



**ऑयल इंडिया लिमिटेड**

( भारत सरकार का उद्यम )

**Oil India Limited**

(A Government of India Enterprise)

**Duliajan; District- Dibrugarh; Assam- 786602**

**Expression of Interest (EOI)**

**Oil India Limited invites applications for registration of Firm(s) for Pandal Construction, Decoration, Services & Amenities for Administration, Public Relations & Security Department of OIL, Field Head Quarters, Duliajan for a period of Three (03) years. Interested parties meeting the prequalification criteria are invited to submit their applications together with the documents to reach the office of Head - Administration (Field Operations), Oil India Limited, Duliajan, Dist. Dibrugarh, Assam- 786602 latest by 24<sup>th</sup> July, 2014 till 1500 Hrs. (IST) through post. The application received after the stipulated date & time will not be entertained for evaluation.**

**Notice Inviting the EOI, prequalification criteria and other requirements/documents for the above EOI are displayed on the notice board in the office of the following departments: Administration; Public Relation & Security Departments of Oil India Limited, Duliajan. The same is also displayed at the OIL website: [www.oil-india.com](http://www.oil-india.com)**

**Please note that the Company reserves the right to:**

- **Accept or reject any/ all application(s) submitted by parties**
- **Cancel the process anytime without any liability and assigning any reason thereof.**

## **Prequalification Criteria & other requirements /documents related to EOI**

1. Applications are invited from the Firm (s), for the following services for any function under Administration Group, i.e. Administration, Public Relation & the Security Departments of Oil India Limited:

- Cloth decoration with new clothes & frames with necessary carpeting including providing services of electrification, supply of sufficient numbers of fans, lights etc., complete in all respects

2. The Firm (s), must have successfully completed at least 'One (01) job' for erecting a temporary shed with cloth decorations etc. including electrifications for providing lights and fans, in any 'Public Sector Undertaking' / 'Government Department' / 'Government Organization' or any other Public/ Private Limited Company in the preceding Seven [07] Years ending 31st March, 2014. In support of above, a copy of Work Order & Completion Certificate in original, duly certified by the Competent Authority of the respective organization should be submitted.

3. The Firm (s) should have an average Annual Turnover of minimum Rs. 3.00 lakhs during the last three years, ending 31st March 2013, duly certified by practicing Chartered Accountant/ Cost Accountant mentioning the membership number.

4. The Firm (s) should have valid Electrical Contractor's License issued or recognized by State Licensing Board, Govt. of Assam. The certified copy should be submitted along with the application. Tie ups with any other party for electrification works will be acceptable. The party providing electrical services should have valid Electrical Contractor's License issued or recognized by State

Licensing Board, Govt. of Assam. In case of tie – up for electrification with another party, the primary firm should submit agreement of understanding for fulfilment of obligation under the contract as per format enclosed in Annexure 1. However, the tie-up agreements will be valid only for one year and is required to be renewed for subsequent years. In absence of continuation of the agreement with the 2<sup>nd</sup> Party, the Primary Party can again enter into an agreement with another party for electrification with the same terms and conditions, as per the Annexure-1, failing which the empanelment of the Primary Party with OIL will be automatically treated as terminated.

**SPECIAL CONDITIONS FOR APPLICATIONS FOR REGISTRATION:**

1. The Firm (s) must furnish all relevant certificates/documents/information in support of their credentials to the above failing which the application will be summarily rejected.
2. Merely, registration of the Firm (s) will not entitle them the exclusive right to give service to the company or different offices of OIL.
3. OIL reserves the right to engage different Firm(s) for parallel contract(s) for similar nature of jobs in OIL which cannot be challenged by the Firm(s) under any circumstances. OIL's decision in this regard shall be final and binding on the Firm(s)
4. The eligible Firm(s) shall not be allowed to sublet, transfer, or assign the job once awarded or any part thereof or interest therein or benefit or advantage thereof in any manner whatsoever, in any circumstances.

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