents required under BEC/BRC. The bidders must present all relevant documents to any of the empanelled third-party certifying agencies for verification/certification. Neither OIL nor the Inspection Agencies shall be responsible for the selection or appropriateness of the documents submitted for verification. It is entirely the bidder's responsibility to ensure that the appropriate documents are verified/certified in support of BEC/BRC compliance.
- (b) The Independent Third-Party Inspection Agencies concerned shall depute their qualified/competent inspector to the Bidder's premises to check the original documents and certify the copies which the

bidder shall submit along with their bids. OIL will reserve the right to ask the inspection agencies to verify the documents with source, if required at no extra cost to OIL.

Verification/Certification of documents by OIL's empanelled third-party inspection agencies shall not automatically make the bidder techno-commercially-acceptable or eligible for award of contract.

(c) Verification/Certification of documents are normally categorized as under:

i **General Requirement:**

- Check Bidder's PAN Card
- Check Bidder's GST Certificate
- Check Bidder's Certificate of Incorporation
- Power of Attorney

ii **Additional Documents: (If applicable against the tender)**

- Bidders general structure and organization
- Joint Ventures Agreements – To cross-check with JV Partners
- Consortium Agreements – To cross-check with Consortium Partners
- Holding/Parent/Subsidiary/Sister Subsidiary/Co-Subsidiary Company – To check the Share Holding pattern, Corporate Guarantee etc.

iii **Technical Criteria**

- To check Experience Proof- Completion Certificates, Reference contact verification, Original Work Order/Contract Copy and any other document(s), if called for vide BEC/BRC of the Tender.
- Health, Safety and Environmental Management Policy

iv **Financial Criteria**

- Line of credit, if incorporated in the tender.

Notes:

- (i) Bidder's self-declared undertakings and documents submitted by Bidders as per proforma (i.e., Formats/Annexures/Appendix) mentioned in tender-document, Audited Balance Sheet & Profit-loss statement and/or CA certificate having UDIN are not required to be verified by the TPI agency.

If any documents, LOI/LOA/Contracts, etc., submitted towards BEC/BRC experience criteria are issued by Oil India Limited, such documents need not be verified by TPI agency.

- (ii) Undertaking from TPI Agency as per format (**Proforma-C**) enclosed should be submitted along with the Bid.
- (iii) **In case of clarifications sought by OIL against BEC/BRC, supporting documents (historical in nature) to those submitted in the original bid will also have to be verified from the same TPI agency which has originally verified their bid documents. OIL shall categorically mention the documents that are to be submitted with TPI verification in the clarification sought. In case the bidder fails to submit the TPI verified documents, as sought by OIL, as part of their clarification, their offer will be liable for rejection.**

11.0 Compliance of the Competition Act, 2002:

The bidder shall strictly comply with the provisions of the Competition Act, 2002, more particularly, Section-3 of the Act. Any violation the provisions of the Act shall attract penal action under the Act.

TERMS OF REFERENCE/TECHNICAL SPECIFICATIONS/ SCOPE OF WORK

The Integrated Video Conferencing and Audio System should comprise of the components broadly specified below. Bidders should mention the detailed list of components intended to supply outlining the specifications and mentioning the make and model, Catalogues, wherever possible, should also be provided.

A. DISPLAY AND SWITCHING

1. 1 (one) no. 98 inches Interactive Display of reputed make supporting all major types of multi-media files, standardized human-computer interaction (HCI) & touch accessibility and software supporting all basic features like pen selection, width selection, color change, background change, erase, multiple page navigation, saving of file in PDF & JPEG and split-screen. The specifications should be as below:

- ☑ Resolution – 3840 x 2160 or better
 - ☑ Aspect Ratio – 16:09
 - ☑ Brightness – 440nit or higher
 - ☑ Contrast Ratio – 1200:1 or higher
 - ☑ Touchpoints in Embedded OS - >= 50 touchpoints or better
 - ☑ Panel Response Time: 8 ms or better
 - ☑ Touch response time: ≤5 ms or better
 - ☑ Maximum AudioPower Output – 2 x 15 watts or better
 - ☑ Android Version - Android 14 or higher
 - ☑ Minimum Ports – 2 x HDMI 2.0 (In) or better, 1x VGA, RJ45 LAN, RS232C In/Out, 2xUSB 2.0 or better, 1xUSB Type-C, Audio In, Audio Out, 1xHDMI Out
 - ☑ RAM - 8GB minimum or higher
 - ☑ Storage - 128 GB or higher
 - ☑ Mounting: VESA mounting (Wall mount bracket must be provided)
2. 21.5 inches Retractable Display for Chairman: 1 (one) no.
- ☑ 21.5" or higher Diagonal LED-backlit Touchscreen Monitor.
 - ☑ Panel Type: IPS Technology/LCD.
 - ☑ Aspect Ratio: 16:9.
 - ☑ Brightness:250 cd/m² or better.
 - ☑ Contrast Ratio: 1000:1
 - ☑ Interfaces: HDMI, DisplayPort, USB 3.0 upstream and downstream or better.
 - ☑ Tilt angle, Tilt stop angle: 15° Adjustable Viewing Angle, Backward Tilt up to 60°, Tilt stops at 15°, 30°, 45°, 60°.
 - ☑ Control option: RS232/RS485.
3. USB Switcher - 4x4 USB 3.2 Matrix Switcher: 7 (seven) nos.

- ☒ 4x4 USB 3.2 Matrix switcher.
 - ☒ Should support USB 3.2 Gen 1.
 - ☒ Data transfer rates up to 5Gbps.
 - ☒ Backwards compatible with USB 2.0 and 1.1.
 - ☒ Should support front panel, GUI, IR and RS232 control.
 - ☒ 5V/ 900 mA power supply via USB-A.
 - ☒ OEM authorization must be submitted.
4. USB Extender - USB over Cat6 Extender: 7 (seven) nos.
- ☒ High Speed USB 2.0 or better.
 - ☒ Supports transfer data rate is up to 480Mbps.
 - ☒ Transmission distance should be up to 50m
 - ☒ over a CAT5e/6/7 cable.
 - ☒ should be equipped with 4 USB peripherals to connect with keyboards, mouse, cameras and other devices.
5. Cable Cubby: 6 (Six) nos.
- ☒ No. of holes for AV connectivity – 4
 - ☒ 2 × Universal AC power sockets, 230 V AC, 50 Hz, suitable for Indian standards.
 - ☒ 1 × USB-A charging ports, minimum 5 V DC.
 - ☒ 1 × USB-C charging ports, preferably supporting USB Power Delivery.
 - ☒ 1 × RJ45 LAN port, Cat6A, Gigabit Ethernet minimum.
 - ☒ 1xHDMI pigtail for AV connectivity.
 - ☒ 1xUSB pigtail for AV connectivity.
6. 8 x 8 HDMI Switcher: 1 (one) no.
- ☒ Input connector - 8x HDMI, 1x IR EYE (3.5mm Jack), 1x RS232, 1x TCP/IP (RJ45) or better,
 - ☒ Output connector – 8x HDMI (4x downscaling), 8x Analog Stereo (2x L/R RCA).
 - ☒ HDMI Version: 2.0 and HDCP Version: 2.3 or better.
 - ☒ Resolution - Up to 4K@60Hz 4:4:4
 - ☒ Supports - 18Gbps for resolutions up to 4K UltraHD @ 60Hz or Higher
 - ☒ SNR - > 80dB, 20Hz-20KHz bandwidth
 - ☒ IR sensor - Built-in IR sensor, receives IR signal sent from IR remote
 - ☒ TCP/IP - RJ45 port to connect the control device (e.g. PC) to control the matrix by GUI
 - ☒ Power - Connect with 24VDC 2.7 A power adaptor
 - ☒ Control - Control via TCP/IP, web-GUI, CEC, RS232 and IR or better

7. HDMI Tx Rx Extender: 10 (ten) nos. (8 No.s, if side display is not required.)

☑ Input Connectors - TX: Minimum 1x HDMI, Minimum 1x IR (3.5mm Jack), Minimum 1x RS232 (3 pin); RX: Minimum 1x HD BaseT (RJ45), Minimum 1x IR (3.5mm Jack), Minimum 1x RS232 (3 pin)

☑ Output Connectors - TX: Minimum 1x HDBaseT (RJ45), Minimum 1x IR (3.5mm Jack) I RX: Minimum 1x HDMI, 1x IR (3.5 mm jack)

☑ Standards - HDMI 1.4, HDCP 2.2/1.4 or better

☑ Transmission Distance: Minimum 40 m over Cat6A cable for 4K video, or better

☑ Digital video formats- Support video Up to 4K@60Hz (4:4:4) or better

☑ HDCP, CEC, EDID – Yes

☑ Operating temperature- 0°C - 40°C or better

8. Wireless Presenter:

The wireless presentation device set (receiver paired with wireless USB C dongle) should be able to facilitate presenting the screen (including video conferencing) of a presenting device (laptop / desktop) to the large displays wirelessly. The USB C Dongle shall be able to connect to the presenting device (laptop / desktop) in a plug and play manner without having to install any firmware / driver / software. The system shall support integration with the Soft VC system such that shared content can be displayed locally and, where required, transmitted to remote conference participants.

a) Wireless USB C Dongle: 2 (two) nos.

☑ Connector: Minimum one no. of USB C male

☑ Input Audio / Video signal type: as required over USB-C

☑ Output Audio / Video signal type: Network stream over Dual-band WiFi 6 802.11a/b/g/n/ac/ax (2.4 GHz & 5 GHz) or better, received by a paired receiver

☑ Power: powered via USB-C connection to personal device (no external power)

☑ OS Support: Android™, Windows 10, Windows 11.

b) Wireless Receiver: (1 no.)

☑ Connectors:

☑ Minimum 1 no. of HDMI Type A connector

☑ Minimum 2 no.s of USB 2.0 / 3.0 host port for USB conferencing peripheral

☑ Input Audio / Video signal type: Dual Band Wi-Fi 6 802.11/b/g/n/ac/ax, (2.4 GHz or 5 GHz) or better

☑ Output Audio / Video signal type: Should support 4K content

☑ Power: power over ethernet or external power adaptor

☑ OS Support: Android™, Windows 10, Windows 11,

B. CAMERA AND SOFT VC SOLUTION

1. PTZ Camera (20x) – 1 (one) no.

- ☑ Zoom - 20x Optical Zoom or better
- ☑ Resolution – 1080p @ 60fps or better
- ☑ Video Output Port - HDMI, Ethernet, USB3.0 or better
- ☑ Network Interface - RJ-45, 100Mbps Ethernet or better
- ☑ Network Protocol Support - RTSP, RTMP, ONVIF, GB/T 28181
- ☑ Preset Positions - Up to 256 or higher
- ☑ Control Protocol - VISCA over IP/ Pelco-D/ Pelco-P or better
- ☑ Control Port - RS-232 / Ethernet / USB 3.0
- ☑ Pan / Tilt Rotation - (-)170° to (+)170° / (-)30° to 90° or better
- ☑ Shutter Speed - 1/25 to 1/10,000 sec
- ☑ Pan speed - Adjustable from 0.1°/second to at least 100°/second (or better)
- ☑ Tilt speed - Adjustable from 0.1°/second to at least 50°/second (or better)
- ☑ Video S/N Ratio - > 50dB
- ☑ Video Compression- H.264, H.265 or better
- ☑ Iris - F1.5 to F3.0 or better

☑ Power - PoE (802.3af)

2. Full HD Output Capture Card – 1 (one) no.

- ☑ Input - 1 x HDMI Type A Female or better
- ☑ USB Port - USB 3.0 or better Type C
- ☑ Video Output - 1 x HDMI or better
- ☑ Audio Inputs - 3.5mm Microphone Input or should be compatible with DSP
- ☑ Audio outputs - 3.5mm audio output or should be compatible with DSP
- ☑ Video Resolution - Maximum Input: 3840 x2160 (4K UHD) at 30/60 fps
- ☑ High-Frame Input: 1920 x1080 (Full HD) at 60 fps
- ☑ Standard Video Formats: 1080p, 1080i, 720p, 576p, 480p
- ☑ Audio Sampling - Sampling Rate: Fixed at 48 kHz for standard operation.
- ☑ Bit Depth: 16-bit digital audio processing or better
- ☑ Channels: 2-channel stereo (Left/Right).
- ☑ Audio Format: Uncompressed Linear PCM (LPCM)
- ☑ OS Support - Windows: Windows 7, 8, 8.1, 10, 11 (both 32-bit and 64-bit architectures) / Linux: Ubuntu, CentOS, or Fedora running Linux Kernel 2.6.38 or higher / Android: Android 5.0 or later (requires an OTG adapter cable and a compatible UVC

C. AUDIO SYSTEM

1. Chairman and Delegate Unit Microphones – 21 (twenty-one) nos.

- ☑ Gooseneck Stem - 430 mm or above
- ☑ Audio Quality - 24 bits/48 kHz or better
- ☑ Technology - Double layer pop filter and RFI shielding
- ☑ Microphone Polar pattern- Hypercardioid
- ☑ Maximum Input sound level- 134 dB SPL or better
- ☑ Dynamic Range - 107 dB A-weighted or better
- ☑ Frequency - 20Hz - 20kHz
- ☑ Integrated Loudspeaker - In-built
- ☑ LED display for Volume control and channel selection - required
- ☑ Individual Automated Gain Control - required
- ☑ Multicolour LED indicator, LED on the talk button- required
- ☑ Headphone Output - Yes
- ☑ RJ-45 for connecting - 2 ports
- ☑ Phantom power - DC +12 V to +48 V

2. Control Unit for Chairman and Delegate Unit Microphone - 1(one) no

- ☑ No of Chairman & Delegates Unit to be connected - 100 or better
- ☑ Audio processing by the feedback processor - Required
- ☑ Recording - Built-in recorder for up to 4 channels recording on USB or separate Recorder must be provided.
- ☑ Dynamic range - 110 dB A-weighted or better
- ☑ Signal-to-noise - 90 dB, A-weighted or better
- ☑ Inputs - Minimum: 2 Mic/Line In, 2 Aux In, 2 x Interpretation Return
- ☑ Outputs - Minimum: 4 balanced outputs, 1 unbalanced output
- ☑ Selectable conference mode - 3 nos.: Free Talk Mode, Request Talk Mode, and Full Remote Mode
- ☑ Priority Mode - First-press priority and later-press (FIFO, LIFO) priority
- ☑ Control - Web Remote and an external control device
- ☑ Power/Phantom Power: Compatible with the specified microphone and shall provide/provide compatibility with required microphone powering, including 48 V DC phantom power or manufacturer-specific powering as applicable.

3. Wireless Handheld Microphones – 4 (four) nos.

- ☑ Microphone - Single Channel Wireless Microphone System or better

- ☒ Operating Frequency- 134MHz or shall comply with applicable Indian WPC/DoT frequency regulations.
- ☒ Carrier Frequency - 522MHz to 930MHz
- ☒ Polar Pattern - Cardioid
- ☒ RF Power Output - 10mW to 40mW
- ☒ Current - 110mA (Typical) or better
- ☒ Operating Hours - Approximately 12 hours or better
- ☒ Operating Range - 80 to 100 M typical (in open space)
- ☒ Power Supply - DC 12V/12w
- ☒ Output Connector - XLR balanced or 6.3 mm phone jack unbalanced
- ☒ Compatible system - Maximum 24 set can be used simultaneously by using multiple frequency bands in one venue or better.

4. Digital Signal Processor - 1 (one) no.

- ☒ Input - 12 mic/line inputs or better
- ☒ Output - 10 lines outputs or better
- ☒ AEC Number of Channels - Ten (10) or better
- ☒ Minimum 2-channel bidirectional USB audio or better
- ☒ Signal-to-noise ratio - 90dB or better
- ☒ Dynamic Range - 110dB or better
- ☒ Mic Input Level – (-) 20 dBu or better
- ☒ Line Input Level – (+) 24dBu or better
- ☒ USB audio interface for soft codec - Required
- ☒ Digital Network Link Port for future - Required
- ☒ Dante Network - Connected for input and output audio with Dante devices
- ☒ Phantom Power - Variable from 12V-48V phantom power on first 8 mic inputs
- ☒ Control - IP / RS232 port for third-party control

5. Audio Power Amplifier – 2 (Two) nos.

- ☒ Power - 4 x 140W @ 8/4 Ohm or better power
- ☒ Type - Class D
- ☒ Channel - 4 Channel or better
- ☒ Frequency Range - 20Hz – 20KHz
- ☒ S/N Rate - >96dB
- ☒ Gain - 28dB or better

6. Speakers:

a) Ceiling Mount – 8 (eight) nos.

- ☑ Type - Ceiling Mount
- ☑ Woofer - 16.5cm or better
- ☑ Tweeter - 1.9 cm or better
- ☑ Power Handling - 30 Watts or more RMS (continuous power handling in direct 8Ω mode)
- ☑ Frequency - 94 Hz to 18 kHz or better
- ☑ Frequency Range - 65 Hz to 20 kHz or better
- ☑ Dispersion - 130° or better

b) Column Speaker – 2 (two) nos.

- ☑ 12X2" Aluminium Cone LF driver or better.
- ☑ Max Power Handling 100W or more.
- ☑ SPL - Maximum 112 dB or better
- ☑ Frequency - 94 Hz to 20 kHz or better
- ☑ Coverage angle - 90° x 70° or better
- ☑ Sensitivity – 89 dB or better

D. CONTROL SYSTEM

1. Controller – 1 (one) no.

- ☑ Operating Platform - Dedicated, hardware-based control appliance running an embedded OS with a configuration engine
- ☑ Compliant encryption - SSL, TLS, SSH
- ☑ Protocol - IEEE 802.1x, SNMP, BACnet, IPv6, TCP, UDP, DHCP.
- ☑ Control – IP, Relay, RS-232, RS-422, or RS-485, infrared (IR) serial two-way device control
- ☑ Power - PoE
- ☑ License - Required from first day of configuration

2. Tabletop Touch Panel – 1 (one) no.

- ☑ Panel Size - 11" Diagonal or more
- ☑ Storage - Minimum 128 GB
- ☑ Display: Full HD or better
- ☑ Connectivity - Wi-Fi
- ☑ Power Adapter - 30W or Higher

☒ Power Cable - USB - C of minimum 2 mtrs.

3. Wireless Dual Band Access Point –1 (one) no.

☒ Wi-Fi Technology - Support IEEE 802.11ax (Wi-Fi 6) on both the 2.4 GHz and 5.0 GHz bands

☒ Max Theoretical Throughput - 3.6 Gbps (1,200 Mbps at 2.4 GHz, 2,400 / 1bps at 5 GHz)

☒ Device Capacity - Up to 256 client devices

☒ Ethernet & Power - 1x 100/1000/2.5 G BASE-T RJ-45 port; IEEE 802.3at PoE+

4. PoE + Switch – 1 (one) no.

☒ Types – Managed PoE+

☒ Ports - 24-port 10/100/1000 Mbps RJ45 PoE+ ports, Minimum 2 × 10G SFP+ uplink ports populated with SFP+ module.

☒ Console port: RJ45/RS232/USB.

☒ PoE Power Budget - 480W or Higher

☒ Switching Capacity - Minimum 128 Gbps

☒ Protocol - IEEE 802.3, 802.3u, 802.3x, IEEE 802.3af and IEEE 802.3at.

☒ Layer 2 features: The switch shall support 802.1Q VLAN tagging, STP (802.1D), Rapid-Spanning Tree (802.1w), MSTP (802.1s) VTP/802.1ak, LACP (IEEE 802.3ad), LLDP (802.1AB), IGMP Snooping v1/v2/v3.

☒ Support IEEE 802.1x, MAC Authentication Bypass (MAB), Web-Based Authentication, Change of Authorization (CoA), RADIUS, TACACS+, Port based & VLAN-based ACLs for IPv4 as well as IPv6 MAC based security on per port.

☒ Power Supply: 230V, 50Hz AC (Indian Standard) & Power Cable must be supplied.

☒ Certifications - CE, FCC, RoHS, UL,

E. CABLES AND ACCESSORIES

1. All Required Cables and Connectors: 1 Lot.

☒ All required cables and connectors for complete solutions from internationally reputed brands such as Krystal / Belden / Molex / Extron / Manhattan / Kramer etc.

2. 24 U Floor Mount Rack – 1 (one) no.

☒ Types of Racks - Rack Enclosures

☒ Size of Server rack Enclosure - 24U or better

☒ Depth of the Rack (mm) - Upto 600

☒ Mount Type - Floor mount (mounting Accessories must be provided)

☒ Front glass door - Should be available

☒ Type of glass used in front door - Transparent Toughened Glass or better

☒ Body Material Used - CRCA Steel or better

- ☑ Secure Locks - Should be available
- ☑ Cable channel on the rear side - should be available
- ☑ Load Bearing capacity (Kgs) - 50 kilograms or higher
- ☑ PDU Power Strips - Should be available
- ☑ Wheel - Should be available

F. INSTALLATION AND COMMISSIONING – BIDDERS RESPONSIBILITIES

1. The bidder shall carry out complete Installation, Testing and Commissioning (I&C) of the Integrated Video Conferencing and Audio System as a fully functional, turnkey solution comprising Display and Switching, Camera and Soft VC Solution, Audio System, Control System along with all associated cabling, connectors, cable cubbies, mounts and accessories specified in this document.
2. The bidder shall deliver & execute the whole solution in totality. However, if any item / service which is required to complete the solution but not mentioned explicitly shall also be part of the supply / service. No additional payment shall be made if the amount towards the same has not been considered by the Bidder in their offer.
3. All signal, network, audio, control and power cabling shall be run through concealed conduits / cable trays / floor-boxes, dressed, bundled and labelled at both ends as per an approved cable schedule.
4. The Contractor shall integrate all sub-systems into a single, unified, user-operable solution.
5. On completion, the System Integrator shall conduct a Site Acceptance Test (SAT) in the presence of the Owner's representative demonstrating, at minimum: end-to-end 4K@60Hz video across all sources and displays; full-duplex audio with no echo, feedback or clipping; correct AEC performance during live VC calls; PTZ preset recall and tracking; conference-mode and priority-mode operation across all delegate units; wireless mic and presentation performance across the specified coverage; Dante audio routing integrity; and single-touch control-panel operation of every function. All test results shall be recorded in a signed Site Acceptance Test (SAT) report. Any defect, signal degradation, latency, sync or usability issue observed during SAT shall be rectified by the Contractor at no extra cost before acceptance.
6. The Bidder shall impart on-site operational and basic administrative training to the Owner's designated personnel. System handover shall be deemed complete only upon successful SAT, submission of all documentation and issuance of a commissioning / handover & takeover certificate by the Owner.
7. The System Integrator shall make all necessary arrangements for installation of the Integrated System at the designated room and shall make good all cuttings, dismantling, breakings as per the original condition for which no extra payment shall be made.

AA. TERMS & CONDITIONS OF SUPPLY:

1.0 WARRANTY:

Goods, materials or plant (s) to be supplied shall be new, of recent make, of the best quality & workmanship and shall be guaranteed by the Seller for a period of 12 months from the date of despatch/shipment against defects arising from faulty materials, workmanship or design. Defective goods/ materials or parts notified, if any, on receipt by the Purchaser shall be made good of immediately by the Seller through Free of Charge (FOC) replacement on DDP destination basis including payment of all taxes and duties at Seller's expense. This guarantee shall survive and hold good notwithstanding inspection, payment for and acceptance of the goods.

In case of repair / replacement, Vendor shall extend the warranty of such part further for a period of 12 (Twelve) months from the date of supply of repaired/replaced material.

BB. Liquidated Damages (LD):

SITC and Warranty period: A sum equivalent to 0.5 (half) per cent per week for the price of SITC Contract Value. For this purpose, part of the week will be considered as full week. The total damages shall not exceed 7.5 per cent of the value of SITC Contract Value.

CAMC period: After having been notified of the defects / service requirement during CAMC period, Seller has to complete the required Service / Rectification within 2 days' time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.5% of Total CAMC amount shall be charged as penalty for each week of delay from the seller. For this purpose, part of the week will be considered as full week. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the quarterly bills. Buyer shall have the right to get the service / rectification done from alternate sources at the risk and cost of the Seller besides forfeiture of PBG. Seller shall be liable to reimburse the cost of such service / rectification to the Buyer.

CC. LIMITATION OF LIABILITY:

The maximum liability shall be limited to 100% of the contract value except in case of fraud and/or wilful negligence.

DD. PACKING:

Packing of goods must be sufficiently robust to withstand multiple handling during transit for delivery to their final destination so that contents do not get damaged. Protection of the plant and equipment against corrosion or deterioration must be given special attention.

EE. DELIVERY TIMING:

Suppliers will be given necessary permission to enter into Company's operating areas to deliver the material as per timings given below Monday to Friday:

(i) Slot-1: 09.30 AM to 01.00 PM

(ii) Slot-2: 02.00 PM to 05.30 PM

Note: No delivery shall be made on Saturday / Sunday / National Holidays

FF. SAFETY PRACTICES:

(i) The successful bidder shall abide by all safety and security rules and regulations existing in the OIL's Installations. The successful bidder shall observe the safety measures required to be undertaken for safety of persons, labour, public and properties at work site/ plant premises/ residential premises/ public places etc. The successful bidder shall be required to take work permit from respective shift in charges for each day and each shift for all kind of jobs. There can be instances of not getting permits, withdrawing of permits already issued at any stage of work due some operational safety and security reasons. For any stoppage of work for such reasons no claim whatsoever will not be considered.

(ii) Stand by firefighting equipment will be deployed at the work site by OIL. However, at least two of the successful bidder's personnel deployed for the work must be capable of handling the firefighting equipment at the time of emergency and the persons will have to be present at the work site throughout the working time. If required the successful bidder's nominated persons will be imparted training on handling such equipment by OIL's Fire Service department.

(iii) Any compensation arising out of the job carried out by the successful bidder whether related to pollution, Safety or Health will be paid by the successful bidder only.

(iv) Any compensation arising due to accident of the successful bidder's personnel while carrying out the job, will be payable by the successful bidder.

(v) The successful bidder shall have to report all incidents including near miss to Installation Manager/ departmental representative of the concerned department of OIL.

(vi) In case the successful bidder is found non-compliant of HSE laws as required, the company will have the right for directing the successful bidder to take action to comply with the requirements, and for further non-compliance, the successful bidder will be penalized as per prevailing relevant Acts/ Rules/ Regulations.

(vii) 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 successful bidder to cease work until the non-compliance is corrected.

(viii) All safety gears like safety boots, helmets, safety belts, hand gloves, safety goggles, gas masks etc. required for carrying the job in a safe manner shall be arranged by the successful bidder. In case the successful bidder fails to provide the safety gears, the same will be provided by OIL and the cost of such safety items will be deducted from the successful bidder's bills.

(ix) CLEARANCE OF SITE: - As a part of the job, the successful bidder shall completely remove all the temporary/ disposable materials if needed while execution of work or after completion of work at his own cost and dispose off the same as directed by Engineer-in-Charge.

(x) The successful bidder shall maintain first aid facilities for its employees. All critical industrial injuries shall be reported promptly to EMPLOYER, and a copy of the successful bidder's report covering each personal injury requiring the attention of a physician shall be furnished to the EMPLOYER.

(xi) The successful bidder shall observe and abide by all fire and safety regulations of the EMPLOYER. Before starting construction work, the successful bidder shall consult with Employer's safety Engineers and must make good to the satisfaction of the EMPLOYER any loss or damage due to fire to any portion of the work done or to be done under this job or to any of the Employer's existing property.

GG. DELIVERY:

The ordered Products / items shall be delivered to the ultimate consignee at the address given below:

OIL INDIA LIMITED
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar, Kakinada, Andhra Pradesh – 533003

HH. PAYMENT: Payment shall be released after receipt of materials at ultimate consignee

location subject to prior satisfactory inspection and proof of receipt of material.

The payment against clear (undisputed) bills/invoices submitted by the vendor will be made by OIL through Electronic Payment Mechanism, within 30 calendar days from the date of submission of bills/invoices complete in all respects.

No Advance Payment will be made for the SITC or AMC.

Supply & I/C: 100% payment will be released after successful installation, testing, and commissioning of the entire System on certification by Engineer In-charge and 10% shall be paid after issue of TOC

verification of all functionalities, and submission of a Completion Certificate duly signed by the authorized officer

Yearly CAMC Payment: 100% payment will be released yearly on certification by Engineer In-charge against invoice on satisfactory completion and submission of the maintenance reports.

Proforma-B- Price- Bid Format/ Schedule of Rates					
Bidder's Name :					
Bid/Tender No.:					
Sl. No.	Item Description	UOM	Qty.	UNIT RATE including all cost towards loading, freight up to destination, unloading (excluding crane services), insurance, but exclusive of GST on finished goods (INR)	Total (in INR)
1	Integrated Video Conferencing and Audio System for Conference Room (FOR/DDP Kakinada)				
a	SITC charges	Lumpsum	1		
b	CAMC charges#1 for 2nd year	Lumpsum	1		
c	CAMC charges#2 for 3rd year	Lumpsum	1		
d	CAMC charges#3 for 4th year	Lumpsum	1		
e	CAMC charges#4 for 5th year	Lumpsum	1		
	Total – 1 (1.a + 1.b + 1.c + 1.d + 1.e) (in INR) (Exclusive of GST)				
2	Goods and Service Tax (GST)		Percentage (%)	0.00%	
3	Total Value i.e. TOTAL CONTRACT COST inclusive of GST				
HSN Code:					
GST (CGST/SGST/IGST) Rate (in %):					
Signature of the Bidder:					
Name:					
Designation with stamp:					
NOTES:					
1.0 The tender items will not be divisible as all items are intended to be awarded to a single successful bidder. The TOTAL COST inclusive of GST (in INR) shall form the contract value would mean the total cost inclusive of taxes, levies and all other costs at which the contract is awarded.					
2.0 Deductions such as TDS, TDS on GST etc. shall be made from the Invoices as per the Govt. Guidelines. Also, corporate tax including any other taxes assessed on the income of the contractor shall be the responsibility of the contractor. OIL may however, may deduct Income tax in accordance with Indian Income Tax act & Rules prior the release of payment					
3.0 All duties and taxes, Corporate Income taxes and other levies payable by the Contractor under the Contract for which this Bid Document is being issued, shall be included in the rates, prices and total Bid Price submitted by the bidder.					
4.0 Following documents / details should be invariably furnished along with the invoice issued under GST law indicating the GST Registration of service provider: a) Copy of valid GST registration certificate. b) Particulars required for making payments c) Copy of PAN CARD d) Invoice (i.e., Tax invoice as per relevant GST rules, in original and duplicate, clearly indicating Service Classification, Service Accounting Code, Rate and amount of GST shown separately). e) Transit Insurance policies and proof of payment of premium (As applicable).					
5.0 Bill submission: After placement of order/contract and its execution, Bidder will upload all their bills/invoices in OIL's Vendor Invoice Management (VIM) Portal for processing of payment. The link to OIL's VIM portal is provided below: https://vim.oilindia.in/velocious-portal-app/ If the successful bidder is not a registered user, kindly register to the portal for obtaining User ID & Password in advance.					

SPECIAL CONDITIONS OF CONTRACT

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

1.0 DOCUMENTATION:

In the event of order, the following documents are to be submitted to ED (Offshore), Oil India Limited, OIL INDIA LIMITED, DOWNTOWN BUILDING, 3rd Floor, Door No. 70-14-16/4 (Next to D-Mart), Sri Vidya Colony, Venkat Nagar, Kakinada, Andhra Pradesh – 533003 :

- i) Original Certificate of Compliance from the Manufacturer
- iii) Warranty/ Guarantee certificate
- iv) Proof of delivery in case of direct / door delivery (i.e. GCN/LR/Delivery Challan, duly acknowledged by the consignee, for receipt of material. Packing list.
- v) Copy of the C-Note/LR
- vi) Copy of the e-way bill / e-way bill number (EBN) (Wherever applicable)
- vii) Copy of Tax Invoices issued under relevant GST legislations/ rules indicating rates and amount of various taxes/ duties shown separately, etc.
- viii) Certificate of recent manufacture. Items supplied should be new & unused.
- ix) The supplier shall furnish a certificate duly signed confirming that goods/documents have been dispatched to all concerned strictly as per supply order.

2.0 Tax Collectible at Source (TCS):

Tax Collectible at Source (TCS) applicable under the Income-tax Law and charged by the SUPPLIER shall also be payable by the CORPORATION along with consideration for procurement of goods/materials /equipment. If TCS is collected by the SUPPLIER, a TCS certificate in prescribed Form shall be issued by the SUPPLIER to the CORPORATION within the statutory time limit.

Payment towards applicable TCS u/s 206C (1H) of Income Tax Act, 1961 will be made to the supplier provided they are claiming it in their invoice and on submission of following undertaking along with the invoice stating that:

- a. TCS is applicable on supply of goods invoiced to OIL as turnover of the supplier in previous year was more than Rs.10 Cr. and
- b. Total supply of goods to OIL in FY 2021-22 exceeds Rs. 50 Lakh and
- c. TCS as charged in the invoice has already been deposited (duly indicating the details such as challan No. and date) or would be deposited with Exchequer on or before the due date and
- d. TCS certificate as provided in the Income Tax Act will be issued to OIL in time.

However, Security deposit will be released only after the TCS certificate for the amount of tax collected, is provided to OIL. Supplier will extend the performance bank guarantee (PBG), wherever required, till the receipt of TCS certificate or else the same will be forfeited to the extent of amount of TCS, if all other conditions of Purchase order are fulfilled. The above payment condition is applicable only for release of TCS amount charged by supplier u/s 206C (1H) of Income tax Act, 1961.

3.0 e-Way Bill

In case of purchase of goods from GST Registered Supplier/transporter or as per e-way bill rules, on FOR destination basis, e-Way bill shall be generated by the supplier. However, in case of purchases from Unregistered Supplier, OIL would generate e-Way Bill.

4.0 SET-OFF:

Any sum of money due and payable to the Seller (including Security Deposit refundable to them) under any purchase order 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 any other purchase order made by the Seller with Oil India Limited (or such other person or persons contracting through Oil India Limited).

5.0 INSURANCE: It shall be the responsibility of the Supplier to arrange for insurance of the goods at their cost before the dispatch. The 'Insurance Cover Note' shall be submitted along with the dispatch documents. All claims for compensations of losses, damages, short receipt and/or non-receipt of material shall be lodged by consignee directly with the Insurance Co. under intimation to the Supplier supported with documentary evidence. The Supplier shall follow up such insurance claim, if desired by consignee, and shall render all possible assistance as required. No payment shall be made for such assistance or follow - up action in this regard. Insurance risks should cover upto 90 days after receipt of materials at yard.

6.0 ASSIGNMENT: The Bidder / Seller shall not transfer, assign or sublet the consequent Contract or any part thereof without the prior consent in writing from OIL. Any permitted transfer / assignment or subletting shall not relieve the Bidder / Seller of any of their obligations which might have arisen before such permission was given.

7.0 FORCE MAJEURE: In the event of either of the parties being rendered unable, wholly or in part by force majeure to carry out its obligations under the agreement when entered into, it is agreed that on such party giving notice and full particulars of such force majeure in writing or by telegram / telex / fax to other party as soon as possible (within maximum one week), after the occurrence of the cause relied on then the obligations of the party giving such notice with proper documentary evidence so far as they are affected by such force majeure, shall be suspended during the continuance of any inability so caused but for no longer period, and such cause as far as possible be remedied with all reasonable effort. The term "Force Majeure" as used herein shall mean 'Acts of God' including Landslides, Lightning, Earthquake, Fires, Storms, Floods, declared Wars, Blockades, insurrection, riots, Government regulations etc., which are not within the control of the party claiming suspension of its obligations within the meaning of the above Clause and which renders performance of the contract by the said party completely impossible.

8.0 SETTLEMENT OF DISPUTES:

8.1 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.

8.2 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. 42.1, 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.

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

1. 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.
2. 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.
3. 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
Up to Rs. 25.00 Lakh	Not applicable	Not applicable
Above Rs. 25.00 Lakh Up to Rs. 5 Crore	Sole Arbitrator from the panel of Arbitrators' List maintained by OIL	Mutually to be decided by the Parties.

4. 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.
5. 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.
6. 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.
7. 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.
8. 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)
9. 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:
 - a) 20% of the fees if the claimant has not submitted a statement of claim.
 - b) 40% of the fees if the pleadings are complete.

- c) 60% of the fees if the hearing has commenced.
- d) 80% of the fees if the hearing is concluded but the award is yet to be passed.

10. 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.
11. The fees and other administrative/secretarial expenses of the arbitrator(s) shall not exceed the model fee as stipulated in the Schedule of the Act and such expenses shall be equally borne by the parties.
12. The seat and venue of the arbitration proceeding shall be New Delhi.

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

1. 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.
2. A party wishing to commence arbitration proceedings 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.
3. 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.

8.5 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.

8.6 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.

9.0 NOTICES:

- 9.1 Any notice given by one party to other, pursuant to this Contract shall be sent in writing

to the applicable address specified below:

a) OIL

ED (Offshore)
OIL INDIA LIMITED
Kakinada - 533004,
Andhra Pradesh, India
Email: kgbasin@oilindia.in

b) Contractor

9.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

10.0 Rejected materials, if any, shall be collected by the bidder within 90 days of such communication to the bidder. Beyond this period the bidder forfeits their right to the materials.

11.0 GST: Bidder to take note of GST revision from 12% to 18% effective 22 Sept 2025 tax (rate on goods and services used for exploration and production), amending earlier concessional notification. Hence, Indigenous Supplies Certificate (ISC) formerly EC will not be issued, and bidders are requested to quote accordingly considering revised GST Rate.

CERTIFICATE OF ANNUAL TURNOVER AND NET WORTH

(as per Note under BEC Clause of Financial Criteria)

(to be printed on practicing chartered 's letterhead, signed, stamped, scanned and submitted online through Tender Portal)**TO BE ISSUED BY PRACTISING CHARTERED ACCOUNTANTS' FIRM ON THEIR LETTER HEAD****TO WHOM IT MAY CONCERN**

This is to certify that the following financial positions extracted from the audited financial statements of M/s..... (Name of the Bidder) for the last three (3) completed accounting years upto_____ are correct.

YEAR	TURN OVER In INR Crores / US\$ Million*	NET WORTH In INR Crores / US \$ Million *

* Rate of Conversion (if used any): USD 1.00 = INR.

Place:

Date:

Seal:

UDIN:

Membership Code:

Registration No.:

Signature

CERTIFICATE OF COMPLIANCE TO FINANCIAL CRITERIA
(as per Note under BEC Clause of Financial Criteria)

(To be executed by the authorized signatory of the bidder on the official letter head of the bidder, signed,
stamped, scanned and submitted online through Tender portal)

I _____ the authorized signatory(s) of _____(Company or Firm name with address) do hereby solemnly affirm
and declare/ undertake as under:

The balance sheet/Financial Statements for the financial year _____have actually not been audited as on the
Original Bid Closing Date.

Yours faithfully,
For (type name of the firm here)

Signature of Authorized Signatory Name:
Designation:
Phone No.
Place:

Date:

(Affix Seal of the Organization here, if applicable)

Note: This certificate is to be issued only considering the time required for preparation of Financial Statements i.e. if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the Original Bid Closing Date or within the due date for furnishing of audit report as per Section 139 (1) of IT Act, 1961 (read along with latest circulars/notifications issued by CBDT from time to time)

DECLARATION TOWARDS PURCHASE PREFERENCE

(to be printed on Bidder's letterhead, signed, stamped, scanned and submitted online in Tender Portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

SUB: Ref Tender No. _____

We _____ (Name of the bidder) have submitted bid against the subject tender.

We are eligible and shall avail benefit of Purchase Preference under the policy _____ **(PP-MSE)** {if applicable}.

Yours faithfully,

Signature: _____

Name & Designation _____

For & on behalf of _____

COMMERCIAL CHECK LIST

(To be printed on the official letter head of the bidder, signed, stamped, scanned and submitted online through Tender portal)

Bidder's Name:_____

Tender No:_____

This Questionnaire duly filled in should be returned along with each copy of Un-priced Bid. Clauses confirmed hereunder should not be repeated in the Bid.

Sl. No.	Description	Bidder's Confirmation
1.	Bidder's name and address: OIL VENDOR CODE (if any)	
2.	It is noted that deviations to Terms & Conditions shall lead to rejection of offer, as specified in the Tender. I/We unconditionally agree to all the tender conditions w.r.t Bill of quantity, Scope of Work and Terms and Conditions and no new conditions are imposed by us in the technical / price bid. I/We understand in the event of imposing any condition in the technical / price bid, such condition would be ignored by OIL and terms and conditions as per tender will be considered for the purpose of evaluation.	
3.	Ensure and confirm that prices quoted in 'Schedule of Rates', are for complete scope of work as defined in the tender.	
4.	Indicate SAC/HSN Code Indicate rate of GST applicable to the vendor for this service*	SAC/HSN Code: GST.....%
5.	Whether Bid Security submitted.	
6.	Confirm to Submit Performance Security as per Tender requirement	
7.	Confirm that the offer shall remain valid for acceptance up to 90 (Ninety) days from final Bid Due Date / Date of opening of bids.	
8.	Whether Delivery period of Contract is complied?	
9.	Whether Integrity Pact Submitted?	
10.	Confirm that quoted prices shall remain firm and fixed until completion of the Contract. Is GST included in the quoted value?	Yes
11.	Confirm that you have submitted all documents as mentioned in the Tender/Annexures	
12.	Confirm acceptance to all terms & conditions of the Tender.	Agreed
	Acceptance to Risk Purchase Clause as per tender	Agreed
	Liquidated damages (LD) / penalty as per tender conditions	Agreed
	Payment terms as per tender conditions	Agreed
13.	Confirm that all correspondence must be in English Language only.	
	Offer has been submitted as Two-part bids (Techno-commercial bid + Price bid) in the Tender portal.	
	I / We confirm that, or firm/ proprietor of bidder doesn't appear on the list of banned firms/ companies by OIL	Agreed

14.	Indicate Name & Contact No. (Telephone/Fax/E-mail) of person signing the bid.	Name: Contact No.: Fax: Email:
15.	Confirm that all Bank charges associated with Bidder's Bank shall be borne by Bidder.	
16.	Please indicate the following: (i) PAN No. (proof to be uploaded in Tender Portal)	
	(ii) GST Regn. No. (proof to be uploaded in Tender Portal)	
	STATUS OF THE COMPANY (proof to be uploaded in Tender Portal)	o Proprietorship: PAN card on owner name o For partnership firms: PAN card and Partnership Deed o For others: PAN card in the name of company / firm / business and Certificate Of Incorporation / MOA and AOA.
17.	Confirm whether you want to avail/claim Purchase Preference. If yes, specify under which category: MII or MSE?	
18.	Confirm whether Udyam Registration Certificate has been submitted, in case availing MSE benefit as a Manufacturer of the offered product. (Not to be categorized as trading)	
19.	In the case of System Integrator (SI) or Authorized Representative of OEM, credentials (financial turnover & experience as mentioned below) of bidder only will be considered for evaluating eligibility criteria.	Agreed
	Confirm whether complete set of technical literature & brochures meeting the tender specifications of the quoted make and model has been uploaded along with the technical bid.	Uploaded YES / NO
	Valid OEM Authorization Letters	Signed scanned copy Uploaded YES / NO
	Bidder shall ensure End-to-End back-end Support from respective OEM, as applicable.	Agreed
	Vendor shall not supply or deploy any refurbished or reconditioned product as part of solution.	Agreed
	In case a product or part of the product (component) is rendered end of life/support during the contract period, a substitute of equivalent or higher capacity should be provided free of cost to the OIL in place of the original product given in the bidding document submitted by the successful bidder. The bidder shall inform the OIL well in advance, whenever OEM declares end of life/support of the relevant product during the contract period.	Agreed
	Data sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.	Uploaded YES / NO
	Manufacturer's test certificate with data sheet shall be submitted along with the delivery documents.	
	Dedicated/ toll free Telephone No. for service support, Escalation Matrix for Service support.	

20.	Unless otherwise mentioned, subcontracting will not be allowed in any case. Whole job will be the responsibility of the bidder.	
21	Bidder should give details of Country of Origin of quoted product.	
22	Bidder to submit their lowest most comparative offer as "REVERSE AUCTION" will not be conducted.	

Bidder confirms that in case of conflicting version of various terms & conditions at different places, the confirmation furnished as above shall be considered over-riding and final and any other deviation indicated elsewhere shall be treated as redundant.

Signature_____

Name_____

Designation _____

Office Stamp _____

AUTHORISATION FOR ATTENDING BID OPENING

TO,

Date: _____

Oil India Ltd.,
KG Project, Kakinada-533004,
Andhra Pradesh

Sir,

Sub: OIL's IFB No. _____

We authorize Mr. /Mrs. _____ (Name and address) to be present at the time of opening of the above IFB due on _____ at Kakinada on our behalf.

Yours Faithfully,

Authorized Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bidder:

Note: This letter of authority shall be on printed letter head of the Bidder and shall be signed by a person who signs the bid.

BID FORM
(to be filled by bidder and uploaded in Tender Portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

Sub: TENDER No. xxxxxxxxxxxx

Gentlemen,

Having examined the General and Special Conditions of Contract and the Terms of Reference including all attachments thereto, the receipt of which is hereby duly acknowledged, we the undersigned offer to perform the work/services in conformity with the said conditions of Contract and Terms of Reference for the sum quoted in the Price Bid Format or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to commence the work as per the terms & conditions set out in the subject tender.

If our Bid is accepted, we will submit the Performance Security Deposit as specified in the tender document for the due performance of the Contract.

We agree to abide by this Bid for a period of 90 days from the original date of Bid closing and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal PO/ Contract is awarded, this Bid, together with your written acceptance thereof in your notification of award shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Bid you may receive Dated this _____ day of _____ 2026.

Authorised Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bidder:

FORMAT OF LETTER OF AUTHORITY
(to be filled by bidder and uploaded in Tender Portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

Sub: OIL's TENDER No. xxxxxxxxxxxx

We _____ confirm that Mr. _____ (Name and address) as authorised to represent us to Bid, negotiate and conclude the agreement on our behalf with you against Tender Invitation No. _____ for hiring of services for _____.

We confirm that we shall be bound by all and whatsoever our said representative shall commit.

Yours Faithfully,

Authorised Person's Signature: _____

Name: _____ **Designation:** _____

Seal of the Bidder:

Signature of Bidder with Official Seal

Note: This letter of authority shall be on printed letter head of the Bidder and shall be signed by a person competent and having the power of attorney (power of attorney shall be annexed) to bind such Bidder. If signed by a consortium, it shall be signed by members of the consortium.

ANNEXURE-H

TO BE FILLED-UP/SUBMITTED BY THE VENDOR ON ITS LETTER HEAD FOR E- REMITTANCE]

(to be filled by bidder and uploaded in Tender Portal)

Name:

FULL Address:

Phone Number:

Mobile Number:

E-mail address:

Fax Number:

Bank Account Number (in which the Bidder wants remittance against invoices):

Bank Name:

Branch:

Address of the Bank: Bank Code:

IFSC/RTGS Code of the Bank:

NEFT Code of the Bank:

PAN Number:

GST Registration Number:

UNDERTAKING TOWARDS SUBMISSION OF PERFORMANCE BANK GUARANTEE

(to be printed on Bidder's letterhead, signed, stamped, scanned and submitted online in Tender Portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

We, M/s.....will submit the Performance Security in favour of Oil India Limited, Kakinada in the form of bank guarantee for an amount and as per terms and conditions of Tender/Contract.

BG issuing bank details:-

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

Declaration:

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

Authorized Signature:

Name

Vendor Code: _

Email ID: _

Mobile No:

**FORMAT OF UNDERTAKING BY BIDDERS TOWARDS SUBMISSION OF AUTHENTIC INFORMATION /
DOCUMENTS**

(To be executed by the authorized signatory of the bidder on the official letter head of the bidder, signed, stamped, scanned and submitted online through Tender portal)

Ref. No.: _____

Date: _____

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

Sub.: Undertaking of authenticity of information/documents submitted against Tender No: _____ dated _____

With reference to our quotation against your above-referred tender, we M/s. _____ 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 M/s. _____ 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 PBG and/or cancel the award of contract and/or carry out any other penal action on us, as deemed fit.

Yours faithfully,

For *(type name of the firm here)*

Signature of Authorized Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

FORMAT FOR ACKNOWLEDGEMENT & UNDERTAKING BY BIDDERS

(To be executed by the authorized signatory of the bidder on the official letter head of the bidder, signed, stamped, scanned and submitted online through Tender portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

“We M/s._____ hereby acknowledge receipt of a complete set of Bidding Documents for _____.

M/s._____ confirm that all the instructions and terms and conditions of the tender document (Tender No. __) as well as the instructions contained in the OIL’s website/ E-Tender Portal are acceptable to us unconditionally.

Yours faithfully,

For (type name of the firm here)
Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here, if applicable)

ANNEXURE-L

PERFORMANCE BANK GUARANTEE
(to be submitted by successful bidder in event of award of Contract)

To:
M/s. OIL INDIA LIMITED,
KG Basin Project, Kakinada
Andhra Pradesh

WHEREAS _____ (Name and address of 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 it 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 (Name of Bank)of (Name of country) having our registered office at..... (hereinafter called "the Bank") 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 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 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:

SIGNATURE AND SEAL OF THE GUARANTORS _____

Designation: _____

Name of Bank: _____

Address: _____

Witness: _____

Address: _____

Date: _____

Place: _____

ANNEXURE-L-I

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

(To be stamped in accordance with the Stamp Act)

To ED (Offshore) OIL INDIA LIMITED DOWNTOWN BUILDING, Sri Vidya Colony, Venkat Kakinada, Andhra	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 Contract 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 Surety 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.....

INSTRUCTIONS FOR FURNISHING "PERFORMANCE SECURITY DEPOSIT" BY
"INSURANCE SURETY BOND"

- a) The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).
- b) 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.
- c) 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.
- d) The expiry date and values should be arrived at in accordance with instructions provided in the "Forwarding Letter" of the Tender.
- e) The Insurance Surety Bond by Contractors will be given from Insurer as specified in the Tender.
- f) 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".
- g) 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.
- h) 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.

FORMAT OF LETTER OF AUTHORITY
(to be filled by bidder and uploaded in Tender Portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

Sub: OIL's TENDER No. xxxxxxxxxxxx

We _____ confirm that Mr. _____ (Name and address) as authorised to represent us to Bid, negotiate and conclude the agreement on our behalf with you against Tender Invitation No. _____ for hiring of services for_.

We confirm that we shall be bound by all and whatsoever our said representative shall commit.

Yours Faithfully,

Authorised Person's Signature: _____

Name: _____ **Designation:** _____

Seal of the Bidder:

Signature of Bidder with Official Seal

Note: This letter of authority shall be on printed letter head of the Bidder and shall be signed by a person competent and having the power of attorney (power of attorney shall be annexed) to bind such Bidder. If signed by a consortium, it shall be signed by members of the consortium.

UNDERTAKING FOR LOCAL CONTENT

{to be printed on Bidder's letterhead, signed, stamped, scanned and submitted online in GeM Tender Portal}

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

Sub.: Undertaking for local content against Tender No: _____ dated _____

We, _____ (Name of the bidder) have submitted Bid No. _____ against Tender No. _____ dated _____ for “_____”

We hereby undertake that we meet the mandatory minimum local content requirement as mandated by Ministry of Petroleum and Natural Gas, Government of India vide Order no P-45021/2/2017-PP (BE-11) dated 16.09.2020 or Notification No FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26.04.2022 subject to revisions/amendments thereof. The percentage of Local Content is _____%.

For and on behalf of _____

Authorized signatory _____

Name _____

Designation _____

Contact No. _____

Note: Class I/Class II Local suppliers are eligible to bid only if they meet the local content norms, therefore whether or not they want to avail PP LC benefit, it will still be mandatory for them to give adequate documentation as follows to establish their status as class I or class II local supplier

**CERTIFICATION BY STATUTORY AUDITOR / COST AUDITOR / PRACTISING COST ACCOUNTANT /
PRACTISING CHARTERED TOWARDS LOCAL CONTENT**

**{to be printed on statutory auditor/cost auditor / practising cost accountant / practising
chartered 's letterhead, signed, stamped, scanned and submitted online through Tender Portal}**

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh - 533003

Kind Attn.: CGM (C&P)

Sub.: Certification of local content against Tender No: _____ dated _____

We, _____, the Statutory Auditor/Cost Auditor / Cost Accountant / Chartered Accountant (not
being an employee / Director of the company) of M/s _____ (name of the bidder) having our
registered office address _____ hereby certify the following:-

We have reviewed the local content in the offer no. _____ dated _____ submitted by M/s _____
(name of the bidder) against the enquiry no. _____ by M/s _____ (name of the bidder) as per the
mandatory minimum local content requirement as mandated by Ministry of Petroleum and Natural Gas,
Government of India vide Order no P-45021/2/2017-PP (BE-11) dated 16.09.2020 or Notification No
FP-20013/2/2017-FP-PNG Part (4) (E-41432) dated 26.04.2022 subject to revisions/ amendments
thereof.

In the above offer, we certify the bidder's status and local content as under:-

- ~~Class I local Supplier: Offer has local content equal to or more than 50%, as defined in the policy.~~
- OR
- ~~Class II local Supplier: Offer has local content more than 35% but less than 50%, as defined in the
policy.~~

{Strike off whichever is not applicable out of two above}

For and on behalf of _____

Authorized signatory _____

Name of Statutory Auditor/Cost Auditor/Cost Accountant/Chartered Accountant:

Designation:

Seal:-

Membership no.:-

UDIN No:

**PARENT/ULTIMATE PARENT/HOLDING COMPANY'S CORPORATE GUARANTEE TOWARDS
FINANCIAL STANDING**

(Delete whichever not applicable)

(To be executed, stamped, scanned and submitted online through Tender portal)

DEED OF GUARANTEE

THIS DEED OF GUARANTEE executed at this day of by M/s (Complete name) a company duly organized and existing under the laws of (insert jurisdiction/country), having its Registered Office at hereinafter called "the Guarantor" which expression shall, unless excluded by or repugnant to the subject or context thereof, be deemed to include its successors and permitted assigns.

WHEREAS

M/s. OIL India Limited (hereinafter referred to as OIL) with Corporate Identity Number L11101AS1959GOI001148, having its Registered Office at Duliajan in the State of Assam, India has invited offers vide their Tender No. _____ for _____ and M/s _____(Bidder) intends to bid against the said tender and desires to have Financial support of M/s _____[Parent/Ultimate Parent/Holding Company(Delete whichever not applicable)] and whereas Parent/Ultimate Parent/Holding Company(Delete whichever not applicable)represents that they have gone through and understood the requirements of subject tender and are capable and committed to provide the Financial support as required by the bidder for qualifying and successful execution of the contract, if awarded to the bidder.

Now, it is hereby agreed by the Guarantor to give this Guarantee and undertakes as follows:

- 1.The Guarantor confirms that the Bidder is a wholly owned subsidiary of the Guarantor.
- 2.The Guarantor agrees and confirms to provide the Audited Annual Reports of any of the preceding 03(three) financial/accounting years reckoned from the original bid closing date.
- 3.The Guarantor have an annual financial turnover of minimum INR(or equivalent USD) during any of the preceding 03(three) financial/accounting years reckoned from the original bid closing date.
- 4.Net worth of the Guarantor is positive for preceding financial/accounting year.
- 5.The Guarantor undertakes to provide financial support to the Bidder or executing the project/job, in case the same is awarded to the Bidder.

The Guarantor represents that:

(a)This Guarantee herein contained shall remain valid and enforceable till the satisfactory execution and completion of the work (including discharge of the warranty obligations) awarded to the Bidder.

(b) The liability of the Guarantor, under the Guarantee, is limited to the 50% of the annualized contract price entered between the Bidder and OIL. This will, however, be in addition to the forfeiture of the Performance Guarantee furnished by the Bidder.

(c)This Guarantee has been issued after due observance of the appropriate laws in force in India.

(d)This Guarantee shall be governed and construed in accordance with the laws in force in India and subject to the exclusive jurisdiction of the courts of Andhra Pradesh, India.

(e)This Guarantee has been given without any undue influence or coercion, and that the Guarantor has fully understood the implications of the same.

INTEGRITY PACT

(To be executed by the authorized signatory of the bidder, signed, stamped, scanned and submitted online through Tender portal)

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

(Name of the bidder)hereinafter referred to as "The Bidder/Contractor"

Preamble:

The Principal intends to award, under laid down organizational procedures, contract/s for -----
----- The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organization "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process for compliance with the principles mentioned above.

Section: 1 -Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

- (i) No employee of the Principal, personally or through family members, will in connection with the tender for, or during execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
- (ii) The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process.
- (iii) The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officers and in addition can initiate disciplinary actions.

Section: 2 -Commitments of the Bidder/Contractor

(1) The Bidder commits itself to take all measures necessary to prevent corruption. During his participation in the tender process, the Bidder commits himself to observe the following principles:

- (i) The Bidder will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during subsequent contract execution, if awarded.
- (ii) The Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- (iii) The Bidder(s) will not commit any offence under the relevant Anticorruption Laws of India, further, the Bidder(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

- (iv) The Bidder will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - (v) Bidders to disclose any transgressions with any other public/government organization that may impinge on the anti-corruption principle. The date of such transgression, for the purpose of disclosure by the bidders in this regard, would be the date on which cognizance of the said transgression was taken by the competent authority. The period for which such transgressions (s) is/are to be reported by the bidders shall be the last **three years** to be reckoned from date of bid submission. The transgression (s), for which cognizance was taken even before the said period of three years, but are pending conclusion, shall also be reported by the bidders.
 - (vi) The Bidder(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further, all the payments made to the Indian agent/ representative have to be in India Rupees only.
 - (vii) Bidders not to pass any information provided by Principal as part of business relationship to others and not to commit any offence under PC/ IPC Act;
- (2) The Bidder will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- (3) The Bidder signing Integrity Pact shall not approach the Courts while representing the matters to IEMs and he/she will await their decision in the matter.

Section 3 -Disqualification from tender process and exclusion from future Contracts

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or risibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process, for such reason.

1. If the Bidder has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 2 years.

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

3. If the Bidder can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

4. A transgression is considered to have occurred if in light of available evidence, no reasonable doubt is possible.

5. Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties or as mentioned in Section 9 - Pact Duration whichever is later. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

Section 4 -Compensation for Damages

(1) If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.

(2) The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder can prove and establish that the exclusion of the Bidder from the tender process has caused no damage or less damage than the amount or the liquidated damages, the Bidder shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 -Previous transgression

(1) The Bidder declares that no previous transgression occurred in the last 3 years with any other company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process for such reason.

Section: 6 -Equal treatment of all Bidders/Contractor/Subcontractors

(1) The Principal will enter into Pacts on identical terms with all bidders.

(2) The Bidder undertake(s) to procure from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder shall be responsible for any violation(s) of the provisions laid down in this agreement/Pact by any of its sub-contractors/sub-vendors.

(3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section: 7 -Criminal charges against violating Bidders/Contractors/ Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section: 8 -External Independent Monitor/Monitors

(1) The Principal appoints competent and credible Independent External Monitor (IEM) for this Pact.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.

(3) The Bidder accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Bidder. The Bidder will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.

(4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Bidder. The parties offer the Monitor the option to participate in such meetings.

(5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the Independent External Monitor shall give an opportunity to the bidder to present its case before making its recommendations to the Principal.

(6) The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

(7) If the Monitor has reported to the Chairperson of the Board a Substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

(8) The word 'Monitor' would include both singular and plural.

(9) In case of any complaints referred under IP Program, the role of IEMs is advisory and the advice of IEM is non-binding on the Organization. However, as IEMs are invariably persons with rich experience who have retired as senior functionaries of the government, their advice would help in proper implementation of the IP.

Section:9 -Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

Section:10 -Other provisions

(1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.

(2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(3) In case of a joint venture, all the partners of the joint venture should sign the Integrity Pact. In case of sub-contracting, the principal contractor shall take the responsibility of the adoption of IP by the sub-contractor. It is to be ensured that all sub-contractors also sign the IP. In case of sub-contractors, the IP will be a tri-partite arrangement to be signed by the Organization, the contractor, and the sub-contractor.

(4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

..... For the Principal Date : Place :	 For the Bidder/Contractor Witness 1: Witness 2:
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**UNDERTAKING TOWARDS COMPLIANCE OF PROVISIONS FOR RESTRICTIONS ON
PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES LAND BORDER WITH
INDIA**

(To be executed by the authorized signatory of the bidder on the official letter
head of the bidder, signed, stamped, scanned and submitted online through Tender portal)

Ref. No

Date:

Tender No. _____ Date: _____

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

Dear Sirs,

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; we certify that we are not from such a country/or if from such a country, have been registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and are eligible to be considered. *[wherever applicable, evidence of valid registration by the Competent Authority shall be attached]*

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

ANNEXURE-Q (B)

UNDERTAKING FOR WORKS INVOLVING POSSIBILITY OF SUB-CONTRACTING

(To be executed by the authorized signatory of the bidder on the official letter head of the bidder, signed, stamped, scanned and submitted online through Tender portal)

Ref. No

Date:

Tender No. _____ Date: _____

TO,
ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

Dear Sirs,

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such-countries, we certify that we are not from such a country/or if from such a country, have been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and is eligible to be considered. *[wherever applicable, evidence of valid registration by the Competent Authority shall be attached]*

Yours faithfully,
For (type name of the firm here)

Signature of Authorized Signatory
Name:
Designation:
Phone No. Place:
Date:
(Affix Seal of the Organization here, if applicable)

ANNEXURE-Q (C)

ADDITIONAL UNDERTAKING BY BIDDER IN CASES OF SPECIFIED TRANSFER OF TECHNOLOGY

(To be executed by the authorized signatory of the bidder on the official letter head of the bidder, signed, stamped, scanned and submitted online through Tender portal)

Ref. No

Date:

Tender No. _____

Date: ____

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder having Transfer of Technology (ToT) arrangement. We certify that we do not have any ToT arrangement requiring registration with the competent authority.

OR

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder having Transfer of Technology (ToT) arrangement. We certify that we have valid registration to participate in this procurement. *[Evidence of valid registration by the Competent Authority shall be attached]*

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory

Name:

Designation:

Phone No. Place:

Date:

(Affix Seal of the Organization here, if applicable)

FORM OF BID SECURITY (BANK GUARANTEE FORMAT)

Ref. No.:

Bank Guarantee No.:

To,
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

WHEREAS, (Name of Bidder) (hereinafter called “the Bidder”) has submitted their Bid No. datedfor the provision of certain oilfield services (hereinafter called “the Bid”) against OIL INDIA LIMITED, KG BASIN PROJECT, KAKINADA (hereinafter called the “Company”)’s IFB No.....

KNOW ALL MEN by these presents that we (Name of Bank) having our registered office at (hereinafter called “the Bank”) are bound unto the Company in the sum of (.....)* for which payment well and truly to be made to Company, the Bank binds itself, its successors and assignees by these presents.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws their Bid within its original/extended validity; or
2. The Bidder modifies/revises their bid suo moto; or
3. The Bidder does not accept the contract; or
4. The Bidder does not furnish Performance Security Deposit within the stipulated time as per tender/contract; or
5. If it is established that the Bidder has submitted fraudulent documents or has indulged into corrupt and fraudulent practice.

We undertake to pay to Company up to the above amount upon receipt of its first written demand (by way of letter/fax/cable/email), without Company having to substantiate its demand, provided that in its demand Company will note that the amount claimed by it is due to it owing to the occurrence of one or two or all of the conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including the date (**) and any demand in respect thereof should reach the bank not later than the above date.

SEALED with the common seal of the said Bank this Day of, 2026.

SIGNATURE AND SEAL OF THE GUARANTOR.....

Name of Bank & Address.....

Witness

Address.....

(Signature, Name and Address)

Date.....

Place.....

* The Bidder should insert the amount of the guarantee in words and figures denominated in the currency of the Company’s country or an equivalent amount in a freely convertible currency.

** The Date of Expiry of Bank Guarantee should be minimum 165 days after the bid closing date as stated in the tender document.

The details of the issuing bank and controlling bank are as under:

A. Issuing Bank

1. Full address of the bank:
2. Email address of the bankers:
3. Mobile nos. of the contact persons:

B. Controlling Office

1. Address of the controlling office of the BG issuing banks:
2. Name of the contact persons at the controlling office with their mobile nos. and email address:

PROFORMA OF "INSURANCE SURETY BOND" FOR "BID SECURITY"

(To be stamped in accordance with the Stamp Act)

To ED (Offshore) OIL INDIA LIMITED DOWNTOWN BUILDING, Sri Vidya Colony, Venkat Kakinada, Andhra	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 of Bidder) (hereinafter called "the Bidder") has submitted their offer Dated for the provision of certain services (hereinafter called "the Bid") against OIL INDIA LIMITED, Kakinada, Andhra Pradesh (hereinafter called the Company's) Tender No. KNOW ALL MEN BY these presents that we (Name & address of the "Insurer") having our registered office at (hereinafter called " Insurer "), its successors and assignees, unconditionally and irrevocably undertake to pay forthwith to the Company an amount of Rs.....(Rupees..... only) (hereinafter referred to as the "Surety Bond") as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder, if the Bidder shall fail to fulfil or comply with all or any of the conditions mentioned below or referred in the Tender document in this regards.

Any such written demand made by the Company stating that the Bidder is in default of the due and faithful fulfilment and compliance with the aforesaid conditions shall be final, conclusive and binding on the Surety Insurer.

SEALED with the said Insurer this day of 20

THE CONDITIONS of these obligations are:

1. If the Bidder withdraws their Bid within its original/extended validity; or
2. The Bidder modifies/revises their bid suomoto; or
3. The Bidder does not accept the contract; or
4. The Bidder does not furnish Performance Security Deposit within the stipulated time as per tender/contract; or
5. If it is established that the Bidder has submitted fraudulent documents or has indulged into corrupt and fraudulent practice.

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 Surety 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.....

INSTRUCTIONS FOR FURNISHING "BID SECURITY DEPOSIT" BY "INSURANCE SURETY BOND"

- a) The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).
- b) 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.
- c) 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.
- d) The expiry date and values should be arrived at in accordance with instructions provided in the "Forwarding Letter" of the Tender.
- e) The Insurance Surety Bond by Contractors will be given from Insurer as specified in the Tender.
- f) 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".
- g) 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.
- h) 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.

**DECLARATION TOWARDS BANKRUPTCY/ INSOLVENCY RESOLUTION PROCESS/LIQUIDATION OR
BANKRUPTCY PROCEEDING**

(to be printed on Bidder's letterhead, signed, stamped, scanned and submitted online in Tender Portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

SUB: Ref Tender No. _____

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.

Yours faithfully,

Signature: _____

Name & Designation _____

For & on behalf of _____

(Authorised signatory of the bidder)

ANNEXURE-T

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

(to be printed on Bidder's letterhead, signed, stamped, scanned and submitted online in Tender Portal)

TO,

ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

SUB: Ref Tender No. _____

We, _____ (Name of the bidder) 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.

Yours faithfully,

Signature: _____

Name & Designation _____

For & on behalf of _____

(Authorised signatory of the bidder)

PROFORMA-A-1

LIST OF ITEMS (EQUIPMENT, TOOLS, ACCESSORIES, SPARES & CONSUMABLE)
TO BE IMPORTED IN CONNECTION WITH EXECUTION
OF THE CONTRACT SHOWING CIF VALUE

DELETED

PROFORMA-A-2

DELETED

PROFORMA-B

As uploaded in “Price Bid Format – Proforma-B” in the Tender.

OR

As uploaded as per the “Price Bid Format – Proforma-B” under “Notes & Attachment” in e-Tender Portal

PROFORMA FOR UNDERTAKING FROM THIRD PARTY INSPECTION AGENCY

(to be printed on TPI Agency's letterhead, signed, stamped, scanned and submitted online in Tender Portal)

TO,
ED (Offshore)
OIL INDIA LIMITED
KG Basin Project,
DOWNTOWN BUILDING, 3rd Floor
Door No. 70-14-16/4 (Next to D-Mart),
Sri Vidya Colony, Venkat Nagar,
Kakinada, Andhra Pradesh – 533003

Kind Attn.: CGM (C&P)

SUB: Ref Tender No. _____

Sir,

M/s. _____ having registered office at _____ intend to participate in the above referred tender of OIL INDIA LIMITED.

The tender conditions stipulates that the bidder shall submit documents pertaining to Bid Evaluation Criteria (BEC), duly verified and certified by designated independent Third-Party Inspection Agency.

In this regard this is to certify that copies of documents pertaining to Bid Evaluation Criteria (BEC)/Bid Rejection Criteria (BRC) submitted to us by the bidder have been verified and certified by us with originals and found to be genuine and authentic. We have signed and stamped on the copies of all the verified and certified documents having ____ nos. pages.

Note: In the event of any requirement, OIL reserves the right to ask the inspection agencies to verify the documents with source, if required at no extra cost to OIL.

Thanking you,

Authorised Person's Signature: _____

Name: _____