

NIT FOR TENDER NO, G35 5900 L15

Oil India Limited, a Government of India Enterprises intends to **hire the temporary services of one number Diesel Driven Tata Indica of Vintage not more than 30 months for plying with R&D Deptt, COEEs under Operation Section, CoEES Office, G.S. Road, Guwahati 781 022 on Limited Tender basis.** Bid documents will be issued to following bidders from the office of Chief Manager (Contracts) PHQ, Guwahati, Assam from **09-02-2015 to 23-02-2015** during office hours from 8.00 AM to 10.00 AM. The Bid Closing Date (BCD) and Bid Opening date (BOD) is as under:

- a) Bid Closing Date at Guwahati : On 24-02-2015 at 13.30 Hrs.
- b) Bid Opening Date at Guwahati : On 24-02-2015 at 14.00 Hrs.

Name of Bidders to whom tender document to be issued :

- 1 M/s. Citi Travels, Guwahati
- 2 M/s. Freedom Tours & Travels, Guwahati
- 3 M/s. Cozy Tour & Travels, Guwahati
- 4 M/s. Mahesh Travels Pvt. Ltd.

Ref. Tender NO. : G35 5900 L15

BID REJECTION CRITERIA /BID EVALUATION CRITERIA (BRC)

1.0 Financial capability: Bidders must have

- 1. Average Annual financial turnover as per Audited Annual Reports for the last three accounting years (**ending 31st March, 2014**) preceding scheduled bid opening date should be at least Rs. **89,500.00**
- 2. For Proof of Annual Turnover any of the following documents /photocopy must be furnished
 - A Certificate issued by a practicing Chartered / Cost Accountant Firm, with membership number certifying the Annual Turnover and nature of business.
 - Audited Balance Sheet and Profit & Loss account.

2.0 Experience: Bidders must have;

- (a) Experience of having successfully completed similar works (**Similar work mean providing vehicles on hire**) during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following :
 - (i) Three similar completed works each costing not less than **Rs. 1,19,300.00**
Or
 - (ii) Two similar completed works each costing not less than Rs. **1,49,300.00**
Or
 - (iii) One similar completed works each costing not less than **Rs. 2,38,600.00**

Documentary proof must be furnished in support of the experience by way of purchase order / work order / contract document along with completion certificate i.e Service Entry Sheet (SES) from the organization to whom such services have been rendered.

- 3.0 **The Bidder must have a business office establishment for at least one year within a radial distance of about 50 KM of the area of operation where the services need to be provided. Any one of the following documents must be provided as a proof of having the office establishment of the firm:**

- (i) **Trade License issued by the local authority or**
- (ii) **Landline phone number or**
- (iii) **Electricity bill for last one year**

“Additionally, the names of the areas covering the 50 Km radius may be mentioned”.

4.0 EVALUATION OF BIDS:

The Bids will be evaluated as per the Bid Evaluation Criteria (BEC) as stated herein under:

BID EVALUATION CRITERIA (BEC)

1. Bids conforming to the terms and conditions stipulated in the bid document and considered responsive and subject to qualifying the Bid Rejection Criteria will be considered for further evaluation.
2. To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total amount quoted for the items of SOQ (i.e. **fixed monthly charge X period, Running Charge per KM X the Estimated KM indicated i.e. 3000Km/month**) of the tender.
3. Any discount/rebates offered 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 discount/rebate the contract shall be awarded after taking into consideration such discount/rebate after negotiation or otherwise.
4. In case more than one bidder emerges as lowest bidder due to equal rate quoted by the bidder, then the lowest bidder will be decided by draw of lots. Company's decision in this regard is final and binding to all bidders