

IMPORTANT NOTE

TENDER NO. : LCP 9440 L16 DATED 03.12.2015

BID CLOSING DATE : 22.12.2015 at 14:30 Hrs.(IST)

BID OPENING DATE : 22.12.2015 at 14:45 Hrs.(IST)

Limited Tender No. LCP 9440 L1 6 dated 03.12.2015 been issued to the following 4(Four) parties :

- 1. M/s. Ganpati Creations.**
- 2. M/s. R.K.Consultant.**
- 3. M/s. Rajesh Maintenance Works.**
- 4. M/s. Modern Concept Construction.**

In addition to the above 4 (Four) parties, other parties, who are interested to participate in this tender may apply with proper credentials in proof of meeting the Bid Rejection Criteria(BRC) mentioned in para 10.1 & 10.2 of the tender. Application along with credentials must be received in the following office of Oil India Limited, within 10 days of publication of the tender in OIL's WEBSITE :

**Group General Manager (Contract & Purchase)
Corporate Office,
Plot No. 19, Sector 16A,
Noida- 201 301(U.P.).**

NOTE : Tender document will be issued from the above office of Oil India Limited, to only those applicant who can submit all documentary evidences required in proof of meeting the Bid Rejection Criteria (BRC) of the tender.



Oil India Limited
(A Govt. of India Enterprise)

Plot No. 19, Sector 16A, Noida – 201301, U.P.
Phone: 0120 - 2419000
Fax: 0120 - 2488310
E-mail: oilindia@oilindia.in
Web Site: www.oil-india.com

(F O R W A R D I N G L E T T E R)

Tender No.	LCP 9440 L16
Date	03.12.2015
Bid Closing Date	22.12.2015
Bid Closing Time	14 : 30 Hrs.(IST)
Bid Opening Date	22.12.2015
Bid Opening Time	14 : 45 Hrs. (IST)
Bid Security	Rs. 20,000.00
Performance Security	2.5% of the total contract value.
Retention Money	7.5 % on the running bill(s)

Sirs,

1.0 Oil India Limited (OIL), a Govt. of India Enterprise, invites sealed quotations against above mentioned tender for replacement of existing water line and soil line including repair of plaster in third block of domestic helpers quarters at OIL Residential Complex, Sector 15A ,Noida. All materials are to be supplied by the contractor. General Terms and conditions of the tender is enclosed as **Annexure-I** to the tender.

2.0 Scope of Work : Presently, the waterline/soil lines of the third block of domestic helpers quarters are in very dilapidated condition. Lots of cracks are visible in the joints, resulting seepage of water/sludge. As a result of which the entire area has been polluted . Hence it is required to replace the existing water lines and soil lines including repair of plasters on urgent basis. List of works to be done are as under:

- i) Replacement of old/ worn out waterlines.
- ii) Replacement of soil lines.
- lii) Tree cutting on the wall.
- iv) Repair of outside plasters.
- v) Plinth protection.
- vi) New sewerage system.
- vii) External painting.

Detailed scope of works are provided in the Bidding Format for Rates enclosed as Part-I. Bidders are requested to quote their best prices in the Bidding Format for Rates.

3.0 You are requested to submit your most competitive offer in a sealed envelope super scribing the following details on the envelope :

OIL Tender No. _____
Bid Closing date _____
Brief description of the job _____
Bidder's Name _____

4.0 Offers must be addressed to:

**Group General Manager (C&P)
Oil India Limited
Plot No. 19, Sector-16A,
NOIDA-201 301**

4.1 The sealed envelope containing the offer must be delivered at the Office of Chief Adviser (C&P) at above address latest by 2.30 PM (IST) on the Bid Closing Date.

4.2 Bidders, in their own interest, are advised to drop their bids personally in the Tender Box placed at the Office of Senior Advisor (C&P) at the above address. Alternatively, they may send the same through Courier or by Post. OIL will not be responsible for any delay, wrong delivery or non-delivery of the bids.

4.3 In case of unscheduled holiday on the Bid Closing Date, the Bid Closing Date / Time will get extended up to the next working day.

4.4 Offers or modifications to offers received after the Bid Closing Time / Date will not be considered. No unsolicited correspondence after submission into cognizance of the offer will be taken .

4.5 Your offer must include :

- i) Tender No. & Date
- ii) Full description of the works/services offered.
- iii) Rates as per the format enclosed as Annexure . II.
- iv) Validity of minimum 60 days from the bid closing date.

4.6 All entries in the offer must be made in English. The offered rate must be firm and shall be both in figures and words. Deviations/conditions, discounts if any, should be high-lighted. Offer should show the details of Taxes, Duties and other charges, if any. In absence of these details the quoted rates shall be considered as net price inclusive of all charges / expenses for completing the job in all respect at the required place / location.

5.0 Validity:

Offers must be valid for acceptance for a period of 60 (sixty) days from the Bid Closing date. Bidder must indicate validity of the offer in the quotation failing which it will be construed that offer is valid for 60 (sixty) days from the bid closing date.

6.0 Offers must conform to the terms & conditions of the tender. Deviations, if any, must be clearly and specifically stated in the offer.

7.0 OIL reserves the right to reject any or all tenders or to accept any tender either in full or in part without assigning any reason whatsoever.

8.0 By submitting a bid, a bidder will be deemed to have understood and satisfied himself the nature of service to be rendered and they have taken into account all conditions and difficulties that may be encountered during supply of the items.

9.0 Mobilisation Time & Execution Time :

Successful bidder must mobilize the work within three days from the date of issue of work order and the work must be completed within 12(Twelve) weeks from the date of award of the contract.

10.0 Bid Rejection Criteria :

The bid shall conform generally to the specifications and terms and conditions given in the Tender Documents. Bids will be rejected in case services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following mandatory requirements will have to be particularly met by the bidders without which the same will be considered as non-responsive and rejected. Bid should be accompanied by adequate documentary evidences in support of meeting the following experience and annual turnover criteria :

10.1 Bidder must have experience of providing similar services to PSUs/Central Govt./ State Govt. organizations or in any reputed private organizations during the last 7(seven) years ending April 2015 of value either of the following:

- i) Three similar completed works each costing not less than Rs 3.98 lakhs.
Or
- ii) Two similar completed works each costing not less than Rs 4.97 lakhs.
Or
- iii) One similar completed work costing not less than Rs 7.96 lakhs.

Note: a) SIMILAR WORK: Similar work means civil works.

b) Bidder must submit completion certificate showing Gross value of the job/service,description of job/service and duration of the contract along with the bid.Otherwise their bid will be rejected. Bidders who are giving contract copy along with extension letters,if any, issued by Oil India limited, need not submit completion certificate separately.

10.2 Average Annual Financial Turnover as per audited Annual Reports for the last three accounting years should be at least Rs. 2.98 lakh.

Note :a) All document in support of financial turnover must be duly certified by a practicing Chartered/Cost Accountant . Otherwise the offer will be rejected.
b) Bidder must submit the audited financial results of last three financial years.

10.3 Bids with inadequate validity will be rejected.

10.4 Bids received after Bid Closing date and time will be rejected.

10.5 Bids received from unsolicited bidder will be rejected.

10.6 Bids containing incorrect statement and / or incomplete information will be rejected.

10.7 Bidders are requested to quote for all the items failing which the offer will be considered as unresponsive and will be rejected.

11.0 Bid Evaluation Criteria :

11.1 Evaluation will be on overall total lowest value, based on the quantities shown in the bidding format enclosed as Part-I.

11.2 In the event of computational error between unit price and total price, unit price shall prevail and adopted for evaluation.

11.3 Similarly, in the event of discrepancy between words and quoted figure, words will prevail.

12.0 Payment Terms:

- i) The contractor shall submit his bills along with joint measurements in respect of completed jobs only with items recorded serially in the standard measurement sheets. The contractor shall inform the Engineer-in- charge or his representatives well in

advance for recording the joint measurement. However, the mode of measurements will be as in technical / standard specifications. If not available in the technical /standard specifications, then the CPWD specification / IS codes / Standard Engineer practice for measurements of work shall be followed.

- ii) On account payment shall be made not oftener than monthly and not less than Rs. 2.00 lakhs per bill, upto the amount of 92.5% of the value of work done. Final payment shall be made only after satisfactory completion of the work. Such final payment shall be based on the work actually done allowing for deviation and any deduction and the measurement shall be checked and certified ,corrected by the Company's engineer before any such final payment is made.

13.0 Contact Personnel :

Bidders, in their own interest, may visit the work site before submitting their quotation.

For any technical clarification ,bidder may contact :

Mr. D. C. Nath

Dy,CE (Civil)

Oil India Limited,Noida

Contact No. .

14.0 Termination :

OIL reserves the right to terminate the contract, any time with one week written notice without assigning any reasons whatsoever. The contractor will however be paid for the period of services rendered before termination.

Thanking you,

Yours faithfully,
OIL INDIA LIMITED

(Ms. A. Doley)
Chief Manager Materials
For Group General Manager (C & P)
For Chairman & Managing Director

OIL INDIA LIMITED
(A Government of India Enterprise)
Plot No. 19, Sector 16A, Noida - 201301

GENERAL TERMS AND CONDITIONS

1.0 TRANSFERABILITY OF BID DOCUMENTS :

1.1 The Bid documents are non-transferable. The bid can only be submitted in the name of the bidder in whose name the bid document has been issued.

1.2 Unsolicited offers will not be considered and will be straightway rejected.

1.3 Employees of Oil India Limited are prohibited from quoting and also from getting others to quote on their behalf.

2.0 COST OF BIDDING :

2.1 The Bidder shall bear all costs associated with the preparation and submission of its bid and OIL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

3.0 AMENDMENT TO BIDDING DOCUMENTS :

At any time prior to the bid closing date, OIL may for any reason, whether at its own initiative or in response to clarifications requested by the prospective bidder(s), modify the bidding document by amendment(s). All prospective bidders who have received the bidding documents will be notified of the amendments in writing.

4.0 CONTENTS OF OFFERS :

4.1 Offer should be in English . The Price Schedule shall be furnished by the bidder as per proforma vide Annexure - II. The prescribed proforma duly filled in and signed should be returned intact whether quoting for any service or not. When any service is not being quoted by the Bidder, the corresponding space should be filled up by the words "Not Quoting". The Price Schedule shall be complete and free from ambiguity, change or interlineations.

4.2 Offered rates should be kept firm through completion of the Contract duration.

4.3 Taxes, duty etc, if any, should be shown separately. IF TAXES ETC. ARE NOT SHOWN SEPARATELY THE OFFER WILL BE CONSIDERED TO BE INCLUSIVE OF ALL TAXES, DUTIES ETC. AND WILL BE BINDING ON THE BIDDER.

4.4 STATUTORY VARIATION:

Any statutory variation (increase/decrease) in the rate of any statutory levy after the closing date of tenders/revised priced bid, as the case may be, but within the contractual delivery/completion period will be to the account of OIL subject to documentary evidence.

4.5 Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

4.6 Bidders should offer firm prices.

Offered prices shall be both in figures and words and in case of any discrepancy between these two, the prices indicated in words will only be considered.

4.7 VALIDITY :

Offers must be valid for acceptance for the minimum period of 60 days, unless otherwise specified, counted from the Bid Closing Date as indicated in the covering page. Offers without the minimum validity period will be liable for rejection. In the absence of any categorical mention regarding validity of the offer, it will be construed that the offer is valid as called for in the covering page and it will be incumbent on the bidders to accept order, if any, when placed within such validity.

4.8 VAGUE AND INDEFINITE EXPRESSIONS:

Any vague and indefinite expressions will not be considered.

5.0 CLARIFICATION IN RESPECT OF INCOMPLETE OFFERS

Prospective bidders are advised to ensure that their bids are complete in all respects and conform to OIL's terms, conditions and bid evaluation criteria of the tender. Bids not complying with OIL's requirement may be rejected without seeking any clarification.

6.0 DOCUMENTS COMPRISING THE BID :

6.1 The bid prepared by the bidder shall comprise the following components, duly completed:

- a) Schedule of Rates in the Bidding Format (Refer Part-I enclosed)
- b) Bid must accompany necessary literature/catalogue of the product , wherever required.
- c) Exceptions/Deviations Statement, if any
- d) Authorisation letter for attending Tender Opening (Refer Annexure - IV)

7.0 SUBMISSION OF OFFER :

7.1 *In the event of receipt of only a single offer against the tender within the B.C. date OIL reserves the right to extend the B.C. date as deemed fit by the company. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date , shall not be permitted to revise their quotation.*

7.2 Bidders, in their own interest, are advised to drop their offers personally in "LOCAL TENDER BOX" at C & P department at NOIDA. Alternatively they may send the same through Registered Post/courier. Oil India Limited will not be responsible for any delay, wrong delivery or non-delivery of the offers. No offer will be accepted after the bid closing date and time.

7.3 Bids must be submitted in original. No offer should be sent by Telex / Cable / Fax / E-mail/telephone unless specifically asked for in writing. Bids not complying with above will be rejected.

8.0 DEADLINE FOR SUBMISSION OF BIDS :

8.1 Offers must be received at the office of the Group General Manager(C & P), Oil India Limited at NOIDA by the Bid Closing Date & time mentioned in the tender.

8.2 Timely delivery of the offer at the above address is the responsibility of the bidder.

9.0 MODIFICATIONS AND CLARIFICATIONS OF BIDS :

9.1 Offers or modifications to offers received after the Bid Closing Date and time will not be considered. No unsolicited correspondence after submission of the offer will be taken cognizance of or responded to.

9.2 After the opening of the bid, OIL may at its discretion ask the bidder for clarification of its bids. The request for clarification and response shall be in writing and no change in the price or substance of the Bid shall be accepted. The reply of the bidder should be restricted to the clarifications sought.

10.0 EXTENSION OF BID SUBMISSION DATE :

Normally no request for extension of Bid Closing Date will be entertained. However, in case of any changes in the specifications, inadequate response or for any other reasons, OIL may at its discretion, extend the bid closing date and/or time.

11.0 RETURN OF LATE BIDS :

11.1 Bids received after Bid Closing Date & time will be treated as "Late Bids". In case of tenders where Bid Security has been called for, the late bids shall be returned to the bidders immediately. In all other cases, the late bids will be destroyed by OIL.

12.0 OPENING OF TENDERS :

12.1 Bidder or their authorised representative (only one person per bidder) will be allowed to be present at the time of opening of the Bids. However, a letter (in the form as per Annexure - IV enclosed) must be produced to the Tender Opening Officer at the time of opening of tenders. Unless this letter is presented, the representative will not be allowed to attend the tender opening.

12.2 In case of any unscheduled holiday/Bandh on the bid opening date, the Bids will be opened on the next working day. Accordingly, Bid Closing Date / time will get extended up to the next working day.

13.0 COMPLIANCE WITH TENDER :

13.1 Bidder's offer must conform in all respects with the applicable specifications, terms and conditions of the tender. Any deviation from the tender specifications or terms and conditions must be clearly and explicitly stated. If the bidder does not superficially mention about any deviations from the tender terms and conditions, it will be construed that they have agreed to comply with all the terms and conditions of the tender.

13.2 OIL reserves the right to accept / reject any deviation in bidder's offer pertaining to the terms and conditions stipulated in this tender without assigning any reason.

14.0 OIL'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS.

14.1 OIL reserves the right to accept / reject or prefer any offer either in full or in part or 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 (s) or any obligation to inform the affected bidder (s) of the ground for OIL's action. OIL also reserves the right to split the order between two or more parties.

15.0 BANKING CHARGES :

All banking charges will be to the bidder's account.

16.0 ASSIGNMENT :

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

17.0 BID SECURITY :

17.1 All the Bids must be accompanied by Bid Security for the amount as mentioned in the NIT and shall be in the prescribed format (Annexure - V) in one of the following forms:

- i) A Bank Guarantee from any scheduled Indian Bank. The Bank Guarantee shall be valid for 3(three) months from the bid closing date and shall be enforceable at NOIDA/Delhi.
- ii) Bank draft in favour of OIL INDIA LIMITED and payable at NOIDA.

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

17.2.2 The 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

17.2.3 In case, any such Bid Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the signatures of fake official of the Bank, the bid submitted by the concerned bidder shall be rejected forthwith and the bidder shall be debarred from participating in future tenders.

- 17.3 Any bid not accompanied by a proper Bid Security (in Original) in conformity with Clauses 17.1 and 17.2.1 will be rejected outright without any further reference.
- 17.4 The Bid Security of the unsuccessful bidders will be returned after finalization of tender whereas the Bid Security of the successful bidder will be discharged on such bidder's furnishing the Performance Security to OIL in the prescribed format (Annexure - VI) against the Purchase Order secured by the bidder within the stipulated time frame. The successful bidder will however, ensure that the validity of the Bid Security till such time the Performance Security in conformity with Clauses 18.0 below as the case may be, is furnished.
- 17.5 The bidders will extend the validity of the Bid Security, if and whenever specifically advised by OIL, at the bidder's cost.
- 17.6 Bid Security will not accrue any interest during its period of validity or extended validity.
- 17.7 The Bid Security will be forfeited:
- a) If any bidder withdraws his bid during the period of bid validity (including any subsequent extension thereof) specified on the bid form,
- OR
- b) If a Successful Bidder fails:
 - i) To sign the contract within reasonable time and within the period of bid validity, and /or,
 - ii) To furnish Performance Security.
- OR
- c) If it is found that a Bidder has furnished fraudulent documents /informations in the bid, the Bid Security shall be forfeited and the party will be debarred for a period of 3(three) years from date of detection of such fraudulent act.
- 18.0 **PERFORMANCE SECURITY :**
- 18.1 The successful bidder shall furnish the Performance Security in the form enclosed (Annexure - V) herewith within 15 days of the receipt of the notification of award of Contract, failing which OIL reserves the right to cancel the award of Contract and forfeit the Bid Security. Bidders should undertake in their bid to submit Performance Security as stated above. Performance Security should be for an amount as mentioned in the Forwarding Letter. The Bank Guarantee issued by any Scheduled Bank should be kept valid for six more month than the validity of the Contract and extensions thereto. Alternatively the successful bidder can submit the Performance Security in the form of Bank Draft for the amount mentioned above. Performance security in any form will be returned to the Contractor only after six months after the validity of the Contract and extensions if any.
- 18.2 In the event of Bidder's failure to discharge their obligations under the Contract, the Performance Security shall be forfeited in part or full without any further reference to the Bidder.
- 18.3 The Performance Security shall be denominated in the currency of the contract and shall be in the form of a Bank Guarantee or Bank Draft.
- 18.4 The Bank Guarantee will have to be given from the Scheduled Bank on non judicial stamp papers of requisite value, as per the Indian Stamp Act, and stamp papers should be in the name of the issuing bank.
- 18.5 The Bank Guarantee issued by the Bank amongst others must contain the following particulars of the 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
- 18.6 In case, the Performance Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the signatures of fake official of the Bank, the LOA/Contract issued/placed on the Contractor shall be treated as cancelled forthwith and the bidder shall be debarred from participating in future tenders. Further, the Bid Security submitted by such Contractor shall be invoked without any further reference.
- 18.7 The Bank Guarantee shall be enforceable at NOIDA/DELHI or as specified in the Tender/Contract.
- 18.8 Performance Security amount will not accrue any interest.

19.0 RETENTION MONEY :

A Retention Money equivalent to 7.5 % of each running account bill will be deducted till final completion of the Contract. This amount will be released to the Contractor along with the Performance Security i.e. after 6(six) months but within 7(seven) months from Completion of the Contract period. Retention Money will not accrue any interest.

20.0 LIQUIDATED DAMAGES :

The Contractor shall mobilize their personnel and equipment within the specified time for commencement / completion of services as mentioned in the notice of award of contract. In the event of the Contractor's default in timely commencement/ completion of services within the stipulated time, the Contractor shall be liable to pay Liquidated Damages at the rate of 0.5% (half percent) of the total evaluated value of the Contract per week or part thereof of delay subject to maximum of 7.5%. Liquidated damages will be reckoned from the stipulated date of commencement / completion as defined in the notice of award of the contract. Company may without prejudice to any other right or remedy available to it to recover damages for breach of contract, recover the liquidated damages as above from the Contractor. This is an agreed genuine pre-estimate of damages duly agreed by the parties.

The Company also reserves the right to cancel the contract without any compensation whatsoever in case of failure to commence services within the stipulated date.

21.0 FORCE MAJEURE :

21.1 In the event of either of the parties being rendered unable, wholly or in part by force majeure to carry out its obligations under the agreement when entered into, it is agreed that on such party giving notice and full particulars of such force majeure in writing or by telegram / telex / fax to other party as soon as possible (within maximum one week), after the occurrence of the cause relied on then the obligations of the party giving such notice with proper documentary evidence so far as they are affected by such force majeure, shall be suspended during the continuance of any inability so caused but for no longer period, and such cause as far as possible be remedied with all reasonable effort.

21.2 The term "Force Majeure" as used herein shall mean "Acts of God" including Landslides, Lightning, Earthquake, Fires, Storms, Floods, declared Wars, Blockades, insurrection, riots, Government regulations etc., which are not within the control of the party claiming suspension of its obligations within the meaning of the above Clause 21.1 and which renders performance of the contract by the said party completely impossible.

22.0 The contract arising out of this tender shall be interpreted in accordance with and governed by the laws of India. The personnel employed by the contractor shall be the sole responsibility and liability of the contractor and also expenses in connection with their employment shall be borne by the contractor. Oil India Ltd shall not bear any responsibility or have liability whatsoever arising out of this contract, including the liability under the Workmen's Compensation Act or any other Act (s) applicable. The Contractor shall comply with provisions of various labour laws enacted by the Central / State Government, as amended from time to time. All statutory requirements / obligations there under, as may be applicable to the contract labour, will have to be adhered to by the contractor and any failure on his part on this account shall be responsibility of the contractor. The contractor will abide by rules, regulations, by-laws and statutes, imposed by the Government and other local authorities etc. The Contractor has to ensure that the payment of wages / salaries / allowances / overtime etc shall be subject to the minimum wage rates notified by the State Govt. from time to time. The payment of wages shall be made directly by the contractor to his staff and not through thekedars or any other party or person. No amount shall be deducted from the wages of the workmen by way of commission of any nature whatsoever, except for statutory deductions. Any financial liability on account of non-observance/no-compliance of any statutory requirement shall be responsibility of contractor. The contractor shall keep Oil India Ltd indemnified for any claims/ damages / disputes that may arise under any provision of law at any point of time during the currency of the contract or thereafter for the relevant period.

23.0 ARBITRATION :

All disputes and differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this Tender and consequent Contract or the breach thereof shall be mutually settled. However, in case no such mutual settlement is arrived at, the matter shall be settled by arbitration in accordance with the provision of arbitration of the Indian Arbitration & Conciliation Act, 1996 and any statutory modification or re-enactment thereof and the Rules made there under and for the time being in force. The venue of arbitration shall be at NOIDA/DELHI unless otherwise agreed by OIL

To
Group General Manager(C & P)
OIL INDIA LIMITED
Plot No. 19, Sector 16A
Noida - 201301

Annexure-IV

Dear Sir,

Sub : Tender No.....

For

Mr. /Mrs. has been authorised to be present at the time of opening of the above Enquiry due on at NOIDA on my/our behalf.

Yours faithfully,

Name :
Designation:

FORM OF BID SECURITY (BANK GUARANTEE)

To :

Chief Adviser(C & P)

OIL INDIA LIMITED

Plot No. 19

Sector-16 A, NOIDA-201 301

WHEREAS, (Name of Bidder) _____ (hereinafter called "the Bidder") has submitted their offer Dated_____ for the provision of certain oilfield services (hereinafter called "the Bid") against OIL INDIA LIMITED, Noida, 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 common seal of the said Bank this _____ day of _____ 20_.

THE CONDITIONS of this obligations are :

- (1) If the Bidder withdraws/modifies their Bid during the period of Bid validity specified by the Bidder; or
- (2) If the Bidder, having been notified of acceptance of their Bid by the Company during the period of Bid validity:
 - (a) Fails or refuses to execute the form of agreement in accordance with the Instructions to Bidders;
 - or
 - (b) Fails or refuses to furnish the Performance Security in accordance with the Instructions to Bidders;
- (3) If it is found that a Bidder has furnished fraudulent document/informations, the Bid Security shall be forfeited and the party will be debarred for a period of 3(three) years from date of detection of such fraudulent act.

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 one or both of the two 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.

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 minimum 90 days from the date of Bid Closing.

PERFORMANCE BANK GUARANTEE

Oil India Limited,
Plot No. 19, Sector 16A
NOIDA-201301
Attn: Senior Adviser (Contracts & Purchase)

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 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 date _____ (calculated at 6 months after Contract completion date).

SIGNATURE AND SEAL OF THE GUARANTORS _____

Designation _____

Name of Bank _____

Address _____

Date: _____

Place: _____

BIDDING FORMAT FOR RATES**DETAILED DESCRIPTION OF JOB , QUANTITY & UNIT OF MEASUREMENT ARE AS UNDER:**

Sl. No.	Description of Job	Quantity	Unit	Unit Rate (Rs.)	Total (Rs.)
1	Demolishing cement concrete manually / by mechanical means including disposal of material within 50 metres lead as per direction of Engineer-in - charge.1:3:6 or richer mix	6.50	M3		
2	Demolishing R.C.C. work manually / by mechanical means including stacking of steel bars and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-Charge.	3.25	M3		
3	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead."	372.00	M2		
4	Dismantling C.I. or asbestos rain water pipe with fittings and clamps including stacking the material within 50 metres lead : 100mm dia pipe	84.00	M		
5	Dismantling G.I. pipes (external work) including excavation and refilling trenches after taking out the pipes, manually / by mechanical means including stacking of pipes within 50 metres lead as per direction of Engineer-in-Charge:15mm to 40mm nominal bore.	450.00	M		
6	Providing & Fixing G.I. pipes complete with G.I. fittings and clamps, including cutting and making good the walls etc. Internal work - Exposed on wall.	150.00	M		

	15mm dia. nominal bore.				
7	Providing and fixing G.I. pipes complete with G.I. fittings including trenching and refilling etc. External work : 15 mm dia nominal bore.	300.00	M		
8	Providing and fixing G.I. pipes complete with G.I. fittings including trenching and refilling etc. External work : 50 mm dia nominal bore.	50.00	M		
9	Providing & Laying 15 mm cement plaster on rough side of single or half brick wall of mix : 1:4 (1 cement: 4 coarse sand).	472.00	M		
10	Providing & Fixing soil, waste and vent pipes: 100mm dia.Sand cast iron S&S pipe as per IS: 1729.	80.00	M		
11	Providing & Fixing M.S. holder-bat clamps of approved design to Sand Cast Iron / Cast Iron (spun) pipe embedded in and including cement concrete blocks 10x10x10cm of 1:2:4 mix (1 cement : 2 coarse sand : 4 graded stone aggregate 20mm nominal size) including cost of cutting holes and making good the walls etc. :For 100mm dia.Pipe.	40.00	EA		
12	Providing & Fixing bend of required degree with access door, insertion rubber washer 3mm thick, bolts and nuts complete 100mm : Sand cast iron S&S as per IS - 1729.	10.00	EA		
13	Providing & Fixing bend of required degree with access door, insertion rubber washer 3mm thick, bolts and nuts	12.00	EA		

	complete. 75mm dia : Sand cast iron S&S as per IS - 1729.				
14	Providing & Fixing plain bend of required degree. 100mm:Sand cast iron S&S as per IS - 1729.	12.00	EA		
15	Providing & Fixing plain bend of required degree. 75mm:Sand cast iron S&S as per IS - 1729.	12.00	EA		
16	Providing & Fixing single equal plain junction of required degree with access door, insertion rubber washer 3mm thick, bolts and nuts complete.100x100x100mm:Sand cast iron S&S as per IS - 1729.	10.00	EA		
17	Providing & Fixing single equal plain junction of required degree with access door, insertion rubber washer 3mm thick, bolts and nuts complete.75x75x75mm:Sand cast iron S&S as per IS - 1729.	12.00	EA		
18	Providing & Fixing gun metal gate valve with C.I. wheel of approved quality (screwed end) :25mm nominal bore.	28.00	EA		
19	Providing & Fixing G.I. Union in G.I. pipe including cutting and threading the pipe and making long screws etc. complete (New work) 15mm nominal bore.	64.00	EA		
20	Providing and fixing square-mouth S.W. gully trap class SP-1 complete with C.I. grating brick masonry chamber with water tight C.I. cover with frame of 300 x300 mm size (inside) the weight of cover to be not less than 4.50 kg and frame to be not less than 2.70 kg as per standard design 100x100 mm size P type With common burnt clay F.P.S. (non modular) bricks of class designation 7.5.	4.00	EA		

21	Constructing brick masonry manhole in cement mortar 1:4 (1 cement : 4 coarse sand) R.C.C. top slab with 1:2:4 mix (1 cement : 2 coarse sand : 4 graded stone aggregate 20mm nominal size), foundation concrete 1:4:8 mix (1 cement : 4 coarse sand : 8 graded stone aggregate 40mm nominal size) inside plastering 12mm thick with cement mortar 1:3 (1 cement : 3 coarse sand) finished with floating coat of neat cement and making channels in cement concrete 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 20mm nominal size) finished with a floating coat of neat cement complete as per standard design:Inside size 90x80cm and 45cm deep including C.I. cover with frame (light duty) 455x610mm internal dimensions total weight of cover and frame to be not less than 38 kg (weight of cover 23 kg and weight of frame 15 kg): With common burnt clay F.P.S. (non modular) bricks of class designation 7.5.	4.00	EA		
22	Constructing brick masonry chamber for underground C.I. inspection chamber and bends with bricks in cement mortar 1:4 (1 cement : 4 coarse sand) C.I. cover with frame (light duty) 455x610 mm internal dimensions, total weight of cover with frame to be not less than 38 kg (weight of cover 23 kg and weight of frame 15 kg), R.C.C. top slab with 1:2:4 mix (1 cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size), foundation concrete 1:5:10 (1 cement : 5 fine sand : 10 graded stone aggregate 40 mm nominal size), inside plastering 12 mm thick	8.00	EA		

	with cement mortar 1:3 (1 cement : 3 coarse sand), finished smooth with a floating coat of neat cement on walls and bed concrete etc. complete as per standard design : Inside dimensions 455x610 mm and 45 cm deep for single pipe line.				
23	Earth work in excavation by mechanical means (Hydraulic excavator) /manual means over areas (exceeding 30cm in depth. 1.5 m in width as well as 10 sqm on plan) including disposal of excavated earth, lead upto 50m and lift upto 1.5m, disposed earth to be levelled and neatly dressed. All kinds of soil.	99.57	M3		
24	Excavating trenches of required width for pipes, cables, etc including excavation for sockets, and dressing of sides, ramming of bottoms, depth upto 1.5 m including getting out the excavated soil, and then returning the soil as required, in layers not exceeding 20 cm in depth including consolidating each deposited layer by ramming, watering, including consolidating each deposited layer by ramming, watering, etc. and disposing of surplus excavated soil as directed, within a lead of 50 m : All Kind of Soil for Pipes, cables etc. exceeding 80 mm dia.but not exceeding 300 mm dia.	32.00	M		
25	Providing & Laying in position cement concrete of specified grade excluding the cost of centring and shuttering - All work upto plinth level: 1:2:4 (1 Cement: 2 coarse sand : 4 graded stone aggregate 20 mm nominal size).	7.50	M3		
26	Providing & Laying Reinforced cement concrete work in walls	10.50	M3		

	(any thickness), including attached pilasters, buttresses, plinth and string courses, fillets, columns, pillars, piers, abutments, posts and struts etc. upto floor five level excluding cost of centring, shuttering, finishing and reinforcement: 1:2:4 (1 cement: 2 coarse sand : 4 graded stone aggregate 20 mm nominal size).				
27	Providing Centring and shuttering including strutting, propping etc. and removal of form for: Lintels, beams, plinth beams, girders, bressumers and cantilevers.	75.00	M2		
28	Providing & fixing Steel reinforcement for R.C.C. work including straightening, cutting, bending, placing in position and binding all complete above plinth level Thermo-Mechanically Treated bars.	200.00	KG		
29	Providing & Making plinth protection 50mm thick of cement concrete 1:3:6 (1 cement : 3 coarse sand : 6 graded stone aggregate 20 mm nominal size) over 75mm bed of dry brick ballast 40mm nominal size well rammed and consolidated and grouted with fine sand including finishing the top smooth.	50.00	M2		
30	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	302.00	M2		
31	Providing & Finishing walls with water proofing cement paint of required shade: Old work (one or more coats applied @ 2.20 kg/10 sqm) over priming coat of primer applied @ 0.80 litres/10 sqm	302.00	M2		

	complete including cost of Priming coat.				
32	Providing & Finishing walls with water proofing cement paint of required shade : New work (Two or more coats applied @ 3.84 kg/10 sqm.	648.00	M2		
33	Providing & Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade : Two or more coats on new work over an under coat of suitable shade with ordinary paint of approved brand and manufacture	150.00	M2		
34	Clearing jungle including uprooting of rank vegetation, grass, brush wood, trees and saplings of girth upto 30 cm measured at a height of 1m above ground level and removal of rubbish upto a distance of 50 m outside the periphery of the area cleared.	20.00	M2		
35	Felling trees of the girth (measured at a height of 1 m above ground level) including cutting of trunks and branches removing the roots and stacking of serviceable material and disposal of unserviceable .Beyond 30 cm girth upto and including 60 cm girth.	5.00	EA		
36	Providing & Fixing double scaffolding system (cup lock type) on the exterior side, upto seven story high made with 40mm dia. M.S. tube 1.5 m centre to centre horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube chollies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved	500.00	M2		

	and removing it there after. The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineer-in-Charge. The elevational area of the scaffolding shall be measured for payment purpose. The payment will be made once irrespective of duration of scaffolding. Note: This item to be used for maintenance work judiciously, necessary deduction for scaffolding in existing item to be done.				
37	Providing and Placing on terrace (at all floor levels) polyethylene water storage tank ISI : 12701 marked with cover and suitable locking arrangement and making necessary holes for inlet, outlet and overflow pipes but without fittings and the base support for tank.	8000.00	L		
38	Providing and fixing ball valve (brass) of approved quality, High or low pressure, with plastic floats complete : 15 mm nominal bore.	16.00	EA		
39	Providing & Fixing Structural steel work in single section, fixed with or without connecting plate, including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer all complete.	575.00	KG		
40	Providing & Fixing Steel work in built up tubular (round, square or rectangular hollow tubes etc.) trusses etc.,	500.00	KG		

	including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer, including welding and bolted with special shaped washers etc. complete. Hot finished welded type tubes."				
41	Providing and fixing precoated galvanised iron profile sheets (size, shape and pitch of corrugation as approved by Engineer-in-charge) 0.50 mm (+ 0.05 %) total coated thickness with zinc coating 120 grams per sqm as per IS: 277, in 240 mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester top coat 15-18 microns. Sheet should have protective guard film of 25 microns minimum to avoid scratches during transportation and should be supplied in single length upto 12 metre or as desired by Engineerin- charge. The sheet shall be fixed using self drilling /self tapping screws of size (5.5x 55 mm) with EPDM seal, complete upto any pitch in horizontal/ vertical or curved surfaces, excluding the cost of purlins, rafters and trusses and including cutting to size and shape wherever required.	42.25	M2		
42	Providing & Repairs to plaster of thickness 12mm to 20mm in patches of area 2.5 sq. meters and under including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete including disposal of rubbish to the dumping ground within 50 metres lead:With cement mortar 1:4 (1 cement : 4 fine sand).	50.00	M2		

43	Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to municipal dumping ground beyond 50 m initial lead, for all leads including all lifts involved.	50.00	M2		
Total cost (Rs.)					
Sales Tax, if any.					
Service Tax,if any.					
Grand Total value (A) (Rs.)					

Notes :

1. Grand Total value is inclusive of all taxes. No payment other than the above mentioned will be paid.
2. Above mentioned quantities are estimated quantities only. Actual requirement may vary from the above mentioned quantities. Payment will be made on actual basis. However, prior approval of OIL must be taken for any additional work required to be carried out during execution of the contract.

(End of Part-I)