

Date:26.11.2015

CONTRACTS DEPTT.

TENDER: CIVIL ONLY (OIL REGISTERED)

SEALED Bids on **percentage rate basis** are invited from OIL Registered Contractors on “**one Firm/Contractor on one**” bid for the following works:

Sl. No.	IFB No.	Description of work	Location	Time of completion (weeks)	OIL Class	Bid document cost. (Rs.)
1	DCC9343L16	PROVIDING AND FIXING TILES IN THE PORCH AREA, PRINCIPAL ROOM, TEACHERS COMMON ROOM, OFFICE ROOM AND REDECORATING THE WALLS OF OIL INDIA HIGHER SECONDARY SCHOOL, MORAN INCLUDING SUPPLY OF ALL MATERIALS EXCEPT CEMENT.	Moran	16(Sixteen) Weeks	A,B&C	500/-

2. Prescribed Bid Documents (non-transferable) are to be purchased from the office of HEAD (CONTRACTS), OIL INDIA LIMITED, P.O. DULIAJAN - 786602, within office working hours from **03rd December, 2015 to 16th December, 2015**, on application with their **VENDOR CODE**, along with non-refundable & non-transferable cost of Bid document amounting to Rs.500.00 (Rupees Five Hundred only) through a Crossed Demand Draft / Banker's Cheque from any Nationalised Bank/Scheduled Bank of India, in favour of “Oil India Limited” payable at Duliajan. Applicant can also deposit the bid fee directly in UBI / UCO / SBI / ALLAHABAD / CANARA / INDIAN Bank / INDIAN OVERSEAS / UNION Banks (Duliajan Branch) and proof of such deposit must be furnished along with the application of bid documents. The details of the bids are available at Website www.oil-india.com (for viewing only).

3. Sealed envelopes containing the IFB shall be marked at top with the above IFB Number and description of work and addressed to the Head-Contracts, Oil India Limited, P.O. Duliajan, Dist. Dibrugarh, Assam.

4. Bids will be received upto 12.45 P.M. (IST) on **17/12/2015** at the office of the Head-Contracts, Duliajan and opened on the same day at 1.00 P.M. (IST) at his office. Tender Box is placed in the office of the Head-Contracts, Duliajan. For tender related to Moran only, Bidders may also deposit their bids in tender box placed at the office of civil engineering department, Moran upto 12.45 P.M. (IST) on **15/12/2015**.

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

6. (i) ***The bidder should not quote their rates for individual items. They should offer their overall rate only as a percentage of Company's internally estimated cost within the limit of at Par to +10% above on the Company's internal estimated contract cost. However the bids with overall rates quoted below at par and above (+10%) of Company's internally estimated will be rejected outright. In case of any identical situation, the L-1 bidder will be decided through draw of lots.***

(ii) ***Estimated contract cost is inclusive of all overheads, royalty, taxes etc. except PF & Service Tax.***

(iii) ***The rates shall be quoted as a percentage of the Grand Total (mentioned in Part-II) and shall be in words as well as in figures. No overwriting shall be allowed. However, in case of any correction, same should be initialed. In case of discrepancy, the percentage rate quoted in words shall be considered to be correct***

7. Before bidding, the bidder is advised to inspect the work site with permission from Head(Civil) or his representative, to assess the nature and extent of work and the conditions under which it will be carried out. He/She may also seek such clarifications from this office as are deemed necessary. Though effort will be made to allot the works at the specified location, Company reserves the right to allot the works in any other location within the same Zone.

Contd.P/2.

8. The Company reserves the right to reject any or all bids or accepting any bid in part, without assigning any reason.
9. No bidder must withdraw the bid after its public opening. Any such withdrawal will make the bidder liable to forfeit his/her Security deposit in full and be debarred from further bidding at the sole discretion of the Company and the period of debarment shall be 2(Two) years.
10. The bid must be valid for 180 days from the date of opening of the bid.
11. Conditional bids are liable to rejection at the sole discretion of the Company.
12. Time shall be regarded as the essence of the Contract and the failure on the part of Contractor to complete the work within the stipulated time, shall entitle the Company to recover liquidated damages and/or penalty from the Contractor as per terms of the tender/contract.
13. The selected bidder will be required to enter into a formal contract, which will be based on his bid on the OIL Standard Form of Contract.
14. The work may be split up amongst more than one Contractor at the sole discretion of the Company.
15. Bids can be dropped in the Tender Box placed at the office of the Head-Contracts or can be sent by registered post addressed to Head-Contracts, Oil India Limited, Duliajan so as to reach his office before scheduled closing date and time. The Company will not be responsible for any postal delay or non-receipt of the same.
16. If any applicant does not collect the bid document in specified time, even after notification, the same shall be sent by registered post to them. Any delay in receipt or non-receipt will not be attributed to the Company, i.e. Oil India Limited.
17. The Contractor will be required to allow OIL Officials to inspect the work site and documents in respect of the workers payment.
18. Debarred contractors are not eligible for bidding during the time of debarment.
19. As per the Service Tax Act, the bidders/contractors are required to furnish Service Tax invoices containing the requisite details as shown in the Proforma of Tax Invoice. The Contractors must ensure submission of monthly Service Tax Invoice and Service Tax (if applicable) shall be reimbursed to them. In the absence of Service Tax invoices, Service Tax will not be reimbursed and the consequences of the same shall entirely rest upon the Contractors.

HEAD –CONTRACTS
For RESIDENT CHIEF EXECUTIVE

Copy:-

GM(F&A)/GM(C&L)/Head(CIVIL)/HEAD-MORAN } With a request to have the above Notice
HEAD(EPA)/SEC(Moran)/Sr.E.C(Digboi). } displayed on their Notice Board.
Head-Security :- Please arrange to provide Security service on 17/12/2015 from 12.30 P.M.(IST) onwards.

HEAD –CONTRACTS