

**OIL INDIA LIMITED**  
**(A Government of India Enterprise)**  
**CONTRACTS DEPARTMENT**  
**P.O. DULIAJAN – 786602, ASSAM**

**OIL INDIA LIMITED (OIL)** invites sealed bids from eligible Bidders/ Firms for the following services under single stage composite bid.

<b>IFB No. / Bid Document Cost</b>	<b>Service Requirements</b>	<b>Issue of Bid Document / Bid Security / Bid Closing / Opening Date &amp; Time</b>
<b>DCO3431P15 ₹ 2000.00</b>	Contract of Services for Construction / Modification / Maintenance Jobs under New SCADA expansion & modification project.	<b>05.05.2014 to 09.06.2014 (upto 15:30 Hrs) / ₹ 15400.00 / 10.06.2014 (12:45 Hrs / 13:00 Hrs)</b>

Bid Documents (non-transferable) can be obtained from the office of Head (Contracts), Oil India Limited, P.O. Duliajan, Assam-786602 during office working hours only on application along with Bid Document Cost (non-refundable) through a Crossed Demand Draft / Banker's cheque in favour of 'Oil India Limited' payable at **Duliajan** drawn on any Schedule Bank. The details of IFB are available at Website [www.oil-india.com](http://www.oil-india.com).

PSU's and SSI units registered with NSIC claiming exemption from payment of tender fee should submit their request with all credentials at least 7 days in advance to get access for participation in the tender.

**HEAD-CONTRACTS**

OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
Contracts Department,  
Duliajan, DISTRICT: DIBRUGARH  
ASSAM, PIN: 786602

M/s.  
India

TENDER NOTICE NO.: DCO3431P15

Date: 30.04.2014

OIL INDIA LIMITED invites SEALED TENDERS from experienced and approved Contractors/Firms for the under mentioned work:

DESCRIPTION OF WORK/ SERVICE.	LOCATION	CONTRACT PERIOD	i)Bid Closing/ Opening date ii)Earnest money deposit
Contract of Services for Construction / Modification / Maintenance Jobs under New SCADA expansion & modification project.	OIL OPERATIOAL AREAS IN UPPER ASSAM	TWO (02) YEARS WITH A PROVISION FOR EXTENDING FOR ONE (01) YEAR	10.06.2014 15,400.00 (RUPEES FIFTEEN THOUSAND FOUR HUNDRED

- a) Earnest money deposited/Not deposited vide D.Draft/B.Cheque/Money Receipt  
No. \_\_\_\_\_ dated \_\_\_\_\_ of \_\_\_\_\_  
b) Security Deposit will be Non-interest bearing 2.1/2% of the total contract price.  
c) Conditional/Non Conditional offer as per letter attached.

2.0 SEALED ENVELOPES Containing the Tender shall be marked with the above Tender Number and description of work and addressed to the

HEAD-CONTRACTS  
OIL INDIA LIMITED  
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Contracts Department,  
Duliajan, DISTRICT: DIBRUGARH  
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All tenderers shall deposit the requisite EARNEST MONEY alongwith the Tender in the form of Demand Draft/Banker's Cheque/Bank Gurantee in favour of M/s Oil India Limited and payable at DULIAJAN. This Earnest Money shall be refunded to all unsuccessful tenderers, but is liable to be forfeited in full or part, at Company's discretion , as per Clause No. 6 below. Tenders received without Earnest Money in the manner specified above will be summarily rejected.

The bids are to be submitted in duplicate. (One in original and one photocopy of the original).

3.0 Tenders will be received upto 12:45 PM (IST) on the date as mentioned above and opened on the same day at 01:00 PM (IST) at HEAD-CONTRACTS's office before any attending tenderers.Tender box is placed at the office of Head(Contracts). However, if the above mentioned closing / opening day of the tender happens to be non-working day due to Bundh / Strike or any other reason,the tenders will be received and opened on the following working day at the same time except on Saturdays.

4.0 The rates shall be quoted per unit as specified in the Schedule of Work (Part II) and shall be in words as well as in figures. No overwriting shall be allowed, but all corrections may be inserted in the blank space above the corrected word / figure and must be initialed. In case of discrepancy the unit rate quoted in words shall be

considered to be correct.

5.0 The Company reserves the right to reject any or all the tenders or accept any tender in full or in part, without assigning any reason.

6.0 (a) No Tenderer must withdraw the tender after its public opening. Any such withdrawal will make the tenderer liable of forfeit his/her/their Earnest Money in full and debarred from further tendering at the sole discretion of the company and the period of debarment will not be less than 6 (six) months.

(b) Once a withdrawal letter is received from any bidder, the offer will be treated as withdrawn and no further claim / correspondence will be entertained in this regard.

7.0 The tender must be valid for 180 ( One hundred & eighty) days from the date of opening of the tender.

8.0 Conditional tenders are liable to be rejected at the discretion of the Company.

9.0 Tenders can be dropped at the box placed at the office of Contract Department or can be sent by registered post addressed to

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so as to reach his office before scheduled closing date and time. Company will not be responsible for any postal delay or non-receipt of the same.

10.0 The work may be split up amongst more than one contractor at the sole discretion of the Company.

11.0 The bidders are required to furnish the composition and status of ownership of the firm in whose name tender documents have been purchased/issued along with one or more of the following documentary evidences(which are applicable to the bidder) in support of the same.

01. In case of Sole Proprietorship Firm-Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indicating therein the name, business and residential address, E-mail and telephone numbers of the owner and copies of Service Tax and Central Excise Registration Certificate.

02. In case of HUF-Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return, Family Arrangement indicating therein the name, residential address, E-mail and telephone numbers of the owners in general and Karta in particular and copies of Service Tax and Central Excise Registration Certificate.

03. In case of Partnership Firm-Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indicating therein the name, residential address, E-mail and telephone numbers of all the partners(including the Managing Partner), registered partnership agreement/deed and copies of Service Tax and Central Excise Registration Certificate.

04. In case of Co-Operative Societies-Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, registration certificate from Registrar of Co-Operative Societies and copies of Service Tax and Central Excise Registration Certificate.

05. In case of Societies registered under the Societies Registration Act -Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, registration certificate from the Registrar of the state and copies Service Tax and Central Excise Registration Certificate.

06. In case of Joint Stock Companies registered under the Indian Companies Act -Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indicating therein the name, residential address, E-mail and telephone numbers of all the Directors or persons who are at the helm of affairs, Certificate of Incorporation from the Registrar of Companies, Memorandum and Articles and copies of Service Tax and Central Excise Registration Certificate.

07. In case of Trusts registered under the Indian Trust Act - Copies of Telephone/Electricity/Mobile Bill, PAN, latest Income Tax Return indicating therein the name, residential address, E-mail and telephone numbers of all the Trustee or persons who are at the helm of affairs, registration certificate from the Registrar of the state, Trust Deed

and copies Service Tax and Central Excise Registration Certificate.

12.0 The selected tenderer will be required to enter into a formal contract, which will be based on their tender i.e O.I.L's Standard Form of Contract.

13.0 The successful tenderer shall furnish a Security Deposit in the form of Demand Draft / Banker's Cheque / Cash as specified above before signing the formal contract. The Security Deposit will be refunded to the Contractor after satisfactory completion of the work, but a part or whole of which shall be used by the Company in realization of liquidated damages or claims, if any or for adjustment of compensation or loss due to the Company for any reason. This Security Money shall not earn any interest.

14.0 The amount of retention money shall be released after 6 (six) months from the date of completion certificate from the concerned department.

15.0 The work shall have to be started within seven days from the date of work order.

16.0 Time will be regarded as the essence of the Contract and the failure on the part of the Contractor to complete the work within the stipulated time shall entitle the Company to recover liquidate damages and / or penalty from the Contractor as per terms of the tender /contract.

17.0 The contractor will be required to allow OIL officials to inspect the work site and documents in respect of the workers payment.

#### 18.0 DISCOUNTS / REBATES.

1.1 Unconditional Discounts/ Rebates if any given in the bid or along with bid will be considered for evaluation.

1.2 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 discount/rebate, the contract shall be awarded after taking into consideration such discount / rebate. These provisions shall be incorporated suitably in the Bid Document

#### 19.0 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 debarred for a period of 2(two) years from the date of withdrawal of bid.

#### 20.0 BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA

In case LOA issued is not accepted by the L1 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 debarred for 2(two) years from the date of default.

#### 21.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:

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

CHIEF MANAGER CONTRACTS (O)  
For HEAD-CONTRACTS

OIL INDIA LIMITED  
 (A Govt. of India Enterprise)  
 Contracts Department,  
 Duliajan, DISTRICT: DIBRUGARH  
 ASSAM, PIN: 786602

WORKS CONTRACT

DCO3431P15

DESCRIPTION OF WORK/SERVICE :-

Contract of Services for Construction / Modification / Maintenance Jobs under New SCADA expansion & modification project.

GENERAL CONDITIONS OF CONTRACT(GCC)

MEMORANDUM OF AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ Between OIL INDIA LIMITED a Company incorporated under the Companies Act 1956 and having its Registered Office at Duliajan in the District of Dibrugarh, Assam ( hereinafter called Company ) of the one part and Shri/Smti \_\_\_\_\_ and Shri/Smti \_\_\_\_\_ carrying on business as partners /proprietor under the firm name and style of M/s. \_\_\_\_\_ with the main Office at \_\_\_\_\_ in the District of \_\_\_\_\_ aforesaid ( hereinafter called 'Contractor') on the other part.

WITNESSETH :

1. a) The contractor hereby agrees to carry out the work set down in the Schedule of work which forms part-II of this Contract in accordance with the 1968 General Conditions of Contract of Oil India Limited and General Specifications read in conjunction with any drawings and Particular Specifications & instructions which forms Part-III of the contract utilizing any materials/services as offered by the Company as per Part-IV of the contract at \_\_\_\_\_ .

b) In this Contract all words and expressions shall have the same meaning as are respectively assigned to them in the 1968 General Conditions of Contract of Oil India Limited which the Contractor has perused and is fully conversant with before entering into this Contract.

c) The clauses of this contract and of the specifications set out hereunder shall be paramount and in the event of anything herein contained being inconsistent with any term or terms of the 1968 General Conditions of Contract of Oil India Limited, the said term or terms of the 1968 General conditions of Contract to the extent of such inconsistency, and no further, shall not be binding on the parties hereto.

2. The contractor shall provide all labour, supervision and transport and such specified materials described in part-II of the Contract including tools and plants as necessary for the work and shall be responsible for all royalties and other levies and his rates shall include for these. The work executed and materials supplied shall be to the satisfaction of the Company's Engineer and Contractor's rates shall include for all incidental and contingent work which although not specifically mentioned in this contract are necessary for its completion in a sound and workman like manner.

3. The Company's Engineer shall have power to:

a) Reduce the rates at which payments shall be made if the quality of work although acceptable is not upto the required standard set forth in the OIL Standard Specifications which have been perused and fully understood by the Contractor.

b) Order the Contractor to remove any inferior material from the site and to demolish or rectify any work of inferior workmanship, failing which the Company's Engineer may arrange for any such work to be

demolished or rectified by any other means at the Contractor's expenses.

c) Order the Contractor to remove or replace any workman who he (The Engineer) considers incompetent or unsuitable; the Engineer's opinion as to the competence and suitability of any workman engaged by the Contractor shall be final and binding on the Contractor.

d) Issue to the Contractor from time to time during the progress of the work such further drawings and instructions as shall be necessary for the purpose of proper and adequate execution and maintenance of the works and the Contractor shall carry out and be bound by the same.

e) Order deviations in Part II and III of this Contract. All such deviation orders shall be in writing and shall show the financial effect, if any, of such deviation and whether any extra time is to be allowed. The rates to be applied for such Deviation Order shall be the same for those appearing in Company's Schedule of Rate in force on the date of issue of such Deviation Order, to which the contractor has no objection.

4. The Contractor shall have no claim against the company in respect of any work which may be withdrawn but only for work actually completed under this contract. The contractor shall have no objection to carry out work in excess of the quantities stipulated in Part-II if so ordered by the company at the same rates, terms and conditions.

5. The Company reserves the right to cancel this Contract at any time upon full payment of work done and the value of the materials collected by the contractor for permanent incorporation in the work under this contract particularly for execution of this contract upto the date of cancellation of the Contract. The valuation of the work done and the materials collected shall be estimated by the company's Engineer in presence of the contractor. The Contractor shall have no claim to any further payment whatsoever. The valuation would be carried out exparte if Contractor fails to turn up despite reasonable notice which will be binding on the Contractor.

6. The Contractor hereby undertakes to indemnify the Company against all claims which may arise under the under noted Acts :-

- i) The Mines Act.
- ii) The Minimum Wages Act, 1948.
- iii) The Workman's Compensation Act, 1923.
- iv) The Payment of wages Act, 1963.
- v) The Payment of Bonus Act, 1965.
- vi) The Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed thereunder.
- vii) Employees Pension Scheme, 1995.
- viii) Inter-State Migrant (Regulation of Employment and Condition of Service) Act. 1979.
- ix) The Employees Provident Fund and Miscellaneous Provisions Act, 1952.
- x) AGST Act.
- xi) Service Tax Act.

or any other Acts or Statute not here in above specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work. The Contractor shall not make the Company liable to reimburse the Contractor for the statutory increase in the wage rates of the Contract Labour appointed by the Contractor. Such Statutory increase in the wage rates of Contract Labour shall be borne by the contractor.

7. The Contractor shall clear away all rubbish and surplus material from the site on completion of work and shall leave the site clean and tidy.

8. The duration of the contract shall be 104 weeks from the commencement date mentioned in the work order. The contractor must complete the work within the contract period. During the currency of the job, the work progress must be commensurate with the time elapsed. In the event of any delay on the contractor's part, he/she will be liable to pay to the company liquidated damages at the rate of 1/2% (Half p.c ) per week of the contract price of the item(s) delayed in completion and the maximum value of the liquidated damage will be 7.5% of the contract price of the item(s) delayed provided the item(s) delayed are not critical for commissioning and final utilization of the work. If, however, the item(s) delayed in completion are critical for commissioning and final utilisation of the work then the contractor will be liable to pay liquidated damages by way of penalty at the rate of 1/2% (Half percent) per week of delay of the total contract cost subject to a maximum of 7.5% of total contract cost.

The Chief Engineer's certificate as to the criticality or otherwise of an item shall be final.

The payment of liquidated damages/penalty may be reduced or waived at the sole discretion of the Company whose decision in this regard will be final.

In the event of there being undue delay in execution of the Contract, the Company reserves the right to cancel the Contract and / or levy such additional damages as it deems fit based on the actual loss suffered by the company attributable to such delay. The company's decision in this regard shall be final.

9. In order to promote, safeguard and facilitate the general operational economic in the interest of the Company during the continuance of this contract the Contractor hereby agrees and undertakes not to take any direct or indirect interest and or support, assist, maintain or help any person or persons engaged in antisocial activities, demonstration, riots , or in any agitation prejudicial to the Company's interest and any such event taking shape or form at any place of the Company's works or and its neighbourhood.

10. The tendered all-inclusive Price (i.e. the Contract price) is Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only.) but the Company shall pay the Contractor only for actual work done at the all inclusive rates set down in the Schedule of work part II of this Contract.

On account payment may be made, not oftener than monthly, upto the amount of 92.5% of the value of work done. Final payment will be made only after satisfactory completion of the work . Such final payment shall be based on the work actually done allowing for deviations and any deductions and the measurement shall be checked and certified correct by the Company's Engineer before any such final payment is made.

11. The contractor employing 20 (twenty ) or more workmen on any day preceding 12 months shall be required to obtain requisite licence at his cost from the appropriate Licensing Officer before undertaking any Contract work. The Contractor shall also observe the rules & regulations framed under the Contract Labour (Regulation & Abolition) Act.

12. Wages shall be paid by the Contractor to the workmen directly without any intervention of any Jamadars or Thekadars and that the Contractor shall ensure that no amount by way of commission or otherwise be deducted/ recovered by the Jamadar from the wages of the workmen.

13. The Company for any reason whatsoever and of which the company shall be sole judge may terminate this Contract with a 24 hours notice in writing to the Contractor and in the event of Company's so doing the clause 5 here of shall prevail and the accounts between the parties will be in accordance therewith finalised.

14. The Contractor will not be allowed to construct any structure (for storage / housing purpose) with thatch, bamboo or any other inflammable materials within any company's fenced area.

15. The Contractor shall ensure that all men engaged by him/her are provided with appropriate protective clothing and safety wear in accordance with regulation 89(a) and 89(b) in the Oil mines Regulations 1984. The Company's representative shall not allow/accept those men who are not provided with the same.

16. All Statutory taxes levied by the Central and State Government or any other competent authority from time to time will be borne by Contractor and the amount of the contract specified in the contract is inclusive of all tax liabilities but excluding Service Tax. **Service Tax if applicable shall be, to the Company's account. However, Service Tax portion payable directly by the Service provider(if applicable) shall be reimbursed to the Contractor on the basis of the documentary evidence.**

17. The Contractor shall deploy local persons in all works.

18. The Contractor shall not engage minor labour below 18(eighteen) years of age under any circumstances.

19. The Contractor and his/her workmen shall strictly observe the rules and regulations as per Mines Act. (latest editions).

20. Special Conditions

a) The amount of retention money shall be released after 6(six) months from the date of issue of completion certificate from concerned department.

b) The contractor will be required to allow OIL Officials to inspect the work site and documents in respect of the workers' payment.

c) Contractor(s) whosoever is liable to be covered under the P.F. Act and contract cost is inclusive of P.F., must ensure strict compliance of provisions of Provident Fund and Miscellaneous Provisions Act, 1952 in addition to the various Acts mentioned elsewhere in this contract. Any contractor found violating these provisions will render themselves disqualified from any future tendering. As per terms of the contract, if applicable, the Contractor must deposit Provident Fund Contribution (covering Employee's & Employer's share) with the competent authority monthly under their direct code. The Contractor shall be required to submit documentary evidence of deposit of P.F. Contribution to the Company. In case of failure to provide such documentary evidence, the Company reserves the right to withhold the amount equivalent to applicable P.F. Contribution.

#### 21. ARBITRATION :

Any dispute under this contract will be settled through Arbitration as per Indian Arbitration and Conciliation Act, 1996.

Place of Arbitration : DULIAJAN .

#### 22. FORCE MAJEURE :

Force Majeure (exemption) Clause of the International Chamber of Commerce (ICC Publication No. 421) is hereby incorporated in this contract.

#### 23. I.B. VERIFICATION REPORT AND SECURITY REVIEW :

Contractor will be required to submit the verification report to ascertain character and antecedents from the Civil Administration towards the persons engaged under this contract to the Head of the user Department before engagement.

24. In case of any doubt or dispute as to the interpretation of any clause herein contained, the decision of the Company's Engineer shall be final and binding on the contractor.

#### 25. SET OFF CLAUSE :-

"Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of a sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited)."

#### 26.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:

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

#### 27.0 LIQUIDATED DAMAGES FOR DELAY IN MOBILISATION AND/ OR COMPLETION OF WORKS AND SERVICES

27.1 In normal case of works /service contracts, liquidated damages will be applicable @ 0.5% of the contract value per week or part thereof, for delay in contract mobilization /completion date subject to a maximum ceiling of 7.5% of contract value .

IN WITNESS whereof the parties hereunto set their hands seals the day and year first written above :-

SIGNED & DELIVERED FOR AND  
ON BEHALF OF

-----  
(Signature of Contractor or  
his legal Attorney)

-----

----- by the hand

-----  
(Full Name of Signatory)

of -----  
its Partner/Legal Attorney

-----  
(Seal of Contractor's Firm)

And in presence of

-----  
(Signature of witness)

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Date : \_\_\_\_\_

-----  
(Full Name of Signatory)

Address:

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(Signature of Acceptor)

SIGNED & DELIVERED FOR & ON  
BEHALF OF OIL INDIA LIMITED

Designation \_\_\_\_\_

Date \_\_\_\_\_

OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
Contracts Department,  
Duliajan, DISTRICT: DIBRUGARH  
ASSAM, PIN: 786602

**WORKS CONTRACT**

Tender No. DCO3431P15

SOQ - Schedule of Work, Unit, Quantities, Rates and Prices.

Service Line No.	Description of Work	Unit in Words	Quantity	Rate per Unit (Figures & Words)	Amount
10	Fabrication & construction of pipelines of wall thickness (WT) 5.54 mm to 12.7 mm by welding of bevel end pipes including various sizes of butt welded pipe fittings like weld neck flanges, tees, elbows, bends, sewage etc. Pipeine fabrication to be carried for Construction / Extension / Modification of existing crude oil or condensate (liquid hydrocarbon) pump delivery pipelines including bypass arrangement for fitting Net Oil Computer (NOC) inside OCS /EPS /QPS / satellite fields or any other location in the oil field. Unit:Meter of finished welding)	Meter	300.000		
20	Manual stringing and aligning of pipe spool for welding various sizes of pipeline/pipe spools including fittings on ground or above ground/ elevated position 50 mm N.B to 350 mm N.B	US ton	500.000		
30	Hooking up of companion flanged pipe spool on pipeline above ground/ overhead at all elevations as	Inch	950.000		

	required, complete with necessary gaskets, nuts, studs, bolts, as per the directive of site engineer. Under strain on lines will not be allowed. (unit: Per Inch Dia)		
40	Fabrication of MS Nipple of size 2" NB, bevel ended, seamless, confirming to API 5L, XXS. Nipple fabrication to be carried out by cutting the pipe & making bevel ends for butt welding jobs. The necessary pipe will be provided by OIL (unit: No. of Nipple)	Number	21.000
50	Fabrication of MS Nipple of size 4" NB, bevel ended, seamless, confirming to API 5L, X60. Nipple fabrication to be carried out by cutting the pipe & making bevel ends for butt welding jobs. The necessary pipe will be provided by OIL (unit: No. of Nipple)	Number	210.000
60	Fabrication of Pipe supports comprising two no of pipe post and one no of cross member, including clamping of pipe/pipes upto the max. height of 01 metre and erection of the same with proper grouting by cc mixture generally as per drawing to be supplied. The height of post will vary as per site requirement. The company shall supply the required pipes, MS plate for base plates, clamps, fasteners etc. required for the jobs. (unit: No. of supports)	Number	90.000
70	Installing of supplied flanged valves (gate) , Net Oil Computers and strainers of various sizes in between existing flanges on	Inch	500.000

	pipeline laid over ground / overhead / at all elevation wherever required with proper gasket This also includes manual handling of handling of and fixing of additional quantities of pipeline valves with required no. of fasteners and gaskets. (Unit:Per dia inch)		
80	Loading, transporting, offloading and stacking of various pipe fittings, valves and other materials from company's yard to the work site with the help of approved pipe trailer or other suitable vehicle without damage of the materials. Damage materials shall be rejected at yard prior to transporting the same with approval of company's representative	Ton-Kilometre	2,000.000
90	Construction / Repairing of PCC mattress inside the installation or at other location as per the company's requirement. The thickness of the mattress will be determined by company's Site Engineer (Normally 100 mm to 200 mm thickness). Necessary material i.e cement, sand, bricks, gravels etc. to be arranged by the contractor at his own cost. Note: Prior to construct the mattress, contractor shall have to clean the area and make necessary level dressing in the existing. In PCC mattress 1:4:6 composition to be maintained.	Cubic meter	200.000
100	Construction of 300 mm shallow drainages with 125 mm brick wall and plastering, wide 300 mm inside the operating areas or	Meter	270.000

	any field location as per the requirement of the company. Necessary material i.e cement, sand, bricks, gravels etc. to be arranged by the contractor at his own cost.		
110	Earth filling, dressing & levelling of the areas inside the operating areas / complexes or any other location as per company's requirement. Contractor shall have to arrange and carry necessary earth for the same from outside the company's land / areas. Proper ramming to be done for consolidation / compactness of the earth for installation of equipments, pipes, valves, Strainer etc.,	Cubic meter	400.000
120	Radiographic test for newly constructed / fabricated weld joints as desired by the company's representative. Radiographic testing of weld joints at random 10-20 % of the joints as decided by the company's representative. Necessary equipment / materials required for the same, shall be arranged by the contractor. Minimum length per film 10 cm, maximum length per film 52 cm. unit meter of film)	Meter	30.000
130	Inter location Mobilization & demobilisation of manpower, tools machinery's and other establishment to the work site from the contractor's work place/other locations to execute the jobs assigned by the company's representative. Demobilization and mobilization will be considered as one job. Company will only provide	Number	31.000

	with minimum site covering protected or unprotected. Contractor will have to arrange for his own security for protecting his man, machine, equipment.		
140	One time Mobilization charge for manpower, tools, machinery's, safety gears and other establishment to execute the contract.	Number	1.000

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Total Amount(Rs):

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Note :- Bidder must include all liabilities including statutory liabilities in their quoted rates but excluding Service Tax. **Service Tax if applicable shall be, to the Company's account. However, Service Tax portion payable directly by the Service provider (if applicable) shall be reimbursed to the Contractor on the basis of the documentary evidence.**

OIL INDIA LIMITED  
 (A Govt. of India Enterprise)  
 Contracts Department,  
 Duliajan, DISTRICT: DIBRUGARH  
 ASSAM, PIN: 786602

## WORKS CONTRACT

### Special Conditions of Contract(SCC)

Tender No.: DCO3431P15

#### **A. TECHNICAL TERMS AND CONDITIONS:**

##### A.1 FABRICATION & CONSTRUCTION SPECIFICATIONS:

##### 1.0 MATERIALS:

- a) Materials supplied by the contractor shall conform to the specifications and shall be suitable for the purpose for which they are required. Composition of materials procured by the contractor shall have to be submitted to the company.
- b) Unless otherwise specified by the Company, all materials supplied by the contractor shall bear the ISI stamp and / or shall be supplied by reputed manufacturers or suppliers. If in respect of any materials, including but not limited to sand, stone, aggregate, bricks, earth and steel etc., neither ISI Marking / approved nor reputed suppliers are available, such materials shall be obtained from sources / suppliers / manufactures approved by the Company.
- c) Deliveries of materials supplied by the Company shall be either from Company stores or other suitable point of collection. It shall be the responsibility of the contractor at his own risks and costs to take delivery of the company materials and to arrange for its loading, transportation to job site and unloading at the job site or other place of storage approved by the Company.
- d) The materials supplied by the Company shall be utilized by the contractor only for incorporation in the permanent works and shall not be used for any other purpose.
- e) The contractor shall inspect the materials supplied to him at the time of taking delivery there of and satisfy himself of the quality, quantity and condition there of prior to taking delivery and the company shall not be liable for any claims or complaints whatsoever in respect of quality, quantity or conditions of said materials once the contractor has taken delivery thereof.

##### 2.0 PIPING FABRICATION AND INSTALLATION:

- a) The scope of piping covers the jobs as specified in the "Schedule of Works" of the contract and includes transportation from OIL yard to site, unloading at site, safe-storage, site transportation, fabrication and erection of the complete over ground and underground piping as well as pipe fitting / valves, for the entire plant. (Supply of materials viz. pipes, pipe fittings, valves etc. are under OIL's scope).
- b) Process piping fabrication shall be as per API 1104 standard latest edition.
- c) The ends of line pipe shall be beveled as per ANSI B 16.25 if required.
- d) All welding & welding joints carried out shall conform to API 1104 specifications, must be of radiographic quality & 10% of the welding joints at random will be radio graphed by competent agency engaged by the contractor as per direction of COMPANY's Engineer. All arrangements for radiography test including testing agency, source, films etc. are to be done by the contractor with prior intimation to COMPANY's Engineer. After radiography, the processed films along with inspection report from the testing agency will be submitted to OIL for inspection and approval.

##### 3.0 CIVIL ENGINEERING JOBS:

All civil engineering jobs as specified in the Schedule of Works of the contract shall conform to relevant code / standard as well as specifications provided in the Schedule of Works of the contract.

##### 4.0 INSPECTION AND TESTING:

#### 4.01 INSPECTION & TESTING OF WORKS:

- a) The contractor shall at all times ensure high standard of workmanship, related to the work to the satisfaction of the site engineer. The site engineer shall have the power to inspect the work in all respects at any and all times up to the completion of the work as also to test or instruct the contractor to test the works or any structure, material (s) or component (s) thereof at the risk and cost of the contractor.
- b) The contractor shall provide all facilities, instruments, materials / labour etc. required for testing and the works and shall offer the site engineer all assistance necessary to inspect the tests carried out by the contractor.
- c) The contractor shall also provide and keep at all times during the progress of the work, proper means of access to the work and every part thereof by means of ladders, gangways etc. for inspection and measurement of the work.
- d) Should the site engineer on inspection or test be not satisfied with the quality or workmanship, of any work, material or component (the decision of the site engineer being final in this behalf) the contractor shall re-perform, replace, re-install and / or re-erect as the case may be such work, structure material or component and no such rejected work, structure, materials or item or component shall be re-used with reference to the work except with the prior permission of the site engineer.

#### 4.02 FINAL TEST AND POSSESSION OF WORKS:

- a) As soon as the works have been completed in all respects to the satisfaction of the site engineer, final tests of the works shall be undertaken by the contractor at the risk and costs of the contractor in the presence of the site engineer. The company may at its discretion permit final tests in piecemeal in respect of particular part (s) or sections (s) or group (s) of the works or in respect of particular job site (s) involved.
- b) Upon satisfactory completion of the final tests, the site engineer shall prepare a final test certificate witnessed by the contractor, which shall certify the date on which the final tests in respect of the works have been successfully completed and where final tests have been conducted in piecemeal shall certify in date on which the final tests in respect of the concerned part (s) / sections (s) / group (s) / job site (s) / have been successfully completed.
- c) As and from the date of successful completion of final tests as mentioned in the final test certificate the Company shall be deemed to have taken over the work (s) / part (s) / section (s) / group (s), in respect of which final test certificate have been issued.
- d) If during the Final Tests or prior thereto any defect (s) in any work performed or structure or component installed / erected or material or other items incorporated in the works is / are noticed, the contractor shall forthwith remove and / or demolish the same and reperform, replace, reinstall or re-erect the same and otherwise do and provide whatever is necessary to be done or provide to correct, repair and / or rectify the defect (s) to the satisfaction of the site engineer.

#### 5.0 INSPECTION AND TESTING OF PIPELINE WORKS:

##### 5.01 VISUAL INSPECTION:

Inspection of all welds shall be carried out as per API 1104. Finish weld, shall be visually inspected for parallel and axial misalignment of the work, cracks, inadequate penetration, un-repaired burn through, dimension and other surface defects and it must present a neat appearance.

##### 5.02 RADIOGRAPHIC EXAMINATION:

- a) The procedure of radiographic examination, limits of acceptability, removal and repair of defects shall be as per API 1104 and shall be approved by the engineer in-charge. Cracks and lack of root fusion / penetration are considered as injurious defects and shall not be permitted. Contractor shall be responsible for carrying out radiographic examinations of defects and re-radiography of the welds rectified. He shall make necessary arrangements for the equipment as well as radiographic films at his own cost for the satisfactory completion of the job.
- b) The extent of radiography shall be as indicated in schedule of works of the contract. In cases where the extent of radiography is not specifically mentioned, the engineer in-charge will determine the same, depending on the criticality of service.
- c) Contractor shall fulfill all the statutory safety requirements in handling the X-Ray and Gamma rays equipment.
- d) In case of random radiography, the percentages given in schedule of works indicate only the overall extent of radiography to be carried out. Joints to be radiographed shall be selected by site engineer and the radiography shall be carried out in his presence. The contractor shall submit all the radiographs along with radiographic reports

to the site engineer / engineer in-charge immediately after processing the radiographs for approval. The details of the radiographs shall be duly entered and signed by him in the radiographic reports.

e) Radiography requirements should not be more than 15% of total works.

#### 6.0 REPAIRS OR REMOVAL OF DEFECTS:

- a) Defects which are not within the acceptable limits shall be removed from the joint completely by chipping or grinding.
- b) No repairs shall be carried out without prior approval of site engineer.

#### 7.0 CLEANING:

- a) All equipment in the system shall be cleaned and flushed free of all dirt, debris and loose foreign material after approval of pressure testing by the engineer / engineer in-charge.
- b) Proper temporary drainage for flushing water shall be provided so that no damage is done to permanent facilities.

9.0 WELDERS TEST: All welders engaged by the contractor for performance of the work shall be subjected to welders test as per relevant codes and they will be allowed to work only after satisfactory performance in the test and also to the satisfaction of the site engineer. Such test will be carried out by the TPI deployed by the contractor on his own cost.

#### B. RELEVANT DRAWINGS FOR CONSTRUCTION:

Except otherwise specified, the following drawings may generally be used during construction of the installation:

- i) Sketch No. OIL/PP/15- Single leg pipe support,
- ii) Sketch No. OIL/PP/16-Double leg pipe support,
- ii) Sketch No. OIL/PP/12-Concrete pipe support.

#### C. SPECIFICATION OF PIPES WHICH MAY BE USED IN FABRICATION:

- 1) 250 mm NB (10") - API 5L Grade B, Wall thickness - 7.80 mm (0.307"), Weight - 51 kg/m, Average length - 10/12m
- 2) 200 mm NB (8") - API 5L Grade B, Wall thickness - 7.04 mm (0.277"), Weight - 36.61 kg/m, Average length - 10/12m
- 3) 150 mm NB (6") - API 5L Grade B, Wall thickness - 7.11mm (0.280"), Weight - 28.26 kg/m, Average length -10/12m
- 4) 100 mm NB (4") - API 5L Grade X-46, Wall thickness- 7.14 mm (0.281"), Weight - 18.77 kg/m, Average length -10/12m & 100 mm NB (4") - API 5L Grade X-60, Wall thickness- 11.13 mm (0.438"), Weight -28.30 kg/m, Average length -10/12m
- 5) 80 mm NB (3") -API 5L Grade B, Wall thickness - 7.60mm (0.300"), Weight - 15.24 kg/m, Average length -10/12m
- 6) 50 mm NB (2") - API 5L Grade B, Wall thickness - 7.14m (0.218"), Weight 7.48 kg/m, Average length - 10/12 m & 50 mm NB (2") - API 5L Grade B, Wall thickness- 11.07mm (0.436"), Average length - 10/12
- 7) 25 mm NB (1") - API 5L Grade B, Wall thickness - 3.25 mm (0.128") Weight - 2.46 kg/m, Average length - 6/7 m
- 8) 12mm NB (1/2") - API 5L Grade B, Wall thickness - 3.73 mm (0.147") Weight -1.62 kg/m, Average length - 6/7 m
- 9) 300 mm NB (12") & 350 mm NB (14") will also be included

#### D. Special Notes:

A) Contractor shall have to provide all necessary adequate nos. of personnel protective Equipment (PPE)/Safety gadgets to his/her crew members while working in any installation /locations/ worksite as per the safety guidelines of M/s OIL.

- B) Before starting any jobs at site, Necessary Hot Work permit / Excavation permit / Cold work permit to be collected by the contractor from the concern Installation manager / authorized personnel of M/s. OIL with all safety precautions for installing new equipment/ vessel or installing pipelines.
- C) Contractor shall have to arrange necessary tools, mechanical jack, zinc pole, chain pulley, tripod and any other arrangements required for the jobs.
- D) Welding shall be carried out at a safe distance specified by the company's representative. The electrodes to be used shall be of suitable gauge. The entire operation will be carried out under constant supervision of company's representative. The welding will be stopped in case the weather is not suitable for the job. The contractor shall have to provide canopy during mild drizzles for the welding. Weld joints shall be radiographed as per API-1104 standard. Defective joints shall be repaired and radiographed at contractor's cost. Necessary safety precautions to be observed in all phases of works. Electrical power for the welding / grinding & for running other machineries are to be arranged by Contractor. The job will be normally carried out in the day hours only. However, in case of urgency company may consider to allow the contractor to carry out the jobs in the night hours if the proper illumination (lighting apparatus approved by DGMS in case of Hazardous area) at work site is arranged by the contractor at their own cost. The welding jobs are to be done as per API Std. 1104. Approximately 10% of the welding joints would be radiographed by the third party inspection agency arranged by the contractor and approved by the company. Any joint, if found defective will be repaired by the contractor at his own cost.
- E) Necessary material i.e., cement, sand, bricks, gravels etc to be arranged by the contractor at his own cost.
- F) Dismantling of inlet & outlet connection to Screwed fittings/ mechanical connections like flanged system of various sizes, bends, tees etc. that may be necessary prior to shifting to another location.
- G) The Supervisor or In-Charge of the contractor's team shall report at Production Gas -SCADA Sectional Office at 7-30 AM before carrying out the job and take necessary instruction from the authorized personnel of OIL. The list of jobs to be carried out can be obtained from the office.
- H) Bidder to give an undertaking to possess minimum of the following requisite tools / Equipment:
- a) Minimum 2 (two) Nos. of welding Generator as per IS: 2635 with following specification:
    - I) Welding current range 60 -400 Amps
    - II) Maximum hand welding current at 80% duty cycle, 400 Amps.
    - III) Dia of coated electrode 6.3 mm
    - IV) Couple with suitable Engine as per IS: 10002/81 having auxiliary power sources for 220-230 V & 10 Amps.
  - b) High capacity pipe carrying trailer
  - c) A/C Generator equivalent to IS: 4722, 10 KVA, 240 V 50 Hz.40 Amps. with suitable lighting system for carrying out jobs in night hours.
  - d) Grinding Machine: High Speed angle grinder equivalent to AG7, 235V, 2200W
  - e) Beveling Machine: to make the pipe end true as per the dimensions specified
  - f) Minimum 4 (Four) sets of chain pulley blocks of 3 (three) to 5(Five) tone capacity
- I) Bidder must have skilled welder capable of performing radiographic quality welding as per API 1104 std. ANSI 31.4/31.8
- J) Bidder must have the following facilities -
- a) Own yard / base camp to keep their machinery /equipment and transport fleet. Etc.
  - b) The Following minimum manpower of their permanent payroll
    - i) API quality welders- 1 (one) (Bio-data along with photograph required)
    - ii) Conventional welder 1 (one)
    - iii) Supervising assistants
    - iv) Fitter / Technician 2(Two)
    - v) Grinder 2(Two)
    - vi) Foreman 1 (One)
    - vii) Welding set operator 2 (Two)
    - viii) Rigger 4(Four)
- K) Bidder must submit all the Documentary evidences of the above with bid. Company may depute their representative to physically verify the same as and when required. Moreover proper welding test i.e. API welding quality test may be taken by the representative, if necessary.
- L) Flash-back arrestors should be used in Gas Cutting / welding sets as per DGMS Technical Circular No. 2 of 2002.
- M) The Gen-sets should have integral acoustic enclosure as practiced in OIL.

**E. HSE (Health, Safety & Environment):**

- 1) It will be solely the Contractor's responsibility to fulfill all the legal formalities with respect to the Health, Safety and Environmental aspects of the entire job (namely; the person employed by him, the equipment, the environment, etc.) under the jurisdiction of the district of that state where it is operating. Ensure that all sub-contractors hired by him comply with the same requirement as the contractor himself and shall be liable for ensuring compliance all HSE laws by the sub or sub-sub contractors.
- 2) Every person deployed by the contractor in a mine must wear safety gadgets to be provided by the contractor. The Contractor shall provide proper Personnel Protective Equipment as per the hazard identified and risk assessed for the job and conforming to statutory requirement and company PPE schedule. Safety appliances like protective footwear, Safety Helmet and Full Body harness has to be DGMS approved. Necessary supportive document shall have to be submitted as proof. If the Contractor fails to provide the safety items as mentioned above to the working personnel, the Contractor may apply to the Company (OIL) for providing the same. OIL will provide the safety items, if available. But in turn, OIL will recover the actual cost of the items by deducting from Contractor's Bill. However, it will be the Contractor's sole responsibility to ensure that the persons engaged by him in the mines use the proper PPEs while at work.  
All the safety gears mentioned above are to be provided to the working personnel before commencement of the work.
- 3) The Contractor shall prepare written Safe Operating Procedure (SOP) for the work to be carried out, including an assessment of risk, wherever possible and safe methods to deal with it/them. The SOP should clearly state the risk arising to men, machineries & material from the mining operation / operations to be done by the contractor and how it is to be managed.
- 4) The contractor shall provide a copy of the SOP to the person designated by the mine owner who shall be supervising the contractor's work.
- 5) Keep an up to date SOP and provide a copy of changes to a person designated by the Mine Owner/Agent/Manager.
- 6) Contractor has to ensure that all work is carried out in accordance with the Statute and SOP and for the purpose he may deploy adequate qualified and competent personnel for the purpose of carrying out the job in a safe manner. For work of a specified scope/nature, he should develop and provide to the mine owner a site specific code of practice in line .
- 7) All persons deployed by the contractor for working in a mine must undergo Mines Vocational Training, initial medical examination, PME. They should be issued cards stating the name of the contractor and the work and its validity period, indicating status of MVT,IME & PME.
- 8) The contractor shall submit to DGMS returns indicating Name of his firm, Registration number, Name and address of person heading the firm, Nature of work, type of deployment of work persons, Number of work persons deployed, how many work persons hold VT Certificate, how many work persons undergone IME and type of medical coverage given to the work persons
- 9) The return shall be submitted quarterly (by 10th of April, July, October & January) for contracts of more than one year. However, for contracts of less than one year, returns shall be submitted monthly.
- 10) It will be entirely the responsibility of the Contractor/his Supervisor/representative to ensure strict adherence to all HSE measures and statutory rules during operation in OIL's installations and safety of workers engaged by him. The crew members will not refuse to follow any instruction given by company's Installation Manager / Safety Officer / Engineer / Official / Supervisor/Junior Engineer for safe operation.
- 11) Any compensation arising out of the job carried out by the Contractor whether related to pollution, Safety or Health will be paid by the contractor only.
- 12) Any compensation arising due to accident of the Contractor's personnel while carrying out the job, will be payable by the contractor.
- 13) The contractor shall have to report all incidents including near miss to Installation Manager / departmental representative of the concerned department of OIL.
- 14) The contractor has to keep a register of the persons employed by him/her. The contractor's supervisor shall take and maintain attendance of his men every day for the work, punctually.
- 15) If the company arranges any safety class / training for the working personnel at site (company employee, contractor worker, etc) the contractor will not have any objection to any such training.
- 16) The health check up of contractor's personnel is to be done by the contractor in authorized Health Centers

as per OIL's requirement & proof of such test(s) is to be submitted to OIL. The frequency of periodic medical examinations should be every five years for the employees below 45 years of age and every three years for employees of 45 years of age and above.

- 17) To arrange daily tool box meeting and regular site safety meetings and maintain records.
- 18) Records of daily attendance, accident report etc. are to be maintained in Form B, E, J (as per Mines Rules 1955) by the contractor.
- 19) A contractor employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's act or omissions at work.
- 20) A contractor employee must, while at work, cooperate with his or her employer or other persons so far as is necessary to enable compliance with any requirement under the act or the regulations that is imposed in the interest of health, safety and welfare of the employee or any other person.
- 21) Contractor's arrangements for health and safety management shall be consistent with those for the mine owner.
- 22) In case Contractor is found non-compliant of HSE laws as required company will have the right for directing the contractor to take action to comply with the requirements, and for further non-compliance, the contractor will be penalized prevailing relevant Acts/Rules/Regulations.
- 23) When there is a significant risk to health, environment or safety of a person or place arising because of a non-compliance of HSE measures company will have the right to direct the contractor to cease work until the non-compliance is corrected.
- 24) The contractor should prevent the frequent change of his contractual employees as far as practicable.
- 25) The contractor should frame a mutually agreed bridging document between OIL & the contractor with roles and responsibilities clearly defined.
- 26) For any HSE matters not specified in the contract document, the contractor will abide the relevant and prevailing Acts/rules/regulations/ pertaining to Health, Safety and Environment.

#### **F.0 BID REJECTION CRITERIA (BRC):**

F.1 The bid shall conform generally to the specifications and terms and conditions given in the Bid 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. All the documents related to BRC must be submitted along with the Techno-Commercial Bid.

F.2.1 Average Annual financial turnover during last 03 (three) year ending 31st March 2013 should be **Rs. 9.22 Lakhs (Rupees Nine Lakhs Twenty Two Thousand only)**.

F.2.2 The bidder shall have minimum experience in successfully completing SIMILAR nature of jobs in PSUs / Central / State Govt. Enterprises of the following magnitude during the last 07 (Seven) years ending bid closing date.

1) One similar completed work costing not less than **Rs. 24.58 Lakhs (Rupees Twenty Four Lakhs Fifty Eight Thousand only)**.

OR

2) Two similar completed works each costing not less than **Rs. 15.37 Lakhs (Rupees Fifteen Lakhs Thirty Seven Thousand only)**.

OR

3) Three similar completed works each costing not less than **Rs. 12.29 Lakhs (Rupees Twelve Lakhs Twenty Nine Thousand only)**.

**Note:** "Similar Nature of Job(s)" mentioned in Para F.2.2 means the following nature of jobs -

Construction / Revamping / Modification of Field Gathering Station, Group Gathering Station, Gas Off-take Points, Gas Well Installations, Oil Collecting Station, Early Production Setup, Quick Production Setup, Group Gathering Station and Oil Refinery including related civil engineering jobs.

F.2.3 The Supervising Assistants, Fitters / Technicians employed by the party must have proper knowledge of crude oil and natural gas handling equipment maintenance works with work experience in oil / gas production installation/maintenance for not less than 05 (five) years.

F.2.4 Bid will be rejected if not accompanied with adequate documentary proof (Refer Note A, B & C below) in support of turnover and experience mentioned in Para F.2.1, F.2.2 and F.2.3.

**NOTE:**

A) For proof of requisite Experience, any one of the following document/photocopy must be submitted along with the bid:-

i) In case of OIL contractors, copy of "Certificate of Completion" (COC)/ "Service Entry Sheet" (SES) of contracts successfully completed during the last seven years ending bid closing date, showing gross value of job done. It may be clearly noted that simply mentioning of OIL CCO Number will not be accepted.

ii) Certificate issued by competent authority of any other Public Sector Undertaking/ Govt. Department (for contracts successfully completed during the last seven years ending bid closing date), showing:

- a) Gross value of contract job done; and
- b) Nature of contract job done; and
- c) Time period covering the financial year(s) as per the NIT.

B) For proof of Annual turnover, any one of the following document/photocopy must be submitted along with the bid: -

i) A certificate issued by a practicing Chartered/ Cost Accountants Firm (with membership no. and Firm Registration no.), certifying the Annual Turnover.

OR

ii) Audited Balance Sheet and Profit and Loss account.

C) The certificate in respect of work experience of the Supervising Assistants, Fitters / Technicians and others mentioned above must be provided along with the bid. Physical fitness certificate of the Supervising Assistants, Fitters / Technicians and others mentioned above for working in fields must be provided.

F.2.5 The bidder shall submit certificate issued by appropriate authority regarding Bank account number, service tax registration no, copy of PAN card, VAT Regd. Number, Provident fund code number, (Direct Code)/ or a declaration by the applicant to them. In case of P.F. is required to be deposited later on, the same will be deposited by bidder (applicant)

F.2.6 Any bid containing fraudulent document/information will be rejected and action will be taken as per the terms of the tender.

F.2.7 Bids containing preconditions, if any, will be summarily rejected and no correspondence for any deviation/correction in this regard will be entertained thereafter.

F.2.8 The bidder shall furnish Bid Security for the amount as indicated along with Bid. Any bid not accompanied by a proper bid security will be rejected.

F.2.9 The Bid Documents are not transferable. Bids submitted by parties who have not been issued the Bid Documents from the Company will be rejected.

F.2.10 The bid shall be typed or written in indelible ink and the original bid shall be signed by the Bidder or their authorized representative on all pages failing which the bid will be rejected.

F.2.11 Any bid received in the form of Telex/Cable/Fax/E-mail/ Telephone call will not be accepted.

F.2.12 The bid shall contain no inter-lineation, erasures or overwriting except as necessary to correct errors

made by Bidder, in which case such corrections must be initialed by the person(s) signing the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.

F.2.13 Bidders must quote clearly and strictly in accordance with the price schedule of Bidding Documents; otherwise, the bid will be rejected.

F.2.14 Any bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.

F.2.15 The following Clauses with all its sub-clauses should be agreed in toto, failing which the bid will be rejected.

- Performance Security Clause
- Tax liabilities Clause
- Insurance Clause
- Force Majeure Clause
- Termination Clause
- Liquidated damages Clause
- Penalty clause

F.2.16 GENERAL:

- a) Bidders shall have to categorically quote the rates for their offer and confirm that the rates shall remain firm during the contract period and not subject to variation on any account.
- b) In case bidder takes exception to any clause of Bidding Document not covered under BEC/BRC, 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 the Company. The loading so done by the Company will be final and binding on the Bidders. No deviation will however, be accepted in the clauses covered under BRC.
- c) To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the Bidder for clarification in respect of clauses covered under BRC also and such clarification fulfilling the BRC clauses must be received on or before stipulated days from the date of clarification sought by the Company, failing which the bid will be summarily rejected.
- d) In case, any of the clauses in the BRC contradict with other clauses of Bidding Document elsewhere, then the clauses in the BRC shall prevail.
- e) Unconditional discounts/rebates, if any, given in the bid or along with the bid will be considered for evaluation. 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.
- f) OIL will not be responsible for delay, loss or non receipt of applications (for bidding documents) sent by mail and will not entertain any correspondence in this regard.

#### **G.0 BID EVALUATION CRITERIA (BEC):**

The bids conforming to the technical specifications, terms and conditions stipulated in the tender documents and considered to be responsive after subjecting to Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below.

G.1 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 (i.e. schedule of works, units, quantity, rates) of the tender.

G.2 In case of identical lowest offered rate by more than 1(one) bidder, the selection will be made by draw of lot

between parties offering the same lowest price.

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OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
Contracts Department,  
Duliajan, DISTRICT: DIBRUGARH  
ASSAM, PIN: 786602

**WORKS CONTRACT**

Schedule of company's Plants, Materials and Equipments

Tender No.: DCO3431P15

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NOT APPLICABLE

To  
 HEAD-CONTRACTS  
 Oil India Limited  
 DULIAJAN

SUB:SAFETY MEASURES  
Tender No : DCO3431P15

Description of work/service :

Contract of Services for Construction / Modification / Maintenance Jobs under New SCADA expansion & modification project.

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)

Yours Faithfully

Date \_\_\_\_\_

M/s \_\_\_\_\_

CONTRACTOR  
 FOR & ON BEHALF OF