



Oil India Limited
(A Govt. of India Enterprise)
P.O. DULIAJAN, DIST: DIBRUGARH,
ASSAM, INDIA, PIN-786 602

CONTRACTS DEPARTMENT
TEL: (91) 374-2800548
E-mail: contracts@oilindia.in
Website: www.oil-india.com
FAX: (91)374-2803549

FORWARDING LETTER

M/s _____

Sub: IFB No. CDG1887P20 for Hiring of the services of Hydro-fracturing in 10 (Ten) nos. of wells located in oil fields of Assam including supply of Chemicals and Consumables for a period of 08 (Eight) months and with provision for Framework Agreement for a period of 02 (Two) years.

Dear Sirs,

1.0 OIL INDIA LIMITED (OIL), a “Navaratna” 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. Duliajan is well connected by Air with nearest Airport being at Dibrugarh, 45 km away.

2.0 In connection with its operations, OIL invites International Competitive Bids (ICB) from competent and experienced Contractors through OIL’s e-procurement site for **‘Hiring of the services of Hydro-fracturing in 10 (Ten) nos. of wells located in oil fields of Assam including supply of Chemicals and Consumables for a period of 08 (Eight) months and with provision for Framework Agreement for a period of 02 (Two) years.** One complete set of Bid Document covering OIL's IFB for hiring of above services is uploaded in OIL’s e-procurement portal. You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through OIL’s e-procurement portal. For your ready reference, few salient points of the IFB (covered in detail in the Bid Document) are highlighted below:

(i)	IFB No. /E-Tender No.	:	CDG1887P20
(ii)	Type of Bidding	:	Online - Single Stage-Two Bid System
(iii)	Tender Fee	:	Not Applicable
(iv)	Bid Closing Date & Time	:	As mentioned in Online E-tender portal
(v)	Technical Bid Opening Date & Time	:	As mentioned in Online E-tender portal
(vi)	Price Bid Opening Date & Time	:	Will be intimated only to the eligible/qualified Bidders nearer the time.
(vii)	Bid Submission Mode	:	Bids must be uploaded online in OIL’s E-procurement portal

(viii)	Bid Opening Place	:	Office of CGM-Contracts Contract Department, Oil India Limited, Duliajan -786602, Assam, India.
(ix)	Bid Validity	:	120 days from date of Bid Closing
(x)	Mobilization Time	:	As defined in the tender
(xi)	Bid Security Amount	:	Rs. 43,69,000.00 (US \$ 63,000.00)
(xii)	Bid Security Validity	:	31.03.2020
(xiii)	Original Bid Security to be submitted	:	Office of CGM-CONTRACTS, CONTRACTS DEPARTMENT, OIL INDIA LIMITED, DULIAJAN, ASSAM-786 602, INDIA
(xiv)	Amount of Performance Security	:	10% of Total Contract Value.
(xv)	Validity of Performance Security	:	Up to 3(three) months from date of completion of contract
(xvi)	Duration of the Contract	:	244 Days(Eight Months) from the date of commencement of operation.
(xvii)	Quantum of Liquidated Damage for Default in Timely Mobilization	:	Refer clause No. 18.0 of General Conditions of Contract
(xviii)	Integrity Pact	:	Must be digitally signed & uploaded along with the Techno-commercial Bid.
(xix)	Bids to be addressed to	:	CGM-Contracts, Contract Department, Oil India Limited, Duliajan-786602, Assam, India.
(xx)	Pre-Bid Conference	:	Tentatively scheduled on 1st & 2nd August 2019
(xxi)	Last Date for receipt of Pre-bid Queries	:	26th July 2019 (Queries received after 26 th July may not be entertained)

3.0 INTEGRITY PACT: The Integrity Pact must be uploaded in OIL's E-procurement portal along with the Technical Bid digitally 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 Integrity Pact or declines to submit the Integrity Pact, their bid shall be rejected straightway. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who signs the Bid.

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

4.1 To participate in OIL's E-procurement tender, bidders should have a legally valid digital certificate **of Class 3 with Organizations 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.**

4.2 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 your system.

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

4.4 Bidders must have a valid User ID to access OIL's e-Procurement site for submission of bid. Vendors having User ID & password can purchase bid documents **on-line through OIL's electronic Payment Gateway**. New vendor shall obtain User ID & password through online vendor registration system in e-portal and can purchase bid documents subsequently in the similar manner.

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

5.0 **PRE-BID CONFERENCE:**

5.1 A Pre-Bid Conference is planned to be held on **1st & 2nd August at Guwahati** to explain the requirements of Company in details to the interested prospective Bidders and to understand bidders' perspective including exchange of views/clarifications, if any, on the Scope of Work, Bid Rejection/Bid Evaluation Criteria and other terms & conditions of the Tender. For details of the venue, bidders may contact CGM-Contracts, Oil India Ltd., P.O. Duliajan-786602, Phone: +91374-2808651, Fax# (91)374-2803549, E-mail: contracts@oilindia.in .

5.2 Maximum two (2) representatives from each prospective Bidder, shall be allowed to participate in the pre-bid conference. All costs associated to attend the pre-bid conference by their representatives shall be borne by the interested Bidders. Bidder attending the pre-bid , must confirm their participation (Name of Company & Representative Name) on or before **26th July 2019**.

5.3 The prospective bidders shall submit their queries/clarifications against the tender through E-mail/Courier addressed to CGM-Contracts, Oil India Ltd.,

Duliajan-786602, Assam and such queries must reach OIL's office at Duliajan latest by **26th July**. OIL shall provide clarifications to only those queries received within this date. Queries/ Clarifications against the tender received beyond 17th June 2019 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.

5.4 However, clarifications/exceptions/deviations, if required any, should be brought out by the bidder prior to or during the Pre-Bid Conference only. After processing these suggestions, as a sequel to the pre-bid conference, Company may communicate the changes in this regard, if agreed any, through an addendum to tender document to the prospective bidders who purchased the tender document. Company will not accept any exception/deviation to tender conditions/specifications once the same are frozen after the pre-bid conference and the non-compliant bid (s) shall be rejected outright against this tender.

5.5 The exact date and venue of pre-bid conference will be intimated later on.

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 BIDDER AFTER ISSUE OF LOA:** In case LOA issued is not accepted by the 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 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-E 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 dated 6th January, 2017 available in OIL's website: www.oil-india.com.

v) Bid should be submitted online in OIL's E-procurement site up to 11.00 AM (IST) (Server Time) on the date as mentioned and will be opened on the same day at 2.00 PM (IST) at the office of the CGM-Contracts in presence of the authorized representatives of the bidders.

vi) The authenticity of digital signature shall be verified through authorized CA after bid opening. If the digital signature used for signing is not of “Class-3” with Organizations 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 portal. 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 to be uploaded under **“Notes & Attachments” tab**. A screen shot in this regard is shown below. Offer not complying with above submission procedure will be rejected as per Bid Evaluation Criteria.

Go to this Tab **“Notes and Attachments”** for Uploading “Priced Bid” files.

Go to this Tab **“Technical Attachments”** for Uploading “Technical Bid” files.

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

Note:

- * 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. 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”. As per the existing process, Bidders must upload their pricing as per the “Price Bid ” – Proforma-B under “Notes & Attachment” and additionally to fill up the on-line field “Total Bid Value” under Tab Page “**RFX Information**” with the Total Cost (Including the GST component) as per the amount of the Price Bid in attachment form.

The screenshot shows the 'Create RFX Response' interface. At the top, there are tabs: **Submit**, **Read Only**, **Print Preview**, **Check**, **Technical RFX Response**, and **Close**. Below these, the RFX Response Number is 60038748 and the RFX Number is partially visible. The RFX Owner is BHARALI and the Total Value is 0.00 INR. The main section has tabs for **RFX Information**, **Items**, and **Notes and Attachments**. Under the **RFX Information** tab, there are sub-tabs: **Basic Data**, **Questions**, and **Technical Attachments**. The **Event Parameters** section includes a **Currency** dropdown menu set to **Indian Rupee**, a **Detailed Price Information** dropdown menu set to **No Price**, and a **Terms of Payment** field. The **Total Bid Value** field is highlighted with a red box. Three callouts provide additional information: one points to the **Currency** dropdown stating 'Bidder to select the currency of the Response'; another points to the **Detailed Price Information** dropdown stating '“Total Bid Value” is mandatory in “No Price” RFX'; and a third points to the **Total Bid Value** field stating '“Total Bid Value” considering all the taxes & duties.'

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 Proforma-B.

6.0 OIL now looks forward to your active participation in the IFB.

Thanking you,

Yours faithfully,
OIL INDIA LIMITED

Sd/-
(Arupjyoti Sarmah)
Dy.General Manager - Contracts
For Chief General Manager - Contracts
For RESIDENT CHIEF EXECUTIVE

PART-1
INSTRUCTIONS TO BIDDERS (ITB)

- 1.0** 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.

A. BID DOCUMENTS

- 2.0** The services required, bidding procedures and contract terms are prescribed in the Bid Document. This Bid Document includes the following:

- (a) A Forwarding Letter highlighting the following points:
 - (i) Company's IFB No. & Type and Tender Fee
 - (ii) Bid closing date and time
 - (iii) Bid opening date and time
 - (iv) Bid submission Mode
 - (v) Bid opening place
 - (vi) Bid validity, Mobilisation time & Duration of contract
 - (vii) The amount of Bid Security with validity
 - (viii) The amount of Performance Guarantee with validity
 - (ix) Quantum of liquidated damages for default in timely mobilization
- (b) Instructions to Bidders, (Part-1)
- (c) Bid Evaluation Criteria, (Part-2)
- (d) General Conditions of Contract, (Part-3, Section-I)
- (e) Terms of Reference/Technical Specification, (Part-3, Section-II)
- (f) Special Conditions of Contract, (Part-3, Section-III)
- (g) Schedule of Rates, (Part-3, Section-IV)
- (h) Estimated CIF value of items at the time of import, (Proforma-A)
- (i) Price Schedule Format, (Proforma-B)
- (j) Bid Form, (Proforma-C)
- (k) Statement of Non-Compliance, (Proforma-D)
- (l) Bid Security Form, (Proforma-E)
- (m) Performance Security Form, (Proforma-F)
- (n) Agreement Form, (Proforma-G)
- (o) Proforma of Letter of Authority, (Proforma-H)
- (p) Authorisation for Attending Bid Opening, (Proforma-I)
- (q) Integrity Pact, (Annexure-A)
- (r) Annual Turnover & Net worth of Bidder (Annexure-B)
- (s) Proforma of Bank Guarantee towards PP-LC (Annexure-C)
- (t) Safety Measures (Annexure-D)
- (u) Undertaking of authenticity of information/documents submitted (Annexure-E)

- 2.1** 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.

3.0 TRANSFERABILITY OF BID DOCUMENTS:

- 3.1 Bid Documents are non-transferable. Bid can be submitted only in the name of the bidder in whose name the Bid Document has been issued.
- 3.2 Unsolicited bids will not be considered and will be rejected straightway.

4.0 AMENDMENT OF BID DOCUMENTS:

- 4.1 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.
- 4.2 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.**

B. PREPARATION OF BIDS

- 5.0 **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.

- 5.1 **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 authorised Agents in India, if any.

6.0 DOCUMENTS COMPRISING THE BID:

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)**
- (i) Complete technical details of the services and equipment specifications with catalogue, etc.
 - (ii) Documentary evidence established in accordance with Clause 10.0 hereunder.
 - (iii) Bid Security (scanned) in accordance with Clause 11.0 hereunder. Original Bid Security should be sent as per Clause No. 11.11 below.
 - (iv) Copy of Bid-Form without indicating prices in Proforma-C
 - (v) Statement of Non-compliance as per Proforma-D
 - (vi) Proforma-A: List of items to be imported without the CIF values.
 - (vii) Copy of Priced Bid **without indicating prices** (Proforma-B)
 - (viii) Integrity Pact digitally signed by OIL's competent personnel as Annexure-

A, attached with the bid document to be digitally signed by the bidder.

Note: Please note that, price should not be mentioned in the “Technical Attachments” tab.

(B) PRICED 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**:

- (i) Price-Bid Format as per Proforma-B
- (ii) Bid Form as per Proforma-C
- (iii) Proforma-A showing the items to be imported with the CIF values.
- (iv) Proforma-BB(PP-LC), if applicable

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

7.0 BID FORM:

The bidder shall complete the Bid Form and the appropriate Price Schedule furnished in their Bid.

8.0 BID PRICE:

- 8.1 Prices must be quoted by the Bidders online as per the price bid format available in OIL’s E-Tender Portal in “Notes & Attachment” Tab. Unit prices must be quoted by the bidders, both in words and in figures.
- 8.2 Prices quoted by the successful bidder must remain firm during its performance of the Contract and is not subject to variation on any account.
- 8.3 All duties (except customs duty which will be borne by the Company) and taxes (excluding GST) including Corporate Income Tax, Personal Tax, Assam Entry Tax 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 accordingly. 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.

9.0 CURRENCIES OF BID AND PAYMENT:

- 9.1 A bidder expecting to incur its expenditures in the performance of the Contract in more than one currency, and wishing to be paid accordingly, shall so indicate in the bid. In such a case, the bid shall be expressed in different currencies and the respective amounts in each currency shall together make up the total price.
- 9.2 Indian bidders too can submit their bids in any currency (including Indian Rupees) and receive payment in such currencies on par with foreign bidders. However, currency once quoted will not be allowed to be changed.

10.0 DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATIONS:

These are listed in **BID EVALUATION CRITERIA (BEC), PART-2** of the Bid document.

11.0 BID SECURITY:

- 11.1 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 11.9 hereunder.
- 11.2 All the bids must be accompanied by Bid Security in Original for the amount 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 NIT vide **Proforma-E** or a Bank Draft/Bankers' cheque in favour of OIL and payable at Duliajan, Assam or an irrevocable Letter of Credit (L/C) from any of the following Banks –
- a) 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
 - b) 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
 - c) 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.
 - d) Bank Guarantee issued by a Scheduled Bank in India at the request of some other Non-Scheduled Bank of India shall not be acceptable.

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.

- 11.3 **Bidders can submit Bid Security on-line through OIL's electronic Payment Gateway.**
- 11.4 Any bid not secured in accordance with **sub-clause 11.2** above shall be rejected by the Company as non-responsive.
- 11.5 The bidders shall extend the validity of the Bid Security suitably, if and when specifically advised by OIL, at the bidder's cost.
- 11.6 Unsuccessful Bidder's Bid Security will be discharged and/or returned within 30 days after finalization of IFB.
- 11.7 Successful Bidder's Bid Security will be discharged and/or returned upon Bidder's furnishing the Performance Security and signing of the contract. Successful bidder will however ensure validity of the Bid Security till such time the Performance Security in conformity with **Clause 29.0** below is furnished.

- 11.8 Bid Security shall not accrue any interest during its period of validity or extended validity.
- 11.9 The Bid Security may be forfeited:
- If the bidder withdraws the bid within its original/extended validity.
 - If the bidder modifies/revise their bid suo-moto.
 - If the bidder does not accept the order/contract.
 - If the bidder does not furnish Performance Security Deposit within the stipulated time as per tender/order/contract.
 - 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
- 11.10 In case any bidder withdraws their bid during the period of bid validity, Bid Security will be forfeited and the party shall be debarred for a period of 2(two) years.
- 11.11 **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” tab of OIL’s E-portal.** The original Bid Security shall be submitted by bidder to the office of CGM-Contracts, Oil India Ltd., Duliajan-786602(Assam), India in a sealed envelope which must reach CGM-Contract’s office on or before 12.45 Hrs (IST) on the Bid Closing date.
- 11.12 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.
- 11.13 The Bank Guarantee issuing bank branch must ensure the following:

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

- “MT 760 / MT 760 COV for issuance of bank guarantee.
- “MT 760 / MT 767 COV for amendment of bank guarantee.

The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code – UTIB0001129, Branch address – AXIS Bank Ltd., Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District Dibrugarh, PIN – 786602. The Bank details are as under:

Bank Details of Beneficiary		
a	Bank Name	AXIS BANK LTD
b	Branch Name	DULIAJAN BRANCH
c	Branch Address	DAILY BAZAR, JYOTI NAGAR,DULIAJAN , DIST. DIBRUGARH, ASSAM , PIN 786602 State: <u>ASSAM</u>
d	Banker Account No.	910020040028220

e	Type of Account	Current Account
f	IFSC Code	<u>UTIB0001129</u>
g	MICR Code	<u>786211302</u>
h	SWIFT Code	AXISINBB140
i	Contact No.	+919706011291
j	Contact Person Name	SOUMIK PAUL
k	Fax No.	03742800089
l	Email Id	<u>duliajan.branchhead@axisbank.com</u>

12.0 EXEMPTION FROM SUBMISSION OF BID SECURITY:

- 12.1 Central Govt. offices and Central Public Sector undertakings are exempted from submitting Bid Security.
- 12.2 MSEs Units (manufacturers/Service Providers only and not their dealers/distributors) who are already registered with District Industry Centres or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of MSME are exempted from payment of Bid Security (EMD) irrespective of monetary limit mentioned in their registration, provided they are registered for the item they intend to quote/participate.

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

- 12.2.1 For availing benefits under Public Procurement Policy (Purchase preference & EMD exemption), the interested MSE Bidders must ensure that they are the manufacturer/ service provider of tendered item(s) and registered with the appropriate authority for the said item(s). Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Therefore, it is in the interest of such MSE Vendors to furnish a copy of complete certificate to the concerned tender handling officer of OIL at least seven (7) days prior to the scheduled Bid Closing Date of the tender; seeking clarification/confirmation as to whether their registered item is eligible for EMD exemption or not. Late communication in this regards and request for bid closing date extension on that plea shall not be entertained by Company.

13.0 PERIOD OF VALIDITY OF BIDS:

- 13.1 Bids shall remain **valid for 120** days 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 valid for 180 days from Bid Closing Date.
- 13.2 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 through Fax or e-mail. The Bid Security provided under Para 11.0 above shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request will neither be required nor permitted to modify their Bid.

C. SIGNING & SUBMISSION OF BIDS:

14.0 SIGNING OF BID:

- 14.1 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 Organisation 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 "Organization Name" field other than Bidder's Name are not acceptable. Digital Signature Certificates having Bidder's Name in the "Organization Name" field are only acceptable.

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 to be made to a document after uploading, the same may be deleted and such revised document is to be Digitally Signed again before uploading. It is advised to delete the unwanted documents before submission of the response. The Power of Attorney shall be submitted by bidder as mentioned in Para 15.1 below.

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.

- 14.2 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 authorisation (as per **Proforma-H**) shall be indicated by written Power of Attorney accompanying the Bid.
- 14.3 Any person signing the Bid or any other document in respect of this Bidding Document or other relevant documents on behalf of the Bidder without disclosing his authority to do so shall be deemed to have the authority to bind the Bidder. If it is discovered at any time that the person so signing has no authority to do so, the Company (OIL) may, without prejudice to any other right or remedy, cancel his Bid or Contract and hold the Bidder liable to the Company (OIL) for all costs and

damages arising from the cancellation of the Bid or Contract including any loss which the Company (OIL) may sustain on account thereof.

- 14.4 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 initialled by the person or persons who has/have digitally signed the Bid.
- 14.5 Any Bid, which is incomplete, ambiguous, or not in compliance with the Bidding process will be rejected.

15.0 SUBMISSION OF BIDS

- 15.1 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"** 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 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 necessarily 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 CGM-Contracts, Oil India Ltd., Duliajan-786602 (Assam) on or before 12.45 Hrs(IST) on the bid closing date indicated in the IFB:
- i) The Original Bid Security along with 1(one) copy
 - ii) Power of Attorney for signing of the bid digitally
 - iii) Any other document required to be submitted in original as per bid document requirement.
 - iv) Printed catalogue and literature if called for in the bid document.

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

- 15.2 All the conditions of the contract to be made with the successful bidder are given in various Sections of the Bid Document. Bidders are requested to state their non-compliance to each clause as per Proforma-D of the bid document and the same should be uploaded along with the Technical Bid.
- 15.3 Timely delivery of the documents in physical form as stated in Para 15.1 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.

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

16.0 INDIAN AGENT/REPRESENTATIVE/RETAINER/ASSOCIATE:

Foreign bidders shall clearly indicate in their bids whether they have an Agent/Representative/Retainer/Associate in India. In the event the overseas bidder is having an Agent/Representative/Retainer/Associate in India, the bidder should furnish the name and address of their Agent/Representative/Retainer/Associate in India and clearly indicate nature and extent of services to be provided by such an Agent/Representative/Retainer/Associate in India and also stating in their bids whether the Agent/Representative/Retainer/Associate is authorized to receive any commission. The rate of the commission included in the quoted rates of bidder should be indicated which would be payable to Agent/Representative/Retainer/Associate in non-convertible Indian currency according to Import Trade Regulation of India. Unless otherwise specified, it will be assumed that agency commission is not involved in the particular bid.

Further, overseas bidders shall submit their bids directly and not through their Agent/Representative/Retainer/Associate in India. Bid submitted by Indian Agent/Representative/Retainer/Associate on behalf of their foreign principals will not be considered and will be rejected straightway. Moreover, one Indian Agent/Representative/Retainer/Associate cannot represent more than one foreign bidder against the IFB.

The Indian Agent/Representative/Retainer/Associate will not be permitted to submit any Bid Security and Performance Security on behalf of their foreign principals and also the Indian Agent/Representative/Retainer/Associate will not be allowed to execute the contract and receive payment against bid submitted by their foreign principals. Such bids shall be rejected straightway.

17.0 DEADLINE FOR SUBMISSION OF BIDS:

- 17.1 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.
- 17.2 No bid can be submitted after the submission dead line is reached. The system time displayed on the e-procurement web page shall decide the submission dead line.
- 17.3 The documents in physical form as stated in Para 15.1 must be received by Company at the address specified in the "Forwarding Letter" on or before 12.45 Hrs(IST) on the Bid Closing Date mentioned in the "Forwarding Letter". Timely delivery of the same at the address mentioned in the Forwarding Letter is the responsibility of the Bidders.

- 18.0 LATE BIDS:** Bidders are advised in their own interest to ensure that their bids are uploaded in system before the closing date and time of the bid. The documents in physical form mainly the Original Bid Security 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.

19.0 MODIFICATION AND WITHDRAWAL OF BIDS:

- 19.1 The Bidder after submission of Bid may modify or withdraw its Bid prior to Bid Closing Date & Time.
- 19.2 No Bid can be modified or withdrawn subsequent to the deadline for submission of Bids.
- 19.3 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 the Bidder's forfeiture of its Bid Security and bidder shall also be debarred from participation in future tenders of OIL.

20.0 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.

21.0 BID OPENING AND EVALUATION:

- 21.1 Company will open the Technical Bids, including submission made pursuant to clause 19.0, in presence of Bidder's representatives who choose to attend at the date, time and place mentioned in the Forwarding Letter. However, an authorisation letter (as per **Proforma-I**) 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. In technical bid opening, only "Technical Attachment" will be opened. Bidders therefore should ensure that technical bid is uploaded in the "Technical Attachment" Tab Page only in the E-portal.
- 21.2 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.
- 21.3 Bids which have been withdrawn pursuant to clause 19.0 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.
- 21.4 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.
- 21.5 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.

- 21.6 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.
- 21.7 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.
- 21.8 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.

22.0 OPENING OF PRICED BIDS:

- 22.1 Company will open the Priced Bids of the techno-commercially qualified Bidders on a specific date in presence of representatives of the qualified bidders. The techno-commercially qualified Bidders will be intimated about the Priced Bid Opening Date & Time in advance. In case of any unscheduled holiday or Bandh on the Priced Bid Opening Date, the Bids will be opened on the next working day.
- 22.2 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.
- 22.3 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price (that is obtained by multiplying the unit price and quantity) the unit price shall prevail and the total price shall be corrected accordingly. If there is a discrepancy between words, and figures, the amount in words will prevail. If any Bidder does not accept the correction of the errors, their Bid will be rejected.

23.0 CONVERSION TO SINGLE CURRENCY:

While evaluating the bids, the closing rate of exchange declared by State Bank of India on the day prior to price bid opening or the latest available will be taken into account for conversion of foreign currency into Indian Rupees. Where the time lag between the opening of the price bids and final decision exceeds three months, the rate of exchange declared by State Bank of India on the date prior to the date of final decision will be adopted for conversion.

24.0 EVALUATION AND COMPARISON OF BIDS:

The Company will evaluate and compare the bids as per **BID EVALUATION CRITERIA (BEC), PART-2** of the Bid Document.

24.1 DISCOUNTS / REBATES:

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

24.2 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.

24.3 LOADING OF FOREIGN EXCHANGE:

There would be no loading of foreign exchange for deciding the inter-se-ranking of domestic bidders.

24.4 EXCHANGE RATE RISK:

Since Indian bidders are now permitted to quote in any currency and also receive payments in that currency. Company will not be compensating for any exchange rate fluctuations in respect of the services.

24.5 REPATRIATION OF RUPEE COST:

In respect of foreign parties rupee payments made on the basis of the accepted rupee component of their bid, would not be repatriable by them. A condition to this effect would be incorporated by the Company in the contract.

25.0 CONTACTING THE COMPANY:

25.1 Except as otherwise provided in **Clause 21.0** 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 21.5**.

25.2 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.

D. AWARD OF CONTRACT

26.0 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.

27.0 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.

28.0 NOTIFICATION OF AWARD:

- 28.1 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 that its Bid has been accepted.
- 28.2 The notification of award will constitute the formation of the Contract.
- 28.3 Upon the successful Bidder's furnishing of Performance Security pursuant to **Clause 29.0** below, the Company will promptly notify each un-successful Bidder and will discharge their Bid Security, pursuant to **Clause 11.0** hereinabove.

29.0 PERFORMANCE SECURITY:

- 29.1 On receipt of notification of award from the Company, the successful Bidder shall furnish to Company the Performance Security for an amount specified in the Forwarding Letter (and Letter of Award (LOA) issued by Company to Contractor awarding the contract) as per **Proforma-F** or in any other format acceptable to the Company and must be in the form of a Demand Draft or Bank Guarantee or irrevocable Letter of Credit (LC) from:
- a) 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
 - b) 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.
 - c) 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.
 - d) Bank Guarantee issued by a Scheduled Bank in India at the request of some other Non-Scheduled Bank of India shall not be acceptable.

Bank Guarantee issued by a Bank, amongst others, must contain the following particulars of such bank:

- a) Full address.
- b) Branch Code.
- c) Code Nos. of the authorized signatory with full name and designation.
- d) Phone Nos., Fax Nos., E-mail address.

The domestic bidders will have to submit the Bank Guarantee from any of the scheduled banks and on non-judicial stamp paper of requisite value as per the Indian Stamp Act, purchased in the name of the issuing banker.

The foreign bidder will submit the Bank Guarantee from Banks of Indian origin situated in their country. In case no such bank of Indian origin is situated in their country, the Bank Guarantee may be submitted from the bankers as specified above.

The Performance Security shall be denominated in the currency of the contract.

- 29.2 The Performance Security specified above must be valid for 3(three) months beyond the contract period. The Performance Security will be discharged by Company not later than 30 days following its expiry. In the event of any extension of the Contract period, Bank Guarantee should be extended by Contractor by the period equivalent to the extended period.
- 29.3 The Performance Security shall be payable to Company as compensation for any loss resulting from Contractor's failure to fulfil its obligations under the Contract.
- 29.4 The Performance Security will not accrue any interest during its period of validity or extended validity.
- 29.5 Failure of the successful Bidder to comply with the requirements of **clause 29.0 and/or 30.0** shall constitute sufficient grounds for annulment of the award and forfeiture of the Bid Security or Performance Security. In such an eventuality, the party shall be debarred for a period of 2(two) years from the date of default.

30.0 SIGNING OF CONTRACT:

- 30.1 At the same time as the Company notifies the successful Bidder that its Bid has been accepted, the Company will either call the successful Bidder for signing of the agreement or send the Contract Form provided in the Bid Documents, along with the General & Special Conditions of Contract, Technical Specifications, Schedule of Rates incorporating all agreements agreed between the two parties.
- 30.2 The successful Bidder shall sign and date the contract and return it to the Company after receipt of LOA. Till the contract is signed, the LOA issued to the successful bidder shall remain binding amongst the two parties.
- 30.3 In the event of failure on the part of the successful Bidder to sign the contract, OIL reserves the right to terminate the LOA issued to the successful Bidder and invoke the Bid Security or the Performance Security if submitted by the successful Bidder. The party shall also be debarred for a period of 2(two) years from the date of default.

31.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENTS:

If it is found that a bidder/contractor has furnished fraudulent information / documents, the Bid Security/Performance Security shall be forfeited and the party shall be debarred for a period of 3(three) years from the date of detection of such fraudulent act besides the legal action.

32.0 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.

33.0 MOBILISATION ADVANCE PAYMENT:

- 33.1 Request for advance payment shall not be normally considered. However, depending on the merit and at the discretion of the Company, advance against mobilisation 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.
- 33.2 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 mobilisation and the same may be invoked in the event of Contractor's failure to mobilise as per agreement.
- 33.3 In the event of any extension to the mobilisation 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.

34.0 INTEGRITY PACT:

- 34.1 OIL shall be entering into an Integrity Pact with the Bidders as per format enclosed vide **Annexure-A** of the Bid Document. The Integrity Pact has been duly signed digitally by OIL's competent signatory and uploaded in the OIL's e-portal. The Integrity Pact shall be returned by the bidder (along with the technical Bid) duly signed by the same signatory who signed the Bid i.e. who is duly authorized to sign the Bid. Uploading the Integrity Pact in the OIL's E-portal with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who has signed the bid. **If any bidder refuses to sign Integrity Pact or declines to submit the Integrity Pact, their bid shall be rejected straightway.**

34.2 The names of the OIL's Independent External Monitors at present are as under:

- a. Shri Rajiv Mathur, IPS(Retd), Former Director, IB, Govt. of India;
E-mail: rajivmathur23@gmail.com
- b. Shri Satyananda Mishra, IAS(Retd.), Former Chief Information Commissioner of India & Ex-Secretary, DOPT, Govt. of India;
E-mail: satyanandamishra@hotmail.com
- c. Shri Jagmohan Garg, Ex-Vigilance Commissioner, CVC;
E-Mail id: jagmohan.garg@gmail.com

35.0 LOCAL CONDITIONS:

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.

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.

36.0 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.

37.0 PURCHASE PREFERENCE POLICY-LINKED WITH LOCAL CONTENT (PP - LC)

Purchase preference policy-linked with Local Content (PP - LC) notified vide letter no. O-27011/44/2015-ONG-II/FP dated 25.04.2017 of MoP&NG shall be applicable in this tender. The details clauses applicable for this tender are as under:

37.1 In case a bidder is eligible to seek benefits under PP-LC policy as well as Public Procurement Policy for MSEs-Order 2012, then the bidders should categorically seek benefits against only one of the two policies i.e. either PP-LC or MSE Policy. If a bidder seeks free of cost tender document under the MSE Policy, then it shall be considered that the bidder has sought benefit against the MSE Policy and this option once exercised cannot be modified subsequently.

37.2 Bidders seeking Purchase preference (linked with local content) (PP-LC) shall be required to meet / exceed the target of Local Content (LC) of 35%.

37.2.1 Such bidders shall furnish following undertaking on its letter head along with their techno-commercial bid. The undertaking shall become a part of the contract.

“We _____ (Name of the bidder) undertake that we meet the mandatory minimum Local Content (LC) requirement i.e. _____ (to be filled as notified at Enclosure I of the policy) for claiming purchase preference linked with Local Contents under the Govt. policy against under tender no. _____.”

37.2.2 Above undertaking shall be supported by the following certificate from Statutory Auditor engaged by the bidder, on the letter head of such Statutory Auditor.

“We _____ the statutory auditor of M/s _____ (name of the bidder) hereby certify that M/s _____ (name of the bidder) meet the mandatory Local Content requirements of the Services i.e. _____ (to be filled by the work center as notified at Enclosure I of the policy) quoted vide offer No. _____ dated _____ against OIL tender No. _____ by M/s _____ (Name of the bidder).”

Note: In case of bidder(s) for whom Statutory Auditor is not required as per law required certificates shall be provided by a practicing Chartered Accountant.

- 37.2.3** At the bidding stage the bidder shall provide Break-up of “Local Component” and “Imported Component” in the prescribed format enclosed as **Proforma-BB(PP-LC)** of the policy and shall be uploaded by the bidders along with their price bid in the e-procurement portal.
- 37.3** Eligible (techno-commercially qualified) LC bidder shall be granted a purchase preference to 10% i.e. where the evaluated price is with 10% of the evaluated lowest price of Non Local Content (NLC) bidder, other things being equal. Accordingly, purchase preference shall be granted to the eligible (techno-commercially qualified) LC bidder concerned, at the lowest valid i.e. NLC price bid.
- 37.3.1** Only those LC bidders whose bids are within 10% of the NLC L1 bid would be allowed an opportunity to match L1 bid. All the eligible LC bidders shall be asked to submit their confirmation to match their price in sealed envelopes. Envelopes of the bidders shall be opened and award for the prescribed quantity shall be made to the lowest evaluated TA/CA bidder among the eligible LC bidders. In case the lowest eligible LC bidder fails to match L1 price, the next eligible LC bidder will be awarded the prescribed quantity and so on. In case none of the eligible LC bidders matches the L1 bid, the actual bidder holding L1 price will secure the order.
- 37.4** Order for supply of 50% of the tendered quantity would be awarded to the lowest techno-commercially qualified LC bidder, subject to matching with valid NLC L1 price. The remaining will be awarded to L1 (i.e. NLC bidder). Prescribed 50% tendered quantity for LC bidders shall not be further sub-divided among eligible LC bidders.
- 37.4.1** However, if L1 bidder happens to be a LC bidder, the entire procurement value shall be awarded to such bidder.
- 37.4.2** When the tendered goods/services cannot be divided in the exact ratio of 50% / 50% then OIL reserve the right to award on lowest eligible PP-LC bidder for quantity not less than 50%, as may be dividable.

For example:

In case tendered quantity is 3 (not divisible in the ratio of 50:50), PP-LC bidder shall get order for 2 nos. only and the rest will go to L-1 (NLC bidder).

OR

(Alternate clause applicable for cases where tendered quantity cannot be divided).

- 37.5** The tendered quantity is not splittable / non-dividable / cannot be procured from multiple sources. Hence, the entire procurement value shall be awarded to

the lowest techno-commercially qualified LC bidder subject to matching with valid NLC L1 rates.

37.6 For the purpose of this policy, all terms used vide aforesaid policy shall be governed by the definitions specified at para 2 of the policy document notified by MoPNG vide letter No. O-27011/44/2015-ONG/II/FP dated 25.04.2017.

37.7 The successful bidder shall be obliged to fulfill the requirements of quality and delivery time in accordance with the provisions of the Purchase order/contract. OIL shall have the right to satisfy itself of the production capability and product quality of the manufacturer.

37.8 Determination of LC

37.8.1 LC of Services shall be calculated on the basis of the ratio of service cost of domestic component in service to the total cost of services.

37.8.2 The total cost of service shall be constituted of the cost spent for rendering of service, covering:

- a) Cost of component (material), which is used.
- b) Manpower and consultant cost, cost of working equipment/facility, and
- c) General service cost, excluding profit, company overhead cost, taxes and duties.

37.8.3 The criteria for determination of cost of local content in the service shall be as under:

- a) In the case of material being used to help the provision of service, based on country of origin.
- b) In the case of manpower and consultant based on INR component of the services contract.
- c) In the case of working equipment/facility, based on country of origin and
- d) In the case of general service cost, based on the criteria as mentioned in clauses a, b and c above.
- e) Indian flag vessels in operation as on date.

37.8.4 Determination of Local Content: The determination of local content of the working equipment/facility shall be based on the following provision.

Working equipment produced in the country is valued as 100% (one hundred percent) local content, working equipment produced abroad is valued as much as nil (0% percent) local content.

37.9 Calculation of LC and Reporting

37.9.1 LC shall be calculated on the basis of verifiable data. In the case of data used in the calculation of LC verifiable, the value of LC of the said component shall be treated as nil.

37.9.2 Formats for the calculation of LC of services may be seen at Enclosure-III of the policy document.

37.10 Certification and Verification

37.10.1 Bidder seeking Purchase Preference under the policy, shall be obliged to verify the LC of goods as follows:

37.10.1.1 At bidding stage:

a) Price Break-up

(i) The bidder shall provide break-up of “Local Component” and “Imported Component” along with the price bid as per provisions under clause **37.2.3**.

(ii) Bidder must have LC in excess of the specified requirement.

b) Undertaking by the bidder

i. The bidder shall submit undertaking along with the techno-commercial bid as per clause no. **37.2.1**, such undertaking shall become a part of the contract.

ii. Bidder shall also submit the list of items / services to be procured from Indian manufacturers / service providers.

c) Statutory Auditor’s Certificate

The Undertaking submitted by the bidder shall be supported by a certificate from Statutory Auditor as per clause **37.2.2**.

37.10.1.2 After Contract Award

a) In the case of procurement cases with the value less than Rs. 5 crore (Rupees Five Crore), the LC content may be calculated (self-assessment) by the contractor and certified by the Director/Authorized Representative of the Company.

b) The verification of the procurement cases with the value Rupees Five Crore and above shall be carried out by a Statutory Auditor engaged by the bidder.

37.10.2 Each supplier shall provide the necessary local content documentation to the statutory auditor, which shall review and determine the local content requirements have been met and issue of local content certificate to that effect on behalf of OIL, stating the percentage of local content in the good or service measured. The Auditor shall keep all necessary information obtained from suppliers for measurement of Local Content confidential.

37.10.3 The Local Content certificate shall be submitted along with each invoice raised. However, the % of local content may vary with invoice while maintaining the overall % of Local Content for the total work/purchase of the pro-rata Local Content requirement. In case, it is not satisfied cumulatively in the invoices raised up to that stage, the supplier shall indicate how the local content requirement would be met in the subsequent stages.

37.10.4 Where currency quoted by the bidder is other than Indian Rupee then the bidder claiming benefits under PP-LC shall consider exchange rate prevailing on the date of notice inviting tender (NIT) for the calculation of Local Content.

37.10.5 OIL shall have the authority to audit as well as witness production processes to certify the achievement of the requisite local content.

37.11 Sanctions

37.11.1 OIL shall impose sanction on bidder not fulfilling LC of goods/services in accordance with the value mentioned in certificate of LC.

37.11.2 The sanctions may be in the form of written warning, financial penalty and blacklisting.

37.11.3 If the bidder does not fulfill his obligation after the expiration of the period specified in such warning. OIL shall initiate action for blacklisting such bidder/ successful bidder.

37.11.4 A bidder who has been awarded the contract after availing Purchase Preference is found to have violated the LC provision, in the execution of the procurement contract of goods and/or services shall be subject to financial penalty over and above the PBG value prescribed in the contract and shall not be more than an amount equal to 10% of the Contract Price.

37.11.5 In pursuance of the clause above, towards fulfillment of conditions pertaining to Local Contents in accordance with the value mentioned in the certificate of LC, the bidder shall have to submit additional Bank Guarantee (**Annexure-C**) equivalent to the amount of PBG.

END OF PART-1

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PART-2

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

This tender is floated on the concept of Framework contract to finalize the technically qualified bidders for the tender scope of work. However, based on the current requirement for 1st 10 (Ten) nos. of hydrofracturing jobs, a contract will be awarded to lowest techno-commercially acceptable bidder qualified through this tender. With all the Techno-commercially qualified bidders, a framework agreement will be done for a duration of 02 (Two) years from the award of the contract against the current tender.

Thus bidders who submit their offer in terms of consortium or Technical collaboration or Joint ventures are requested to confirm the validity of the Agreement, MOU, Guarantee etc. for approximately 2 (two) years i.e. upto 31.12.2021, so as to cover the bidders under Framework Agreement. In the event of requirement for the tendered services within the validity of the framework agreement, Price Bid and financial criteria - net worth and annual turnover, Vintage of equipment, etc. [if required] will be sought with the same terms and conditions and scope of work from those techno-commercially qualified bidder(s). Bidders are to confirm the acceptance of framework agreement categorically in their offer for their consideration for Framework Agreement. A format Proforma BB (Attached in the tender documents) in this regard are to be provided as part of the Technical offer.

Bidders will be techno-commercially evaluated based on these BEC criteria as mentioned below:

I. BID EVALUATION CRITERIA (BEC): The bid shall conform generally to the specifications and terms and conditions given in this bid document. Bids shall be rejected in case the services offered do not conform to required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.

1.0 A. TECHNICAL REJECTION CRITERIA:

1.1 EXPERIENCE:

i) The bidder shall have experience of successfully completing at least 05 (Five) nos. of hydro-fracturing jobs for oil/gas wells during the last 07 (Seven) years reckoned from the original bid closing date.

ii) In support of the experience criteria of A. 1.1. i) above, the bidder must furnish the following documentary evidences self-certified, in the form of:

a) Copies of Relevant pages of the contract document showing Contract Number, period of contract and Scope of work etc.

b) Copies of completion Certificate(s) or payment certificate(s) or any other documents which substantiate completion of the jobs, issued by the

client(s) with contact details of the issuing person /organization (e-mail address, Phone Number, Fax number etc.).

iii) All the major equipment offered (i.e. Pumping Unit and Blender unit) shall not be manufactured before 01.01.2014. In support of vintage of offered equipment's, the bidder shall submit an undertaking confirming that the offered equipment (i.e. Pumping Unit and Blender unit) are not manufactured before 01.01.2014.

1.2 BID FROM INDIAN COMPANY/INDIAN JOINT VENTURE COMPANY WITH TECHNICAL COLLABORATION/JOINT VENTURE PARTNER:

In case, the bidder is an Indian Company/Indian Joint Venture Company who does not meet the experience criteria as per Clause No. A. 1.1. i) above, may also bid on the strength of Technical Collaborator/Joint Venture Partner provided all the following criteria are complied:

(a) The primary bidder shall have the experience of successfully completing at least 01 (One) No of contract for providing oilfield services relating to oil and gas well operations like Drilling/Workover/Production Testing /Wellhead Flow Assurance/ESP operations/Wellhead Production Facility /Matrix Acidization/Well Stimulation/Sand Control, during the last 07 (Seven) years prior to the original bid closing date. In support of the experience, the bidder shall submit documentary evidences as per clause A. 1.1. ii) above.

(b) The primary bidder shall meet the sub-clauses 1.0, 2.0, 3.0, 4.0 and 5.0 under Clause B. 'FINANCIAL EVALUATION CRITERIA' below.

(c) The Technical Collaborator/Joint Venture Partner at its own shall meet the experience criteria A. 1.1. i) above. The experience of the Technical Collaborator/Joint Venture with other firms will not be qualified. In this regard, the documents establishing experience of the Technical Collaborator/Joint Venture Partner shall be submitted as per clause A. 1.1. ii) above.

1.3 Indian bidders quoting based on technical collaboration/joint venture, shall submit a Memorandum of Understanding (MOU)/Agreement with their technical collaborator/joint venture partner clearly indicating their roles under the scope of work which shall be addressed to OIL and shall remain valid and binding for the contract period under this tender.

1.4 BID FROM CONSORTIUM OF COMPANIES:

In case, the bidder is a consortium of companies, the following requirement should be satisfied by the bidder:

(a) The Leader of the consortium shall satisfy the minimum experience requirement as per clause No. A. 1.1. i) or the clause A. 1.2. (a) above.

(b) If the Leader of the consortium meets the clause A. 1.2. (a) but does not meet the requirement as per clause No. A. 1.1. i), then any of the consortium members shall individually meet clause A. 1.1. i).

(c) The consortium members shall have to meet the financial criterion mentioned in Clause No. B, 2.0 below.

(d) The leader of the Consortium can submit bid on behalf of consortium of bidders. Memorandum of Understanding (MOU) between the Consortium members duly executed by the CEOs of the consortium members and Notarized must accompany the bid which should clearly define role/scope of work of each partner/member and should clearly define the leader of consortium. Memorandum of Understanding (MOU) must also state that all the members of consortium shall be jointly and severally responsible for discharging all obligations under the Contract. However, the Leader of the Consortium must submit an undertaking along with the technical bid towards unconditional acceptance of full responsibility for executing the 'Scope of Work' of this bid document. In case of award, such MOU shall be kept valid through the entire contract period, including extensions, if any. The following provisions should also be incorporated in the MOU executed by the members of the Consortium.

(e) Only the Leader of the consortium shall register in the e-tender portal and submit bid on behalf of the consortium. The other members of the Consortium shall ratify all the acts and decisions of the Leader of Consortium, which are taken in connection with and/or during the evaluation of the tender and execution of the contract.

i) The Bid Security shall be in the name of the Leader of the consortium on behalf of consortium with specific reference to consortium bid and name & address of consortium members. Similarly, the Performance Security shall be in the name of the Leader on behalf of the consortium.

ii) The leader of the consortium on behalf of the consortium shall coordinate with OIL during the period the bid is under evaluation as well as during the execution of works in the event contract is awarded and he shall also be responsible for resolving dispute/misunderstanding/undefined activities, if any, amongst all the consortium members.

iii) Any correspondence exchanged with the leader of consortium shall be binding on all the consortium/joint venture members.

iv) Payment shall be made by OIL only to the leader of the consortium towards fulfilment of contract obligations.

v) In case of Consortium bids, the bid shall be digitally signed by the leader of Consortium. The Power of Attorney from each member authorising the leader for signing and submission of Bid on behalf of individual member must accompany the Bid offer.

vi) Documents/details submitted with the bidding document pertaining to qualification must be furnished by each partner/member of consortium and should be complete in all respects clearly bringing up their experience especially in the form of work in their scope.

vii) Signing of Contract: In the event of award of contract to the consortium, the contract to be signed by the members of the consortium and the liability of each one of them shall be jointly and severely.

viii) Members of the consortium are not allowed to quote separately/independently against this tender. All the bids received in such case

will be summarily rejected. Further, all bids from parties with technical support from the same Principal will be rejected.

1.5 Bidder(s) quoting in Collaboration/joint venture Partnership/ Consortium with any firm are not allowed to quote separately/independently against this tender. The collaborator is also not allowed to quote separately/independently against this tender. All the bids received in such case will be summarily rejected.

1.6 ELIGIBILITY CRITERIA IN CASE BIDS ARE SUBMITTED ON THE BASIS OF EXPERIENCE OF THE PARENT/ SUBSIDIARY COMPANY:

Offers of those bidders who themselves do not meet the experience criteria as stipulated in Clause Nos. A. 1.1 (i) and B. 1.0 & 2.0 can also be considered provided the Bidder is a subsidiary company of the parent company [supporting company] in which the parent company has 100% stake or parent company can also be considered on the strength of its 100% subsidiary [supporting company]. However, the parent/subsidiary company of the Bidder should on its own meet the experience as stipulated in the BEC and should not rely for meeting the experience criteria on its sister subsidiary/co-subsidiary company or through any other arrangement like Technical Collaboration agreement. In that case as the subsidiary company is dependent upon the experience of the parent company or vice-versa with a view to ensure commitment and involvement of the parent/subsidiary company for successful execution of the contract, the participating bidder should enclose an Agreement (as per format enclosed as Annexure-VI (a)) between the parent and the subsidiary company or vice-versa and Parent/Subsidiary Guarantee (as per format enclosed as Annexure-VI (b)) from the parent/subsidiary company to OIL for fulfilling the obligation under the Agreement, along with the Technical bid. In both the situations mentioned above, following conditions are required to be fulfilled/documents to be submitted:

(i) Undertaking by the supporting company to provide a Performance Security (as per format and instructions enclosed at Proforma XX), equivalent to 50% of the value of the Performance Security which is to be submitted by the bidding company, in case the supported bidding company is the successful bidder. In cases where foreign based supporting company does not have Permanent Establishment in India, the bidding company can furnish Performance Security for an amount which is sum of Performance Security amount to be submitted by the bidder and Performance Security amount required to be submitted by the supporting company. In such case bidding company shall furnish an undertaking that their foreign based supporting company is not having any Permanent Establishment in India in terms of Income Tax Act of India.

(ii) Undertaking from the supporting company to the effect that in addition to invoking the Performance Security submitted by the contractor, the Performance Security provided by supporting company shall be invoked by OIL due to non-performance of the contractor.

Note: In case Supporting company fails to submit Performance Bank Guarantee as per (i) above, Bid Security submitted by the bidder shall be forfeited.

1.7 Bidders quoting on the technical strength of Technical collaborator /Subsidiary/Parent company experience/Joint Venture Partner experience (who

qualifies the Technical requirement as per the tender qualifying criteria) should provide the respective services including key personnel for a minimum duration of 50% of the Contract period during execution of the contract. A declaration as per Proforma ZZ in this respect to be submitted as part of technical bid.

1.8 **MOBILISATION TIME:**

1st Phase : In the first phase ,hydro-fracturing operation to be done in the 5 nos. of candidate wells. The bidders must confirm their compliance in their "Technical" bid to complete first phase of the mobilization within 90 days from the date of issue of Mobilization Notice after issuance of Letter of Award (LOA). Offers without confirmation of stipulated mobilization time or with mobilization time more than 90 days will be summarily rejected. The bidder shall confirm compliance of this in their technical bid.

2nd Phase: Based on the performance of hydro-fracturing operation in the 5 nos. of candidate wells, a decision will be taken to further go ahead with the remaining 5 nos. candidate wells for HF. The second phase of mobilization to be completed within 60 Days from the date of issue of Mobilization Notice. Offers without confirmation of stipulated mobilization time or with mobilization time more than 60 days will be summarily rejected. The bidder shall confirm compliance of this in their technical bid.

B. **FINANCIAL REJECTION CRITERIA:**

1.0 The bidder shall have an annual financial turnover of minimum **Rs. 21.18 Crore** (or equivalent USD **\$ 30,50,000.00**) during any of the preceding 03 (Three) financial/accounting years reckoned from the original bid closing date.

2.0 In case of Consortium of companies, any one of the Consortium member shall have an annual financial turnover of minimum **Rs. 21.18 Crore**(or equivalent USD **\$ 30,50,000.00**) during any of the preceding 03 (Three) financial/accounting years reckoned from the original bid closing date and other member(s) of the Consortium shall have an annual financial turnover of minimum **Rs.10.59 Crore** (or equivalent USD **\$ 15,25,000.00**) during any of the preceding 03 (Three) financial /accounting years reckoned from the original bid closing date. Borrowing support from parent/supporting company is not allowed to meet the financial criteria.

3.0 "Net worth of bidder must be positive for preceding financial/accounting year. In case of consortium bidding net worth of all the consortium partners individually should be positive for the accounting year preceding the bid closing date.

4.0 Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding 06 (Six) months 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 year 2019 (as the case may be) has actually not been audited as in the Original bid closing date as per format

NOTE:

(a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:

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

OR

ii) Audited Balance Sheet along with Profit & Loss account. In case of foreign bidders, self-attested/digitally signed printed published accounts are also acceptable.

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

5.0 In case the bidder is a subsidiary company [not as consortium member] (should be a 100% 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 following documents need to be submitted along with the technical bid:

(i) Audited Balance Sheet and Profit Loss Account of the parent/ultimate parent/holding company.

(ii) Corporate Guarantee of parent/ultimate parent/Holding company (as per format enclosed as Annexure-VI(c) by the authorized officials.

(iii) The bidder is a 100% subsidiary company of the parent/ultimate/holding parent company.

(iv) Documents proving that Net worth of the parent/ultimate parent company is positive for the accounting year preceding the bid closing date".

NOTES: OIL reserves the right to ask for any Original or other relevant document to verify the certification.

C. COMMERCIAL EVALUATION CRITERIA:

1.0 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 Attachments" Tab and Priced Bid as per Proforma-B 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.

2.0 Bidder shall offer firm prices. Price quoted by the successful bidder must remain firm during the execution of the contract and not subject to variation on any account.

3.0 Bids should be valid for a period of **120 (One-Hundred Twenty)** days. Bids with shorter validity will be rejected as being non-responsive.

4.0 Bid Security in Original shall be furnished as a part of the Technical Bid and shall reach OIL's Head-Contract's office at Duliajan on or before 12.45 Hrs (IST) on the bid closing date. A scanned copy of the bid security shall however be uploaded in OIL's E-Procurement portal along with the Technical Bid. The amount of Bid Security shall be **Rs.43.69 Lakhs** or equivalent **US\$ 63,000.00**. Bid without proper & valid Bid Security will be rejected.

5.0 The Integrity Pact must be uploaded in OIL's E-Procurement portal along with the Technical Bid digitally signed by the same signatory who digitally signed the Bid i.e. who is duly authorized to sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit the Integrity Pact, their bid will be rejected.

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

7.0 The bid documents are non-transferable. Bid can only be submitted in the name of the bidder in whose name the User ID and Password have been issued. Unsolicited bids will not be considered and will be straightway rejected.

8.0 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 initialled by the person or persons who has/have digitally signed the Bid.

9.0 Any Bid containing false statement will be rejected.

10.0 Bidders must quote clearly and strictly in accordance with the price schedule outlined in "Price Bid Format" of Bid Document, otherwise the Bid will be summarily rejected.

11.0 Bidders shall quote directly and not through their Agent/ Representative/Retainer/Associate in India. Bids submitted by Indian Agent/ Representative/Retainer/Associate on behalf of their foreign principals will not be considered and will be rejected straightway. One Indian Agent/Representative/Retainer/Associate cannot represent more than one foreign principal.

12.0 Bidder must accept and comply with the following clauses as given in the Bid Document in toto failing which bid will be rejected:

- i) Performance Security Clause
- ii) Taxes Clause
- iii) Insurance Clause
- iv) Force Majeure Clause
- v) Termination Clause
- vi) Arbitration Clause
- vii) Liability Clause
- viii) Withholding Clause
- ix) Liquidated damages Clause

- x) Firm price
- xi) EMD/Bid bond
- xii) Integrity Pact

D. PRICE EVALUATION CRITERIA:

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

1.0 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.

2.0 For conversion of foreign currency into Indian currency for evaluation of Bids, B.C. selling (Market) rate declared by State Bank of India, CAG Branch, Kolkata, one day prior to the date of priced bid opening shall be considered. However, if the time lag between the opening of the bids and final decision exceeds 03 (Three) months, then B.C. Selling (Market) rate of exchange declared by SBI on the date prior to the date of final decision shall be adopted for conversion and evaluation.

3.0 The contract will be signed with successful bidder for the required services as per 'Scope of Work' of the IFB.

4.0 The bidders must quote their rates in the manner as called for vide "Schedule of Rates" under Section - IV and the summarized price schedule format vide enclosed Proforma-B.

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

6.0 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made subject to loading for any deviation. Commercial Bids shall be evaluated taking into account the rates quoted in the Price Bid Format as per 'Proforma-B'.

E. **GENERAL:**

1.0 In case bidder takes exception to any clause of bid 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.

2.0 To ascertain the substantial responsiveness of the Bid the Company reserves the right to ask the bidder for clarification in respect of clauses 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 summarily rejected.

3.0 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.

4.0 CUSTOMS DUTY: In terms of Sl. No. 404 of the Customs Notification No.50/2017-Cus dated 30.06.2017, imports of the items specified in List 33 of the Notification are subject to levy of concessional rate of customs duty @5% (BCD Nil & IGST @5%) subject to conditions specified therein (Condition No. 48). However, this is subject to change as per Government guidelines and the provisions ruling at the time of tender closing will be applicable.

Similarly, the domestic supply of such goods would attract 5% GST (i.e. IGST or CGST & SGST/UTSGT) on submission of EC in terms of GST Notification No. 03/2017.

Note: Please note that in case of Import of individual items valuing upto Rs. 5 Lakhs and similarly for domestic goods upto Rs. 1 Lakh no EC will be issued by DGH. Bidders should take note and quote should be inclusive of the applicable Customs Duty and GST.

5.0 **PURCHASE PREFERENCE CLAUSE:**

5.1 Purchase Preference to Micro and Small Enterprises:

5.1.1 Purchase Preference to Micro and Small Enterprises registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME.

5.1.2 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 a MSE.

5.1.3 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.

5.1.4 In case any part of the work is sub-contracted to a Micro or Small Enterprise as per contract conditions then the contractor shall provide complete details (i.e. name of the subcontractor, value of sub-contacted work, copy of valid registration certificate etc.) of the sub-contractor to OIL.

5.1.5 **DOCUMENTATION REQUIRED TO BE SUBMITTED BY MSEs:**

Copy of valid Registration Certificate, if bidder is a Micro or Small Enterprises (MSE) registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies. In case bidding

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

5.2 Purchase preference Policy (linked with Local Content) (PP-LC)

5.2.1 Purchase preference policy-linked with Local Content (PP - LC) notified vide letter no. O-27011/44/2015-ONG-II/FP dated 25.04.2017 of MoP&NG shall be applicable in this tender (Annexure- XII enclosed).

5.2.2 Bidders seeking benefits, under Purchase Preference Policy (linked with Local Content) (PP-LC) shall have to comply with all the provisions specified at clause No. 37.0 of ITB and shall have to submit all undertakings/documents applicable for this policy.

6.0 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.

END OF BRC/BEC

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Part-3
SECTION-I
GENERAL CONDITIONS OF CONTRACT

1.0 DEFINITIONS:

1.1 In the contract, the following terms shall be interpreted as indicated:

- (a) "The Contract" means agreement entered into between Company and Contractor, as recorded in the contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
- (b) "The Contract Price" means the price payable to Contractor under the contract for the full and proper performance of its contractual obligations;
- (c) "The Work" means each and every activity required for the successful performance of the services described in Section-II, the Terms of Reference.
- (d) "Company" or "OIL" means Oil India Limited;
- (e) "Contractor" means the Contractor performing the work under this Contract.
- (f) "Contractor's Personnel" means the personnel to be provided by the Contractor to provide services as per the contract.
- (g) "Company's Personnel" means the personnel to be provided by OIL or OIL's Contractor (other than the Contractor executing the Contract). The Company representatives of OIL are also included in the Company's personnel.
- (h) "Gross Negligence" means any act or failure to act (whether sole, joint or concurrent) by a person or entity which was intended to cause, or which was in reckless disregard of or wanton indifference to, avoidable and harmful consequences such person or entity knew, or should have known, would result from such act or failure to act. Notwithstanding the foregoing, Gross negligence shall not include any action taken in good faith for the safeguard of life or property.
- (i) "Wilful Misconduct" means intentional disregard of good and prudent standards of performance or proper conduct under the Contract with knowledge that it is likely to result in any injury to any person or persons or loss or damage of property.

2.0 EFFECTIVE DATE, MOBILISATION TIME/DE-MOBILIZATION TIME, DATE OF COMMENCEMENT OF THE CONTRACT AND DURATION OF CONTRACT:

2.1 **EFFECTIVE DATE OF CONTRACT:** The contract shall become effective as of the date Company notifies the Contractor in writing that it has been awarded the contract. This date of issuance of Letter of Award (LOA) by the Company will be the Effective Date of Contract.

2.2 **MOBILISATION TIME:** The mobilization of equipment, personnel etc. should be initiated by Contractor immediately after issuance of LOA by the Company.

Mobilization shall be deemed to be completed when Contractor's all equipment and manpower are placed at the nominated site and in readiness to commence Work as envisaged under the Contract duly certified by the Company's authorized representative.

- 2.3 **DATE OF COMMENCEMENT OF CONTRACT:** The date on which the LOA issued as certified by the Company's representative will be treated as the date of Commencement of Operation. The Commencement Date of the Contract will be reckoned from the day mobilization is completed as defined under Clause No. 2.2 above.
- 2.4 **DURATION OF CONTRACT:** The contract shall be for a period of 244 Days [eight months] from the commencement of the Contract.
- 3.0 **GENERAL OBLIGATIONS OF CONTRACTOR:** Contractor shall, in accordance with and subject to the terms and conditions of this Contract:
- 3.1 Perform the work described in the Terms of Reference (Section-II) in most economic and cost effective way.
- 3.2 Except as otherwise provided in the Terms of Reference and the special Conditions of the contract, provide all labour as required to perform the work.
- 3.3 Perform all other obligations, work and services which are required by the terms of this contract or which reasonably can be implied from such terms as being necessary for the successful and timely completion of the work.
- 3.4 Contractor shall be deemed to have satisfied himself before submitting their bid as to the correctness and sufficiency of its bid for the services required and of the rates and prices quoted, which rates and prices shall, except insofar as otherwise provided, cover all its obligations under the contract.
- 3.5 Contractor shall give or provide all necessary supervision during the performance of the services and as long thereafter within the warranty period as Company may consider necessary for the proper fulfilling of contractor's obligations under the contract.
- 4.0 **GENERAL OBLIGATIONS OF THE COMPANY:** Company shall, in accordance with and subject to the terms and conditions of this contract:
- 4.1 Pay Contractor in accordance with terms and conditions of the contract. The period of time for which each rate shall be applicable shall be computed from and to the nearest hour. The rates contained in the Contract shall be based on Contractor's operation being conducted on a seven (7) days week and a twenty-four (24) hours work day. Under the Contract, Contractor will be entitled to the applicable rate defined in **Section-IV**. These rates are payable when the required condition has existed for a full 24 hours period. If the required condition existed for less than 24 hours, then payments shall be made on pro-rata basis.
- 4.2 Allow Contractor access, subject to normal security and safety procedures, to all areas as required for orderly performance of the work.
- 4.3 Perform all other obligations required of Company by the terms of this contract.

5.0 PERSONNEL TO BE DEPLOYED BY CONTRACTOR

- 5.1 Contractor warrants that it shall provide competent, qualified and sufficiently experienced personnel to perform the work correctly and efficiently.
- 5.2 The Contractor should ensure that their personnel observe applicable company and statutory safety requirement. Upon Company's written request, contractor, entirely at its own expense, shall remove immediately any personnel of the Contractor determined by the Company to be unsuitable and shall promptly replace such personnel with personnel acceptable to the Company without affecting Company's work.
- 5.3 The Contractor shall be solely responsible throughout the period of the contract for providing all requirements of their personnel including but not limited to, their transportation to & fro from Duliajan/ field site, enroute/ local boarding, lodging & medical attention etc. Company shall have no responsibility or liability in this regard. However, Company shall provide available medical assistance/facilities to Contractor's Personnel in case of emergency at its own establishment on chargeable basis.
- 5.4 Contractor's key personnel shall be fluent in English language (both writing and speaking).

6.0 WARRANTY AND REMEDY OF DEFECTS:

- 6.1 Contractor warrants that they shall perform the work in a first class, workmanlike, and professional manner and in accordance with their highest degree of quality, efficiency and current state of the art technology/oil field practices and in conformity with all specifications, standards and drawings set forth or referred to in the Terms of Reference and with instructions and guidance which Company may, from time to time, furnish to the Contractor.
- 6.2 Should Company discover at any time during the tenure of the Contract or till the Unit/equipment/tools are demobilised from site or base camp (if applicable) that the work does not conform to the foregoing warranty, Contractor shall after receipt of notice from Company, promptly perform any and all corrective work required to make the services conform to the Warranty. Such corrective Work shall be performed entirely at Contractor's own expenses. If such corrective Work is not performed within a reasonable time, the Company, at its option may have such remedial Work performed by others and charge the cost thereof to Contractor subject to a maximum of the contract value payable for the defective work which needs corrective action which the Contractor must pay promptly. In case Contractor fails to perform remedial work, or pay promptly in respect thereof, the performance security shall be forfeited.

7.0 CONFIDENTIALITY, USE OF CONTRACT DOCUMENTS AND INFORMATION:

- 7.1 Contractor shall not, without Company's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing pattern, sample or information furnished by or on behalf of Company in connection therewith, to any person other than a person employed by Contractor in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far, as may be necessary for purposes

of such performance with prior permission from Company. However, nothing hereinabove contained shall deprive the Contractor of the right to use or disclose any information:

- (a) which is possessed by the Contractor, as evidenced by the Contractor's written records, before receipt thereof from the Company which however the Contractor shall immediately inform to Company ; or
- (b) which is required to be disclosed by the Contractor pursuant to an order of a court of competent jurisdiction or other governmental agency having the power to order such disclosure, provided the Contractor uses its best efforts to provide timely notice to Company of such order to permit Company an opportunity to contest such order subject to prior permission from Company.

7.2 Contractor shall not, without Company's prior written consent, make use of any document or information except for purposes of performing the contract.

7.3 Any document supplied to the Contractor in relation to the contract other than the Contract itself remain the property of Company and shall be returned (in all copies) to Company on completion of Contractor's performance under the Contract if so required by Company.

7.4 During this Contract, Company and its employees, agents, other contractors, sub-contractors (of any tier) and their employees etc. may be exposed to certain confidential information and data of the Contractor. Such information and data shall held by the Company, its employees, agents, other contractors, sub-contractors (of any tier) and their employees in the strictest Confidence and shall not be disclosed to any other party except on a need to know basis.

7.5 However, the above obligation shall not extend to information which:

- i) is, at the time of disclosure, known to the public which Contractor shall immediately inform Company;
- ii) is lawfully becomes at a later date known to the public through no fault of Contractor subject to Contractor's undertaking that no information has been divulged by them to the public;
- iii) is lawfully possessed by Contractor before receipt thereof from Company which should be immediately informed to Company;
- iv) is developed by Contractor independently of the information disclosed by Company which should be shared with the Company;
- v) Contractor is required to produce before competent authorities or by court order subject to prior permission from Company;

8.0 **TAXES:**

8.1 Tax levied on Contractor as per the provisions of Indian Income Tax Act and any other enactment/rules on income derived/payments received under the contract will be on Contractor's account.

8.2 Contractor shall be responsible for payment of personal taxes, if any, for all the personnel deployed in India by Contractor.

- 8.3 The Contractor shall furnish to the Company, if and when called upon to do so, relevant statement of accounts or any other information pertaining to work done under the contract for submitting the same to the Tax authorities, on specific request from them in accordance with provisions under the law. Other than the information provided by the Contractor, the Contractor shall not be responsible for any inaccurate information provided by the Company to the Tax authorities and the Company shall indemnify the Contractor for all claims, expenses, costs or losses of any nature arising from such inaccuracy. Contractor shall be responsible for preparing and filing the return of income etc. within the prescribed time limit to the appropriate authority.
- 8.4 Prior to start of operations under the contract, the Contractor shall furnish the Company with the necessary documents, as asked for by the Company and/ or any other information pertaining to the contract, which may be required to be submitted to the Income Tax authorities at the time of obtaining "No Objection Certificate" for releasing payments to the Contractor.
- 8.5 Corporate income tax will be deducted at source from the invoice at the specified rate of income tax as per the provisions of Indian Income Tax Act as may be in force from time to time and Company will issue TDS Certificate to the Contractor as per the provisions of Income Tax Act.
- 8.6 Corporate and personnel taxes on Contractor shall be the liability of the Contractor and the Company shall not assume any responsibility on this account.
- 8.7 All local taxes, levies and duties, sales tax, octroi, etc. on purchases and sales made by Contractor (except customs duty) shall be borne by the Contractor.
- 9.0 **GOODS AND SERVICES TAX**
- 9.1 **GENERAL REMARKS ON TAXES & DUTIES:**
In view of **GST** Implementation from 1st July 2017, all taxes and duties including Excise Duty, CST/VAT, Service tax, Entry Tax and other indirect taxes and duties have been submerged in **GST**. Accordingly reference of Excise Duty, Service Tax, VAT, Sales Tax, Entry Tax or any other form of indirect tax except of **GST** mentioned in the bidding document shall be ignored.
- 9.2 Bidders are required to submit copy of the GST Registration Certificate while submitting the bids wherever **GST** (CGST & SGST/UTGST or IGST) is applicable.
- 9.3 "**GST**" shall mean Goods and Services Tax charged on the supply of material(s) and services. The term "**GST**" shall be construed to include the Integrated Goods and Services Tax (hereinafter referred to as "IGST") or Central Goods and Services Tax (hereinafter referred to as "CGST") or State Goods and Services Tax (hereinafter referred to as "SGST") or Union Territory Goods and Services Tax (hereinafter referred to as "UTGST") depending upon the import / interstate or intrastate supplies, as the case may be. It shall also mean GST compensation Cess, if applicable.
- 9.4 Quoted price/rate(s) should be inclusive of all taxes and duties, except **GST(i.e. IGST or CGST and SGST/UTGST applicable in case of interstate supply or intra state supply respectively and cess on GST if applicable) on the final service**. However, GST rate (including cess) to be provided in the respective places in the Price Bid. Please note that the responsibility of payment of GST

(CGST & SGST or IGST or UTGST) lies with the Supplier of Goods / Services (Service Provider) only. Supplier of Goods / Services (Service Provider) providing taxable service shall issue an Invoice/ Bill, as the case may be as per rules/ regulation of **GST**. Further, returns and details required to be filled under GST laws & rules should be timely filed by Supplier of Goods / Services (Service Provider) with requisite details.

9.5 Bidder should also mention the **Harmonised System of Nomenclature** (HSN) and **Service Accounting Codes (SAC)** at the designated place in SOR.

9.6 **Where the OIL is entitled to avail the input tax credit of GST:**

9.6.1 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.

9.6.2 The input tax credit of **GST** quoted shall be considered for evaluation of bids, as per evaluation criteria of tender document.

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

9.7.1 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.

9.7.2 The bids will be evaluated based on total price including GST.

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

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

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

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

9.12 Where OIL has the obligation to discharge **GST** liability under reverse charge mechanism and OIL has paid or is /liable to pay **GST** to the Government on

which interest or penalties becomes payable as per GST laws for any reason which is not attributable to OIL or ITC with respect to such payments is not available to OIL for any reason which is not attributable to OIL, then OIL shall be entitled to deduct/ setoff / recover such amounts against any amounts paid or payable by OIL to Contractor / Supplier.

- 9.13 Notwithstanding anything contained anywhere in the Agreement, in the event that the input tax credit of the **GST** charged by the Contractor / Vendor is denied by the tax authorities to OIL for reasons attributable to Contractor / Vendor, OIL shall be entitled to recover such amount from the Contractor / Vendor by way of adjustment from the next invoice. In addition to the amount of **GST**, OIL shall also be entitled to recover interest at the rate prescribed under GST Act and penalty, in case any penalty is imposed by the tax authorities on OIL.
- 9.14 TDS under GST, if applicable, shall be deducted from contractor's/vendor's bill at applicable rate and a certificate as per rules for tax so deducted shall be provided to the contractor/vendor.
- 9.15 The Contractor will be under obligation for charging correct rate of tax as prescribed under the respective tax laws. Further the Contractor shall avail and pass on benefits of all exemptions/concessions available under tax laws. Any error of interpretation of applicability of taxes/ duties by the contractor shall be to contractor's account.
- 9.16 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.
- 9.17 In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference and in case the rate of duty/ taxes finally assessed is on the lower side.
- 9.18 Notwithstanding anything mentioned elsewhere in the Bidding Document the aggregate liability of OIL towards Payment of Taxes & Duties shall be limited to the volume of GST declared by the bidder in its bid & nothing shall be payable extra except for the statutory variation in taxes & duties.
- 9.19 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.
- 9.20 GST liability, if any on account of supply of free samples against any tender shall be to bidder's account.
- 9.21 In case of statutory variation in **GST**, other than due to change in turnover, payable on the contract value during contract period, the Supplier of Goods/ Services (Service Provider) shall submit a copy of the 'Government Notification' to evidence the rate as applicable on the Bid due date and on the date of revision.

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

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

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

The base date for the purpose of applying statutory variation shall be the Bid Opening Date.

- 9.22 The contractor will be liable to ensure to have registered with the respective tax authorities, wherever applicable and to submit self-attested copy of such registration certificate(s) and the Contractor will be responsible for procurement of material in its own registration (GSTIN) and also to issue its own Road Permit/ E-way Bill, if applicable etc.
- 9.23 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.
- 9.24 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.
- 9.25 Procurement of Specific Goods: Earlier, there is no tax incidence in case of import of specified goods (i.e. the goods covered under List-34 of Customs Notification no. 12/2012-Cus dated. 17.03.2012 as amended). Customs duty is not payable as per the policy. However, under GST regime, IGST Plus GST compensation cess (if applicable) would be leviable on such imports. Bidders should quote GST as inclusive considering IGST component for the imported Materials portion while quoting their prices on destination basis. However, GST rate to be specified in the price bid format.
- 9.26 **Documentation requirement for GST:**
The vendor will be under the obligation for invoicing correct tax rate of tax/duties as prescribed under the GST law to OIL, and pass on the benefits, if any, after availing input tax credit.

Any invoice issued shall contain the following particulars:

- a) Name, address and GSTIN of the supplier;
- b) Serial number of the invoice;
- c) Date of issue;
- d) Name, address and GSTIN or UIN, if registered of the recipient;

- e) Name and address of the recipient and the address of the delivery, along with the State and its code,
- f) HSN code of goods or Accounting Code of services[SAC];
- g) Description of goods or services;
- h) Quantity in case of goods and unit or Unique Quantity Code thereof;
- i) Total value of supply of goods or services or both;
- j) Taxable value of supply of goods or services or both taking into discount or abatement if any;
- k) Rate of tax (IGST, CGST, SGST/ UTGST, cess);
- l) Amount of tax charged in respect of taxable goods or services (IGST, CGST, SGST/UTGST, cess);
- m) Place of supply along with the name of State, in case of supply in the course of interstate trade or commerce;
- n) Address of the delivery where the same is different from the place of supply and
- o) Signature or digital signature of the supplier or his authorised representative. GST invoice shall be prepared in triplicate, in case of supply of goods, in the following manner:
 - (i) The original copy being marked as ORIGINAL FOR RECIPIENT;
 - (ii) The duplicate copy being marked as DUPLICATE FOR TRANSPORTER and
 - (iii) The triplicate copy being marked as TRIPLICATE FOR SUPPLIER.

In case of any advance given against any supplies contract, the supplier of the goods shall issue Receipt Voucher containing the details of details of advance taken along with particulars as mentioned in clause no. (a), (b), (c), (d), (g), (k), (l), (m) & (o) above.

9.27 **Anti-profiteering clause:** As per Clause 171 of GST Act it is mandatory to pass on the benefit due to reduction in rate of tax or from input tax credit to the consumer by way of commensurate reduction in prices. The Supplier of Goods / Services may note the above and quote their prices accordingly.

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

10.0 **INSURANCE:**

10.1 The Contractor shall arrange insurance to cover all risks in respect of their personnel, materials and equipment (except when tools/equipment are below Rotary Table or in the well bore) belonging to the Contractor or its subcontractor (if applicable) during the currency of the contract including the third party items/consumables. For materials/equipment belong to the Contractor or its subcontractor, Contractor may self-insure the same.

10.2 Contractor shall at all time during the currency of the contract provide, pay for and maintain the following insurances amongst others except when tools/equipment are below Rotary Table or in the well bore:

- a) Workmen compensation insurance as required by the laws of the country of origin of the employee.
- b) Employer's Liability Insurance as required by law in the country of origin of employee.
- c) General Public Liability Insurance or Comprehensive General Liability insurance covering liabilities including contractual liability for bodily injury, including death of persons, and liabilities for damage of property. This insurance must cover all operations of Contractor required to fulfil the provisions under this contract.
- d) Contractor's equipment used for execution of the work hereunder shall have an insurance cover with a suitable limit (as per international standards) except when tools / equipment are below Rotary Table or in the well bore or Contractor may self-insure its tools/ equipment.
- e) Automobile Public Liability Insurance covering owned, non-owned and hired automobiles used in the performance of the work hereunder, with bodily injury limits and property damage limits as governed by Indian Insurance regulations.
- f) Public Liability Insurance as required under Public Liability Insurance Act 1991, if applicable.

- 10.3 Any deductible set forth in any of the above insurance shall be borne by Contractor.
- 10.4 Contractor shall furnish to Company prior to commencement date, certificates of all its insurance policies covering the risks mentioned above.
- 10.5 If any of the above policies expire or are cancelled during the term of this contract and Contractor fails for any reason to renew such policies, then the Company will renew/replace same and charge the cost thereof to Contractor. Should there be a lapse in any insurance required to be carried out by the Contractor for any reason whatsoever, loss/damage claims resulting there from shall be to the sole account of Contractor.
- 10.6 Contractor shall require all of his sub-Contractor to provide such of the foregoing insurance coverage as Contractor is obliged to provide under this Contract and inform the Company about the coverage prior to the commencement of agreements with its sub-Contractors.
- 10.7 All insurance taken out by Contractor or their sub-contractor shall be endorsed to provide that the underwriters waive their rights of recourse on the Company and to the extent of the liabilities assumed by Contractor under this Contract.
- 10.8 Contractor shall obtain additional insurance or revise the limits of existing insurance as per Company's request in which case additional cost shall be to Contractor's account.
- 11.0 **CHANGES:**

- 11.1 During the performance of the work, Company may make minor change to take care of any supplementary work within the general scope of this Contract including, but not limited to, changes in methodology, and minor additions to or deletions from the work to be performed. Contractor shall perform the work as changed. Changes of this nature will be affected by written order by the Company.
- 11.2 If any change result in an increase in compensation due to Contractor or in a credit due to Company, Contractor shall submit to Company an estimate of the amount of such compensation or credit in a form prescribed by Company. Such estimates shall be based on the rates shown in the Schedule of Rates (**Section-IV**). Upon review of Contractor's estimate, Contractor shall establish and set forth in the Change Order the amount of the compensation or credit for the change or a basis for determining a reasonable compensation or credit for the change. If Contractor disagrees with compensation or credit set forth in the Change Order, Contractor shall nevertheless perform the work as changed, and the parties will resolve the dispute in accordance with Clause 14 hereunder. Contractor's performance of the work as changed will not prejudice Contractor's request for additional compensation for work performed under the Change Order.

12.0 **FORCE MAJEURE:**

- 12.1 In the event of either party being rendered unable by 'Force Majeure' To perform any obligation required to be performed by them under the contract, the relative obligation of the party affected by such 'Force Majeure' will stand suspended for the period during which such cause lasts. The word 'Force Majeure' as employed herein shall mean acts of God, war, revolt, agitation, strikes, riot, fire, flood, sabotage, civil commotion, road barricade (but not due to interference of employment problem of the Contractor) acts of government of the two parties, which makes performance impossible or impracticable and any other cause, whether of kind herein enumerated or otherwise which are not within the control of the party to the contract and which renders performance of the contract by the said party impossible.
- 12.2 Upon occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing within 72 (Seventy-Two) hours of the alleged beginning and ending thereof, giving full particulars and satisfactory evidence in support of its claim.
- 12.3 Should 'force majeure' condition as stated above occurs and should the same be notified within 72 (seventy-two) hours after its occurrence the 'force majeure' rate shall apply for the first 10(ten) days. Parties will have the right to terminate the Contract if such 'force majeure' conditions continue beyond 10(ten) days with prior written notice. Should either party decide not to terminate the Contract even under such condition, no payment would apply after expiry of 10(ten) days force majeure period unless otherwise agreed to.

13.0 **TERMINATION:**

- 13.1 **TERMINATION ON EXPIRY OF THE TERMS (DURATION)**: This contract shall be deemed to have been automatically terminated on the expiry of duration of the contract or the extension period, if exercised by Company under the provision of the Contract.

- 13.2 **TERMINATION ON ACCOUNT OF FORCE MAJEURE:** Either party shall have the right to terminate this Contract on account of Force Majeure as set forth in Article 12.0 above.
- 13.3 **TERMINATION ON ACCOUNT OF INSOLVENCY:** In the event that the Contractor or its collaborator at any time during the term of the Contract, becomes insolvent or makes a voluntary assignment of its assets for the benefit of creditors or is adjudged bankrupt, then the Company shall, by a notice in writing have the right to terminate the Contract and all the Contractor's rights and privileges hereunder, shall stand terminated forthwith.
- 13.4 **TERMINATION FOR UNSATISFACTORY PERFORMANCE:** If the Company considers that, the performance of the Contractor is unsatisfactory, or not upto the expected standard, the Company shall notify the Contractor in writing and specify in details the cause of the dissatisfaction. The Company shall have the option to terminate the Contract by giving 15 days' notice in writing to the Contractor, if Contractor fails to comply with the requisitions contained in the said written notice issued by the Company.
- 13.5 **TERMINATION DUE TO CHANGE OF OWNERSHIP & ASSIGNMENT:** In case the Contractor's rights and /or obligations under this Contract and/or the Contractor's rights, title and interest to the equipment/ material, are transferred or assigned without the Company's consent, the Company may at its absolute discretion, terminate this Contract.
- 13.6 If at any time during the term of this Contract, breakdown of Contractor's equipment results in Contractors being unable to perform their obligations hereunder for a period of 15 successive days, Company at its option, may terminate this Contract in its entirety without any further right or obligation on the part of the Company, except for the payment of money then due. No notice shall be served by the Company under the condition stated above.
- 13.7 Notwithstanding any provisions herein to the contrary, the Contract may be terminated at any time by the company on giving 15 (fifteen) days written notice to the Contractor due to any other reason not covered under the above clause from 12.1 to 12.6 and in the event of such termination the Company shall not be liable to pay any cost or damage to the Contractor except for payment of services as per the Contract upto the date of termination including the De-mob cost, if any.
- 13.8 **CONSEQUENCES OF TERMINATION:** In all cases of termination herein set forth, the relative obligations of the parties to the Contract shall be limited to the period up to the date of termination. Notwithstanding the termination of this Contract, the parties shall continue to be bound by the provisions of this Contract that reasonably require some action or forbearance after such termination.
- 13.9 Upon termination of this Contract, Contractor shall return to Company all of Company's items, which are at the time in Contractor's possession.
- 13.10 In the event of termination of contract, Company will issue Notice of termination of the contract with date or event after which the contract will be terminated. The contract shall then stand terminated and the Contractor shall demobilize their personnel & materials.
- 14.0 **SETTLEMENT OF DISPUTES AND ARBITRATION:**

14.1 **Arbitration (Applicable for Suppliers/Contractors other than PSU):**

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, the same shall be referred to Arbitration as provided hereunder:

1. A party wishing to commence arbitration proceeding shall invoke 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.
2. The number of arbitrators and the appointing authority will be as under:

Claim amount (excluding claim for interest and counter claim, if any)	Number of Arbitrator	Appointing Authority
Upto Rs. 5 Crore	Sole Arbitrator	OIL
Above Rs. 5 Crore	3 Arbitrators	One Arbitrator by each party and the 3 rd Arbitrator, who shall be the presiding Arbitrator, by the two Arbitrators.

3. 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.
4. Parties agree that there will be no objection if the Arbitrator appointed holds equity shares of OIL and/or is a retired officer of OIL/any PSU. However, neither party shall appoint its serving employees as arbitrator.
5. 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.
6. Parties agree 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.
7. The arbitral tribunal shall make and publish the award within time stipulated as under:

Amount of Claims and counter	Period for making and publishing of
------------------------------	-------------------------------------

claims(excluding interest)	the award(counted from the date of first meeting of the Arbitrators)
Upto Rs. 5 Crore	Within 8 months
Above Rs. 5 Crore	Within 12 months

The above time limit can be extended by Arbitrator, for reasons to be recorded in writing, with the consent of the other parties.

8. 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.
9. Each party shall be responsible to make arrangements for the travel and stay etc. of the arbitrator pointed by it. Claimant shall also be responsible for making arrangements for travel/stay arrangements of the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties.

In case of sole arbitrator, OIL shall make all necessary arrangements for his travel, stay and the expenses incurred shall be shared equally by the parties.

10. The Arbitration shall be held at the place from where the contract has been awarded. However, parties to the contract can agree for a different place for the convenience of all concerned.
11. The Arbitrator(s) shall give reasoned and speaking award and it shall be final and binding on the parties.
12. Subject to aforesaid, provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment thereof shall apply to the arbitration proceedings under this clause.

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

In the event of any dispute or difference relating to, arising from or connected with the Contract, such dispute or difference shall be referred by either party to the arbitration of one of the Arbitrators in the Department of Public Enterprises, to be nominated by the Secretary to the Government of India, In-Charge of the Bureau of Public Enterprises. The Arbitration and Conciliation Act 1996 shall not be applicable to the Arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Dept. of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference, the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, 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.

The venue of all arbitrations under both 13.1 & 13.2 will be Duliajan, Assam. The award made in pursuance thereof shall be binding on the parties.

15.0 **NOTICES:**

- 15.1 Any notice given by one party to other, pursuant to this Contract shall be sent in writing or by telex or Fax and confirmed in writing to the applicable address specified below:

- | | |
|--|--|
| <u>Company</u> | |
| a) <u>For contractual matters</u> | b) <u>For technical matters</u> |
| CGM (Contracts) | CGM (OGPL&P) |
| OIL INDIA LIMITED | OIL INDIA LIMITED |
| PO DULIAJAN - 786602 | PO Duliajan - 786602, |
| ASSAM, INDIA | Assam, India |
| Fax No. 91-374-2803549 | Phone No. 91-374-2808399 |
| Email: contracts@oilindia.in | Email: pulakjsarma@oilindia.in |
| c) <u>Contractor</u> | |
| _____ | |
| _____ | |
| Fax No. : | |

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

16.0 **SUBCONTRACTING/ASSIGNMENT:**

- 16.1 Contractor shall not subcontract, transfer or assign the contract, in full or any part under this contract, to any third party(ies). Except for the main services under this contract, Contractor may sub-contract the petty support services subject to Company's prior approval. However, Contractor shall be fully responsible for complete execution and performance of the services under the Contract.
- 16.2 If against an order placed by OIL, successful bidder(s) (other than Micro / Small Enterprise) is procuring materials/services from their sub-vendor who is a Micro or Small Enterprise registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME with prior consent in writing of the purchasing authority / engineer in charge the details like Name, Registration No., Address, Contact No. details of material and value of procurement made, etc. of such enterprises shall be furnished by the Contractor at the time of submission of invoice/bill."

17.0 **MISCELLANEOUS PROVISIONS:**

- 17.1 Contractor shall give notices and pay all fees at their own cost required to be given or paid by any National or State Statute, Ordinance, or other Law or any regulation, or bye-law of any local or other duly constituted authority as may be in force from time to time in India, in relation to the performance of the services and by the rules & regulations of all public bodies and companies whose property or rights are affected or may be affected in any way by the services.
- 17.2 Contractor shall conform in all respects with the provisions of any Statute, Ordinance of Law as aforesaid and the regulations or bye-law of any local or other

duly constituted authority which may be applicable to the services and with such rules and regulation public bodies and Companies as aforesaid and shall keep Company indemnified against all penalties and liability of every kind for breach of any such Statute, Ordinance or Law, regulation or bye-law.

- 17.3 During the tenure of the Contract, Contractor shall keep the site where the services are being performed reasonably free from all unnecessary obstruction and shall store or dispose of any equipment and surplus materials and clear away and remove from the site any wreckage, rubbish or temporary works no longer required. On the completion of the services, Contractor shall clear away and remove from the site any surplus materials, rubbish or temporary works of every kind and leave the whole of the site clean and in workmanlike condition to the satisfaction of the Company.
- 17.4 Key personnel cannot be changed during the tenure of the Contract except due to sickness/death/resignation of the personnel in which case the replaced person should have equal experience and qualification, which will be again subject to approval, by the Company.
- 18.0 **LIQUIDATED DAMAGES FOR DEFAULT IN TIMELY MOBILISATION:**
- 18.1 Time is the essence of this Contract. In the event of the Contractor's default in timely mobilization for commencement of operations within the stipulated period, the Contractor shall be liable to pay liquidated damages @ 0.5% (half percent) of total contract value per week or part thereof of delay subject to maximum of 7.5% (seven & half percent). Liquidated Damages will be reckoned from the date after expiry of the scheduled mobilisation period till the date of commencement of Contract as defined in Clause No. 2.0 of Section-I of Part-3.
- 18.2 If the Contractor fails to mobilise within the stipulated date, then the Company reserves the right to cancel the Contract without any compensation whatsoever.
- 18.3 The parties agree that the sum specified above is not a penalty but a genuine pre-estimate of the loss/damage which will be suffered by OIL on account of delay/breach on the part of the Contractor and the said amount will be payable without proof of actual loss or damage caused by such delay/breach and without any demur and shall not be open for any dispute whatsoever.
- 19.0 **PERFORMANCE SECURITY:** The Contractor shall furnish to Company a Bank Guarantee amounted to 10 % of estimated total Contract Price with validity of 3(three) months beyond the contract period towards performance security. The performance security shall be payable to Company as compensation for any loss resulting from Contractor's failure to fulfil their obligations under the Contract. In the event of extension of the Contract period, the validity of the bank guarantee shall be suitably extended by the Contractor.
- 20.0 **ASSOCIATION OF COMPANY'S PERSONNEL:** Company's engineer/chemist will be associated with the work throughout the operations. The Contractor shall execute the work with professional competence and in an efficient and workman like manner and provide Company with a standard of work customarily provided by reputed IP Survey Contractors to major international oil companies in the petroleum industry.

- 21.0 **LABOUR:** The recruitment of the labour shall be met from the areas of operation and wages will be according to the rates prevalent at the time which can be obtained from the District Authorities of the area. The facilities to be given to the labourers should conform to the provisions of labour laws as per contract Labour (Regulation and Abolition) Act, 1970.
- 22.0 **LIABILITY:**
- 22.1 Except as otherwise expressly provided, neither Company nor its servants, agents, nominees, Contractors, or sub-contractors shall have any liability or responsibility whatsoever to whomsoever for loss of or damage to the equipment and/or loss of or damage to the property of the Contractor and/or their Contractors or sub-contractors, irrespective of how such loss or damage is caused and even if caused by the negligence of Company and/or its servants, agent, nominees, assignees, contractors and sub-Contractors. The Contractor shall protect, defend, indemnify and hold harmless Company from and against such loss or damage and any suit, claim or expense resulting there from.
- 22.2 Neither Company nor its servants, agents, nominees, assignees, Contractors, sub-contractors shall have any liability or responsibility whatsoever for injury to, illness, or death of any employee of the Contractor and/or of its Contractors or sub-contractor irrespective of how such injury, illness or death is caused and even if caused by the negligence of Company and/or its servants, agents nominees, assignees, Contractors and sub-contractors. Contractor shall protect, defend, indemnify and hold harmless Company from and against such liabilities and any suit, claim or expense resulting there from.
- 22.3 The Contractor hereby agrees to waive its right of recourse and further agrees to cause its underwriters to waive their right of subrogation against Company and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for loss or damage to the equipment of the Contractor and/or its sub-contractors and/or their employees when such loss or damage or liabilities arises out of or in connection with the performance of the contract limited to the Contractor's liabilities agreed to under this Contract.
- 22.4 The Contractor hereby further agrees to waive its right of recourse and agrees to cause its underwriters to waive their right of subrogation against Company and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for injury to, illness or death of any employee of the Contractor and of its contractors, sub-contractors and/or their employees when such injury, illness or death arises out of or in connection with the performance of the contract limited to the Contractor's liabilities agreed to under this Contract.
- 22.5 Except as otherwise expressly provided, neither Contractor nor its servants, agents, nominees, Contractors or sub-contractors shall have any liability or responsibility whatsoever to whomsoever for loss of or damage to the equipment and/or loss or damage to the property of the Company and/or their Contractors or sub-contractors, irrespective of how such loss or damage is caused and even if caused by the negligence of Contractor and/or its servants, agents, nominees, assignees, Contractors and sub-contractors. The Company shall protect, defend, indemnify and hold harmless Contractor from and against such loss or damage and any suit, claim or expense resulting there from.

- 22.6 Neither Contractor nor its servants, agents, nominees, assignees, Contractors, sub-contractors shall have any liability or responsibility whatsoever to whomsoever for injury or illness, or death of any employee of the Company and/or of its Contractors or sub-contractors irrespective of how such injury, illness or death is caused and even if caused by the negligence of Contractor and/or its servants, agents, nominees, assignees, Contractors and sub-contractors. Company shall protect, defend indemnify and hold harmless Contractor from and against such liabilities and any suit, claim or expense resulting there from.
- 22.7 The Company agrees to waive its right of recourse and further agrees to cause its underwriters to waive their right of subrogation against Contractor and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for loss or damage to the equipment of Company and/or its contractors or sub-contractors when such loss or damage or liabilities arises out of or in connection with the performance of the contract.
- 22.8 The Company hereby further agrees to waive its right of recourse and agrees to cause it underwriters to waive their right of subrogation against Contractor and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for injury to, illness or death of any employee of the Company and of its Contractors, sub-contractors and/or their employees when such injury, illness or death arises out of or in connection with the performance of the Contract.
- 23.0 LIMITATION OF LIABILITY:** Notwithstanding any other provisions herein to the contrary, except only in cases of wilful misconduct and/or Criminal Acts,
- (a) Neither the Contractor nor the Company (OIL) shall be liable to the other, whether in Contract, tort, or otherwise, for any consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs.
 - (b) Notwithstanding any other provisions incorporated elsewhere in the contract, the aggregate liability of the Contractor in respect of this contract, whether under Contract, in tort or otherwise, shall not exceed 50% of the Annualized Contract Price, provided however that this limitation shall not apply to the cost of repairing or replacing defective equipment by the Contractor, or to any obligation of the Contractor to indemnify the Company with respect to Intellectual Property Rights.
 - (c) Company shall indemnify and keep indemnified Contractor harmless from and against any and all claims, costs, losses and liabilities in excess of the aggregate liability amount in terms of clause (b) above.

24.0 INDEMNITY AGREEMENT:

- 24.1 Except as provided hereof Contractor agrees to protect, defend, indemnify and hold Company harmless from and against all claims, suits, demands and causes of action, liabilities, expenses, cost, liens and judgments of every kind and character, without limit, which may arise in favour of Contractor's employees, agents, contractors and sub-contractors or their employees on account of bodily injury or death, or damage to personnel/properly as a result of the operations contemplated hereby, regardless of whether or not said claims, demands or causes of action arise out of the negligence or otherwise, in whole or in part or other faults.

- 24.2 Except as provided hereof Company agrees to protect, defend, indemnify and hold Contractor harmless from and against all claims, suits, demands and causes of action, liabilities, expenses, cost, liens and judgments of every kind and character, without limit, which may arise in favour of Company's employees, agents, contractors and sub-contractors or their employees on account of bodily injury or death, or damage to personnel/property as a result of the operations contemplated hereby, regardless of whether or not said claims, demands or causes of action arise out of the negligence or otherwise, in whole or in part or other faults.
- 25.0 **INDEMNITY APPLICATION:** The indemnities given herein above, whether given by Company or Contractor shall be without regard to fault or to the negligence of either party even though said loss, damage, liability, claim, demand, expense, cost or cause of action may be caused, occasioned by or contributed to by the negligence, either sole or concurrent of either party.
- 26.0 **SET-OFF:** Any sum of money due and payable to the Contractor (including Performance Security refundable to them) under this or any other Contract may be appropriated by OIL and set-off against any claim of OIL (or such other person or persons contracting through OIL) for payment of a sum of money arising out of this contract or under any other contract made by the Contractor with OIL (or such other person or persons contracting through OIL).
- 27.0 **WITHHOLDING:** Company may withhold or nullify the whole or any part of the amount due to Contractor, after informing the Contractor of the reasons in writing, on account of subsequently discovered evidence in order to protect Company from loss on account of:
- i) For non-completion of jobs assigned as per Section-II.
 - ii) Contractor's indebtedness arising out of execution of this Contract.
 - iii) Defective work not remedied by Contractor.
 - iv) Claims by sub-Contractor of Contractor or others filed or on the basis of reasonable evidence indicating probable filing of such claims against Contractor.
 - v) Failure of Contractor to pay or provide for the payment of salaries/ wages, contributions, unemployment compensation, taxes or enforced savings withheld from wages etc.
 - vi) Failure of Contractor to pay the cost of removal of unnecessary debris, materials, tools, or machinery.
 - vii) Damage to another Contractor of Company.
 - viii) All claims against Contractor for damages and injuries, and/or for non-payment of bills etc.
 - ix) Any failure by Contractor to fully reimburse Company under any of the indemnification provisions of this Contract. If, during the progress of the work Contractor shall allow any indebtedness to accrue for which Company, under any circumstances in the opinion of Company may be primarily or contingently liable or ultimately responsible and Contractor shall, within five days after demand is made by Company, fail to pay and discharge such indebtedness, then Company may during the period for which such indebtedness shall remain unpaid, withhold from the amounts due to Contractor, a sum equal to the amount of such unpaid indebtedness.

Withholding will also be effected on account of the following:

- (i) Order issued by a Court of Law in India.
- (ii) Income-tax deductible at source according to law prevalent from time to time in the country.

- (iii) Any obligation of Contractor which by any law prevalent from time to time to be discharged by Company in the event of Contractor's failure to adhere to such laws.
- (iv) Any payment due from Contractor in respect of unauthorised imports.

When all the above grounds for withholding payments shall be removed, payment shall thereafter be made for amounts so with-held.

Notwithstanding the foregoing, the right of Company to withhold shall be limited to damages, claims and failure on the part of Contractor, which is directly/indirectly related to some negligent act or omission on the part of Contractor.

28.0 **APPLICABLE LAW:**

- 28.1 The Contract shall be deemed to be a Contract made under, governed by and construed in accordance with the laws of India for the time being in force and shall be subject to the exclusive jurisdiction of Courts situated in Dibrugarh/Guwahati.
- 28.2 The Contractor shall ensure full compliance of various Indian Laws and Statutory Regulations, to the extent applicable, as stated below, but not limited to, in force from time to time and obtain necessary permits/ licenses etc. from appropriate authorities for conducting operations under the Contract:
 - a) The Mines Act 1952- as applicable to safety and employment conditions
 - b) The Minimum Wages Act, 1948
 - c) The Oil Mines Regulations, 1984
 - d) The Workmen's Compensation Act, 1923
 - e) The Payment of Wages Act, 1963
 - f) The Payment of Bonus Act, 1965
 - g) The Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed there under
 - h) The Employees Pension Scheme, 1995
 - i) The Interstate Migrant Workmen Act., 1979 (Regulation of employment and conditions of service)
 - j) The Employees Provident Fund and Miscellaneous Provisions Act, 1952
 - k) GST Act
 - l) Customs & Excise Act & Rules

- 29.0 **RECORDS, REPORTS AND INSPECTION:** The Contractor shall, at all times, permit the Company and its authorised employees and representatives to inspect all the Work performed and to witness and check all the measurements and tests made in connection with the said work. The Contractor shall keep an authentic, accurate history and logs including safety records of each service item with major items consumed, which shall be open at all reasonable times for inspection by the Company designated representatives and its authorised employees and representatives. The Contractor shall provide the Company designated representatives with a daily written report, on form prescribed by the Company showing details of operations during the preceding 24 hours and any other information related to the said services requested by the Company whenever so requested. The Contractor shall not, without Company's written consent allow any third person(s) access to the said information, or give out to any third person information in connection therewith.

30.0 **SUBSEQUENTLY ENACTED LAWS:**

- 30.1 In the event of introduction of any new legislation or any change or amendment or enforcement of any Act or Law, rules or regulations of Government of India or State Government(s) or Public Body which becomes effective after the date of submission of Price Bid or revised price bid, if any, for this Contract and which results in increased/decreased cost of the works under the Contract through increased/decreased liability of taxes, (other than personnel and Corporate taxes), duties, the Parties shall agree to a revision in pricing to reflect such change subject to the production of documentary proof to the satisfaction of the Company/Contractor as applicable to the extent which directly is attributable to such introduction of new legislation or change or amendment as mentioned above and adjudication by the competent authority (applicable when disputed by Company) & the courts wherever levy of such taxes/duties are disputed by Company/Contractor.
- 30.2 Any increase in net amount of the duties and taxes (i.e. the amount of taxes/duties payable minus eligible credit of taxes/duties paid on input services/inputs) after the contractual completion/mobilization date during the extended period will be to the contractor's account, where delay in completion/mobilization period is attributable to the Contractor. However, any decrease in net amount of the duties and taxes (i.e. the amount of taxes/duties payable minus eligible credit of taxes/duties paid on input services/inputs) after the contractual completion/mobilization date will be to Company's account.
- 30.3 The Contract Price and other prices given in the Schedule of Prices are based on the applicable tariff as indicated by the Contractor in the Schedule of Prices. In case this information subsequently proves to be wrong, incorrect or misleading, Company will have no liability to reimburse/pay to the Contractor the excess duties, taxes, fees, if any finally levied/imposed by the concerned authorities. However, in such an event, Company will have the right to recover the difference in case the rate of duty/tax finally assessed is on the lower side.
- 30.4 Notwithstanding the provision contained in clause 30.1 to 30.2 above, the Company shall not bear any liability in respect of:
- i. Personal taxes on the personnel deployed by Contractor, his sub-contractor/sub-sub-contractors and Agents etc.
 - i. Corporate taxes and Fringe benefit tax in respect of contractor and all of their sub-contractors, agents etc.
 - ii. Other taxes & duties including Customs Duty, Excise Duty and GST in addition to new taxes etc. in respect of sub-contractors, Contractors, agents etc. of the Contractor.
- 30.5 In order to ascertain the net impact of the revisions/enactment of various provisions of taxes/duties, the Contractor is liable to provide following disclosure to Company:

- iii. Details of each of the input services used in relation to providing service to Company including estimated monthly value of input service and GST amount.
 - iv. Details of Inputs (material/consumable) used/required for providing service to Company including estimated monthly value of input and excise duty/CVD paid/payable on purchase of inputs.
- 31.0 **ROYALTY AND PATENTS:** Each party shall hold harmless and indemnify the other from and against all claim and proceedings for or on account of any patent rights, design, trade mark or other protected rights arising from any use of materials, equipment, processes, inventions and methods which have not been imposed on the attending party by the terms of the contract or the specifications or drawings forming part thereof.
- 32.0 **WAIVER:** Any delay in exercising and any omission to exercise any right, power or remedy exercisable by the Company under this contract shall not impair such right, power or remedy nor shall any waiver by the Company of any breach by the Contractor of any provision of this contract prevent the subsequent enforcement of that provision by the Company or be deemed a waiver by the Company of any subsequent breach by the Contractor.
- 33.0 **CONSEQUENTIAL DAMAGE:** Except as otherwise expressly provided, neither party shall be liable to the other for special, indirect or consequential damages resulting from or arising out of the contract, including but without limitation, to loss or profit or business interruptions, howsoever caused and regardless of whether such loss or damage was caused by the negligence (either sole or concurrent) of either party, its employees, agents or sub-contractors.
- 34.0 PAYMENTS, MANNER OF PAYMENT, RATES OF PAYMENT:**
- 34.1 Company shall pay to the Contractor during the term of the Contract the amount due from time to time calculated according to the rates of payment set and in accordance with other provisions hereof. No. other payments shall be due from company unless specifically provided for in the Contract. Payment to the third party supplier(s) of the items/consumables shall be made after receipt of goods at site at Duliajan duly certified by authorized personnel of the Company. All payments will be made in accordance with the terms hereinafter described.
- 34.1.1 Request for payment/part payment to third party i.e. other than the party on whom the contract has been awarded will not be entertained by OIL under any circumstances. The offers stipulating payment/part payment to such third party will be considered as non-responsive and such offers will be rejected.
- 34.2 **MANNER OF PAYMENT:** All payments due by Company to Contractor shall be made at Contractor's designated bank. All bank charges will be to Bidder's account.
- 34.3 Payment of any invoices shall not prejudice the right of company to question the validity of any charges therein, provided company within one year after the date

of payment shall make and deliver to contractor written notice of objection to any item or items the validity of which Company questions.

- 34.4 **INVOICES**: Mobilization charges will be invoiced only upon completion of mobilization. Payment of mobilization charges shall be made within 45 days following the date of receipt of undisputed invoices by Company.
- 34.5 Contractor shall send invoice to company on the day following the end of each month for all daily or monthly charges due to the contractor.
- 34.6 Contractor will submit 03 (Three) sets of all invoices duly super scribed 'Original' and 'copy' as applicable to the company for processing payment. Separate invoices for the charges payable under the contract shall be submitted by the Contractor for foreign currency and Indian currency.
- 34.7 Payment of monthly invoices, if undisputed, shall be made within 30 days following the date of receipt of invoice by Company.
- 34.8 Company shall within 30 days of receipt of the invoice notify the contractor of any item under dispute, specifying the reasons thereof, in which event, payment of the disputed amount may be withheld until settlement of the dispute, but payment shall be made of any undisputed portion on or before the due date. This will not prejudice the company's right to question the validity of the payment at a later date as envisaged in Clause 34.3 above.
- 34.9 The acceptance by Contractor of part payment on any billing not paid on or before the due date shall not be deemed a waiver of Contractor's rights in any other billing, the payment of which may then or thereafter be due.
- 34.10 Payment of Final demobilization charges shall be made if applicable within 45 days on receipt of invoice by Company accompanied by the following documents from the Contractor:
- a) Audited account up to completion of the Contract.
 - b) Tax audit report for the above period as required under the Indian Tax Laws.
 - c) Documentary evidence regarding the submission of returns and payment to taxes for the expatriate personnel engaged by the Contractor or by its sub-contractor.
 - d) Proof of re-export of all items including the unutilized spares and consumables (excepting consumables consumed during the contract period) and also cancellation of re-export bond if any.
 - e) Any other documents as required by applicable Indian Laws.

In case, no demobilization charges are payable, the documents mentioned above will have to be submitted by the Contractor before release of the final payment by the Company. A certificate from Chartered Accountant on (a), (b) & (c) above will suffice.

- 34.11 Contractor shall maintain complete and correct records of all information on which contractor's invoice are based upto 2 (two) years from the date of last invoice. Such records shall be required for making appropriate adjustments or payments by either party in case of subsequent audit query/objection.

END OF SECTION-I

Part-3

SECTION-II

TERMS OF REFERENCE AND TECHNICAL SPECIFICATIONS OF EQUIPMENT

1.0 INTRODUCTION

- 1.1. The present scope of work will cover hydro-fracturing of 10 (Ten) nos. of wells (oil/gas) located in oil fields of Assam & Arunachal Pradesh within a time frame of 244 days (8 months).

2.0 SCOPE OF WORK FOR HYDRAULIC FRACTURING

The work under this contract shall be executed in Two (02) phases for effective Hydrofracturing in 10 (Ten) Nos. of Oil/Gas wells in Company's Oil fields within a period of 8 months from commencement of contract.

NOTE: Initially 05 nos. of wells will be taken up for hydro fracturing operation. Depending on the performance of hydro fracturing operation on the initial 05 nos of wells, the Company reserves the right to continue the contract for remaining 05 (Five) number of wells during the periodicity of the contract.

- 2.1. **Phase-I:** Study and Submission of Report
- 2.2. The Contractor shall carry out detailed study of minimum 20 Nos. of Oil/Gas wells short listed by Company for finding out feasibility, recommendations and designing of Hydro fracturing job.
- 2.3. That Contractor shall send a team of experts to Company offices at Duliajan, Assam to review/collect the following geo-scientific data and reports but not limited to, to wells under study during Phase-I.
- a) 2D and 3D seismic data, hard and soft copies.
 - b) All Available open hole and cased hole logs recorded in the short listed wells.
 - c) Side-wall core analysis reports on lithology, porosity and fluid content of the wells under the study phase. However in the event of non-availability of the said data conventional core analysis data of offset wells may be reviewed.
 - d) Core Lab Test Data (Geo-mechanical studies), if available.
 - e) Well Data Notes: Well history of all the wells in soft/hard copies.
 - f) Available structural /Isopay maps.
 - g) Reserves/remaining producible volumes data

- h) Drilling history ,Pressure and production data
- i) Reservoir fluid and PVT data
- j) Existing well completion data and Surface production facilities data
- k) Well Test data

2.4 The Contractor shall carry out Candidate selection based on G&G, Production and Completion data. It shall include short listing wells based on but not limited to:

- a) Review of Geological depositional environment, structure and stratigraphy, and geological model provided by Company.
- b) Petro physical interpretation model.
- c) Reservoir properties like porosity, permeability, saturation layer thickness, shale barriers, distance to gas cap & aquifer, etc. based on borehole log data provided.
- d) Reservoir production performance, individual well production performance, pre-fracture reservoir characterization and mechanical earth model (MEM).
- e) Recoverable reserves and current water cut behavior. as per data provided
- f) Delta Q (Minimum Incremental Production) to make fracturing economically prospective using analytical equations such as nodal analysis.
- g) Completion data analysis to identify mechanical feasibility.

2.5 The Contractor shall rank these wells from most suitable to least suitable candidate well for Hydrofracturing job in accordance with candidate recognition study requirement. In the event of not finding suitable Contractor/gas well candidate for Hydrofracturing among these 20 Nos. of wells, Company will provide a list of another set of wells for carrying out feasibility study of Hydro-fracturing job. The contractor has to carry out the additional study at no extra cost to OIL.

2.6 Based on the study, the Contractor will prioritize/rank the candidate wells with recommendations and the design basis for candidate wells. The Contractor shall associate Company team during the feasibility study, prioritizing/ranking of candidate wells and in preparing the design of hydraulic fracturing.

2.7 The recommendations will be submitted in the form of a Report on successful completion of the entire phase I study cum design. The Report (3 hard copies and 1 soft copy) shall provide the following but not limited to:

- a) Details of Data Review
- b) Methodology adopted for the study
- c) Screening criteria
- d) Ranking/prioritizing and designing.
- e) Recommendations for well preparation prior to mobilizing the equipment
- f) Fracturing design including number of fracture stages, fracture half length and width
- g) Prediction of pre-fracturing and post-fracturing production profiles after calibration
- h) nodal analysis for suitable artificial lift mechanism post Hydro-fracturing jobs
- i) Projection of incremental profit/loss post Hydro-fracturing job.

NOTE: In case non-availability of any specific data, the same may be assumed to the extent of realistic value for fracturing job design.

- 2.8 The Contractor shall engage qualified technical experts to evaluate and assess the candidate wells for Hydro-fracturing.
- 2.9 The Contractor shall Transfer skills to associated Company team during all phases of the study.
- 2.10 The Contractor shall adhere to the following time schedule for the completion of the Phase I “Study Phase”:

Table –1

Completion milestone	Elapsed time frame from the date of start of the job
A). Collection of available G&G and Engg. data	Within 4 weeks of Issuance of LOA
B). Detailed feasibility study, selection of wells, prioritizing /ranking, design the Hydrofrac jobs and selection of artificial lift mechanism. Report preparation and presentation at Duliajan.	8 weeks from Issuance of LOA (including additional wells supplied to contractor in case of wells found not suitable)

- 3.0 **Phase-II:** Pre-fracturing well preparation, Mobilization and Execution of Hydro-fracturing.
- 3.1 The contractor shall suggest the required work over program including well completion with or without **packer** for preparing the wells for hydraulic fracturing. Any specific requirement for perforation, stimulation jobs like acid, solvent, scale removal etc. if required shall be mentioned in the proposed plan. **The final work over plan shall be approved by COMPANY.**
- 3.2 Retrievable **packer** of 10000 psi differential pressure rating with required tools/accessories as given below for its installation and retrieval has to be supplied by the contractor.

a) Specification of Retrievable Packer

Suitable for setting depth of	5000m
Casing size	5-1/2 in, 20-23 ppf
Differential pressure	10000 psi (above and below)
Temp rating	250 deg F
Packer element	Nitrile/HNBR/ECNER
ID (MIN)	3.00 in
Metallurgy	L-80

The packer shall be one trip hydraulic setting without any rotation or tubing movement. Straight pull release with Retrieving tool.

b) Sealbore Extension:

Length:	6 ft
Bore ID:	3.00 in
Metallurgy:	L-80

c) Locator seal assembly

Length:	6ft (min) of total seal units without spacers
ID :	2.00 in (min)
Top thread:	2-7/8, #6.5 EUE Box
Pressure rating:	10,000 psi differential
Metallurgy:	L-80
Bottom:	Mule shoe

d) Redress Kit for LTSA

- 3.3 The Contractor shall provide the necessary supervision for the proper installation of the packer in the well and subsequent successful testing of the packer utilizing Company provided rig and operating manpower of the rig.
- 3.4 The contractor shall retrieve the set packer successfully in case the situation demands and then shall supply a additional new packer with setting tool and the same shall be successfully installed in the well under supervision of the contractor's service engineer utilizing Company provided rig and operating manpower of the rig at no extra cost to Company.
- 3.5 The responsibility for the mobilization of resources of the Contractor shall lie with the Contractor. The information and planning in this regard will be reviewed by Company for execution as per plan.
- 3.6 Inspection of site prior to mobilization shall be done by contractor.
- 3.7 All handling equipment and logistic support like crane, trailer / truck, fork lifter etc. required for the project will have to be arranged by the contractor.
- 3.8 The contractor has to make its own boarding and lodging arrangements along with the transport system for the mobilization/demobilization of its personnel.
- 3.9 Company will consider providing the space for storage of chemicals and proppant. However, responsibility of storage and handling will be on the Contractor.

4.0 HYDRO-FRACTURING EQUIPMENTS, TOOLS AND MATERIALS.

- 4.1 Contractor shall provide all required fracturing equipment, tools, materials etc. with their operating personnel necessary to perform the job.

4.2 The Contractor shall provide the following equipment, tools and materials but not limited to, for execution of the Hydro-fracturing job:

4.2.1 **Fracturing Proppant**

- a) The Contractor shall propose for suitable quantity and type of 20/40 Intermediate Strength Proppant and 20/40 High Strength Proppant or other proppant size as per the feasibility study.
- b) Proppant specification shall follow API-RP58.
- c) The Proper pallet and packaging shall be in IBC bags of 2200 lbs or 3200 lbs.
- d) The Contractor shall supply suitable Scale inhibition system (CaCO_3 , CaSO_4 scales) and flow back control.

4.2.2 **Fracturing Carrier Fluids**

- a) The Contractor shall supply suitable Carrying fluids (mixed with suitable brine), having capability to carry, maintain & sustain proppant concentration within reasonable range during pumping & placing of proppant at minimum rate of 25 bpm.

Note: Pumping rate of proppant should be minimum 25 bpm. However the same should be adjusted in the field condition to avoid screen out. This should be observed by OIL representative during the field job and advice the contractor accordingly. Also in the study phase the contractor may look into the feasibility of carrying out slick water frac instead of linear gel based frac. However, OIL will decide whether linear gel frac or slick water frac will be adopted.

- b) The requirement is for cross linked fluids with minimum viscosity not less than 100cP at 100/s at BHT condition for 3 hrs.
- c) It must have capability to Delay cross linked control or temperature delayed.
- d) Shall be applicable up to 250 Deg F BHST and 15000 psi BHP environment.
- e) Shall be Capable to break at design temperature to <10cP at 170/s max in 2 hrs post placement time, without the need to have additional post treatment acid/solvent job.
- f) The fluids shall have internal breaker mechanism.
- g) The fluid shall be Compatible with formation, reservoir fluids and completion brine and with common additives such as surfactant, non-emulsifier, bactericide as required.

h) Additionally the Contractor shall have the capability to deliver fluids technology as given below as alternative proposal:

- Solid/polymer free water based carrier fluids that can cover BHT up to 250F, with self-breaking capability in contact with formation hydrocarbon to obtain >90% gravel pack retained conductivity.
- Oil based gravel pack carrier fluids in case of water sensitive formation that can cover BHT up to 250F, single phase water-free solutions with good leak-off characteristic.
- Impregnated gravel scale inhibition, 16/20 and 20/40 size, that can prevent carbonates and sulfates scales during production period.

4.2.3 **Matrix Stimulation Fluids**

- a) The contractor shall provide any acid or solvent fluids that might be required during these events which may include but not limited to
- Tubing pickle (weak 7.5% inorganic acid system)
 - Clay removal and stabilization treatment
- b) The Contractor will be required to bid minimum matrix stimulation products that may be required.

4.2.4 **Fracturing pumping equipment**

The Contractor shall supply the following items but not limited to for execution of the Job:

4.2.4.1 **Proppant Blender**

The Contractor shall supply on-the-fly proppant blender with following specifications:

- a) Blender capacity 0.5 to 20 PPA or up to 8500 lbs/min blending capacity
- b) Slurry discharge rate up to 25 bpm
- c) Dry additive system with interchangeable auger size to measure dry additive supply accurately.
- d) Liquid additive system that controls the additive rate accurately.
- e) Fiber feeder with specially designed fiber chutes, flush kits and augers; to provide accurate measurement of fiber addition rate
- f) Low pressure RA densitometer installed for measuring proppant concentrations accurately.
- g) Turbine/magnetic flow meter on the suction side and magnetic flow meter on discharge side to measure the rates accurately.

4.2.4.2 **Fracturing Pump Unit**

The Contractor shall supply Fracturing pumping Unit with following specifications:

- a) Maximum 04(four) nos. of Fracturing Pumping unit skid mounted or truck trailer mounted, suitable for pumping corrosive and non-corrosive fluids pumps with a total HHP requirement of 6750.
- b) Remotely operated and equipped with emergency kill system.
- c) Equipped with pressure limiting system to preset maximum pressure.

4.2.4.3 **Storage and Mixing Tanks**

- a) The Contractor shall supply a total of 3000 bbls storage tank capacity (excluding dead volume) with each unit having a range of 400-500 bbls capacity (excluding dead volume).
- b) The tanks shall be capable of storing and mixing treated Fluids
- c) The tanks shall have Bottom outlet fitted with valves to control and connect with other pumping equipment.
- d) At least 1 unit tank of above shall be properly lined to mix corrosive fluids equivalent to 15% HCl

4.2.4.4 **Treatment Control Unit (TCU)**

- a) The contractor shall supply Treatment monitoring cabin for command control center and data acquisition and recording of all critical job parameter (rate, pressure, concentration, density)
- b) The TCU shall be Equipped with fracturing acquisition and monitoring software that can deliver ascii files real time to frac. engineer laptop and shall be capable to accommodate up to 5 HP pump remote control panel.
- c) Shall be large enough to accommodate minimum 5 personnel inside the cabin with Proper air conditioning supply.
- d) Shall be Capable of real time display as well as memory recording and to deliver real time data to the city office should the local cellular data network coverage is available.

4.2.4.5 **High Pressure treating Iron**

- a) The contractor shall supply 3" 1502 WECO Hammer Unions, 15000 psi WP Iron to be used during fracturing operation having a Minimum of 100 ft length to allow single lines to be run to the rig floor along with chiksans, loops, Standard length pups and crossovers from 2" 1502 to 3" 1502 connections.

4.2.4.6 **Acid Storage Tanks**

- a) The contractor shall supply one (01) No. of 1000 gal capacity tanks properly lined for raw 32% HCl Capable of storing and transporting acid.

4.2.4.7 **Centrifugal Pumps**

- a) The contractor shall supply suitable Nos. of centrifugal pumps, Capable of transferring and mixing of Completion and Treating fluids with Inlet and outlet connections preferably matching with Storage Tanks proposed and having Back-up supplies.

4.2.4.8 **Tree Saver/Wellhead Isolation Tool**

- a) The contractor shall supply 01 (01) set of suitable Tree Saver/Well Head Isolation Tool and system along with the spares and accessories for operating upto 15000 psi for 2 7/8" Tubing size 6.5 ppf, 5000/10,000 psi, standard API X-Mass tree with 2 9/16" crown valve flange.
- b) The contractor shall ascertain flange connections and make necessary arrangements for suitable changeovers if required for proper connection.

4.2.4.9 **Electronic Pressure Transducer**

The contractor shall supply four (04) Nos of Electronic pressure transducer for measuring Annulus, tubing and casing pressures, Complete with back up transducer.

4.2.4.10 **Densitometer**

The contractor shall supply one (01) Low pressure densitometer (at blender) and one (01) High pressure densitometer at high pressure line.

4.2.4.11 **Safety shut – off and Pop-off system with overpressure shutdown provision**

The contractor shall supply one (01) set of Safety shut – off and Pop-off system with overpressure shutdown provision for high pressure line running to the well head and for annulus both, having Centralize electronic shutoff of pumps. Individual pumps shall also have their own overpressure protection system.

4.2.4.12 **Liquid additive system**

The contractor shall supply two (02) Nos. of Liquid Additives system Equipped with flow meter having Pump from the fluid storage container and discharge to the suction of a centrifugal pump, or the suction or discharge of a mixer.

4.2.4.13 **Sand bins/High Rate Sand Feeder**

- a) The contractor shall supply one (01) set of Sand bins/ High Rate Sand Feeder to feed proppant to blender during fracturing operation which will serve as sand storage facility at the well site.
- b) It shall be Capable to store and deliver the proppant amount as per the job design.

4.2.4.14 **Portable Laboratory Cabin**

- a) The contractor shall supply one (01) set of Portable Laboratory Cabin with Fluid Lab to check fluid quality- complete with power supply including Viscometer, water analysis kit, pH meter, hot water bath, microwave oven for field QAQC.

4.2.4.15 **Communication Set**

The contractor shall supply Portable headsets to be used for two-way communication by various persons during the job. A minimum of 10 headsets to be provided with sufficient back up.

4.2.4.16 **Annulus Pumping**

The contractor shall supply one (01) No. of Pump unit with sufficient HP to meet the requirement to carry out pumping and maintaining pressure in the annulus.

4.2.4.17 **Spare part and working Container**

The contractor shall supply one (01) No of Spare part and working Container Sufficient part for field maintenance, equipped with hand tool, vice for working in the field.

4.2.4.18 **Additional equipments**

Additionally the contractor shall supply a Set of suction hoses and discharge hoses to interconnect up to 6 tanks with one another and up to 3 HP pumping equipment, with 100% back up for 20 bpm treatment rate. Total power requirement is 6750HP.

4.2.4.19 **Optional Equipments**

The contractor shall have the ability to supply suitable 180 degree phasing gun for perforation, required to execute Hydro-fracturing if situation demands.

5.0 HYDRAULIC FRACTURE JOB EXECUTION AND SUPERVISION

The contractor has to perform fracturing operation as per frac design approved by Company and to achieve this:

- 5.1 Perform MiniFrac/Datafrac for data collection and incorporate them in main design.
- 5.2 Analyze diagnostic tests- determine excessive perforation and/or near well bore friction pressure, closure pressure, closure time, fluid efficiency and fracture gradient.
- 5.3 Perform fracture treatment as per design requirements and safety procedures and Ensure pumping optimal fracture treatment and design criteria are met.

- 5.4 Ensure display & recording of critical parameters (rates, pressures, additives injection etc.).
- 5.5 Provide field execution report upon job completion. Provide the chemical consumption report for job and payment will be made as per actual consumption.

6.0 MANPOWER

- 6.1 The contractor shall provide all required manpower for execution of Hydro-fracturing job that are technically qualified, competent & experienced personnel to carry out all activities related to Hydro-fracturing in professional manner following internationally recognized safe practices.
- 6.2 The Contractor's manpower shall have at least one Project Coordinator of requisite experience who will be the nodal officer for liasoning with Company in regard to all the matters related to execution of the job.
- 6.3 The contractor shall furnish police verification report for the Indian national and copy of passport and visa for foreign national for obtaining IB clearance and subsequently issuing entry pass by Company. For expatriate personnel, the document must be submitted to Company minimum four weeks in advance.
- 6.5 All the key personnel to be deployed must have:
- a) Proficiency in Elementary first aid.
 - b) Fire prevention & fire fighting.
 - c) Communication skill both speaking and writing in English
- 6.6 The CV of the operating personnel to be deployed by the contractor should be submitted to Company within 15 days from issuance of LOA.

6.7 Experience of the Crew

The Experience of the crew shall be as given below: (Necessary documentary evidence in this regard has to be submitted by the contractor to Company prior to their mobilization for job execution)

a) Project Coordinator

- Minimum 10 years international fracturing stimulation experience in particular and production enhancement experience in general
- Office based at Delhi/Duliajan to liaise with Company regularly
- Acting as project manager for the whole campaign

b) Fracturing Engineer

- Engineering degree from reputable university
- Minimum 03 years experience on fracturing stimulation
- Office and field base

- Capable to do well candidate selection
- Capable to design fracturing job, real time analysis during execution and post treatment evaluation
- Capable to run fracturing simulator software

b) **Fracturing Supervisor**

- Minimum 3 years experience on fracturing stimulation
- Leading job execution and field safety aspect
- Coordinate overall job preparation and logistics

c) **Fluid Lab Technician**

- Minimum 3 years experience in fracturing stimulation
- Thorough practical knowledge on fracturing fluids and materials
- On the job fluids QAQC

d) **Mechanic & Electronic Technician**

- Minimum 3 years experience in fracturing stimulation equipment
- Performed routine maintenance during pre-job, execution and post job
- Maintain proper regular equipment maintenance report to be provided with each job tickets and monthly rental ticket
- Manage equipment spare parts minimum inventory at well site and order requirement

e) **Completion Supervisor/Technician**

Minimum 3 years of experience in installation of permanent packer and bridge plugs

g) **Assistance Supervisor, Pump and Blender Operator**

- Minimum 3 years experience in fracturing stimulation
- Capable to run respective fracturing equipments

h) **Helpers**

- Minimum 2 years experience in fracturing stimulation
- Capable to run respective fracturing equipments

6.8 The contractor shall, at his own expense, arrange appropriate insurance to cover all risks assumed by the contractor under this contract in respect of its personnel deputed under this contract as well as contractor's materials, equipment, tools and any other belonging of the contractor or their personnel during the entire period of their engagement in connection with this contract. Company will have no liability on this account.

6.9 The contractor shall agree that no day rate shall be paid for personnel deployed by the contractor for maintenance operations of their own equipment/tools.

7.0 **Services from the contractor**

7.1 Contractor will provide domestic lab support to conduct below basic lab test at no additional cost to Company:

- a) Proppant sieve analysis
- b) Acid solubility test
- c) Emulsion compatibility test
- d) Carrier fluid Rheology test with Model 35 rheometer and Model 50 HPHT Rheometer
- e) Sand settling test
- f) Water analysis

7.2 The Contractor will also required to have regional lab support to conduct below test (as required) at no additional cost to Company, sample and materials for the lab test will be provided subject to availability by Company.

- a) Core pore-perm determination
- b) Core flood analysis to determine retained permeability
- c) XRD/SEM/EDAX analysis

7.3 The contractor shall demonstrate and submit sufficient documentation of required software as below:

- a) The contractor shall own and execute hydraulic fracturing software simulator that minimum can deliver below results:
 - i) Accurate modeling of Pseudo-3D fracture geometry growth in multiple zones.
 - ii) Numerical prediction within the fracture
 - iii) Fracture Optimization using Net Present Value (NPV)
 - iv) Fracturing fluid selection advisor module
 - v) Analysis of treatment parameters
 - vi) Design and evaluation of any fracture simulation
 - vii) Design sensitization to various condition of Pumping rates schedule and job volume YM, Poisson Ratio, Insitu stress and stress contrast, Spurt, Permeability and leak-off, proppant type and fluid type
- b) The contractor will also need to have fracturing simulator software that can be integrated to reservoir 3D model and run simulation for natural fissures model.
- c) The contractor will also be required to provide matrix stimulation simulator software capable to deliver Candidate Selection Advisor (CSA), Formation Damage Advisor (FDA), Fluid Selection Advisor (FSA), and Pumping Schedule Generator, Critical Drawdown Module and Scale prediction Module.

- 7.4 Carry out the operations with diligence in a safe workmanship like manner and in compliance with standard international Oil field practices along with all Indian Safety Regulations in force like DGMS, OISD etc. Comply with HSE policy, and also with all local and regional environmental, pollution, occupational health, safety, and other legislative requirements.
- 7.5 Keep and furnish to Company an accurate record of the work performed on a daily progress report format acceptable to Company.
- 7.6 The equipment shall be manned by technically qualified and experienced personnel of Contractor.
- 7.7 Comply with all Indian Rules and Regulations and Acts pertaining to Oil Field operations e.g. Oil Mines Act and all National Enactments including labor law /minimum wage act etc.
- 7.8 The contractor's and Company's responsibilities shall be as per the Matrix of Responsibilities provided in the bid document/Contract at Appendix I.

8.0 POST TREATMENT ACTIVITIES

- 8.1 The contractor has to Analyze hydraulic fracture treatment data (net pressure matching etc.), advise and monitor post-frac well flow back.
- 8.2 Suggest post job activities like CTU cleaning, flow back monitoring, post job nitrogen activation. **(CTU and NPU to be provided by COMPANY.)**
- 8.3 Provide a comprehensive report of all related treatment data and fracture operations. Review the fracture operations and post fracture treatment analysis, lessons learnt and to present the results of the fracture treatment to Company.

9.0 ENVIRONMENTAL AND SAFETY REQUIREMENTS

- 9.1 Contractor shall at all times maintain the surfaces of the well site in good condition, shall conduct all operations so as to prevent damage to the environment and reduction in bearing capacity and drainage capability of the top soils at the well site and shall maintain the well site free of all wastes. Contractor shall give due consideration to the need to avoid surface spillage of any kind around the location.
- 9.2 The contractor shall take all necessary measures so as to protect the personnel, work and facilities and shall observe all safety rules and regulations in force. No smoking and flames shall be permitted at the well site. No hot job will be carried out while working in hazardous areas without written hot work permit from the Company.
- 9.3 The contractor would facilitate Company to deal with any emergency situation i.e. blow out etc. as per the demand of the occasion. The contractor shall report to

Company immediately, any evidence, which may indicate or is likely to lead to an abnormal or dangerous situation and to immediately take emergency control steps to avoid any abnormal situation.

- 9.4 The contractor is required to provide protective clothing and PPEs to each of their employee before deployment on well site.

10.0 REPORTS

- 10.1 The following duly signed reports are to be submitted by the contractor to Company at no additional cost to Company. The following report formats should be submitted to Company after the LOA for approval/modifications (if required) by Company:

- a) Daily Service report (DSR) giving all the details.
- b) Successful **Packer** setting and test report
- c) Pre and Post job reports
- d) Daily equipment status report.
- d) Occurrence and report for major incidents.
- e) Well wise Chemical/consumables consumption report.
- f) Comprehensive post job report including post job suggestions.

- 10.2 Daily service report should be prepared for all the days when the equipment and or the personnel are available at work site by the Contractor's representative and the all the reports should be signed by Company representative and should indicate the satisfactory performance/ breakdown period. A copy of the same shall be submitted with invoice of the relevant period. The time of start of operation and finish of operation should be mentioned in DSR.

- 10.3 Any unusual occurrence noticed, breakdown and accident etc should be reported immediately with available mode of communication followed by written confirmation.

11.0 Deleted

12.0 TERMS OF PAYMENT TO THE CONTRACTOR

- 12.1 If operations could not be started due to short supply of units/equipments/ chemicals/personnel or other consumables if any, no payment will be made in respect of equipment, units, tools/personnel of the contractor until all the remaining equipment/units/tools/ personnel have been delivered.

- 12.2 Company agrees to pay the Contractor for work performed /services rendered and material/equipment supplied and personnel deployed by the contractor as per the Scope of Work, a sum computed at the rates specified in the price schedule of Contract. The rates payable shall be firm during the entire contract period, including extension period, if any.

Responsibility Matrix – Hydraulic Fracturing of 10 Nos of Oil/Gas Wells			
NO	DESCRIPTION	RESPONSIBILITY	
		COMPANY	CONTRACTOR
1	Project General		
1.01	Preparation of Location and Access Roads	X	
1.02	License and Permits to access location	X	
1.03	Provision of Drilling/ workover rig services including operating manpower, site office	X	
1.04	Provision of : Tubular (Tubing-Completion), and Well Head Equipment(Excluding Tress Saver)	X	
1.05	Well Completion Plan		X
1.06	Approval of well completion plan	X	
1.07 (a)	Supply & Installation (with CONTRACTOR rig & rig crew) of Packer , assembling, R/I instructions, settings, redressing, milling, retrieval instructions (if required) including trained manpower and tools for setting and retrieval		X
1.07(b)	Providing equipment, chemicals and services for acid, solvent ,scale removal jobs (if required)		X
1.08	Provision for Wire line Services for logging and Perforation.	X	
1.09	Provision of raw operational Water for fracturing		X
1.09	All frac equipments, execution and supervision of frac job including manpower		X
1.10	Suggestion for Well Testing and flow back		X
1.11	Suggestion for Flowback plan		X
1.12	Provision for NPU and CTU operations including operating manpower	X	
1.13	Provision of Contractored Tubing including operating manpower	X	
1.14	Supply of Proppant and all Fracturing Chemicals,		X
1.15	Mobilization & installation of Tree Saver / Wellhead Isolation Tool including trained manpower		X
1.16	Well Control Liability	X	
1.17	Environmental / Clean Up Liability (Disposal upto pit at wellsite)		X
2	Preparation of Fracturing Program		
2.1	Review of Existing Data		X
2.1.1	Providing Production and Completion	X	

Responsibility Matrix – Hydraulic Fracturing of 10 Nos of Oil/Gas Wells			
NO	DESCRIPTION	RESPONSIBILITY	
		COMPANY	CONTRACTOR
1	Project General		
	Data		
2.1.2	Providing Existing Open Hole and Cased Hole Log Data	X	
2.1.3	Well Test Data	X	
2.1.4	Interpretation of the data		X
2.1.5	Providing Core and fluid samples for lab test as per availability	X	
2.1.6	Laboratory tests as required		X
2.2	Preparation of Hydrofrac program		X
2.3	Approval of Hydrofrac Program	X	
3	Operations		
3.1	Security of the Contractors equipment at the well site		X
3.2	Medivac, if any by Road		X
3.3	Firefighting facilities at the site	X	
3.4	Disposal pit at Well Site	X	
3.5	Trucks & Crane with trained manpower		X
3.6	Adequate Lighting for Operation		X
3.7	Waste transportation and Disposal upto pit		X
3.8	Provision for Diesel Supply at the site for frac jobs and contractor's equipment / units		X
3.9	Storage of chemicals and proppant		X
3.10	Camp : Accommodation and Catering for all Contractor personnel		X
3.11	Mobilization of the Contractor Personnel to the Rig / wellsite		X
3.12	Infield Transportation of Contractor Personnel		X
3.13	Infield Transportation - Contractors Equipment and materials		X
3.14	Infield Transportation & accommodation – CONTRACTOR personnel	X	
3.15	Water Supply for hydro-fracturing operation at well site	X	

GENERAL DESCRIPTION OF FIELDS

I. GREATER NAHORKATIYA FIELD

Nahorkatiya oilfield is one of the oldest oilfield of OIL discovered in 1953. The major reservoirs of Nahorkatiya oilfield are Barail sandstone of Oligocene age, which were deposited in a non-marine, fluvial deltaic environment. The Barail sandstones within argillaceous section have been subdivided into four major sand groups viz. first to fourth whereas arenaceous section consists of the fifth sand, which is extensively developed. Oil and gas reservoirs have also been identified in overlying Tipam sands of Miocene age. The oilfield is affected by a number of sub-surface faults. Structurally, it has three independent accumulation areas viz. **Nahorkatiya Main, Zaloni and Madhuting-Tipling** separated by major faults and intervening lows. The predominant drive mechanism in Barail Fourth and Fifth sand reservoirs is bottom water drive whereas other sands are producing with partial edge-water/depletion/gas-cap /combination drives. Pressure maintenance schemes viz. crestal gas injection and peripheral water injection were initiated in the field in early seventies.

- 1.2 In most of the reservoir blocks, which have been subjected to fairly long duration gas/water injection schemes, oil recovery has been in the range of 30-50%. Besides gas and water injection, polymer flooding followed by water flooding operation has been carried out in one of the reservoir.
- 1.3 **The Tertiary sediments in the Upper Assam Shelf Basin ranges from 3.6 to more than 7.0 km, and include shallow marine Paleogene and continental Neogene and younger sediments overlying a granitic basement. The generalized stratigraphic succession of Upper Assam basin is given in Figure-1.**

weak, reservoir pressure maintenance through water and gas injection have been resorted to and these measures have contributed to additional oil recovery. The depth of Barail pay sands varies between 2650 m to 3100 m. Around 207 wells have been drilled in this field as on date at an average well spacing of 400 m and around 49.6 MM m³ of oil has so far been produced. The current production from this Area is around 353 m³/day oil and 370 m³/day water with average GOR of around 546 m³/m³. The wells are completed with 5.1/2" production casing and 2.7/8" tubing strings. Intermittent gas lifting is the main method of artificial lifting although other lift techniques (rod pump, hydraulic pump, submersible pump etc) have also been tried out on a limited scale with varied results. Out of the pumping techniques, rod pumping appears to have highest potential use, particularly in the oil-water producers.

(B) Zaloni Area

- 1.7 The Zaloni area is situated on a dome like anticlinal structure whose crest is elongated in a northeast to southwest direction. Zaloni area is situated to the immediate northeast of Nahorkatiya oilfield and is bounded in the northwest and southeast by ENE to WSW trending faults. These faults are the northeast extension of the fault system which forms the northern boundary of the Nahorkatiya field. The field covers an area of about 25 sq. kms with a vertical closure of upto 150 metres. The major reservoir units of the Zaloni area are Barail Sandstone group of Oligocene age with flood plains/delta front origin. The Barail group has further been subdivided into several reservoir units such as 1st, 2nd, 3rd, 4th and 5th sands (sequentially from top to bottom) under similar depositional environments as in case of Nahorkatiya oilfield. Reservoir horizons have also been identified in overlying Tipam formation of Miocene age.
- 1.8 The initial natural reservoir drive mechanisms have been similar to those as Nahorkatiya oilfield and wherever required these have been supplemented by gas and water Injection. The depth of hydrocarbon bearing Barail Sandstone reservoir varies between 2500 to 2800 m.
- 1.9 Till date, around 74 wells have been drilled within this area with approximate 400 m spacing and around 18.7 MM m³ of oil has been produced so far. The current production from this field is around 155 m³/day oil and 721 m³/day water with average GOR of around 693 m³/m³. The wells are completed with 5.1/2" production casing and 2.7/8" tubing strings. Intermittent gas lifting and rod pumping are the artificial lift methods employed in the wells.

(C) Madhuting-Tipling Area

- 1.10 The Madhuting-Tipling Area is divided by a major fault (F4-F4) which separates from the Zaloni structure. Another NE-SW trending fault (F5-F5) further divides the Madhuting-Tipling structure into two separate blocks (Block-A and Block-B). A prominent low trending almost E-W bounds the structure to the south which takes a northwesterly swing towards west in the southwestern corner. This low trend separates the Madhuting-Tipling structure from the Nahorkatiya structure to the southwest. Structurally, the Madhuting-Tipling structure is an elongated

faulted anticline plunging towards east-southeast. The field covers an area of about 16 sq. kms with a vertical closure of upto 100 metres. The major reservoir units of the Madhuting-Tipling are Barail 1st Sandstone group (oil) of Oligocene age and Upper Tipam (gas-condensate) of Miocene age.

- 1.11 Till date, around 22 wells have been drilled within this area with approximate 400 m spacing and around 2.1 MM m³ of oil/condensate has been produced so far. The current production from this field is around 36 m³/day water and 43 MScum/d Gas. The wells are completed with 5.1/2" production casing and 2.7/8" tubing strings.

II. GREATER JORAJAN FIELD

- 2.1 The Oligocene-Miocene within the Greater Jorajan oilfield in OIL's operational area of Upper Assam is a well proven hydrocarbon play and has been on commercial production since early '70s. The field, which was adequately covered by 2D seismic, comprises of 7 anticlinal structures/elongated domes viz. Jorajan, Nagajan, Kathalguri, Langkasi, Santi, Jaipur and Tarajan ranging in size from 8 to 20 sq. km.
- 2.2 The field is located, geologically, in the early Tertiary shelf and shelf edge of the Assam-Arakan Basin. The geological history of the area is complicated and formation of all the structures of the field appear to be as a result of lateral compression, modified by normal and thrust faulting. The lithology of the Oligocene formation (Barails) is predominantly sandstone with subordinate shale and includes fine to medium sandstone, carbonaceous shale and thin coal seams deposited under deltaic environment. By early Miocene time, epeirogenic uplift caused regression and produced an erosional unconformity at the top of Barail sediments. The overlying Miocene formation (Tipams) sandstones comprises of fine, medium and coarse grained sandstones separated by subordinate beds of grey to bluish grey shale deposited under fluvial environment, and Girujan formation consists of mainly mottled clay with subordinate sandstone beds.
- 2.3 The area is affected by mainly NE-SW trending normal faults. The trend of these faults conforms to the general tectonic trend of the basin. Hydrocarbon bearing reservoir units in the field are confined to Miocene and Oligocene formations located within depths of 2200 to 3500 m. The major oil reserves are confined to Oligocene sandstone reservoirs and Miocene sandstone reservoirs. The Oligocene formation is locally known as Barail Group (sub groups : 1st, 2nd, 3rd, 4th+5th), and the Miocene formation as Tipam Group. The Tipam Group is sub-divided into four subgroups viz. Basal, Lower, Middle and Upper Tipams. The field has been sub-divided into 100 reservoirs of which 40 have STOOIP more than 1 MM std m³. The recovery from this oilfield, till date, is just >10% of STOOIP in over 35 years of production.
- 2.4 Reservoirs of Miocene sandstone are characterized by early breakthrough of formation water, sand ingress, reduction in near wellbore permeability due to structural expansion and migration of fine clays and sand particles. Paraffin deposition in the tubing is another major production problem. Additionally, fresh water injection causes severe destabilization due to ion exchange between injected

water and native clays thus reducing the injectivity. The upper part of the Miocene sandstone contains water sensitive smectite and smectite chlorite clays with subordinate kaolinite and minor illites whereas the lower part contains kaolinite with subordinate smectite and illite/chlorite.

- 2.5 The initial natural reservoir drive mechanisms have been combination of Bottom water, solution drive, gas cap expansion etc. and wherever required these have been supplemented by water Injection. Practically in all the areas, initial reservoir pressure is hydrostatic (0.434 psi/ft). The geothermal gradient is about 1 degree F/100 ft. The depth of hydrocarbon bearing Barail Sandstone reservoir varies between 3000 to 3500 m whereas Tipam sandstone depth varies from 2200 m to 2900 m.
- 2.6 So far, around 280 wells have been drilled and completed in this oilfield since the start of its regular production in 1971. The current production from this field is around 370 m³/day oil and 476 m³/day water with average field GOR of around 3039 m³/m³. The wells are completed with 5.1/2" production casing and 2.7/8" tubing strings. Intermittent gas lifting and rod pumping are the artificial lift methods employed in the wells. Paraffin deposition in well tubing is a major production problem, which reduces productive capacity.

III) GREATER SHALMARI

- 3.0 The Shalmari anticlinal structure at Oligocene level is a three way closure controlled by a major fault. The Shalmari structure at Oligocene level is bisected into two fault blocks by a NE-SW trending fault. The structure is bounded on the east by a NE-SW trending fault hading towards south east. The reservoir is a fluvial channel deposit with the channel axes mostly running from ENE to WSW and sometimes from west to east.
- 3.1 The Shalmari Field is located towards southwest at a distance of around 35 km from Duliajan. Hydrocarbon in Shalmari field was discovered in 1986. Oil production in the area is mainly from Oligocene Formation and few wells are producing from Eocene Formation also. Presently, Shalmari area is contributing around 500 m³/d oil, 664 m³/day water with average field GOR of around 277 m³/m³ and cumulative oil production has been 6.2 MM m³.

IV) MORAN OILFIELD

- 4.0 Moran Oilfield consists of seven structures consist of Moran, Dikharipathar, Borbhibil, Lakwagaon, Dikharipathar, Thowra and Khatkhathi. So far, around 125 wells have been drilled and completed in this oilfield since the start of its regular production in 1963. The current production from this field is around 325 m³/day oil , 398 m³/day water with average field GOR of around 554 m³/m³.
- 4.1 Moran structure is situated to the Southwest of NHK Main structure and is ocated around 60 km towards Southwest from Duliajan. The presence of hydrocarbon was established during 1956 from the Barail formation. The structure at Barail

level is predominantly a narrow dome like feature bounded by two sub parallel roughly EW trending faults

V) GREATER HAPJAN OILFIELD

- 5.0 Greater Hapjan Oilfield consists of seven structures in which Makum-North Hapjan is one of the prolific oil producing area of OIL's operational Area. Makum-North Hapjan structure is a faulted anticline, about 35 sq. km in size at the Barail Arenaceous Top level, with the major axis of the structure trending in NE-SW direction. A collinear series of normal faults divides the structure into the Makum and North Hapjan structure. Additionally, a number of NE-SW trending normal faults of limited lateral continuity bisects the structure at the Oligocene (Barail Arenaceous) level. Furthermore, two NE-SW trending major faults are present in the northwest and southwest extremities of the structure
- 5.1 Makum-North Hapjan Oilfield, discovered in 1984. So far, around 162 wells have been drilled and completed in this oilfield. The current production from this field is around 3956 m³/day oil and 2050 m³/day water with average GOR of around 250 m³/m³ through around 92 producing wells [Horizontal (20) and vertical wells (72)] from the Oligocene Sand reservoir with around 50% contribution from the horizontal wells. Initial reservoir drive mechanism have been combination of bottom water & gas cap expansion.
- 5.2 The verticals wells are completed with 5.1/2" production casing and 2.7/8" tubing strings. The wells are on self flow with some of the wells completed with gravel pack due to sanding problems.
- 5.3 The horizontal sections are completed with 400-m of 4" slotted liner with 2.7/8" tubing.

VI) EOCENE OILFIELDS

- 6.0 The Eocene Field is one of the major oil fields within the operational area of Oil India Limited in Upper Assam basin. Some of them are Greater Dikom, Greater Tenghakhat, Greater Kathaloni, Bhogpara Oilfields, Greater Chandmari etc. located around 20-60 km from Duliajan. The areal extent of this field varied from 3- 50 Km². These areas in Upper Assam – Arakan basin has undergone a series of extensive tectonism from the time of rifting and drifting phase in Cretaceous period till the major tectonic event of evolution of basement ridge and Himalayas in Miocene. Most of the identified oil traps are found to be horst-graben related closures from the Deeper Eocene reservoirs from a depth of about 3500-4500 m depth. The most of the producing Eocene sands are about 3-10 m thick with average well depth: 3600 m. The major oil reserves are confined to Eocene sandstone reservoirs locally known as Lakadong and Langpar formations. The Lakadong sandstone is further divided into Lower, Upper and Heterogeneous sub-groups. Commercial oil was established in Dikom area in 1990 through drilling of first well in Dikom structure and so far, 100 - 200 wells have been drilled in the Eocene Fields.

- The lower sand group reservoir consists of fine to medium grained sandstones with interbedded shale, claystone and carbonaceous shale. The sands are well developed in the fields. Thickness of individual sand lies within this group varies from 4.0 to 10.1 m with porosity ranging from 12-18%.
- The upper sand group is separated by a marshy facies (consisting of coal and carbonaceous shale) from the underlying lower sand group. Thickness of individual sand lying within upper sand group varies from 0.9 to 4.3 m with porosity ranging from 10-18%. The thickness of sand is more or less uniform in this sand group of reservoir. This Sand has relatively higher clay content or are finer grained leading to reduction in resistivity readings in the hydrocarbon bearing sand bodies.
- The heterogeneous sand group thickness ranges from 5.5 m to 22 m with porosity ranging from 2-20%. This group consists of highly heterogeneous and calcareous sands of varying thickness. Porosity of these sands varies widely and is controlled by amount of calcareous cement/matrix.

6.1 Current production from these fields is between 290-2080 m³/day oil and 650-900 m³/day water with average field GOR of between 167-1092 m³/m³. These fields have so far produced in excess of 39.7 million m³ of oil. The initial reservoir pressure was 395-430 kg/cm² (45 kg/cm² above hydrostatic) and the current reservoir pressure varied from 250 - 300 kg/cm².

VII) SATELLITE FIELDS

7.0 OIL also operates in the small fields called Eastern Satellite, Western Satellite and Small Central Fields which are within the radius of 20-60 Km from Duliajan. The reservoirs are in the Oligocene, Miocene and Lower Eocene-Paleocene formation. The areal extent of the structures ranges from 1.0 sq Km to 5 sq.Km. The depth of the reservoir in these fields varies from 2200-4500m.

7.1 The Eastern Satellite Field has accumulation in around 6 structures mostly exploratory in nature and have produced 0.64 MMm³ of oil. The current production from the Eastern satellite field is around 64 m³/day oil, 85 m³/day water with GOR of 671 m³/m³.

7.2 The Western Satellite Fields has accumulation in around 15 structures mostly exploratory in nature and have produced 1.04 MMm³. Most of the structures have reservoirs of Oligocene and Miocene/Paleocene age. Currently, producing oil @164m³/d, 17 m³/d of water with GOR of 389 m³/m³.

7.3 The Central Small Field has around 15 structures which are mostly developing/developed in nature. The field has produced 4.48 MMm³ of oil. Currently producing around 812 m³/day oil with 478 m³/day water and GOR of 2221 m³/m³.

VIII) DATA AVAILABILITY

8.0 The following data will be made available for use by the Consultant:

- Seismic data (both 2D and 3D) :
- Well Data Notes: Well history of all the wells in soft/hard copies (More than 585 wells).
- Drill cutting sample logs in hard copies.
- Basic wireline logs (DIL, DLL-MSFL, SP, GR, CDL-CNL and Sonic) in LAS/LIS format – Available for more than 90% of the wells.

DSI/WSTT logs - 135 wells, Triple Combo-4 wells

- CBL and/or CBL-VDL/Cast-V/USIT logs of the wells – available in hardcopies.
- NGS logs in LAS/LIS format for the following wells:
- VSP data available in the following wells.
- Petrographic data: 7 wells
- SEM-XRD Data: 20 wells:
- Gas chromatography data available in almost all wells.
- Volumetrically estimated Hydrocarbon volumes-in-place and reserves.
- PVT and crude oil/gas components/analysis data are available in key wells.

- Greater Nahorkatiya Field : 70 wells
- Greater Jorajan Field : 30 wells
- Greater Shalmari Field: 03 wells
- Eocene Fields: 8 wells
- Satellite Fields: 15 wells

- Conventional core and Special Core Analysis (SCAL) data of key wells.

- Greater Nahorkatiya Field : 20 wells
- Greater Jorajan Field : 11 wells
- Greater Shalmari Field : 01 wells
- Eocene Fields : 20 wells
- Satellite Fields : 13 wells

- Pressure transient test data are available in key wells.

- Greater Nahorkatiya Field : 22 wells
- Greater Jorajan Field : 51 wells
- Eocene Fields : 20 wells
- Greater Shalmari : 4 wells
- Satellite Fields : 25 wells

- Well test, perforations, and completion data available in digital format.
- BHP and BHT, Pressure–Production and Produced water salinity data available in digital format.
- Reports of various studies for the above fields and reservoirs.

END OF SECTION-II

Part-3

SECTION-III

SPECIAL CONDITIONS OF CONTRACT (SCC)

- 1.0 DEFINITIONS:** Following terms and expression shall have the meaning hereby assigned to them unless the context otherwise requires:
- 1.1 “Equipment” means equipment required for Hydro-fracturing operation as listed in the Contract.
 - 1.2 “Base” means where the Contractor will establish camp for their equipment and personnel. The Contractor has to carry out maintenance for the equipment in the base camp.
 - 1.3 “Operating Area” means those areas in Assam where Hydrofracturing Operation will be carried out.
 - 1.4 “Site” means the land and other places, on/under/in or through which the works are to be executed by the Contractor and any other land and places provided by the company for working space or any other purpose as designated hereinafter as forming part of the Site.
 - 1.5 “Company’s items” means the equipment, materials and services, which are to be provided by company at the expense of company.
 - 1.6 “Contractor’s items” means the Hydro-fracturing Equipment, materials and services, which are to be provided by Contractor to carryout the job satisfactorily, which are listed in section under terms of reference and technical specifications.
 - 1.7 “Commencement Date” means the date of Completion of Mobilization as per clause 2.2 of GCC.
 - 1.8 “Contractor’s personnel” means the personnel as mentioned under section terms of reference and technical specification, to be provided by Contractor to conduct operations hereunder.
 - 1.9 “Contractor’s representatives” means such persons duly appointed by the Contractor to act on Contractor’s behalf and notified in writing to the company.
 - 1.10 “Day” means a calendar day of 24 (Twenty Four) consecutive hours beginning at 06:00 hrs. and ending at 06:00 hrs.
 - 1.11 “Approval” as it relates to Company, means written approval.
 - 1.12 “Facility” means and includes all property of Company owned or hired, to be made available for services under this Contract and as described in this agreement which is or will be a part of the Company“Certificate of Completion” means certificate issued by the Company to the Contractor stating that he has

successfully completed the jobs/works assigned to him and submitted all necessary reports as required by the Company.

- 1.13 “Hydro-fracturing Operation” means all operations required to be carried out pursuant to this contract.

2.0 PROJECT SCHEDULE

2.1 PHASE I STUDY AND SUBMISSION OF REPORT

- 2.1.1 The contractor shall complete the Phase I” Study Phase” of this scope of work mentioned in the SECTION – II of the bid document within 08 weeks from the date of issuance of LOA.

- 2.1.2 The submission of detailed feasibility study, selection of wells, prioritizing /ranking, design the Hydro-fracturing jobs and selection of artificial lift mechanism. Report preparation and presentation at Duliajan including suggestions for well preparation which is mutually agreed by the contractor and Company prior to execution of Hydro-fracturing will be considered to be the end of Phase I.

2.2 PHASE II HYDRO-FRACTURING DESIGN, MOBILIZATION AND EXECUTION

- 2.2.1 Phase II i.e. “Hydro-fracturing design, mobilization and execution” of this scope of work mentioned in the section II of the bid document shall commence after completion of Phase-I.
- 2.2.2 First Phase for 5 Nos. of well: The mobilization of equipment, personnel etc. (including packers and accessories) including all chemicals as mentioned in Section-II should be completed by Contractor within **90 days** from the effective date of the contract i.e from the date of issue of LOA.
Second Phase for 5 Nos.well: The mobilization of equipment, personnel etc. (including packers and accessories) including all chemicals as mentioned in Section-II should be completed by Contractor within **60 days** from the date of issuance of mobilization notice for the second phase by OIL.
- 2.2.3 Packer setting is to be done by Contractor by deploying expert manpower (Company shall provide rig with crew). The service engineer for packer setting/retrieving will be mobilized during work-over operation at location by giving 14 days’ notice to the Contractor.
- 2.2.4 Mobilization of all equipments and personnel shall be completed as mentioned in the clause No. 2.2 of General Conditions of Contract.
- 2.2.5 Mobilization shall be deemed to be complete when all equipments and personnel as mentioned in the scope of work and technical specifications section are placed at the nominated location in readiness to undertake Hydro-fracturing operation.

- 2.2.6 The Contractor shall intimate the Company in writing of their readiness to commence work. The Company representative will start inspection of the mobilized equipment jointly with Contractor's personnel within 03 (Three) days of intimation from the contractor. After inspection of compliance of tender requirements, Company will certify completion of mobilization. Date of certification of mobilization by the company's representative shall be treated as the date of completion of mobilization.
- 2.2.7 It will be responsibility of Company to prepare the well site and carryout well preparation (work-over) if required of the short listed wells prior to Hydro-fracturing and handover the same to the contractor for execution of the Hydro-fracturing job.
- 2.2.8 The execution of Hydro-fracturing jobs shall be completed within 8 months [Phase I: 5 wells within 4 months & Phase II: 5 wells within 4 months] from the date of completion of mobilization.

2.3 **DEMOBILIZATION**

- 2.3.1 "Demobilization" means the disconnection from wellhead of contractor's equipment after completion of the Fracturing Job. The date and time of off-hire survey shall be treated as the date and time of demobilization.
- 2.3.2 The contractor shall demobilize their equipment/personnel immediately on receipt of notice from Company or on completion of hydraulic fracturing job. No rental charges shall be payable after demobilization.
- 2.3.3 The equipment, machinery, services, personnel listed in scope of work, responsibility matrix given in Annexure I of SECTION – II of the bid document designated by an "X" mark in the appropriate column shall be provided at the location by the contractor and at the cost of the contractor.

3.0 **CONTRACTOR'S PERSONNEL**

- 3.1 Except as otherwise hereinafter provided the selection, replacement, and engagement; Contractor shall determine remuneration of Contractor's personnel. Such employees shall be solely of Contractor's employees. Contractor shall ensure that its personnel will be competent and efficient. However, the Contractor shall provide details of experience, qualification and other relevant data of the personnel to be deployed for scrutiny and clearance by the company before the actual deployment. The Contractor shall not deploy its personnel unless cleared by the company.
- 3.2 The Contractor shall have a base office at Base camp at Duliajan to be manned by competent personnel, who shall act for the Contractor in all matters relating to Contractor's obligations under the contract.
- 3.3 Contractor's Personnel: Contractor shall provide all manpower for necessary supervision and execution of all work under this contract to company's

satisfaction except where otherwise stated. The minimum number of key personnel to be deployed is mentioned in this document.

The Contractor's representative shall have all power requisite for performance of the Work. He shall liaise with the Company's representative for the proper co-ordination and timely completion of the job and on any other matters pertaining to the job.

- 3.4 If the Contractor plans to change any personnel from the list, the Contractor shall notify Company in advance of the intended change and give Company the above mentioned particulars of the new person. Company reserves the right to reject any person on such list, and any subsequent changes to the list. A notice period of one week shall be given to mobilize personnel.
- 3.5 The Expatriate personnel of the Contractor shall possess a MHA (Ministry of Home Affairs) clearance and the Contractor shall ensure that the MHA clearance is obtained at his own responsibility and cost prior to any expatriate personnel mobilized to the field.
- 3.6 The Contractor's representative shall have all power requisite for performance of the Work. He shall liaise with the Company's representative for the proper co-ordination and timely completion of the job and on any other matters pertaining to the job.
- 3.7 Personnel provided by the Contractor shall observe all safety and statutory norms applicable to the Company.
- 3.8 An undertaking from all the personnel as per Performa (Annexure-IX) shall be forwarded after deployment of manpower prior to mobilization.

4.0 COMPANY'S REQUISITES

- 4.1 Contractor shall, prior to mobilization, furnish to Company a list of all personnel who are to perform the Services. The list shall show each person's qualifications, details of work history and previous employment with dates, training courses attended, and copies of all pertinent certifications. Personnel must be fluent in written and spoken English.
- 4.2 If the Contractor plans to change any personnel from the list, the Contractor shall notify Company in advance of the intended change and give Company the above mentioned particulars of the new person.
- 4.3 Company reserves the right to reject any person on such list, and any subsequent changes to the list.

5.0 FOOD, ACCOMMODATION, TRANSPORTATION AND MEDICAL FACILITY AT WELL SITE

- 5.1 Contractor shall provide food & services for all its personnel.
- 5.2 Transportation of Contractor's personnel from base camp to work place will be arranged by Contractor at his cost.
- 5.3 Medical Facilities: The Contractor shall arrange for medical facilities for their personnel. However, OIL may provide services of OIL Hospital as far as possible in emergency on payment.

6.0 CONTRACTOR'S ITEMS

- 6.1 Contractor shall provide equipment and personnel to perform the services under the contract as specified in this document.
- 6.2 Contractor shall be responsible for maintaining at its own cost adequate stock levels of items including spares and replenishing them as necessary.
- 6.3 Contractor shall be responsible for the maintenance and repair of all equipment and will provide all spare parts, materials, consumables etc. during the entire period of the contractual period.
- 6.4 Contractor shall provide all petroleum Contractor and lubricants (POL) for operation of Contractor's equipment both at well-site and campsite at Contractor's cost. There shall be **no escalation** in the day rates and others throughout the duration of the contract including extension, if any, on account of **any price increase in fuel/lubricants**. Contractor shall arrange necessary electricity at campsite at their own cost.

7.0 CONDUCTING HYDRO-FRACTURING OPERATIONS

- 7.1 The Contractor shall carry out all operations mentioned hereunder with due diligence in a safe and workmanlike manner and in accordance with accepted International Contractor field practices.
- 7.2 The Hydro-fracturing equipments and all other equipment and materials to be provided by Contractor shall be in good working condition. The company reserves the right to check the relevant certificates of the equipments, certifying the conditions of the equipment. The contractor needs to provide adequate certificates also certifying the quality of the consumables used in Hydro-fracturing job.
- 7.3 Contractor shall be solely responsible for the operation and maintenance of the Contractor's Hydro-fracturing equipments.
- 7.4 Upon completion of a operation in a well, statement stating that the well has been completed in accordance with the terms of this contract and signed by the representatives of both Contractor and Company, will be made available to Company.

- 7.5 **Safety:** Contractor shall observe such safety/pollution control regulations in accordance with acceptable Contractor field practice and applicable Indian Laws such as Mines safety rules etc. Contractor shall take all necessary measures reasonably to provide safe working conditions and shall exercise due care & caution in preventing fire, pollution, explosion and blow out and maintain fire-fighting equipment in sound condition at all times during operation. Contractor shall conduct safety drills.
- 7.6 **Adverse Weather:** Contractor, in consultation with company, shall decide when, in the face of impending adverse weather conditions, to institute precautionary measures in order to safeguard the well, the equipment and personnel to the fullest possible extent.
- 7.7 **AMENDMENTS OF COMPLETION PROGRAMME:** It is agreed that Contractor shall carry out Hydro-fracturing operations in accordance with the programme furnished to Company, which may be amended from time to time by reasonable modification as Company deems fit, in accordance with good Contractor field practices.

8.0 CONTRACTOR'S SPECIAL OBLIGATIONS

- 8.1 It is expressly understood that Contractor is an independent Contractor and that neither it nor its employees and its subcontractors are employees or agents of company provided, however, company is authorized to designate its representative, who shall at all times have access to the Hydro-fracturing equipments, related equipment and materials and all records, for the purposes of observing, inspecting and designating the work to be performed hereunder by Contractor. The Contractor may treat company's representative at well site as being in charge of company's designated personnel at well site. The company's representative may, amongst other duties, observe, test, check and control implementation of Hydro-fracturing operations, equipment and inspect works performed by contractor or examine records kept at well site by Contractor.
- 8.2 **Compliance With Company's Instructions:** Contractor shall comply with all instructions of Company consistent with the provision of this Contract, but not limited to Hydro-fracturing programme, safety instructions, confidential nature of information, etc. Such instructions shall, if Contractor request, be confirmed in writing by company's representative.
- 8.3 **Confidentiality of Information:** All information obtained by Contractor in the conduct of operations hereunder shall be considered confidential and shall not be divulged by Contractor or its employees to anyone other than company's representative. This obligation of Contractor shall be in force even after the termination of the Contract.
- 8.4 Contractor should provide the list of items if any to be imported in the format specified in Proforma-A for issuance of recommendatory letter to Directorate General of Hydrocarbons (DGH), New Delhi for clearance of equipment from Indian customs at concessional (nil) rate of customs duty.

- 8.5 Contractor shall arrange for inland transportation of all equipment, etc. from the port to the place of work and back at the end of the work at their own expense. Arrangement of Road Permits and payment of Assam Entry Tax for bringing equipment/material to Work place shall be Contractor's responsibility.
- 8.6 In case the Contractor imports the equipment etc. on re-export basis, the Contractor shall ensure for re-export of the equipment and all consumables and spares (except those consumed during the contract period) and complete all documentation required. Company will issue necessary certificates etc. as required. The Contractor should arrange for re-export of equipment within 60 days of notice of demobilization issued by the Company. If the re-export is not completed within the specified period, the company shall in no way be responsible for the additional custom duty/penalty etc. imposed by Indian government. The company reserves the right to withhold the payment till all such equipments are exported back and the site/base camp cleared off. Customs duty, penalty etc. levied by customs authorities for such delay shall be to Contractor's account and the same will be deducted by the Company from Contractor's bills and security deposit.

9.0 LOSS OR DAMAGE TO HOLE:

- 9.1 In the event, the well is damaged for improper execution of the Hydro-fracturing program due to Contractor's willful misconduct or gross negligence, Contractor's liability shall be to carry out the the operations as required for completion of the well to the reasonable satisfaction of company at Contractor's cost.

9.2 DAMAGE OR LOSS OF THE HYDRO-FRACTURING EQUIPMENTS:

- a) The Contractor shall at all times be solely responsible for any damage to or loss or destruction of the Hydro-fracturing equipments and its other property irrespective of how such loss, damage or destruction is caused, and even if caused by the negligence of the agents, nominees, assignees, Contractors shall hold harmless and indemnify the Company from and against any expenses, loss or claim related to or resulting from such loss, damages or destruction.
- b) If the Hydro-fracturing equipments is declared to be a total loss and/or construed to be total loss, as determined by the applicable insurance coverage, this contract shall terminate in respect of the Hydro-fracturing equipments as of the occurrence of the event causing such loss and each Contractor shall thereupon be released of all further obligations hereunder in respect of that Hydro-fracturing equipments except for its payment of money then due or liabilities to be charged in respect of work already done under this contract.

(c) LOSS OR DAMAGE OF SUB-SURFACE EQUIPMENT:

Notwithstanding any provision under this contract to the contrary, Company shall assume liability except in the event of gross negligence on the part of

the Contractor, for loss or damage to the Contractor's sub-surface equipment and the down hole tools in the hole below the X-mass tree. Company shall at its option either reimburse the Contractor for the value of lost equipment/tools as declared in the import invoices at the time of mobilization (or subsequent replacement/addition) of the same equipment/ tools or CIF value as reflected in Proforma-A hereto whichever is lower (Plus customs duty paid by the contractor for the equipment tool lost/ damaged, provided that the said custom duty was not borne by the Company and Contractor produces the documentary evidence towards payment of customs duty.) for any such loss or damage, less depreciation @3% per month from the date of commencement of this contract with a maximum depreciation equivalent to 50% of CIF value as indicated by the Contractor or at its option replace similar equipment/tools to the satisfaction of the Contractor and any transportation expenses incurred in connection herewith. All such costs shall be payable by Company only after Contractor has produced documentary evidence that the particular equipment/tools in question was not covered by Contractor's insurance policies. For such claims Contractor should notify the Company within one month. The inspection of recovered equipment from downhole need to be done by Company representative before submission of the invoice by Contractor.

9.3 **BLOWOUT AND POLLUTION**

- 9.3.1 **BLOWOUT OR CRATER:** While carrying out any gravel packing operation, if any blowout or crater occurs due to gross negligence of contractor, contractor should take urgent necessary action to bring the well under control. If the bidder fails to control such situation and if OIL or any other third party is engaged, the contractor shall bear the cost and expenses incurred thereon as mutually agreed upon and shall indemnify and hold company harmless in this regard. This provision is not to be interpreted as company assuming any liability for loss of property, damages, loss of life or injuries caused by such a blowout, except as otherwise provided under the terms and conditions of the contract.
- 9.3.2 **POLLUTION AND CONTAMINATION:** Contractor shall assume all responsibility and liability for cleaning up and removal of pollution or contamination which originates above the surface from spills of fuels, lubricants etc. wholly in Contractor's possession and control and/or directly associated with Contractor's equipment and facilities. The Company shall assist the Contractor in providing the suitable site for safe disposal of such contamination.

10.0 **CUSTOMS DUTY**

- 10.1 Company shall use the Tools/equipment along with the Services under the Contract in the PEL/ML areas renewed/issued to Company after 1.4.1999 and therefore, in terms of Notification No. 21 dated 01.03.2002, goods specified in List-12 imported in connection with petroleum operations under this Contract would attract zero customs duty. Company will issue Recommendatory Letter to Directorate General of Hydrocarbons (DGH), Ministry of Petroleum & Natural Gas, as per Government guidelines for issuance of Essentiality Certificate (EC) from Directorate General of Hydrocarbons, to enable the Contractor to import goods at

concessional (Nil) customs duty so as to provide the services under this Contract provided these goods are specified in the List-12 of the aforesaid Notification.

- 10.2 Contractor shall provide the list of items to be imported by them under the Contract in the format specified in Proforma-A along with their bid for issuance of Recommendatory Letter to DGH. Contractor shall make written request to Company immediately after shipment of the goods indicated by them in Proforma-A, along with the Invoices and all shipping documents (with clear 15 working days' notice) requesting Company for issuance of the Recommendatory Letter. OIL shall issue the Recommendatory provided all the documents submitted by the Contractor are found in order as per contract. It shall be however, Contractor's responsibility to obtain EC from DGH and clear the goods through customs. OIL shall not be liable in whatsoever manner for the rejection of their claims for zero customs duty by any of the authorities including DGH arising solely as a result of any default on the part of the Contractor.
- 10.3** All imports and import clearances under the contract shall be done by the contractor and OIL shall not provide any assistance in this regard.
- 10.4** However, in the event customs duty becomes leviable during the course of contract arising out of a change in the policy of the Government, Company shall be liable for payment of the customs duties leviable in India on Contractor's items as provided in Proforma-A or the actual whichever is less (for the first time import) and at actuals (for subsequent imports), provided Contractor furnishes all necessary documents indicating the estimated customs duty at least 10 days in advance. Such payment of Customs Duty shall be arranged by Company and made available to the representatives of Contractor at Kolkata within 3 working days after Contractor submits the undisputed and clear necessary documents / duty assessment papers at Company's office at Kolkata. Contractor would be responsible for passing such payment to customs authorities at the port of entry. Company's obligation for Customs Duty payment shall be limited / restricted to the tariff rates as assessed by the Customs on the day of clearance, or as on the last day of the stipulated mobilization period. In case of clearance thereafter, on the CIF value of items in Proforma-A will be frozen and any increase in Customs Duty on account of increase in value on these will be to the Contractor's account. Furthermore, in case the above CIF value is not acceptable to assessing Customs Officer and as a result if any excess Customs Duty becomes payable, it shall be to Contractor's account. Before filing Bill of lading, Bill of entry, the Contractor must consult the Company to avoid payment of excess Customs Duty.
- 10.4.1 Contractor shall, however, arrange clearance of such items from Customs and port authorities in India and shall pay all requisite demurrages, if any, clearance fees/charges, port fees, clearing and forwarding agent fees/ charges, inland transport charges etc. Company shall provide all assistance by issuance of necessary letter of authority or other relevant documents and necessary help.
- 10.5** Contractor must ensure that the spares and consumables imported by them for providing the services under Contract are properly used in executing their job under the Contract in the PEL/ML areas of Company for which EC has been

obtained. Contractor shall furnish to Company a certificate as and when the spares and consumables are used/consumed certifying that the spares and the consumables imported by them have been consumed in those ML and PEL areas under the contract for which ECs were obtained by them. In order to avoid any misuse of the spares and consumables imported by the Contractor for providing the services under the Contract, Contractor shall furnish an Undertaking similar to that being furnished by Company to Customs of suitable amount before issue of the Recommendatory Letter.

- 10.6 **DEMOBILISATION & RE-EXPORT** : The Contractor shall arrange for and execute demobilization of the Tools/Equipment/Spare/Accessories/Manpower etc. upon receipt of notice for demobilization from Company. Demobilization shall mean completion/termination of the contract and shall include dismantling of the tools/equipment, including the manpower and re-export of the tools/equipment (if re-exportable) including the unutilized spares and consumables at the cost of the contractor. Demobilization shall be completed by Contractor within 60 days of issue of demobilization notice by Company. Immediately after re-exporting the tools/equipment and the unused spares and consumables, Contractor shall submit the detail re-export documents to Company as documentary proof of re-exporting the tools/equipment and the unused spares and consumables. In case of failure to re-export any of the items as above within the allotted time period of 60 days except under circumstances relating to Force Majeure, Company reserves the right to withhold the estimated amount equivalent to the Customs Duty and/or penalty leviable by Customs on such default in re-export from Contractor's final settlement of bills and Performance Security.
- 10.6.1 In the event all/part of the tools/equipment etc. are transferred by Contractor within the country to an area where nil Customs Duty is not applicable and/or sold to a third party after obtaining permission from Company and other appropriate government clearances in India including permission from DGH and Customs authorities, then Contractor shall be fully liable for payment of the Customs Duty.
- 10.6.2 Contractor must furnish an undertaking that "the tools/equipment imported and also spares/accessories & consumables which remained unutilized after the expiry of the contract, would be re-exported at their own cost after completion of contractual obligation after observing all the formalities/rules as per Customs Act or any other relevant Act of Govt. of India applicable on the subject". In case of non-observance of formalities of any provisions of the Customs Act or any other Act of Govt. of India, the Contractor shall be held responsible for all the liabilities including the payment of Customs Duty and penalties to the Govt. on each issue. Non-compliance of these provisions will be treated as breach of contract and their Performance Bank Guarantee will be forfeited.
- 10.6.3 In the event all/part of the equipment etc. are transferred by Contractor after expiry/termination of the contract within the country to another operator for providing services, and/or sold to a third party, Contractor shall obtain all necessary Govt. of India clearances including permission from DGH and Customs authorities for transferring to another operator and/or sale of the tools/equipment

and the unused spares and consumables to a third party. Company will not be responsible for any non-compliance of these formalities by Contractor. Payment of Customs Duty and penalties(if any) imposed by Govt. of India or Customs authorities for transferring the items in part or in full to an area where Nil Customs Duty is not applicable or sale of the items shall be borne by the Contractor and Contractor indemnifies Company from all such liabilities.

11.0 CONFIDENTIALITY: Contractor agrees to be bound by professional secrecy and undertake to keep confidential any information obtained during the conduct of well operations, including, but not limited to, formations encountered, testing and surveying of the well. And to take all-reasonable steps to ensure the contractor's personnel likewise keep such information confidential.

11.1 This obligation shall keep in force even after the termination date and until such information will be disclosed by company.

11.2 Contractor shall handover to company all company's documents or drafts concerning operations carried out and which are still in its possession before transferring the equipments /Unit to another sphere.

11.3 Contractor shall forbid access to the equipments /Unit to any people not involved in the well operations or not authorized by the company to have access to the equipments /Unit. However, this provision is not applicable to any Government and/or police representative on duty. The Contractor has to arrange on its own for the security of all the equipments being used for Hydro-fracturing job at site and company in no way will be responsible for any damage caused to the equipments by miscreant/theft etc.

12.0 RIGHTS AND PRIVILEGES OF COMPANY:

Company shall be entitled –

12.1 To check the Hydro-fracturing equipments and other Contractor's items before the commencement of operation. If they are not found in good order or do not meet specifications as per Section- II or in case of non-availability of some of the Contractor's items listed therein, the contractor may not be allowed for commencement until the contractor has remedied such default.

12.2 To approve the choice of sub-contractors for any essential third Contractor contract, concerning materials, equipment, personnel and services to be rendered by Contractor. Sub-contract may be entered into by Contractor only after company's approval. However the company bears no liability to such subcontracts.

12.3 To check, at all times, Contractor's stock level, to inspect Contractor's equipment and request for renovation or replacement thereof, if found in unsatisfactory condition or not conforming to regulations or specifications.

12.4 To order suspension of operations while and whenever:

a) Contractor's personnel is deemed by company to be not satisfactory, or

- b) Contractor's equipment does not conform to regulations or to the specifications laid down in the Contract.
- c) Contractor's equipment turns into a danger to personnel on or around the well
- d) Contractor's insurance in connection with the operations hereunder is found by company not to conform to the requirements set forth in the contract.
- e) Contractor fails to meet any of the provisions in the contract.
- f) Any shortage in key/additional (compulsory) personnel and inadequacy of other personnel.

12.5 To reduce the rates reasonably, at which payments shall be made if the contractor is allowed to continue the operation despite having certain deficiency in meeting the requirements as per provision in the contract.

13.0 EMERGENCY

13.1 The company reserves the right to use the manpower and equipments of the Contractor in the advent of any emergency like situation leading to uncontrollable pollution.

14.0 HEADINGS: The headings of the clauses of the contract are for convenience only and shall not be used to interpret the provisions hereof.

15.0 LIQUIDATED DAMAGES & PENALTY

15.1 Mobilization shall be completed and Work shall commence within 90 days from the Date of issue of LOA.

15.2 For default in timely mobilization, the Contractor shall pay to the Company liquidated damages at the rate of 0.5% of the total Contract value for delay of each week or part thereof, subject to a maximum of 7.5% of the total Contract value. Liquidated Damages will be reckoned from the date after expiry of the scheduled mobilization period till the date of actual completion of the mobilization as defined in clause no.2.0 of Section – III.

15.3 If the Contractor fails to mobilize within 90 days from the issue of LOA the Company reserves the right to cancel the Contract without any.

16.0 PERFORMANCE OF THE WORK AND RATE OF PROGRESS

16.1 Company and the Contractor would jointly agree on the fracturing program after the completion of mini-fracture on the well and agree on the size of the fracturing job to be performed and the quantity of proppant that is required to be pumped.

16.2 A successful hydraulic fracturing job will be defined as a job that is pumped with minimum deviation from the treatment design volume as agreed upon by the contractor and Company.

16.3 In case the Contractor during the Main Fracturing operation falls short of at least 75% of the planned quantity of the proppant agreed to be pumped as per job

design, Company would be entitled to deduct 1 (one) day Operating and Personnel Charges for Fracturing Services only for not meeting technical parameters for the job. This shall be Company's only remedy and the Contractor's sole liability for falling short of such agreed job parameters.

- 16.4 The objective in general has been stated in Scope of work and it has to be followed strictly by the contractor. In case of any discrepancy in scope of work, the decision of Company shall be final. All the materials, equipments, spare etc. to be provided by the Contractor and the manner and speed of execution and maintenance of the operation are to be conducted in a manner to the satisfaction of the Company engineer/representatives. Should the rate of progress of the operations or any part of them is at any time too slow in the opinion of the Company engineer/representatives, to ensure the completion of the operations by the prescribed time for completion, Company engineer/representatives may so notify the contractor in writing. The contractor shall reply to the written notice giving details of the measures, he proposes to take to expedite operations in time. If no satisfactory reply to Company's notice is received within a reasonable time, Company shall be free to take any action deemed suitable.

17.0 DISCIPLINE:

The Contractor shall maintain strict discipline and good order among their employees and their Sub-contractors, if any, and shall abide by and conform to all rules and regulations promulgated by the Company. Should the Company feel with just cause that the conduct of any of the Contractor's personnel is detrimental to Company's interests; the Company shall notify Contractor in writing the reasons for requesting removal of such personnel. The Contractor shall remove and replace such employees at their expense within 07 days from the time of such instruction given by the Company.

18.0 ENVIRONMENT MANAGEMENT

- 18.1 Contractor shall ensure that there is no pollution either of water, air or sound during the operation. Contractor shall be more careful and checked for any leakage and immediate corrective action to be taken for such leakages to avoid any pollution problems. Contractor shall inform of such leakages immediately to the Company's Representative.
- 19.0 The Contractor shall not make Company liable to reimburse the Contractor to the statutory increase in the wage rates of the contract labour appointed by the Contractor. Such statutory or any other increase in the wage rates of the contract labour shall be borne by the Contractor.
- 20.0 Any permission from the Mines Directorate in connection with working in excess of 08 (Eight) hours per day shift pattern by the Contractor shall have to be arranged by the Contractor before commencement of the Contract, in consultation with the Company. Moreover, since the Contractor's personnel engaged shall be working under the Mines Act and Oil Mines Regulations, the Contractor shall have to obtain any other relevant permission from the Mines Directorate to engage their employees in compliance with various procedures as per Mines Act. In case of any breach of procedures under applicable provisions of Mines Act, Pollution Control Board (Assam) the Contractor shall be held responsible and they shall bear all expenses arising as a result thereof.

21.0 The Contractor shall not engage labour below 18 (Eighteen) years of age under any circumstances. Persons above 60 years age also shall not be deployed.

22.0 Moreover, the Contractor should obtain and produce in advance before commencement of work, the following certificate/approvals:

- (i) Total manpower list
- (ii) All certificates as per applicable laws including Mines Acts.
- (iii) Regional Labour certificate, if required.

23.0 ASSOCIATION OF COMPANY'S PERSONNEL:

- i) Company may depute one or more than one representative (s) / engineer (s) to act on its behalf for overall co-ordination and operational management at location. Company's representative will be vested with the authority to order any changes in the scope of work to the extent so authorized and notified by the Company in writing. He shall liaise with the Contractor and monitor progress to ensure timely completion of the jobs. He shall also have the authority to oversee the execution of jobs by the Contractor and to ensure compliance of provisions of the contract.
- ii) Company's representatives shall have free access to all the equipment of the Contractor during operations as well as idle time for the purpose of observing / inspecting the operations performed by the Contractor in order to judge whether, in Company's opinion, the Contractor is complying with the provisions of the contract.
- iii) The Contractor shall maintain sufficient stock of the critical spare part to avoid any major shut down. Contractor must observe all safety and statutory norms applicable to the Company to prevent surface pollution and injury to personnel working in the area and provide medical facilities to injured persons if any due to accident/take corrective measures in case of pollution as per the company's man instructions.
- iv) While performing the Work for the Company, Contractor may utilize expertise, know-how and other intellectual capital (including intellectual property) and develop additional expertise, know-how and other intellectual capital (including intellectual property) which are Contractor's exclusive property and which Contractor may freely utilize in providing services for its other customers. Except where expressly and specifically indicated in writing, and in exchange for appropriate agreed payment, Contractor does not develop any intellectual property for ownership by Company, Contractor retains sole ownership of any such intellectual capital (including intellectual property) created by Contractor during the course of providing the Services.
- v) All the clauses in this contract are limited to execution of this contract only and do not carry any precedence whatsoever for any OIL's such or similar tenders/contracts in future.

24.0 KNOWLEDGE OF SITE CONDITION

Contractor shall be deemed to have inspected and examined the sites and its surroundings and information available in connection therewith and to have satisfied himself the form and nature thereof including the topography of the area of operation, well sites, approaches, infilled roads / bridge conditions, climate etc. and quantities and nature of work and materials necessary for the completion of the work, the means of access, and in general to have obtained himself all necessary information of all risks, contingencies and circumstances affecting his obligations and responsibilities therewith under the contract and his ability to perform it.

25.0 Company hereby acknowledges that the equipment and tools ("Equipment") that are owned and utilized by Contractor to perform its service obligations under the Contract shall be at all times be, handled and manned by the Contractor. Company shall not be entitled to use/operate/possess any of the Contractor's Equipment for providing Services under the Contract. To clarify that control, custody and possession of Contractor's equipment will always be with the Contractor.

26.0 RESPONSIBILITIES:

The Contractor shall perform its obligations under this Contract, such that: The Services shall be rendered strictly in conformity with instructions of the Company, Applicable Laws, Directives, Clearances, Good Industry Practice, the Codes and Standards and this Contract; and The Contractor shall assume full responsibility for and shall ensure the proper, timely and expeditious performance of the Services in accordance with the Services Schedule and the Delivery of the Goods at the Site in accordance with the Delivery Schedule. Accordingly, the Contractor shall provide such necessary resources and experienced personnel having the requisite expertise for the purposes stated in this Contract. Except as otherwise expressly provided in this Contract, the Contractor agrees and acknowledges that it shall perform all of its obligations and responsibilities under this Contract at its own risk and Cost. The Contractor acknowledges and confirms that it shall be responsible for the Goods as a bailee thereof and shall accordingly fulfil its obligations in accordance with the provisions of this Contract which will include, but not limited to the following:

Nothing in this Contract confers title or interest in the, in favour of the Contractor on any of its group companies and the Contractor shall make no claim regarding title or interest in the Goods;

This Contract does not create any pledge over the Goods in favour of the Contractor or vest the Contractor with any right of lien or any other Encumbrance over Goods, thus, at all times the ownership and title in the Goods is retained with the Company;

The Contractor shall not commit any act that results in and shall not permit the modification (save as reasonably necessary for the purpose of securing the safety thereof), sale, disposal, transfer of possession of or creation of any Encumbrance

over the Goods at any time during which the Contractor has possession thereof, except upon receipt of instructions from the Owner to the contrary.

27.0 INTELLECTUAL PROPERTY: While performing the Work for the Company, Contractor may utilize expertise, know-how and other intellectual capital (including intellectual property) and develop additional expertise, know-how and other intellectual capital (including intellectual property) which are Contractor's exclusive property and which Contractor may freely utilize in providing services for its other customers. Except where expressly and specifically indicated in writing, and in exchange for appropriate agreed payment, Contractor does not develop any intellectual property for ownership by Company, Contractor retains sole ownership of any such intellectual capital (including intellectual property) created by Contractor during the course of providing the Services.

28.0 All the clauses in this tender are limited to execution of this tender only and do not carry any precedence whatsoever for any OIL's such or similar tenders in future.

29.0 Custody and Possession of Contractor's Equipment Company hereby acknowledges that the equipment and tools ("Equipment") that are owned and utilized by Contractor to perform its service obligations under the Contract shall be at all times be, handled and manned by the Contractor. Company shall not be entitled to use/operate/possess any of the Contractor's Equipment for providing Services under the Contract. To clarify that control, custody and possession of Contractor's equipment will always be with the Contractor.

30.0 RISK OF DAMAGE:

Once the goods arrived at CIF [Indian] Port, the Contractor shall be responsible for any damage or loss arising to the goods. Contractor shall be responsible for obtaining insurance of goods in the name of Company and in case of any of damage or loss arising to the goods (includes expiry of shelf life) lying with the Contractor (which are owned by the Company), the Contractor shall be liable for the same subject to maximum value of goods (after deducting the insurance claim obtained by the Company).

END OF SECTION-III

PART-3

SECTION-IV

SCHEDULE OF RATES

The Contractor shall quote their rates in the price bids as per the format given in Proforma-B. The quantities mentioned against each item in Price Bid Format /Price Schedule is for evaluation purposes only. However, payment shall be made for the actual work done subject to maximum rate quoted by the bidder per well . Bidders also must fill up the price break up as mentioned in the Proforma B1. However, offers will be evaluated based on the Proforma B only [Except Evaluation for proppant will be done on 110MT in 1600bbls of fluid per well].

1.0 Study of wells for Hydro fracturing well selection and submission of Report

Company will pay the contractor a lump sum amount for the study phase of this contract on receipt of report for techno economic feasibility study for candidate selection of prospective wells for hydro fracturing along with the mobilization charges for phase 1.

2.0 Mobilization charge

a. Mobilization Charge Phase I: Initially five nos of wells will be selected for first phase of Hydro Fracturing.

Mobilization charges Phase I (Lump sum) for complete set of equipment as per scope of work shall be applicable after the complete set of equipment has been mobilized, installed, commissioned and on-hire survey completed at the designated location of company subject to satisfactory mobilization report from company representative.

b. Interim-Re-Mobilization Phase II:

Based on the performance of hydro-fracturing operation in the 5 nos. of candidate wells, a decision will be taken to further go ahead with the remailing 5 nos. candidate wells for HF.” Mobilization charges Phase II (Lump sum) for complete set of equipment as per scope of work shall be applicable after the complete set of equipment has been mobilized, installed, commissioned and on-hire survey completed at the designated location of company subject to satisfactory mobilization report from company representative.

3.0 De-mobilization charge

Demobilization charges (Lump sum) for the complete set of equipment shall be applicable, after removal of all equipment, material and personnel pertaining to contractor/its sub-contractor, from the premises of company and satisfactory off-hire survey by the representative of company. However, company shall not pay demobilization charges of unit/equipment, if on completion of contract/ termination, Contractor does not remove the unit from the last well area of operation.

4.0 Supply of Packer & accessories

Supply of Packer and accessories: Company will pay the contractor the cost of packer and its related accessories supplied for completion of wells [5 wells in phase I and 5 wells in phase II] during work over and well preparation after successful execution of hydro-fracturing job in each well on per well basis.

5.0 Supervision, installation of the packer charge along with its retrieval if required

Company will pay charges for expert personnel for carrying out packer completion, as per quoted rates in the Price Schedule, after setting of packer in the designated well and satisfactory job completion report from company representative.

6.0 Rental charge of equipment

Rental charge for equipment mention in clause No 4.2.1 to 4.2.18 of Terms of Reference/Scope of Work on daily rate basis shall be paid to the contractor as per price quoted in the Price Schedule. The daily rental charges will be payable in addition to operating day rate charges. No rental charge will be applicable during the interim demobilization & interim mobilization period.

7.0 Cost of High strength Proppant

Proppant charge shall be paid as per actual consumption. The rate will be governed as per the price bid format. The details of actual consumption of Proppant will be maintained by the representative of OIL. A copy of the same duly certified by the contractor's representative and OIL representative would be sent to finance for making payment.

Evaluation for proppant will be done on 110MT in 1600bbls of fluid per well. However payment will be done on actual consumption subject to maximum of 110 MT of Proppant per well. Price Break of each chemical must be filled up as per Proforma B1

8.0 Cost of Other Fracturing Chemicals

Fracturing Chemical charge shall be paid as per actual consumption subject to maximum rate quoted by the bidder per well. The rate will be governed as per the price bid format. The details of actual consumption of various materials will be maintained by the representative of Company. A copy of the same duly certified by the contractor's representative and Company's representative would be sent to finance for making payment. Price Break of each chemical up must be filled up as per Proforma B1

9.0 Operating day Rate for Equipment

Company shall pay Contractor an operating day rate for equipment for actual number of days during execution of Hydraulic fracturing jobs. Operating day rate based on 12-hr operations/day shall be payable to contractor for the days of operation of surface equipment. Operating day rate charges will be payable in addition to daily rental charges when the equipment's are in operation.

10.0 Operating day Rate for Manpower

Operating day Rate for Manpower charges shall include the charges for manpower deployed for executing hydrofracturing on operational days. A copy of certificate clearly indicating no of operational days, duly certified by Company representative shall be submitted by the Contractor in this regard for making payment.

11.0 Stand-by Day rate for manpower

Company shall pay contractor standby rate for manpower on day rate basis i.e. non-operating rate payable for following operations:

- i) Waiting for instructions after successful mobilization, testing and commissioning of all the equipment, tools, materials and manpower at the designated location.
- ii) Interruption/delay in moving the equipment due to Company having failed to give prior notice and proper access.
- iii) Repairing damage to Contractor's equipment caused by actions of Company.
- iv) Waiting on Company's order/material/services whilst all HF equipment of Contractor are ready at the well site along with all required chemicals and personnel, but are not running. In such cases, Standby day rate shall be payable to contractor on pro-rata basis of 24 hrs/day.

Note: No stand by day rate will be applicable during the interim demobilization & interim mobilization period.

12.0 Inter Location Movement (ILM) charge

Company shall pay the contractor a lump sum amount for each ILM of the equipment, chemicals etc. from one location to another location as per the price quoted by the contractor in the Price Schedule.

END OF PART-3

&&&&

PROFORMA-A

LIST OF ITEMS (Equipment, Tools, Accessories, Spares & consumable)
TO BE IMPORTED IN CONNECTION WITH EXECUTION
OF THE CONTRACT SHOWING CIF VALUE

Srl #	Item Description	Qty/ Unit	Rate	Total	Freight & Insurance	CIF Value	Port & other charge	Landed Cost	Is it re-exportable? YES or NO	Year of Mfg.	HSN Code
A	B	C	D	E = C x D	F	G = F + E	H	I = G+H	J	K	L

- (1) The items which are not of consumable in nature and required to be re-exported outside India after completion of the Contract should be indicated as "YES" in column "J".
- (2) The items, which are of consumable in nature should be indicated as "NO" in column "J".
- (3) For estimation of applicable customs duty, the bidders are required to indicate customs tariff code (i.e. HSN Code) of each item in column "L".

Authorised Person's Signature: _____
Name: _____

Seal of the Bidder:

PRICED ID FORMAT

(The Price Bid Formats are available in “Notes and Attachments” tab in the e-Tender Portal) Bidders must also fill up the price break up as mentioned in the Proforma B1.

BID FORM

To

M/s. Oil India Limited,

P.O. Duliajan, Assam, India

Sub: IFB No. CDG1887P20

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 services in conformity with the said conditions of Contract and Terms of Reference for the sum of _____ (Total Bid Amount in words and figures) 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 within (_____) days calculated from the date both parties have signed the Contract.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum not exceeding _____ for the due performance of the Contract.

We agree to abide by this Bid for a period of 180 days from the date fixed for 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 Contract is prepared and executed, 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 _____ 20__.

Authorised Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bidder:

STATEMENT OF NON-COMPLIANCE
(Only exceptions/deviations to be rendered)

1.0 The Bidder shall furnish detailed statement of **exceptions/deviations**, if any, to the tender stipulations, terms and conditions in respect of each Section of Bid Document in the following format:

Section No.	Clause No. (Page No.)	Non-Compliance	Remarks

2.0 In addition to the above the Bidder shall furnish detailed information pertaining to construction, operational requirements, velocity-pattern, added technical features, if any and limitations etc. of the Inspection Tool proposed to be deployed.

Authorised Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bidder:

NOTE: OIL INDIA LIMITED expects the bidders to fully accept the terms and conditions of the bid document. However, should the bidders still envisage some exceptions/deviations to the terms and conditions of the bid document, the same should be indicated as per above format and submit along with their bids. If the “**Statement of Compliance**” in the above Proforma is left blank (or not submitted along with the technical bid), then it would be construed that the bidder has not taken any exception/deviation to the tender requirements.

FORM OF BID SECURITY (BANK GUARANTEE)

To:

M/s. OIL INDIA LIMITED,
CONTRACTS DEPARTMENT,
DULIAJAN, ASSAM, INDIA, PIN - 786 602.

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, Duliajan, Assam, India (hereinafter called the Company)'s Tender No. -----KNOW ALL MEN BY these presents that we (Name of Bank) _____ of (Name of Country) _____ having our registered office at _____ (hereinafter called "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.

SEALED with the said Bank 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.

We undertake to pay to Company up to the above amount upon receipt of its first written demand (by way of letter/fax/cable), 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 any 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.

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 _____

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.

** Date of expiry of Bank Guarantee should be as specified in the tender document.

Note:

The Bank Guarantee issuing bank branch must ensure the following:

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

- i) "MT 760 / MT 760 COV for issuance of bank guarantee.
- ii) "MT 760 / MT 767 COV for amendment of bank guarantee.

The above message/intimation indicating the Tender No. **CDG1887P20** shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code – UTIB0001129, Branch address – AXIS Bank Ltd., Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District Dibrugarh, PIN – 786602.

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

FORM OF PERFORMANCE BANK GUARANTEE

To:

M/s. OIL INDIA LIMITED,
CONTRACTS DEPARTMENT
DULIAJAN, ASSAM, INDIA, PIN - 786 602.

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 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: _____

Note:

The Bank Guarantee issuing bank branch must ensure the following:

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

- i) “MT 760 / MT 760 COV for issuance of bank guarantee.
- ii) “MT 760 / MT 767 COV for amendment of bank guarantee.

The above message/intimation indicating the Contract No.-----shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code – UTIB0001129, Branch address – AXIS Bank Ltd., Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District Dibrugarh, PIN – 786602.

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

AGREEMENT FORM

This Agreement is made on ____ day of _____ between Oil India Limited, a Government of India Enterprise, incorporated under the Companies Act 1956, having its registered office at Duliajan in the State of Assam, hereinafter called the "Company" which expression unless repugnant to the context shall include executors, administrators and assignees on the one part, and M/s _____ (Name and address of Contractor) hereinafter called the "Contractor" which expression unless repugnant to the context shall include executors, administrators and assignees on the other part,

WHEREAS the Company desires that Services _____ (brief description of services) should be provided by the Contractor as detailed hereinafter or as Company may requires;

WHEREAS, Contractor engaged themselves in the business of offering such services represents that they have adequate resources and equipment, material etc. in good working order and fully trained personnel capable of efficiently undertaking the operations and is ready, willing and able to carry out the said services for the Company as per Section-II attached herewith for this purpose; and

WHEREAS, Company had issued a firm Letter of Award No. _____ dated _____ based on Offer No. _____ dated _____ submitted by the Contractor against Company's IFB No. **CDG1887P20** .

WHEREAS, Contractor accepted the above Letter of Award vide----- and submitted Performance Bank Guarantee No. ----- Dated----- valid till----- issued by -----(Bank's name with detailed address) for an amount of ----- . All these aforesaid documents shall be deemed to form and be read and construed as part of this agreement/contract. However, should there be any dispute arising out of interpretation of this contract in regard to the terms and conditions with those mentioned in Company's tender document and subsequent letters including the Letter of Intent and Contractor's offer and their subsequent letters, the terms and conditions attached hereto shall prevail. Changes, additions or deletions to the terms of the contract shall be authorized solely by an amendment to the contract executed in the same manner as this contract.

NOW WHEREAS, in consideration of the mutual covenants and agreements hereinafter contained, it is hereby agreed as follows -

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. In addition to documents herein above, the following Sections and Annexures attached herewith shall be deemed to form and be read and construed as part of this agreement viz.:

- (a) Section-I indicating the General Conditions of this Contract;
- (b) Section-II indicating the Terms of Reference;
- (c) Section-III indicating the Special Conditions of Contract;
- (d) Section-IV indicating the Schedule of Rates.

3. In consideration of the payments to be made by the Company to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Company to provide the Services and to remedy defects therein in conformity in all respect with the provisions of this Contract.

4. The Company hereby covenants to pay the Contractor in consideration of the provision of the Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

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

Signed, Sealed and Delivered,

For and on behalf of
Contractor

Company (Oil India Limited)

for and on behalf of

(M/s. _____)

Name:

Name:

Status:

Status:

In presence of

1.

2.

In presence of

1.

2.

PROFORMA LETTER OF AUTHORITY

To:

CGM (CONTRACTS)

Oil India Ltd.,

P.O. Duliajan - 786 602

Assam, India

Sir,

Sub: OIL's IFB No. CDG1887P20

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:

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.

AUTHORISATION FOR ATTENDING BID OPENING

TO,

Date: _____

CGM (CONTRACTS)

Oil India Ltd.,

P.O. Duliajan - 786 602

Assam, India

Sir,

Sub: OIL's IFB No. CDG1887P20

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

Yours Faithfully,

Authorised 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.

&&&&&&&&

INTEGRITY PACT

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 **services under Tender No. CDG1887P20** . 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 and Contractor/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 and the execution of the contract 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:

1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the 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.

2. 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 or the contract execution.

3. 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 Page 2 of 6 substantive suspicions in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section: 2 -Commitments of the Bidder/Contractor

(1) The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

1. The Bidder/Contractor 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 h e/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

2. The Bidder/Contractor 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.

3. The Bidder/Contractor will not commit any offence under the relevant Anticorruption Laws of India; further the Bidder/Contractor 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.

4. The Bidder/Contractor 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.

(2) The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

(3) The Bidder/Contractor 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 or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor 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/Contractor 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 3 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/Contractor 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 till the final completion of the contract **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) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.

3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor 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 or the contract, if already awarded, can be terminated 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 and contractors.

2. The Bidder / Contractor undertake(s) to procure from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor 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 external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

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 Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor 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 Contractor. The parties offer to 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 / contractor 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.

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, i.e. New Delhi. 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. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.

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

Place: Duliajan

Witness1:

Date: --.--.2018

Witness 2:

For the Bidder/Contractor

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

&&&&

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

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 (Rs.) Crores or US \$ Million)	NET WORTH In INR (Rs.) Crores or US \$ Million)

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

Place:

Date:

Seal:

Membership Code:

Registration No. :

Signature

Proforma of Bank Guarantee towards Purchase Preference – Local Content

Ref. No. _____

Bank Guarantee No. _____

Dated _____

To
Oil India Limited

India

Dear Sirs,

1. In consideration of _____ (hereinafter referred to as OIL, which expression shall, unless repugnant to the context or meaning thereof, include all its successors, administrators, executors and assignees) having entered into a CONTRACT No. _____ dated _____ (hereinafter called 'the CONTRACT' which expression shall include all the amendments thereto) with M/s _____ having its registered/head office at _____ (hereinafter referred to as the 'CONTRACTOR') which expression shall, unless repugnant to the context or meaning thereof include all its successors, administrators, executors and assignees) and OIL having agreed that the CONTRACTOR shall furnish to OIL a Bank guarantee for India Rupees/US\$ _____ for the faithful fulfillment of conditions pertaining to Local Content in accordance with the value mentioned in the certificate of Local Content submitted by the contractor for claiming purchase preference under the Purchase Preference Policy (linked with Local Content).

2. We (name of the bank) _____ registered under the laws of _____ having head/registered office at _____ (hereinafter referred to as "the Bank", which expression shall, unless repugnant to the context or meaning thereof, include all its successors, administrators, executors and permitted assignees) do hereby guarantee and undertake to pay to OIL immediately on first demand in writing any / all money to the extent of Indian Rs./US\$ (in figures) _____ (Indian Rupees/US Dollars (in words) _____) without any demur, reservation, contest or protest and/or without any reference to the CONTRACTOR. Any such demand made by OIL on the Bank by serving a written notice shall be conclusive and binding, without any proof, on the bank as regards the amount due and payable, notwithstanding any dispute(s) pending before any Court, Tribunal, Arbitrator or any other authority and/or any other matter or thin whatsoever, as liability under these presents being absolute and unequivocal. We agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable until it is discharged by OIL in writing. This guarantee shall not be determined, discharged or affected by the liquidation, winding up, dissolution or insolvency of the CONTRACTOR and shall remain valid, binding and operating against the bank.

3. The Bank also agrees that OIL at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance, without proceeding against the CONTRACTOR and notwithstanding any security or other guarantee that OIL may have in relation to the CONTRACTOR's liabilities.

4. The Bank further agrees the OIL shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said CONTRACT or to extend time of performance by the said CONTRACTOR(s) from time to time or to postpone for any time or from time to time exercise of any of the powers vested in OIL against the said CONTRACTOR(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relived from our liability by reason of any such variation, or extension being granted to the said CONTRACTOR(s) or for any forbearance, act or omission on the part of OIL or any indulgence by OIL to the

said CONTRACTOR(s) or any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

5. The Bank further agrees that the Guarantee herein contained shall remain in full force during the period that is taken for the performance of the CONTRACT and all dues of OIL under or by virtue of this CONTRACT have been fully paid and its claim satisfied or discharged or till OIL discharges this guarantee in writing, whichever is earlier.

6. This Guarantee shall not be discharged by any change in our constitution, in the constitution of OIL or that of the CONTRACTOR.

7. The Bank confirms that this guarantee has been issued with observance of appropriate laws of the country of issue.

8. The Bank also agrees that this guarantee shall be governed and construed in accordance with Indian Laws and subject to the exclusive jurisdiction of Indian Courts of the place from where the purchase CONTRACT has been placed.

9. Notwithstanding anything contained herein above, our liability under this Guarantee is limited to Indian Rs./US\$(in figures) _____ (Indian Rupees/US Dollars (in words) _____) and our guarantee shall remain in force until _____(indicate the date of expiry of bank guarantee).

Any claim under this Guarantee must be received by us before the expiry of this Bank Guarantee. If no such claim has been received by us by the said date, the rights of OIL under this Guarantee will cease. However, if such a claim has been received by us within the said date, all the rights of OIL under this Guarantee shall be valid and shall not cease until we have satisfied that claim.

In witness whereof, the Bank through its authorized officer has set its hand and stamp on this _____ date of _____ 20____ at _____

WITNESS NO.1

(Signature)

Full name and official address
Full name, designation and address
(in legible letters)
Stamp

(in legible letters)
With Bank

WITNESS NO.2

(Signature)

Full name and official address
(in legible letters)
Stamp

Attorney as power of
Attorney no. _____
Dated _____

**To
CGM-CONTRACTS
OIL INDIA LIMITED
DULIAJAN-786602**

SUB: SAFETY MEASURES FOR TENDER NO. CDG1887P20

DESCRIPTION OF WORK/ SERVICE:

Sir,

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

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

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

- i) _____
- ii) _____
- iii) _____

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

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

d) We hereby accept the responsibility for the safety of all the personnel engaged by us and for the safety of the Company's personnel and property involved during the course of our working under this contract. We would ensure that all the provisions under the Oil Mines Regulations, 1984 and other safety rules related to execution of our work would be strictly followed by our personnel. Any violation pointed out by the Company's Engineers would be **rectified forthwith** or the work suspended till such time the rectification is completed by us and all expenditure towards this would be on our account.

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

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

(Seal)

Date_____

M/s_____

Yours Faithfully

FOR & ON BEHALF OF CONTRACTOR

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

Ref. No. _____

Date _____

**To,
CGM-CONTRACTS
OIL INDIA LIMITED
DULIAJAN-786602**

Sub: Undertaking of authenticity of information/documents submitted

Ref: Your tender No. _____ **Dated** _____

Sir,

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

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

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

Yours faithfully,

For (type name of the firm here)

Signature of Authorised Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

BEC/BRC-COMPLIANCE MATRIX

Clause No.	Description	Bidders Remarks Complied / Not Complied / Deviation	Bidder to indicate Relevant Page No of their Bid to support the remarks/ compliance
	<p>This tender is floated on the concept of Framework contract to finalize the technically qualified bidders for the tender scope of work. However, based on the current requirement for 1st 10 (Ten) nos. of hydrofracturing jobs, a contract will be awarded to lowest techno-commercially acceptable bidder qualified through this tender. With all the Techno-commercially qualified bidders, a framework agreement will be done for a duration of 02 (Two) years from the award of the contract against the current tender.</p> <p>Thus bidders who submit their offer in terms of consortium or Technical collaboration or Joint ventures are requested to confirm the validity of the Agreement, MOU, Guarantee etc. for approximately 2 (two) years i.e. upto 31.12.2021, so as to cover the bidders under Framework Agreement. In the event of requirement for the tendered services within the validity of the framework agreement, Price Bid and financial criteria - net worth and annual turnover, Vintage of equipment, etc. [if required] will be sought with the same terms and conditions and scope of work from those techno-commercially qualified bidder(s). Bidders are to confirm the acceptance of framework agreement categorically in their offer for their consideration for Framework Agreement. A format Proforma BB (Attached in the tender documents) in this regard are to be provided as part of the</p>		

	Technical offer.		
1.0 A - 1.1	<p>i)The bidder shall have experience of successfully completing at least 05 (Five) nos. of hydro-fracturing jobs for oil/gas wells during the last 07 (Seven) years reckoned from the original bid closing date.</p> <p>ii)In support of the experience criteria of A. 1.1. i) above, the bidder must furnish the following documentary evidences self-certified, in the form of:</p> <p>a)Copies of Relevant pages of the contract document showing Contract Number, period of contract and Scope of work etc.</p> <p>b)Copies of completion Certificate(s) or payment certificate(s) or any other documents which substantiate completion of the jobs, issued by the client(s) with contact details of the issuing person /organization (e-mail address, Phone Number, Fax number etc.).</p>		
1.0A -1.1	i.All the major equipment offered (i.e. Pumping Unit and Blender unit) shall not be manufactured before 01.01.2014. In support of vintage of offered equipment, the bidder shall submit an undertaking confirming that the offered equipment (i.e. Pumping Unit and Blender unit) are not manufactured before 01.01.2014.		
1.2-1.3	<p>BID FROM INDIAN COMPANY/INDIAN JOINT VENTURE COMPANY WITH TECHNICAL COLLABORATION/JOINT VENTURE PARTNER:</p> <p>In case, the bidder is an Indian Company/Indian Joint Venture Company who does not meet the experience criteria as per Clause No. A. 1.1. i) above, may also bid on the strength of Technical Collaborator/Joint Venture Partner provided all the following criteria are complied:</p> <p>(a) The primary bidder shall have the experience of successfully completing at least 01 (One) No of contract for providing oilfield services relating to oil and gas well operations like</p>		

	<p>Drilling/Workover/Production Testing /Wellhead Flow Assurance/ESP operations/Wellhead Production Facility /Matrix Acidization/Well Stimulation/Sand Control, during the last 07 (Seven) years prior to the original bid closing date. In support of the experience, the bidder shall submit documentary evidences as per clause A. 1.1. ii) above.</p> <p>(b) The primary bidder shall meet the sub-clauses 1.0, 2.0, 3.0, 4.0 and 5.0 under Clause B. 'FINANCIAL EVALUATION CRITERIA' below.</p> <p>(c) The Technical Collaborator/Joint Venture Partner at its own shall meet the experience criteria A. 1.1. i) above. The experience of the Technical Collaborator/Joint Venture with other firms will not be qualified. In this regard, the documents establishing experience of the Technical Collaborator/Joint Venture Partner shall be submitted as per clause A. 1.1. ii) above</p> <p>1.3 Indian bidders quoting based on technical collaboration/joint venture, shall submit a Memorandum of Understanding (MOU)/Agreement with their technical collaborator/joint venture partner clearly indicating their roles under the scope of work which shall be addressed to OIL and shall remain valid and binding for the contract period under this tender.</p>		
1.4	<p><u>1.3 BID FROM CONSORTIUM OF COMPANIES:</u></p> <p>In case, the bidder is a consortium of companies, the following requirement should be satisfied by the bidder:</p> <p>(a)The Leader of the consortium shall satisfy the minimum experience requirement as per clause No. A. 1.1. i) or the clause A. 1.2. (a) above.</p> <p>(b)If the Leader of the consortium meets the clause A. 1.2. (a) but does not meet the requirement as per clause No. A. 1.1. i), then any of the consortium members shall</p>		

	<p>individually meet clause A. 1.1. i).</p> <p>(c)The consortium members shall have to meet the financial criterion mentioned in Clause No. B, 2.0 below.</p> <p>(d)The leader of the Consortium can submit bid on behalf of consortium of bidders. Memorandum of Understanding (MOU) between the Consortium members duly executed by the CEOs of the consortium members and Notarized must accompany the bid which should clearly define role/scope of work of each partner/member and should clearly define the leader of consortium. Memorandum of Understanding (MOU) must also state that all the members of consortium shall be jointly and severally responsible for discharging all obligations under the Contract. However, the Leader of the Consortium must submit an undertaking along with the technical bid towards unconditional acceptance of full responsibility for executing the 'Scope of Work' of this bid document. In case of award, such MOU shall be kept valid through the entire contract period, including extensions, if any. The following provisions should also be incorporated in the MOU executed by the members of the Consortium.</p> <p>(e) Only the Leader of the consortium shall register in the e-tender portal and submit bid on behalf of the consortium. The other members of the Consortium shall ratify all the acts and decisions of the Leader of Consortium, which are taken in connection with and/or during the evaluation of the tender and execution of the contract.</p> <p>i) The Bid Security shall be in the name of the Leader of the consortium on behalf of consortium with specific reference to consortium bid and name & address of consortium members.</p>		
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	<p>Similarly, the Performance Security shall be in the name of the Leader on behalf of the consortium.</p> <p>ii) The leader of the consortium on behalf of the consortium shall coordinate with OIL during the period the bid is under evaluation as well as during the execution of works in the event contract is awarded and he shall also be responsible for resolving dispute/misunderstanding/undefined activities, if any, amongst all the consortium members.</p> <p>iii) Any correspondence exchanged with the leader of consortium shall be binding on all the consortium/joint venture members.</p> <p>iv) Payment shall be made by OIL only to the leader of the consortium towards fulfilment of contract obligations.</p> <p>v) In case of Consortium bids, the bid shall be digitally signed by the leader of Consortium. The Power of Attorney from each member authorising the leader for signing and submission of Bid on behalf of individual member must accompany the Bid offer.</p> <p>vi) Documents/details submitted with the bidding document pertaining to qualification must be furnished by each partner/member of consortium and should be complete in all respects clearly bringing up their experience especially in the form of work in their scope.</p> <p>vii) Signing of Contract: In the event of award of contract to the consortium,</p>		
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	<p>the contract to be signed by the members of the consortium and the liability of each one of them shall be jointly and severely.</p> <p>viii) Members of the consortium are not allowed to quote separately/independently against this tender. All the bids received in such case will be summarily rejected. Further, all bids from parties with technical support from the same Principal will be rejected.</p>		
1.5	<p>Bidder(s) quoting in Collaboration/joint venture Partnership/ Consortium with any firm are not allowed to quote separately/independently against this tender. The collaborator is also not allowed to quote separately/independently against this tender. All the bids received in such case will be summarily rejected.</p>		
1.8	<p><u>MOBILISATION TIME:</u></p> <p>1st Phase : In the first phase ,hydro-fracturing operation to be done in the 5 nos. of candidate wells. The bidders must confirm their compliance in their “Technical” bid to complete first phase of the mobilization within 90 days from the date of issue of Mobilization Notice after issuance of Letter of Award (LOA). Offers without confirmation of stipulated mobilization time or with mobilization time more than 90 days will be summarily rejected. The bidder shall confirm compliance of this in their technical bid.</p> <p>2nd Phase: Based on the performance of hydro-fracturing operation in the 5 nos. of candidate wells, a decision will be taken to further go ahead with the remaining 5 nos. candidate wells for HF. The second phase of mobilization to be completed within 60 Days from the date of issue of Mobilization Notice. Offers without confirmation of stipulated mobilization time or with</p>		

	<p>mobilization time more than 60 days will be summarily rejected. The bidder shall confirm compliance of this in their technical bid.</p>		
B	<p><u>FINANCIAL REJECTION CRITERIA:</u></p> <p>1.0 The bidder shall have an annual financial turnover of minimum Rs. 21.18 Crore (or equivalent USD \$ 30,50,000.00) during any of the preceding 03 (Three) financial/accounting years reckoned from the original bid closing date.</p> <p>2.0 In case of Consortium of companies, any one of the Consortium member shall have an annual financial turnover of minimum Rs. 21.18 Crore (or equivalent USD \$ 30,50,000.00) during any of the preceding 03 (Three) financial/accounting years reckoned from the original bid closing date and other member(s) of the Consortium shall have an annual financial turnover of minimum Rs. 10.59 Crore (or equivalent USD \$15,25,000.00) during any of the preceding 03 (Three) financial /accounting years reckoned from the original bid closing date. Borrowing support from parent/supporting company is not allowed to meet the financial criteria.</p> <p>3.0 "Net worth of bidder must be positive for preceding financial/accounting year. In case of consortium bidding net worth of all the consortium partners individually should be positive for the accounting year preceding the bid closing date.</p> <p>4.0 Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding 06 (Six) months 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</p>		

	<p>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 year 2019 (as the case may be) has actually not been audited as in the Original bid closing date as per format</p> <p>NOTE:</p> <p>(a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:</p> <p>i) A certificate issued by a practicing Chartered/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE-B to BEC OR</p> <p>ii) Audited Balance Sheet along with Profit & Loss account. In case of foreign bidders, self-attested/digitally signed printed published accounts are also acceptable.</p> <p>(b) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.</p> <p>5.0 In case the bidder is a subsidiary company [not as consortium member] (should be a 100% 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 following documents need to be submitted along with the technical bid:</p> <p>(i) Audited Balance Sheet and Profit Loss Account of the</p>		
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	<p>parent/ultimate parent/holding company.</p> <p>(ii) Corporate Guarantee of parent/ultimate parent/Holding company (as per format enclosed as Annexure-VI(c) by the authorized officials.</p> <p>(iii) The bidder is a 100% subsidiary company of the parent/ultimate/holding parent company.</p> <p>(iv) Documents proving that Net worth of the parent/ultimate parent company is positive for the accounting year preceding the bid closing date”.</p> <p>NOTES: OIL reserves the right to ask for any Original or other relevant document to verify the certification.</p>		
C	<p>COMMERCIAL REJECTION CRITERIA:</p> <p>1.0 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 Attachments” Tab and Priced Bid as per Proforma-B 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.</p> <p>2.0 Bidder shall offer firm prices. Price quoted by the successful bidder must remain firm during the execution of the contract and not subject to variation on any account.</p> <p>3.0 Bids should be valid for a period of 120 (One-Hundred Twenty) days. Bids with shorter validity will be rejected as being non-responsive.</p> <p>4.0 Bid Security in Original shall be furnished as a part of the Technical Bid and shall reach OIL's Head-Contract's office at Duliajan on or before 12.45 Hrs (IST) on the bid closing date. A scanned copy of the bid security shall however be uploaded in OIL's E-Procurement portal along with the Technical Bid. The amount of Bid Security shall be Rs.43.69 Lakhs or equivalent US\$ 63,000.00. Bid without proper & valid Bid Security will be rejected.</p>		

	<p>5.0 The Integrity Pact must be uploaded in OIL's E-Procurement portal along with the Technical Bid digitally signed by the same signatory who digitally signed the Bid i.e. who is duly authorized to sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit the Integrity Pact, their bid will be rejected.</p> <p>6.0 Bids received through the e-procurement portal shall only be accepted. Bids received in any other form shall not be accepted.</p> <p>7.0 The bid documents are non-transferable. Bid can only be submitted in the name of the bidder in whose name the User ID and Password have been issued. Unsolicited bids will not be considered and will be straightway rejected.</p> <p>8.0 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 initialled by the person or persons who has/have digitally signed the Bid.</p> <p>9.0 Any Bid containing false statement will be rejected.</p> <p>10.0 Bidders must quote clearly and strictly in accordance with the price schedule outlined in "Price Bid Format" of Bid Document, otherwise the Bid will be summarily rejected.</p> <p>11.0 Bidders shall quote directly and not through their Agent/Representative/Retainer/Associate in India. Bids submitted by Indian Agent/Representative/Retainer/Associate on behalf of their foreign principals will not be considered and will be rejected straightway. One Indian Agent/Representative/Retainer/Associate cannot represent more than one foreign principal.</p> <p>12.0 Bidder must accept and comply with the following clauses as given in the Bid Document in toto failing which</p>		
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	bid will be rejected: i) Performance Security Clause ii) Taxes Clause iii) Insurance Clause iv) Force Majeure Clause v) Termination Clause vi) Arbitration Clause vii) Liability Clause viii) Withholding Clause ix) Liquidated damages Clause x) Firm price xi) EMD/Bid bond xii) Integrity Pact		
6.	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.		

Annexure- XX

**ON THE OFFICIAL PAD OF THE BIDDER TO BE EXECUTED BY THE AUTHORIZED
SIGNATORY OF THE BIDDER**

Certificate of Compliance of FINANCIAL CRITERIA:

Ref Clause No. B - Financial Criteria of the BRC/BEC – under Note no. C of the Tender

I the authorized signatory(s) of (Company or firm name with address) do hereby solemnly affirm and declare as under:-

The balance sheet/Financial Statements for the financial year _____ (as the case may be) has actually not been audited as on the Original Bid closing Date.

Place :

Date :

Signature of the authorized signatory

Note: Please note that any declaration having date after the Bid closing Date will not be considered and will be rejected. This certificate are 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.

Proforma ZZ

[On company's Letter Head]

To,

**M/s OIL INDIA LIMITED (OIL)
CONTRACTS DEPARTMENT
DULIAJAN, ASSAM, INDIA, PIN-786602**

Dear Sir,

This has reference to your Tender No. dated20__ on the
subject

We.....(Name of the Company) confirm that we will engage/deploy the
services including the key personnel of the Technical
collaborator/Subsidiary/Parent company/Joint Venture Partner (strike out
whichever are not applicable), experience on whose strength we are meeting the
tender's Technical requirement as per the tender qualifying criteria.

Signature
(Name & Designation of Authorized person)

PROFORMA-K

FORM OF PERFORMANCE BANK GUARANTEE BY SUPPORTING COMPANY

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

WHEREAS _____ (Name and address of Contractor) (hereinafter called "Contractor", which expression shall, unless repugnant to the context or meaning thereof include all its successors, administrators, executors and assignees) had undertaken, in pursuance of Contract No. _____ to execute -----
----- (Brief Description of the Work) (hereinafter called "the Contract").

Further, M/s _____ (Name of the ultimate parent) having its registered/head office at _____ is the **"Ultimate Parent"** of **"Supporting Company"** M/s..... (Name of the supporting company with address)/M/s..... (Name of the Contractor with address, in case experience is taken from the ultimate parent) (hereinafter referred to as the 'SUPPORTING COMPANY'/ **"ULTIMATE PARENT"**, which expression shall, unless repugnant to the context or meaning thereof include all its successors, administrators, executors and assignees). Based on the experience/technical strength of the **"Supporting Company"/ "Ultimate Parent"** (whichever is applicable), the CONTRACTOR has qualified for award of contract and has agreed to provide complete technical and other support to the CONTRACTOR for successful completion of the contract as mentioned above, entered between OIL and the CONTRACTOR and OIL having agreed that the **"ULTIMATE PARENT/SUPPORTING COMPANY"**, shall furnish to OIL a performance guarantee for Indian Rupees/US\$ towards providing complete technical and other support to the CONTRACTOR for successful completion of the contract as mentioned above,

AND WHEREAS we have agreed to give the **"ULTIMATE PARENT/SUPPORTING COMPANY"**, such a Bank Guarantee; NOW THEREFORE we hereby affirm that we are Guarantors on behalf of the **"ULTIMATE PARENT/SUPPORTING COMPANY"**, 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 / **ULTIMATE PARENT/SUPPORTING COMPANY** before presenting us with the demand.

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

This guarantee is valid until the _____ day of _____.

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

A. Issuing Bank:

BANK FAX NO:

BANK EMAIL ID:

BANK TELEPHONE NO:

IFSC CODE OF THE BANK:

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

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

SIGNATURE AND SEAL OF THE GUARANTORS _____

Designation _____

Name of Bank _____

Address _____

Witness _____

Address _____

Date: _____

Place: _____

Note:

The Bank Guarantee issuing bank branch shall ensure the following:

- a. The Bank Guarantee issued by the bank shall be routed through SFMS platform as per the following details:
 - i) “MT 760/MT 760 COV” for issuance of bank guarantee.
 - ii) “MT 760/MT 767 COV” for amendment of bank guarantee.

The above message/intimation shall be sent through SFMS (indicating the Contract Number) by the BG issuing bank branch to Axis Bank, Duliajan Branch,

IFS Code: UTIB0001129, Branch address: AXIS Bank Ltd., Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District Dibrugarh, PIN: 786602.

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

Proforma BB

To,

**CGM-CONTRACTS
OIL INDIA LIMITED
DULIAJAN-786602**

Sub: Undertaking for acceptance of Framework Agreement

Ref: Your tender No._____ **Dated _____**

Sir,

With reference to our quotation against your above-referred tender, we hereby accept the framework agreement as per the tender condition.

This agreement is valid up to 31.12.2021 and thus , we hereby confirmed that in case of new requirement will submit the Price Bid and other necessary document.

[Consortium or Technical collaboration or Joint ventures are requested to confirm the validity of the Agreement, MOU, Guarantee etc. upto 31.12.2021]

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)