

OIL INDIA LIMITED
(A Government of India Enterprise)
P.O. Duliajan, Pin - 786602
Dist.-Dibrugarh, Assam

INVITATION FOR BID
DOMESTIC COMPETITIVE BIDDING

OIL INDIA LIMITED (OIL) invites Bids through its E-Procurement Portal "<https://etender.srm.oilindia.in/irj/portal>" against (i) IFB No. CDI4182P17 for "Construction/Repairing of bituminous road by, 75 mm thick WBM in two layers, 20 mm thick Premixing with Seal Coat including supply of all materials except Bitumen. (From Kamkhat junction to Chabua FGS. length Approx 5.00 Km)." (ii) IFB No. CDI4183P17 for "Construction of Flare Pit wall behind Kathalguri OCS with RCC Pond (size 35.00 mtr x 35.00 mtr) including supply of all materials except Cement." (iii) IFB No. CDI4184P17 for "Construction of Boundary Wall with MS grill around Oil India Higher Secondary School extending behind NHK 43 (upto turning point towards Bihutoli) at Duliajan including supply of all materials except Cement."(iv) IFB No. CDI4187P17 for " Construction of asphalted road with WBM, Pre-mix and seal coating including providing and laying 600 mm dia. RCC culvert with brick wall inside Makum OCS including supply of all materials and equipments except Bitumen and Cement." The details of IFBs and procedures for applying & participation can be viewed using "Guest Login" provided in the E-Procurement portal and also in OIL's web site www.oil-india.com. The link to OIL's E-Procurement portal has also been provided through OIL's web site. All corrigenda, addenda, amendments, time extension, clarifications etc. to the tender will be hosted on the website and in the e-tender portal only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website and e-portal to keep themselves updated.

OIL INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
P.O.DULIAJAN-786602, ASSAM
E-TENDR NOTICE

OIL INDIA LIMITED (OIL) invites Bids under Composite bid System from established Civil Engineering firms / contractors through its E-Procurement portal "<https://etender.srm.oilindia.in/irj/portal>" for the following works.

IFB No.	SHORT DESCRIPTION OF SERVICE	BID SECURITY	COST OF BID DOCUMENT
CDI4187P17	Construction of asphalted road with WBM, Pre-mix and seal coating including providing and laying 600 mm dia. RCC culvert with brick wall inside Makum OCS including supply of all materials and equipments except Bitumen and Cement.	₹ 15,500/-	₹ 1000/-
Period of Sale of Bid Doc. for above work: 28-03-2017, 07:00 AM to 20-04-2017, 03:30 PM.			
Bid Closing / Opening Date & Time for all the above works: 27-04-2017 11.00/14.00 Hrs			
Bidder shall require User ID and Password for online submission of Bid. Vendors having user ID & password can purchase bid documents on-line through OIL's electronic Payment Gateway. Tender fee: Only payment made through online payment gateway on or before the last date of sale of bid document shall be acceptable and no other instrument (cash/ DD/ Cheques/Cashier Cheque, etc.) shall be acceptable.			
New Vendors who do not have User ID & password shall request OIL for the issue of the same well in advance and OIL will take up to 5 working days to issue the same. Therefore bidder should not delay in making request till the last moment in their own interest. In case of delay because of late request by the bidders, OIL shall not be responsible for non-submission of Bid in absence of user ID and Password. Alternatively, User ID and Password may be generated online by the bidders by using the link for supplier enlistment given in OIL's e-tender portal and can purchase bid documents subsequently in the similar manner.			
EXEMPTION OF TENDER FEE: Central Govt. Departments and Central Public Sector Undertakings (PSU) are exempted from payment of tender fee. Application for exemption of Tender Fee must reach the office of GM-Contracts, Contracts Department, Oil India Limited, Duliajan-786602(Assam) within the bid selling period.			
No physical Bid documents will be issued. The details of IFB can be viewed using "Guest Login" provided in the E-Procurement portal and also in OIL's web site www.oil-india.com . The link to OIL's E-Procurement portal has also been provided through OIL's web site www.oil-india.com .			
All corrigenda, addenda, amendments, time extension, clarifications etc. to the tender will be hosted on the OIL's website and in the e-tender portal only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website and e-portal to keep them updated.			

Date: 28-03-2017

**DGM- Contracts (P)
for RESIDENT CHIEF EXECUTIVE**

OIL INDIA LIMITED
(A Govt. of India Enterprise)
Contracts Department, Duliajan

OIL INDIA LIMITED a premier Public Sector Enterprise of Govt. of India engaged in drilling and exploration activities for hydrocarbon invites ON-LINE BIDS from experienced and established firms / contractors meeting the requisite criteria for the following mentioned work under **SINGLE STAGE Composite Bid System** through its e-Procurement site:

DESCRIPTION OF WORK/ SERVICE : Construction of asphalted road with WBM, Pre-mix and seal coating including providing and laying 600 mm dia. RCC culvert with brick wall inside Makum OCS including supply of all materials and equipments except Bitumen and Cement.

LOCATION OF WORK : Makum OCS.

CONTRACT PERIOD : 16 (Sixteen) Weeks.

BID CLOSING/ OPENING DATE & TIME : 27-04-2017(11:00 HRS/14:00 HRS)

BID SECURITY DEPOSIT : ₹ 15,500/- (Rupees Fifteen Thousand Five Hundred Only).

- a) Bid Security deposited vide Bank Guarantee/LC No. _____
dated _____ of _____

(Original hard copy of (a) should reach the office of GM-CONTRACTS before Bid opening date and time, otherwise Bid will be rejected. A scanned copy of this document should also be uploaded along with the Un-priced bid documents.

b) Bidders to confirm that in the event of the award of Contract he/she/they will submit Performance Security Deposit @ 2.5% of the total contract price within two weeks of issue of LOI/LOA and this will not earn any interest. Immediately after deposit of Performance security, successful bidder shall have to sign the formal contract Agreement.

2.0 SEALED ENVELOPES containing the Bid Security Deposit (EMD) shall be marked with the above Tender Number and description of work and addressed to

**GM-CONTRACTS
CONTRACTS DEPARTMENT
OIL INDIA LIMITED
Duliajan - 786602
Assam.**

2.1 The bidders shall pay the requisite Bid security against the individual IFBs through the online payment gateway. Alternatively, the bidders may deposit the requisite BID SECURITY in the form of Bank Guarantee/LC from a Nationalized / Scheduled Bank in favour of M/s Oil India Limited and payable at DULIAJAN.

DD/Cheques/ Cashier Cheque etc. will not be acceptable. This Bid Security shall be refunded to all unsuccessful bidders, but is liable to be forfeited in full or part, at Company's discretion, as per Clause No. 6 below. **Bids without Bid Security in the manner specified above will be summarily rejected.** Bid should be submitted on-line through OIL's e-Tendering Portal up to 11:00 hrs (IST) (Server Time) on the date as mentioned and will be opened on the same day at 14:00 hrs (IST) at Office of the GM-Contracts in presence of authorized representative of the bidder. **If the bid security is submitted in the form of BG / LC, the same should be dropped in the tender box placed at the office of the GM-Contracts on or before 1:30 p.m. of the schedule date of opening of tender.**

Exemption from submission of bid security:

- a. Central Govt. Department & Public Sector Undertaking Companies are exempted from submission of bid security.
- b. **OIL registered 'A', 'B' & 'C' class bidders are exempted from depositing the bid security against this tender considering they submit revised "One Time Security Deposit" in line with OIL's notification no.: CONT/CIV/1296/2016 dated 25.08.2016, on or before 13:30 Hrs. of Bid Closing/Opening date of this tender.**

2.2 THE PHYSICAL BID SECURITY IS TO BE SUBMITTED ALONGWITH A COVERING LETTER MENTIONING THE e-TENDER NO AND THE BIDDER'S NAME AND ADDRESS IN A DULY SEALED ENVELOPE ADDRESSED TO - GM - CONTRACTS, OIL INDIA LIMITED, CONTRACTS DEPARTMENT, DULIAJAN - 786602

2.3 If the bidders deposit the requisite Bid security in the form of Bank Guarantee, then the Bank Guarantee should be valid for 30 days beyond the required bid validity period.

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

4.0 The rates shall be quoted per unit as specified in the "Price Bidding Format" attached just below the "Tendering text". Bidder should note that no pricing information is furnished in the "c-Folder" (Technical Bid) otherwise the bid will be rejected.

4.1 All other techno-commercial documents other than price details to be submitted with un-priced bid as per tender requirement placed in the 'un-priced' bid folder.

4.2 The bid and all uploaded documents must be digitally signed using "Class 3" digital certificate [e-commerce application (Certificate with personal verification and Organization name)] as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

4.3 The authenticity of above digital signature shall be verified through authorized CA after bid opening. If the digital signature used for signing is not of "Class -3" with Organization's name, the bid will be rejected.

4.4 Bidder is responsible for ensuring the validity of digital signature and its proper usage by their employee.

4.5 The bid including all uploaded documents shall be digitally signed by duly authorized representative of the bidding company.

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

6.0 (a) No Bidder can withdraw his bid within the validity or extended validity of the bid. Withdrawal of any bid within bid validity period will lead to forfeiture of his/her/their Bid Security in full and debarment from participation in future tenders, at the sole discretion of the Company and the period of debarment will be decided as per OIL's banning policy dated 6th Jan 2017 available at OIL's website.

(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

a) The Bid must be valid for 90 (Ninety) days from the date of opening of the tender.

b) In case of extension of Bid Opening Date, Bid validity must be extended suitably by the bidder, as and when advised by OIL.

c) The amount of Bid Security shall be as specified in the NIT.

d) In case the Bidder submits Bid security in the form of Bank Guarantee (BG), the BG must be valid for minimum 120 days (One Hundred Twenty) from the date of bid opening.

e) In case of extension of Bid Opening Date, Bid Security validity must be extended suitably by the bidder, as and when advised by OIL.

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

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

10.0 Before submission of bids, the bidder is advised to inspect the work site with permission from GM -Civil or his representative, to assess the nature and extent of work and the conditions under which it will be carried out. He may also seek such clarification from this office as are deemed necessary.

11.0 The bidder should offer their overall rate only as a percentage of Company's internally estimated cost within the limit of at Par to +10% on the

Company's internal estimated contract cost. The bids with overall rates quoted below at par and above (+10%) of Company's internal estimate will be rejected outright.

12.0 The bidders are required to furnish the composition and status of ownership of the firm in whose name bid 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 and scanned copies of the same should be uploaded along with the Un priced bid documents.

12.1 In case of Sole Proprietorship Firm, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form 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.

12.2 In case of HUF, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form, 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.

12.3 In case of Partnership Firm, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form 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.

12.4 In case of Co-Operative Societies, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form 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.

12.5 In case of Societies registered under the Societies Registration Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form 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.

12.6 In case of Joint Stock Companies registered under the Indian Companies Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form 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.

12.7 In case of Trusts registered under the Indian Trust Act, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form

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.

NOTE: Point no. 12.1 to 12.7 is not applicable for contractors who are already registered with OIL INDIA LIMITED.

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

14.0 SECURITY DEPOSIT:

The successful bidder shall furnish a Performance Security Deposit in the form of Bank Guarantee/LC 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.

15.0 OIL INDIA LIMITED reserves the right to curtail / enhance the scope of the work stated above or cancel, if required.

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

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

18.0 Time Schedule: The time allowed for completing the work will be reckoned from the date of issue of work order. Time is the essence of the Contract and failure on part of the contractor to complete the work within the stipulated time, shall entitle the Company to impose liquidated damages and / or penalty from the contractor as per terms of the Contract.

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

20.0 BACKING OUT BY BIDDER: In case any bidder withdraws their bid within the bid validity period, the Bid security will be forfeited and be debarred from further tendering at the sole discretion of the Company and the period of debarment will not be less than 2 (Two) years.

21.0 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 dealt as per OIL's banning policy dated 6th Jan 2017 available at OIL's website.

22.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT: If it is found at any time that, a Bidder / Contractor has / had furnished fraudulent documents /

information, the Bid Security / Performance Security shall be forfeited and the bidder / contractor shall be dealt as per OIL's banning policy dated 6th Jan 2017 available at OIL's website, besides legal action.

23.0 Bidder(s) must also furnish the followings:

- a) NAME OF FIRM :
- b) DETAIL POSTAL ADDRESS :
- c) MOBILE / TELEPHONE NO :
- d) E-MAIL ADDRESS :
- e) FAX NO (If available) :
- f) CONTACT PERSON :
- g) VENDOR CODE (If available) :

24.0 The tender will be governed by :

- a) Covering Letter.
- b) Part - I - General Terms and Conditions for Works Contract. (GCC)
- c) Part - II - Schedule of Work, Unit and Quantity (SOQ)
- d) Part - III -Particular Specification, Special Terms, Conditions & Instructions of Contract (SCC)
- e) Part- IV - SCPME
- f) Part- V-Safety Measures
- g) Bid Rejection Criteria & Bid Evaluation Criteria (BRC/BEC).

i) Special Note:

Please note that all tender forms and supporting documents are to be submitted on-line through OIL's E-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with tender no. and due date at following address:

**GM Contracts,
Contracts Department,
Oil India Limited,
Duliajan- 786602, Assam**

- a. ORIGINAL BID SECURITY (**Only in case of Bidder(s) submitting Bid Security in the form of Bank Guarantee/LC**).

A scanned copy of Bid Security should also be uploaded along with the Unpriced Techno-Commercial Bid documents.

- b. Any other document required to be submitted in original as per tender requirement.

Scanned copy(s) of the same should also be uploaded along with the Un-priced Techno-Commercial Bid documents.

The above documents including the Original Bid Security (**in case of bidders submitting Bid Security in the form of Bank Guarantee/LC**) must be received at OIL's GM (Contracts) office at Duliajan on or before the scheduled date & time specified in the NIT, failing which the bid shall be rejected.

Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications. Offers sent without the requisite value of prescribed Bid Security (if called for in the bid) in original will be ignored straightway.

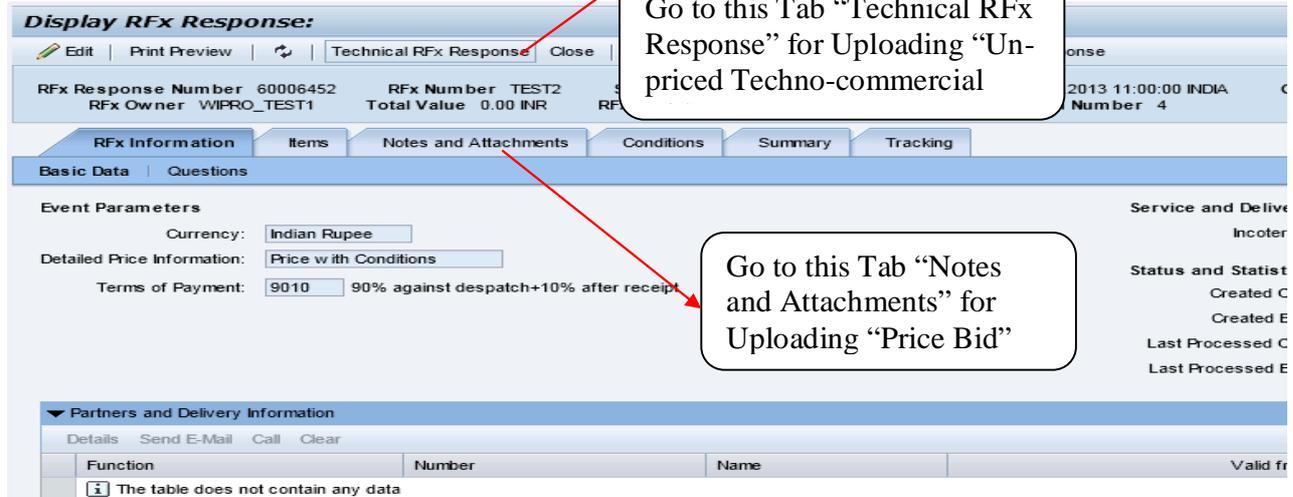
25.0 The tender is invited under SINGLE STAGE-Composite Bid System. The bidder has to submit both the "TECHNICAL" and "PRICED" bid through electronic form in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The Technical Bid is to be submitted as per Scope of Work & Technical Specification of the tender. The Price Bid rates shall be quoted per unit as specified in the "Price Bidding Format" attached just below the "Tendering text" in the main bidding engine of OIL's e-Tender Portal. The price quoted in the "Price Bidding Format" will only be considered for evaluation.

26.0 In Technical Bid opening, only Technical RFX (Technical-Folder) will be opened. Therefore, the bidder should ensure that Technical bid is uploaded in the Technical - Folder link (Technical RFX link) under Un-priced Bid Tab Page only. *No price should be given in above Technical RFX.* Please go through the help document provided in OIL's e-Portal, in detail before uploading the document.

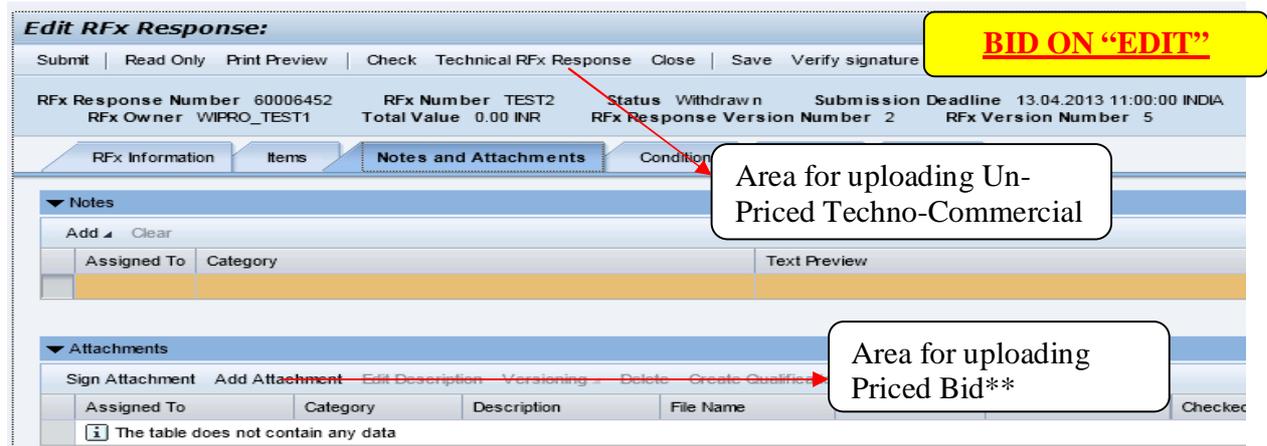
NB: All the Bids must be Digitally Signed using "Class 3" digital signature certificate with Organization's Name (e-commerce application) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

(Note: Shri Rajiv Mathur, IPS (Retd.), Former Director, IB, Govt. of India, E-Mail ID: rajivmathur23@gmail.com and Shri Satyananda Mishra, IAS (Retd.) Former Chief Information Commissioner of India & Ex-Secretary, DOPT, GOI E-Mail ID: satyanandamishra@hotmail.com have been appointed as Independent External Monitors).

27.0 SCREEN SHOTS:



On "EDIT" Mode- The following screen will appear. Bidders are advised to upload "Un-priced Techno-Commercial Bid" and "Priced Bid" in the places as indicated below:



Note :

* The "Techno-Commercial Unpriced Bid" shall contain all techno-commercial details **except the prices.**

** The "Price bid" must contain the price schedule and the bidder's commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on Sign to sign the Price Bid. On Signing a new file with extension .SSIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and click on OK to save the File.

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

**GM-CONTRACTS
For RESIDENT CHIEF EXECUTIVE**

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

DESCRIPTION OF WORK/SERVICES: - Construction of asphalted road with WBM, Pre-mix and seal coating including providing and laying 600 mm dia. RCC culvert with brick wall inside Makum OCS including supply of all materials and equipments except Bitumen and Cement.

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 Contractor
 - 1
 Company

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 up to 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. During the actual execution of the contract, if any, additional items (deviation items) are required, which are not covered in the tender, payment of such items shall be made at the current OIL schedule of rate. In case of positive variation in quantity of any items for the quantity mentioned in the schedule of work during the actual execution of work, the contractor will have to carry out the positive varied quantity at the contract rate, or internally estimated rate whichever is lower.

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 up to 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 there under.
- 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. VAT 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 Contractor must complete the work within 16 weeks of the written order to commence work. 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 percent) 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,
Contractor

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 even 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 ` _____ **(Not to be filled up by bidder while submitting the offer in c-Folder. This figure will be filled up by OIL at the time of award of the contract to the successful bidder.)**

(_____ only.)

but the Company shall pay the Contract or 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, up to 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.

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.

d) In case P.F. is not included in the contract cost and later on required to be deposited by the Contractor, the same will be reimbursed on production of documentary evidence of depositing the same to the authority concerned. 12% P.F. will be applicable on the wage component of the contract cost. The following points are incorporated in the contract based on Contractor's declaration at the time of submission of offer against this contract.

- (i) 12% P.F. is included / not included in the contract cost.
- (ii) Wage component of the contract cost is: 21.41 %.

e) As per Service Tax Act, the contractors are required to furnish service Tax Invoices Containing the following details:

- (i) Name, address and registration No of the contractor
- (ii) Name and address of the service recipient i.e. OIL
- (iii) Description and value of taxable services and the service Tax payable thereon

Note: In absence of Service Tax invoices, Service Tax will not be reimbursed and the consequences of the same shall entirely rest upon the Contractors

The Contractor shall have to submit Invoice of Service Tax as per the following Format:
Format of Invoice (As per Rule 4A (1) of the Service Tax Rule's 1994)

TAX INVOICE

Name of the Service Provider.....

Address of the Service Provider.....

Service Tax Regn. No of the service provider.....

Name & address of the Service Receiver

Oil India Limited, Duliajan, Assam

Invoice Serial No.....

Invoice Date.....

Particulars	Amount (Rs)
Description of the service provided or agreed to be provided (e.g. AMC Bill against Contract No.....for the period.....)	A
Add service Tax 15 % on (A) above (In case of taxable value of service is not 100 %, than specify the value of taxable service and apply 15 % of the qualifying amount) (e.g. if the value of service is only 40%, than service tax should be calculated at 15 % on 40% of the value declared at (A) above.)	B
Total amount (Including service Tax) (A + B)	C
Less: Service Tax Payable by Oil India Limited under reverse charge	D
Net Bill Amount	E

Signature of Proprietor/partner

21. ARBITRATION:

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

Place of Arbitration: Duliajan, Dibrugarh, Assam.

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 as per the OIL's Banning Policy dated 6th Jan 2017 available at OIL's website.

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 of

It's Partner/Legal Attorney

(Full Name of Signatory)

(Seal of Contractor's Firm)

And in presence of

(Signature of witness)

Date: _____

(Full Name of Signatory)

Address:

(Signature of Acceptor)

SIGNED & DELIVERED FOR & ON
BEHALF OF OIL INDIA LIMITED

Designation _____

Date_____

Part-II SOQ

OIL INDIA LIMITED
 (A Govt. of India Enterprise)
Duliajan, Assam
WORKS CONTRACT
E-Tender No.: CDI4187P17

Sl no	Description of Work	Qty	UOM	Curr.	Rate
	Group A SEC-A				
10	Earth work in surface excavation not exceeding 30 cm in depth but exceeding 1.5 m in width as well as 10 sqm on plan including disposal of excavated earth upto 50 m and lift upto 1.5 m, disposed soil to be leveled and neatly dressed :All kinds of soil	10.00	M2	INR	42.44
20	Filling available excavated earth (excluding rock) in trenches, plinth, sides of foundations etc. in layers not exceeding 20cm in depth, consolidating each deposited layer by ramming and watering, lead up to 50 m and lift upto 1.5 m.	10.00	M3	INR	93.91
30	Collecting / excavating sand, soil, silt, ordinary earth from any source, load into lorries, transport it to distant place of work including procuring earth and laying in layer of 150mm thickness and dry ramming, profile properly made for taking measurement, including all measurable lead upto 30m and lift as required. (The contractor shall be responsible for all formalities of supply of earth such as purchase of land including royalties, monopoly / other statutory taxes as required from any distance.)	100.00	M3	INR	287.24
40	Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work upto plinth level of prop 1:3:6 (1 Cement: 3 sand : 6 graded stone aggregate of 25 mm nominal size)including curing	10.00	M3	INR	3694.11
50	Providing and Laying in position specified grade of reinforced cement concrete excluding the cost of centering, shuttering, finishing and reinforcement - All work upto plinth level : 1:1.5:3(1 cement: 1.5 sand : 3 graded stone aggregate 18mm nominal size)including curing.	4.50	M3	INR	3805.02

60	Providing Thermo-Mechanically Treated bars for R.C.C. work including straightening, cutting, bending, placing in position and binding with 22gauge black binding wire all complete.	75.00	KG	INR	69.76
70	Providing Centering and shuttering including strutting, propping etc. and removal of form work for: Foundation.	15.00	M2	INR	187.04
80	Providing Brickwork with F.P.S. bricks of class designation 75 in foundation and plinth in Cement mortar 1:4 (1 cement : 4 sand) including curing.	12.00	M3	INR	4964.15
90	Providing 12mm thick cement sand plaster of prop.1:3 (1Cement:3 sand Neat finished in fair finish of Brick work on all jobs with staging where necessary and curing.	65.00	M2	INR	120.03
100	Construction of sub-grade and earthen shoulders with approved material obtained from borrow pits with all lifts & leads, transporting to site, spreading, grading to required slope and compacted to meet requirement of table No. 300.2 with lead upto 1000 m as per Technical Specification Clause 303.1.(Road roller cost included)	125.00	M3	INR	198.70
110	CONSTRUCTION OF WATER BOUND MACADAM base course 100mm thick (Wearing course) and Surfacing Course (sealing coat) with loose hand broken metal of size 63mm and graded down to 45mm rolled dry to proper compaction, grade and camber and wet rolling after placing bindage of loamy earth and finally sealing the compacted surface with a 25mm thick layer of sand shingles (Ref. to MoRTH Spec.404) and as directed as applied over new consolidated surface. (Road roller supplied by contractor).	3500.00	M2	INR	68.89
120	REPAIRING OF DAMAGED ROAD SURFACE BY 75MM THICK WBM with 63mm to 45mm hand broken road metal, consolidated by road roller / manually to correct grade / course including excavation or raking out damaged portions as per direction (Ref. to MoRTH Spec.404)(Road roller supplied by Contractor).	600.00	M2	INR	44.62
130	Leveling and dressing road sides and verges including dressing the area and cutting earth upto 150mm depth and filling depression and breaking large earth lumps as directed.	3000.00	M2	INR	10.24

140	Making 50 mm x 50 mm furrows, 25mm/ 50mm deep, 450 to the center line of the road and at one meter interval in the existing thin bituminous wearing coarse including sweeping and disposal of excavated material within 1000 meters lead.50mm deep furrow cutting	265.00	M2	INR	6.00
150	REPAIRING DAMAGED ASPHALTED ROAD SURFACE by semi-grouting upto consolidated thickness 75/50 mm by 25mm crushed stone with bituminous binder and compacting surface manually by rammer or by Road roller and finally sand sprayed on repaired surface, including excavating of damaged surface and cleaning of such surfaces to lay new materials as per specification Ref. to MoRTH Spec. as per clauses 506. (All tools and plants to be supplied by contractor and Road roller supplied by Company) Consolidated thickness 50 mm to 75 mm.	500.00	M2	INR	72.00
160	LABOUR FOR PRE-MIX CARPETING OF 20 mm THICK WITH CHIPS or pea-gravels and bitumen over a tack-coat after cleaning the road surface with wire brush, brush broom and fanning with gunny bag etc., heating the bitumen to proper temperature, mixing 12mm and 10mm size chips or pea gravels in the ratio 2:1 by volume, heating the aggregates suitably adding bitumen at 9.50Kg per 10 sq. m or 52Kg per cubic meter of 12mm chips or pea gravels and 5.10Kg per 10 sq. m or 56 Kg per cu. m of 10mm chips or pea gravels preferably by other mixer until the chippings or pea gravels are thoroughly coated with binder, spreading the pre-mix with rakes to the desired thickness and camber immediately after applying the tack coat over the existing bituminous surface(Tack coat will be paid separately), checking the camber by templates, evening out irregularities and rolling the surface with a roller of 8 to 10 ton capacity, wetting the wheels of the roller to prevent premix from sticking and continuing rolling till the pre-mix is compacted. High and low spots observed are to be corrected by adding or removing pre-mix chippings or pea gravels, excess rolling to be avoided, including carriage of bitumen from company's store or yard to the site of work,(T&P& watch & ward & Road Roller by Contractor, Bitumen supplied by company).	3000.00	M2	INR	32.51

	i)Using other mixer of approved type on Bituminous surface.				
170	LABOUR FOR PRE-MIX CARPETING OF 20 mm THICK WITH CHIPS or pea-gravels and bitumen over a tack-coat after cleaning the road surface with wire brush, brush broom and fanning with gunny bag etc., heating the bitumen to proper temperature, mixing 12mm and 10mm size chips or pea gravels in the ratio 2:1 by volume, heating the aggregates suitably adding bitumen at 9.50Kg per 10 sq. m or 52Kg per cubic meter of 12mm chips or pea gravels and 5.10Kg per 10 sq. m or 56 Kg per cu. m of 10mm chips or pea gravels preferably by other mixer of approved type until the chippings or pea gravels are thoroughly coated with binder, spreading the pre-mix with rakes to the desired thickness and camber immediately after applying the tack coat over the existing bituminous surface(Tack coat will be paid separately), checking the camber by templates, evening out irregularities and rolling the surface with a roller of 8 to 10 ton capacity, wetting the wheels of the roller to prevent premix from sticking and continuing rolling till the pre-mix is compacted. High and low spots observed are to be corrected by adding or removing pre-mix chippings or pea gravels, excess rolling to be avoided, including carriage of bitumen from company's store or yard to the site of work, (T& P& Road roller by Contractor &Bitumen supplied by company).i)Using other mixer of approved type on Water Bound Macadam surface.	4100.00	M2	INR	39.40
180	Applying tack coat with bitumen emulsion/bitumen at the rate of 0.20 kg per sqm on the prepared bituminous/granular surface cleaned.	14200.00	M2	INR	5.17

190	Providing and laying seal coat sealing the voids in a bituminous surface laid to the specified levels, grade and cross fall using Type A seal coats.(Road roller provided by Contractor).	7100.00	M2	INR	4.23
200	Spreading gravel, pea-gravel or brick bat over sunken road surface, including carrying from a distance of 30.00m.	120.00	M3	INR	173.02
210	Providing and Services of 8 to10 ton Road Roller including Fuel, Lubricant, Operator, Jugali and Security service (watch & ward).	20.00	HR	INR	592.85
220	Supplying & Laying Reinforced cement concrete pipe NP3 600 mm dia. pre-stressed concrete pipe for culverts on first class bedding of granular material in single row including fixing collar with cement mortar 1:2 but excluding excavation, protection works, backfilling, concrete and masonry works in head walls and parapets .	30.00	M	INR	2803.00
	Group A SEC-B				
10	Supply of Gravel (65mm graded down to 25mm), hard, clean and free from foreign materials	120.00	M3	INR	1546.66
20	Supply of Sand Shingle(containing 60 to 80% sand & 40 to 20% shingle of size 20mm graded down to 5mm), clean and free from clay and rubbish etc.	82.00	M3	INR	1289.56
30	Supply of Hand broken hard stone metal from river boulder fairly cubical in shape, free from dust/dirt disintegrated pieces, organic and other foreign matters(63 mm to 45 mm graded)	498.00	M3	INR	2201.08
40	Supply of Broken stone(Boulder broken)(6 mm graded down to 2 mm), hard and clean .	64.00	M3	INR	1873.87
50	Supply of Broken stone (Boulder broken 12 mm to 6 mm)	192.00	M3	INR	2431.75
60	Supply of Broken stone-Boulder broken (25 mm graded down to 12 mm), hard and clean.	33.00	M3	INR	2528.30
	Group A SEC-C				
10	Carriage of material by mechanical transport including loading unloading and stacking: Tar Bitumen : Beyond 4KM and Upto 5KM	30.00	TON	INR	112.90

20	Extra on Carriage of material by mechanical transport including loading unloading and stacking: Tar Bitumen on every additional KM: Beyond 5KM and Upto 10KM	150.00	TPM	INR	8.27
30	Extra on Carriage of material by mechanical transport including loading unloading and stacking: Tar Bitumen on every additional KM: Beyond 10KM and Upto 20KM	300.00	TPM	INR	6.81
40	Extra on Carriage of material by mechanical transport including loading unloading and stacking: Tar Bitumen on every additional KM: Beyond 20KM	600.00	TPM	INR	5.56
50	Carriage of material by mechanical transport including loading unloading and stacking: Cement, stone blocks, G.I., C.I., A.C. & C.C. pipes below 100 mm dia. and other heavy materials : Beyond 4KM and Upto 5KM	5.50	TON	INR	100.36
60	Extra on Carriage of material by mechanical transport including loading unloading and stacking: Cement, stone blocks, G.I., C.I., A.C. & C.C. pipes below 100 mm dia. and other heavy materials on every additional KM: Beyond 5KM and Upto 10KM	27.50	TPM	INR	7.35
70	Extra on Carriage of material by mechanical transport including loading unloading and stacking: Cement, stone blocks, G.I., C.I., A.C. & C.C. pipes below 100 mm dia. and other heavy materials on every additional KM: Beyond 10KM and Upto 20KM	55.00	TPM	INR	6.05
80	Extra on Carriage of material by mechanical transport including loading unloading and stacking: Cement, stone blocks, G.I., C.I., A.C. & C.C. pipes below 100 mm dia. and other heavy materials on every additional KM: Beyond 20KM	110.00	TPM	INR	4.94

- **Bidder must include all liabilities including statutory liabilities in their quoted rates (excluding PF and service tax).**

Note: The Company's Internal Estimated Rates, as indicated in Part-II, are inclusive of all overheads, taxes, duties, levies etc. except P.F. & Service Tax.

**OIL INDIA LIMITED
(A Govt. of India Enterprise)
DULIAJAN (ASSAM)
WORKS CONTRACT**

PARTICULAR SPECIFICATIONS AND INSTRUCTIONS:

DESCRIPTION OF WORK/SERVICES: Construction of asphalted road with WBM, Pre-mix and seal coating including providing and laying 600 mm dia. RCC culvert with brick wall inside Makum OCS including supply of all materials and equipments except Bitumen and Cement.

SPECIFICATIONS OF CIVIL AND STRUCTURAL WORKS:

1.0 SITE CLEARANCE : All the dismantled goods to be handed over to the Company in proper condition. Contractor will be responsible for any items missing from site and the same will be recovered from his bill.

2.0 EARTH WORK IN EXCAVATION : All excavations shall be done to the minimum dimensions as required for safety and working facility. Prior approval of the Engineer shall be obtained by the Contractor, in each individual case, for the method he proposes to adopt for the excavations including dimension, side slopes, shoring, dewatering, disposal, etc. This approval, however, shall not in any way make the Engineer responsible for any consequent loss or damage. The excavation must be carried out in the most expeditious and efficient manner.

All excavation in open cuts shall be made true to line, slopes and grades shown on the drawing or directed by the Engineer.

The Contractor shall have full responsibility of the stability of the excavation and safety of the workmen.

If the excavation is done to a depth greater than that shown on the drawing, or directed by the Engineer, due to the Contractor's fault, the excess depth shall be filled up to the required level at the latter's cost (with cement concrete not leaner than 1:4:8 ordinary concrete or richer) as directed by the Engineer in each individual case.

Disposal : The excavated spoils will be disposed off in any or all the following manners :

- a) By using it for backfilling straightway.
- b) By stacking it temporarily for use in backfilling at a later date during execution of the Contract.
- c) i) By either spreading, Or
ii) Spreading and compacting at designated disposal areas.

3.0 CEMENT CONCRETE/ REINFRCED CEMENT CONCRETE WORK : All C.C. work in 1:3:6 proportion shall be done with 25 mm graded down broken stone. Broken stone shall be properly screened before use. All reinforced cement concrete work to be done in prop.1:1.5:3 with 18mm down broken stone as per related drawings and instructions of site Engineer to be followed in case of any discrepancies. Proper vibration to be done as per IS recommendation.

4.0 PLANKING AND STRUTTING : The contractor is responsible for the design, fixing and removal of planking, strutting shoring etc. of sufficient strength required for earth pressure for which no extra claim on this amount will be granted.

In normal circumstances and where ordinary Portland cement is used form may generally be removed after the expiry of the following periods.

- a) Walls, columns and vertical face of all structural members as may be decided by the Site Engineer # 24 to 48 hours.
- b) Slabs side (props left under) 3 days
- c) Beam soffits (props. left under) 14 days
- d) Removal of props under slabs
 - i) Spanning up to 4.5 m # 14 days
 - ii) Spanning over 4.5 m # 21 days
- e) Removal of props under beams :
 - i) Spanning up to 6 m # 21 days
 - ii) Spanning above 6 m # 28 days

SCAFFOLDING : The scaffolding required for brick work, plastering work etc. shall be strong enough and of approved materials by the Engineer-in-charge. Before use of scaffolding, it has to be inspected and approved by the Engineer-in-charge or authorised representative

5.0 BRICK WORK :

- a) 75 designation brick work shall consist of first class bricks laid in cement mortar and as hereinafter specified.
- b) No bricks may be used until after they have been soaked under water for at least one hour.
- c) Care must be taken that the bricks are perfectly clean and free from lime, moss or dirt of any kind. If necessary they must be scrubbed before use.
- d) Great care must be taken to masonry in progress of construction damp. When work is left off for the day troughs shall be formed, by means of fillets of mortar 51mm high all round the unfinished work and shall be kept filled with water. Vertical or inclined surfaces must be frequently watered from a rose headed can. Water should not be dashed with violence against new work as this washes out the mortar. Should the work be delayed owing to holidays or for other reason, the contractor must make adequate arrangements for keeping the work wetted, and shall continue to do so for at least ten days or such longer time as directed, after the brickwork has been completed.

e) Brick work in cement mortar with 75 designation brick including racking out joints and curing complete as directed, in sub structure and superstructure in prop. 1:4.

Brick work in cement mortar with 1st class local bricks, the quality of which is to be approved by the Engineer In charge. Bricks are to be thoroughly cleaned, soaked in fresh water for a period of at least 6 hrs. before use. Bricks to be tested for its compressive strength as per relevant ARE: code and it shall not absorb water more than 20% of its dry weight. A good bond shall be maintained both laterally and transversely. Bricks joints shall not exceed 12mm. No broken bricks shall be used except as closers.

After the day's work all joints shall be raked to 12 mm depth so as to provide a good grip for plastering. Brick work to be properly cured till mortar has set. Brick work in sub structure up to plinth level to be done in prop. 1:4 and 230 mm thick brick wall in super structure prop 1:4 shall be reinforced with 2 nos. 6 mm M.S. bars of 350 mm long shall be projected from the face of column so as to give a grip with the column.

6.0 CEMENT MORTAR : Cement mortar shall be of proportions specified for each type of work in the schedule. It shall be composed to cement and sand. The ingredients shall be accurately gauged by measured and shall be well and evenly mixed together in a mechanical pan mixer, care being taken not to add more water than is required. No mortar that has begun to set shall be used. River sand shall be used unless otherwise specified.

If hand mixing is allowed it shall be done on pucca water proof platform. The gauged materials shall be put on the platform and mixed dry water will then be added and the whole mixed again until it is homogeneous and of uniform color. Not more than one bag of cement shall be mixed at one time and which can be consumed within half an hour of its mixing.

7.0 CURING OF CONCRETE : Curing shall be done in accordance with IS:456 by keeping the concrete surface covered with wet hessian cloths, canvas or similar absorbent materials and kept constantly wet for a period of not less than 7 days from the date of pouring of concrete. Brick work and plastered surface to be kept wet by sprinkling with water for at least 7 days.

ROAD WORK:

8.0 WBM SURFACE :- The sub-grade/sub-base to receive the water bound macadam course shall be prepared to the specified grade and camber and made free of dust and other extraneous material. After preparation of sub-grade/sub-base ,the coarse aggregate shall be spread uniformly rolling shall be started with three wheeled power roller of 8 to 10 tone capacity the edge and proceed towards the upper edge longitudinally for portions having unidirectional cross fall and super elevation and shall commence at the edges and progress towards the centre for portions having

cross fall on both sides. Rolling shall be discontinued when the aggregate are partially compacted with sufficient void space in them to permit application of binding material. During rolling a light sprinkling of water may be done. Any high spots or depressions, which become apparent, corrected by removing or adding fresh material. Screening materials shall be applied at a slow and uniform rate so as to ensure filling all voids shall be accompanied by dry rolling and brooming with mechanical or hand brooms. The screening rolling and brooming of the screenings shall be carried out in only such lengths of the road which could be completed in one days operation. After the applications of screenings have been applied, the surface shall be copiously sprinkled with water, swept and rolled. Hand brooms shall be used to sweep the wet screenings into voids and to distribute them evenly. The sprinkling, sweeping and rolling operation shall be continued with additional screenings applied as necessary, until the coarse aggregate has been thoroughly keyed, well bonded and firmly set in its full depth and a grout has been formed of screenings. After the application of screenings, the binding materials shall be applied successively in two or more thin layers at a slow and uniform rate. The surface shall be copiously sprinkled with water, the resulting slurry swept in with hand brooms or mechanical brooms to fill the voids properly and rolled during which water shall be applied to the wheels of the rollers if necessary to wash down the binding materials sticking to them. After final compaction of water bound macadam course, the road shall be allowed to dry over night. Next morning hungry spots shall be filled with screenings or binding material as directed, lightly sprinkled with water if necessary and rolled. Coarse aggregates of size 63mm to 20mm shall be either crushed boulder or broken stone and shall be hard and durable and free from excess of flat. Binding materials to be used for water bound macadam course shall comprise of a suitable material of loamy earth approved by Engineer-In-Charge having plasticity index value of less than 6. The quantity required of binding materials will be $0.10 \text{ m}^3/10 \text{ m}^2$.

9.0 SEMI GROUTING :- The affected area requiring semi grouting shall be marked out, as directed by Engineer-In-Charge. The damaged road surface shall be excavated to remove the old stone coated with bitumen and then the entire surface to be cut in square or rectangular shape and area to be thoroughly cleaned and swept free of all loose and foreign matters. Clean and dry 25mm size boulder broken stone shall be spread all high or low spots remedied by removing or adding aggregate as may be required during rolling. Next semi grout the stone metal with VG10(Indomac DB) bitumen heated up to 350degree F at the rate of $3\text{kg}/\text{m}^2$ and immediately thereafter, while the bitumen is warm blinded with dry clean 12mm size stone chips at the rate of $0.015\text{m}^3/\text{m}^2$. The surface should remain closed to traffic for 24 hours or as specified by Engineer-In-Charge.

10.0 PREMIX :- The work shall consist of the preparation, laying and compaction of a close-graded premix surfacing materials of 20mm thickness composed of graded aggregates premixed with bituminous binder on a previously prepared surface in

accordance with the requirements of these specifications, to serve as a wearing course.

a) Binder :- The binder shall be penetration bitumen of IndomacDB (VG10) bitumen.

b) Aggregate :- The coarse aggregates shall consist of crushed boulder broken or other hard materials. They shall be clean, hard, and durable of cubical shape, free from dust and soft or friable matter, organic or other deleterious matter. Fine aggregates shall consist of crushed or naturally occurring material, or a combination of the two and proportioned to be as-

A. Nominal Stone size 12 mm (passing 22.4 mm sieve and retained on 11.2 mm sieve) Qty require-0.18 m³/10 m²

B. Nominal Stone size 10 mm (passing 13.2 mm sieve and retained on 5.6 mm sieve) Qty require-0.09 m³/10 m²

c) Construction operations :- Laying shall be suspended while free-standing water is present on the surface to be covered, or during rain, fog and dust storm. Laying of bituminous mixtures shall not be carried out when the air temperature at the surface on which it is to be laid is below 10°C or when the wind speed at any temperature exceeds 40 Km/h at 2m height unless specifically approved by the Engineer.

d) Preparation of Surface :- The surface on which the bituminous work is to be laid shall be thoroughly cleaned of all loose and extraneous matter by means of mechanical broom or by brushing with wire brushes, banister brushes and gunny bags etc. to the satisfaction of the Engineer-In-Charge.

e) Tack Coat :- This work shall consist of the application of a single coat of low viscosity liquid bituminous material to an existing road surface preparatory to the superimposition of a bituminous mix, when specified in the contract or instructed by the Engineer-In-Charge.

f) Preparation of Premix :- For preparing of Premix, 0.135 cum (0.09 cum of 12 mm size and 0.045 cum of 10 mm size) of aggregates per batch shall be used which quantity will cover 5 sqm of road surface with 20 mm average thickness. The coarse aggregate of 13.2 mm size shall be placed into the mixing plate by 5 to 6.5 kg of bitumen emulsion and then the 11.2 mm size aggregate shall be added, followed by 5 to 6.5 kg of bitumen emulsion. The 13.2 mm size aggregates and emulsion are mixed first and then the 11.2mm size aggregates and remaining quantity of emulsion are added and mixed. Too much mixing shall be avoided. The temperature of the binder at the time of mixing shall be in the range of 150°C to 163°C and that of the aggregate in the range of 155°C to 163°C provided that the difference in temperature between the binder and aggregate at no time exceeds 14°C. Mixing shall be through to ensure that a homogeneous mixture is obtained in which all particles of the aggregate are coated uniformly and the discharge temperature of mix shall be between 130°C and 160°C.

The mix shall be immediately transported from the mixture to the point of use in suitable vehicles or hand barrows. The vehicles employed for transport shall be clean

and mix being transported covered in transit if so directed by the Engineer-In-Charge.

g) Spreading and rolling :- The premixed material shall be spread by suitable means to the desired thickness, grades and Cross-fall(Camber)making due allowance for any extra quantity required to fill up depressions, if any. The Cross-fall should be checked by means of camber boards and irregularities levelled out. Excessive use of blades or rakes should be avoided. As soon as sufficient length of bituminous material has been laid, rolling shall commence with 8 to 10 tone rollers, smooth wheel tandem type, or other approved equipment. Rolling shall begin at the edge and progress towards the centre longitudinally, except that on super elevated and uni-directional cambered portions, it shall progress from the lower to the upper edge parallel to the centre line of the pavement. When the roller has passed over the whole area once, any high spots or depressions, which become apparent, shall be corrected by removing or adding premixed materials. Rolling shall then be continued until the entire surface has been rolled and all the roller marks eliminated. In each pass of the roller the preceding track shall be overlapped uniformly by at least 1/3 width. The roller wheels shall be kept damp to prevent the premix from adhering to the wheels. In no case shall fuel/lubricating oil be used for this purpose. Excess use of water for this purpose shall also be avoided.

Rollers shall not stand on newly laid material. Rolling operations shall be completed in every respect before the temperature of the mix falls below 100°C. Joints along and transverse to the surfacing laid and compacted earlier shall be cut vertically to their full depth so as to expose fresh surface which shall be painted with a thin coat appropriate binder before the new mix is placed against it. No traffic shall be allowed on the road until the sealcoat has been laid.

11.0 SEAL COAT :- The work shall consist of the application of a seal coat for sealing the voids in a bituminous surface laid to the specified levels, grade and cross fall (Camber) of TYPE#B# (Premixed seal coat comprising of a thin application of fine aggregate premixed with bituminous binder).

a) **Binder :** The quantity of bitumen per 10 square metres shall be 6.8 kg.

b) **Aggregates :** The stone chips shall consist of angular fragments of clean, hard, tough and durable rock of uniform quality throughout. They should be free of soft or disintegrated stone, organic or other deleterious matter. Stone chips shall be of 6.7mm size defined as 100% passing through 11.2mm sieve and retained on 2.36mm sieve. The quantity used for spreading shall be 0.09 cubic metres per 10squaremetre area.

c) **Construction Operations :** The Seal coat shall be applied immediately after laying the bituminous course which is required to be sealed. Before application of seal coat materials, the surface shall be cleaned free of any dust or other extraneous matter. Bitumen (Binder) shall be heated to 150°C to 165°C. Mixing of binder with aggregates to the specified proportions shall be continued until the latter are thoroughly coated with the former. The mix shall be immediately transported from the mixing plant to the point of use and spread uniformly on the bituminous surface

to be sealed. As soon as a sufficient length has been covered with the pre-mixed material, the surface shall be rolled with an 8-10 tonne smooth wheeled roller. Rolling shall be continued until the premix material completely seals the voids in the bituminous course and a smooth uniform surface is obtained. Traffic may be allowed soon after final rolling when the premixed material has cooled down to the surrounding temperature.

12.0 STORAGE : Bitumen shall be transported, handled and stored carefully with Security on Contractor's Cost. Company may provide nearby stock yard if available but transportation to be done by the contractor to the worksite at his own cost.

13.0 MEASUREMENT & PAYMENT : Payment for all works done shall be made on the basis of actual work done as per the schedule of rates. For all extra work done on the advice of the Company's Engineer and which is not included in the schedule of rates, deviation order for the same shall be made on the rates as decided by the Company's Engineer.

14.0 SAFETY MEASURE : Safety measure as per OIL regulations shall be strictly adhered to by the Contractor. Safety belts and other measure taken by the Contractors shall be borne by the Contractor. If any loss or damage caused to life during the erection and execution, the contractor shall be fully responsible for the loss.

No road closer issue by the company to carry out the job.

15.0 STORAGE : Materials shall be transported, handled and stored at site carefully to the approval of Engineer so as to prevent any damage of any kind to be kept at his own risk and cost.

Cement shall be stored in a weather proof shed, the floor of which shall be raised 300 mm clear from the ground and 450 mm away from the wall all round in order to protect from rain and moisture. Empty cement bag shall be returned to the Company in good condition.

16.0 WATER : Water shall be clear, clean and free from all harmful impurities which must be approved by the Engineer. Arrangement of water for concreting and other purpose shall be made by the contractor at his own cost. Water from excavation shall not be used for construction work and curing.

17.0 MATERIALS AND WORK SPECIFICATIONS :

a) **CEMENT :** Cement shall be issued by the company from its Store at Duliajan. Cement shall be stored in weatherproof shade with raised wooden plank flooring to prevent deterioration by dampness or intrusion of foreign matter. It shall be stored in such a way as to allow the removal and use of cement in chronological order of receipt, i.e. first received being first used. Cement deteriorated and or clotted shall not be used on work but shall be removed at once from the site.

b) Fine Aggregate : Sand shall conform to relevant portion of IS 515. It shall pass through an IS sieve 4.75 (3/16 BS) test sieve, leaving a residue not more than 5%. It shall be from natural source or crushed stone screening, if allowed. Chemically inert, clean, sharp, hard, durable, well graded and free from dust, clay, shale, large pebbles, salt, organic matter, loam mica, or other deleterious matter. The sum of percentage of all such deleterious materials in sand shall not exceed 5% by weight. It shall be washed if directed to reduce the percentage of deleterious substances to acceptable limits. Sand shall not contain any trace of salt and it shall be tested and sand containing any trace of salt shall be rejected.

The fine aggregate for concrete shall be graded within limits as specified in IS 383 and the Fineness Modulus may range between 2.60 to 2.2.

The fine aggregate shall be stacked carefully on a clean, hard, dry surface so that it will not get mixed up with deleterious foreign materials. If such a surface is not available a platform of planks or corrugated iron sheets or brick floor or a thin layer of lean concrete shall be prepared.

c) Coarse Aggregate : Shall consist of crushed or broken stone 95% of which shall be retained on 5.75mm IS test sieve. It shall be obtained from crushing Granite, Quartzite, Trap Basalt or similar approved stones from approved quarry and shall conform to IS-383 and IS-515. Coarse aggregate shall be chemically inert when mixed with cement and shall be fairly cubical in shape and free from soft, feeble, thin, porous, laminated or flaky pieces. It shall be free from dust and any other foreign matter.

d) Reinforcement : Reinforcement shall be of mild steel of tested quality conforming to IS-432(part-I) #1996 and any other applicable or TMT bar conforming to IS-1786-1985 of Fe 415 Grade and IS-1139-1966 or hard drawn steel wire fabric conforming to IS 1566-1967.

All reinforcement shall be free from cracks, surface flaws, laminations, jagged, imperfect edges, loose mill scales, loose rust and coats of paints, oil or other coating which may destroy or reduce bond.

e) Bricks : Bricks shall generally comply with IS-1077 except in size, which shall be conforming to the sizes locally available. Bricks of 75 class designation shall be the best quality locally available, table moulded, well burnt but not over burnt, have plane rectangular face with parallel sides and sharp right angle edges have a fine compact and uniform texture. The bricks shall be free from cracks, chips, flaws, stones or lumps of any kind and shall not show efflorescence either dry or subsequent to soaking in water. It shall emit a clear ringing sound on being struck and shall not absorb water more than 20% by weight. Common building bricks shall have a minimum compressive strength of 75 kg/sq.cm. unless otherwise specifically stated.

18.0 CONTRACTORS GODOWN :

The contractor must make adequate arrangement at his own expense, for the storage in suitable go-down of all perishable materials such as cement. On no account may cement be stacked on the ground either in or outside go-down.

19.0 SPECIAL INSTRUCTION TO THE CONTRACTOR :

1. Contractor must have mixture machine and vibrator for the RCC works. The Contractor shall use pump if needed for de-watering for excavation job for which no extra payment will be made.
2. Watch and ward, loss or damage to Company's property's' theft and other incidental charges shall be Contractor's responsibility.
3. Efficient workmen to be engaged by the Contractor.
4. The Contractor's representative should report to Engineer-in charge on all working day's at 7.30AM for day to day instruction.
5. Materials if rejected should be removed from site within 48(forty eight) hours of rejection, failing which the company reserves the right to get the rejected materials removed at the risk and cost of the contractor.
6. The Company reserves the right to get the part or whole work completed through other agency at the risk and cost of the contractor if he fails to complete the work within the stipulated time without any valid reasons. The Company's decision shall be final and binding on the Contractor.
7. The Contractor shall apply for labour clearance within seven days of signing the contract.
8. Water that may accumulate on the site during progress of the works or in trenches or at any excavated place of working site have to be evacuated from site by the the contractor to entire the satisfaction of the Engineer-in-charge and at the Contractor's expense.
9. If needed water and electricity will have to be arranged by the Contractor at his own cost.
10. The Contractor and his workmen have to strictly observe the safety precautionary rules as per Mines Act.(Latest edition) while executing the work.
11. No road closure will be allowed during execution of work and necessary traffic signal/road boards to be displayed at proper place by the Contractor at his own cost. The Contractor shall be wholly responsible for any accident arising out of non-fulfilment of this condition.
12. The Contractor will be required to work expeditiously at the site and must visit the site before tendering.
13. Signatory of the contract agreement must attend at site of work at least once in a week along with the Engineer-in charge for necessary instruction / advice.
14. Hot and Cold permit, Gas leakage testing certificate issued by the Concerned Department to be submitted by the contractor to Engineer-in-charge.
- 14.0 Quantity of cement and Bitumen used will be calculated as per consumption of CPWD standard.
- 15.0 The contractor should submit the work program in form of a bar chart within 3 days of receipt of work order.
- 16.0 The security of materials issued to the contractor in connection with the work is the responsibility of the contractor, for which no extra payment will be made.

17.0 All materials supply by the contractor must be approved by Engineer In-charge and necessary Test certificate from competent authority will have to be produced by contractor before execution of the work.

18.0 Company's Internal Estimate is excluding of PF component.

19.0 The contractor has to work during Rainy seasons also.

20.0 The bidder shall also furnish following information / documents along with the bid. Company reserves the right to reject the bid in the event of non submission of such information / documents.

- Wherever applicable, the bidder shall have itself registered under Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and follow the relevant statutory provisions including Rules made there-under concerning contractual workers to be engaged by such bidder. The bidder shall furnish the Provident Fund code number issued by the appropriate Govt. Authority, with supporting documents, or a declaration / undertaking in stamped paper in the **Format Annexure-I.**

21.0 The bidder shall furnish following information / documents on issuance of LOI within 15 (fifteen) days from the date of issuance. Company reserves the right to cancel the contract / LOI if these documents are not submitted within the stipulated period.

- a. PAN, VAT Registration number (Not required for OIL registered contractors).
- b. Service Tax Registration number issued by the appropriate Govt. Authority or exemption certificate from the concerned authority or a declaration / undertaking in stamped paper in the prescribed Format to the extent that provisions of the Service Tax are not applicable to him / her / them and in the event of any claim from the Service Tax Authority upon Company at a later date with respect to the services provided under the contract, the bidder shall deposit such amount to the Company, as per the rules applicable from time to time.

22.0 The bidder must provide the following minimum numbers of equipment in operational condition capable of providing uninterrupted services under the contract as and when required.

LIST OF MATERIALS & EQUIPMENTS TO BE SUPPLIED BY CONTRACTOR:

- | | |
|------------------------------|-----------------|
| • Excavator | - 01 (One) no. |
| • Dumper | - 02 (Two) nos. |
| • Pump | - 01 (One) no. |
| • 100-120 TPH Batch type HMP | - 01 (One) no. |
| • Tar Boiler | - 01 (One) no. |
| • Road Roller | - 02 (Two) nos. |
| • Vibratory Roller | - 01 (One) nos. |

23.0 (I) The following check list to be enclosed (uploaded) by the bidder along with the bid document:-

CHECK LIST:

SL NO	DESCRIPTION	
1	Location /construction site visited & assessed.	YES
2	Item descriptions clearly understood and availability of materials verified.	YES
3	Understood that Mandatory Material tests to be performed (wherever applicable)	YES
4	PF code No. / Annexure-I as per clause no. 20.0 of Part-III SCC have been submitted by me /us	YES
5	Bid validity from the date of technical bid opening is 90 days	YES
6	<p>I / We shall provide the following minimum numbers of equipments in operational condition capable of providing uninterrupted services under the contract as and when required, failing which company shall have the right to terminate the contract, besides taking action as per OIL's banning policy dated 6th Jan 2017 available at OIL's website.</p> <p><u>List of equipment's:</u></p> <ul style="list-style-type: none"> • Excavator - 01 (One) no. • Dumper - 02 (Two) nos. • Pump - 01 (One) no. • 100-120 TPH Batch type HMP - 01 (One) no. • Tar Boiler - 01 (One) no. • Road Roller - 02 (Two) nos. • Vibratory Roller - 01 (One) nos. 	YES

Bidder(s) should clearly understand these criteria before submission of the bid and in case of any doubt he / she / they may seek clarification from Engineer – in charge / GM-Civil Engineering department, before submitting the bid.

(II) Information / List of other Civil works contract, if any, being executed by the bidder(s) in his / her / their firm's name in OIL and expected to continue beyond 6 months time from date of opening of bid document to be furnished to GM-Civil by all bidders before issuance of work order.

(III) Company reserves the right to debar the bidder / contractor during processing of tender and / or during continuation of the contract as per OIL's banning policy dated 6th Jan 2017 available at OIL's website.

24.0 Defect liability period shall be 6 months beyond the date of completion of works as certified by Engineer-In-Charge. During defect liability period, all corrective works shall be carried out entirely at Contractor's own expenses. If such corrective works are not carried out within a reasonable time, the Company, at its discretion, may have such remedial works carried out by other agencies and charge the cost thereof

E- Tender no.: CDI4187P17

PART-III SCC

to the Contractor. This amount shall be deducted from contractor's bill/Retention money/ Performance security.

Part- IV SCPME
OIL INDIA LIMITED
(A Govt. of India Enterprise)
Contracts, Duliajan
WORKS CONTRACT
Schedule of company's Plants, Materials and Equipments

E-Tender No.CDI4187P17

A. SCHEDULE OF MATERIALS AVAILABLE AT THE COMPANY'S STORES/STOCK PILES for permanent incorporation in works and

B. SCHEDULE OF COMPANY'S PLANTS AND EQUIPMENTS for use in the execution of work.

1) MATERIALS :- Cement & Bitumen will be issued from Company's go-down at Duliajan.

2) PLANTS AND EQUIPMENT : - Nil

NOTE:

1. All empty cement bags must be returned to Materials Go-down Duliajan failing which Rs 8/-(Rupees Eight only) per empty bag will be recovered from the Contractor's bill.
2. All empty Bitumen drums must be returned to Civil Go-down at Duliajan failing which Rs 80/-(Rupees Eighty only) per drum will be recovered from the Contractor's bill.
3. The Contractor is to arrange transport of the above materials to site of work and for safety thereof for which no extra payment will be made.
4. If the materials listed above are not available suitable substitute will be provided by the Company and Contractor shall incorporate the same in the works without extra cost.
5. Containers must be returned to Company in good condition.
6. Plants and equipment if issued to Contractor must be under proper watch so that no part is pilfered.

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PART-V SAFETY MEASURES

To,
GM-CONTRACT
OIL INDIA LIMITED
DULIAJAN-786602

SUB: SAFETY MEASURES

DESCRIPTION OF WORK/SERVICE: - Construction of asphalted road with WBM, Pre-mix and seal coating including providing and laying 600 mm dia. RCC culvert with brick wall inside Makum OCS including supply of all materials and equipments except Bitumen and Cement.

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 authorized 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.

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g) We shall abide by the following HSE (Health Safety & Environment) points:

GENERAL HEALTH, SAFETY & ENVIRONMENT (HSE) POINTS:

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 PPE 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 Contractor 1 Company SCC 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

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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.

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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.

(Seal)

Yours Faithfully

Date_____

M/s_____
FOR & ON BEHALF OF CONTRACTOR

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

(A). BID EVALUATION CRITERIA (BEC):

1.0 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. All the documents related to BEC must be submitted along with the Techno-Commercial Bid.

2.1 Interested bidders shall have to submit the following documents to qualify for opening of the Price Bid:

2.1.1

- a. One successfully completed similar work of value ₹ 15,35,000.00 under tender with CPWD, Railways, APWD, MES, NRL, ONGCL, OIL or any other Government Organization / Public Sector Undertaking during the last seven (07) years reckoned from the original bid closing date.
- b. For proof of requisite experience of SIMILAR work, Job Completion Certificate clearly mentioning Gross value of job done, Nature of works, Contracts period/Contract Start and Completion date issued by CPWD, Railways, APWD, MES, NRL, ONGCL, OIL or any other Government Organization / Public Sector Undertaking must be submitted along with the bid.
- c. SIMILAR work executed by a bidder for its own organization / subsidiary will not be considered as experience for the purpose of meeting BEC.

2.1.2

- a) Annual Financial Turnover of the bidder during **any of preceding three financial / accounting years from the original bid closing date** should be at least ₹ 9,21,000.00.
- b) **Net worth** of bidder must be positive for preceding financial/ accounting year.
- c) Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial/ accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the

previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit / undertaking certifying that 'the balance sheet / Financial Statements for the financial year(as the case may be) has actually not been audited so far.

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

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

OR

ii) Audited Balance Sheet along with Profit & Loss account.

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

2.1.3 Bids must be valid for minimum 90 (Ninety) days from the date of Bid opening. If bidder does not submit / declare bid validity period, it will be presumed that the bid validity is 90 (Ninety) days.

Note: In case of extension of Bid Opening Date, Bid validity must be extended suitably by the bidder, as and when advised by OIL.

2.1.4 Bid Security must be furnished (except those exempted) as a part of the Technical Bid. Bidders already having User ID & Password for OIL's e-portal can pay the requisite Bid Document cost & Bid security against the individual IFBs through the online payment gateway on or before 1:30 p.m. on the bid closing date. Alternatively bidder can submit Bid Security (in original) amount through Bank Guarantee/LC, which must reach the Office of GM-Contracts, OIL, Duliajan on or before 1:30 p.m. on the bid closing date. **Bid Security (EMD):-** Only payments through online payment gateway or Bank Guarantee/LC (to be submitted in original) will be acceptable. **DD/Cheques/Cashier Cheque etc. will not be acceptable.**

The amount of Bid Security shall be as specified in the NIT.

Note:

- (a) In case the Bidder submits Bid security in the form of Bank Guarantee (BG), the BG must be valid for minimum 120 days from the date of bid opening.
- (b) In case of extension of Bid Opening Date, Bid Security validity must be extended suitably by the bidder, as and when advised by OIL.

2.1.5 The bidders must submit documentary evidence for BEC clause numbers **2.1.1 and 2.1.2**. All the documents should be legible. The bidders must upload all the documents, digitally signed with "Organizational type" Digital Signature Certificate having Organization's name.

OIL registered 'A' 'B' & 'C' class bidders are exempted from submitting documents fulfilling their experience & turnover criteria as well as depositing the bid security amount as specified in the Clauses 2.1.1, 2.1.2 & 2.1.4 of BEC/BRC of this tender document, providing submission of his/her/their revised "One Time Security Deposit" in line with OIL's notification no.: CONT/CIV/1296/2016 dated 25.08.2016, on or before 13:30 Hrs. of Bid Closing/Opening date of this tender.

3.0 Notes to Clause no. 2.1.1 above:

- (a) **"Similar work"** mentioned in Paragraph 2.1.1 above means the following:

Definition of similar work: Construction of Drilling Location/ Road Works.

- (b) Non-submission of the documents as specified in all the paragraphs above will result in rejection of bids.

4.0 SUBMISSION OF FORGED DOCUMENTS: Bidders should note that Company may verify authenticity of all the documents /certificates / information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract execution etc., if it is established that bidder has submitted forged documents / certificates / information towards fulfillment of any of the tender / contract conditions, Company shall immediately reject the bid of such bidder(s) or cancel / terminate the contract and forfeit EMD / SD submitted by the bidder(s), besides taking action as per OIL's banning policy dated 6th January 2017, available in the OIL's website.

5.0 The bids conforming to the specifications, terms and conditions stipulated in the tender documents and considered to be responsive will be evaluated as per the procedure mentioned below:

- i. Bid will be opened on schedule date & time as specified in the NIT and all the bids where the bidders have quoted the lowest price (within the permissible percentage as per NIT) will be selected for conducting Draw of Lots (DoL). DoL will be conducted within a short period after Bid Closing

Date. In the DoL, 7 (seven) numbers of bidders will be selected first, in the order of B-1 (Bidder-1), B-2 B-3, B-4, B-5, B-6 and B-7. The technical scrutiny will be carried out for these seven bidders only. If the bid of bidder B-1 is found to be technically qualified, B-1 will be the successful bidder (Priority-1 bidder) and the contract will be awarded to B-1. If B-1 is not found to be technically qualified but B-2 is technically qualified, B-2 will be awarded the contract, ---- and so on; i.e. whoever becomes the first technically qualified bidder in the order of B-1 →B-2→B-3→ B-4→ B-5→ B-6→ B-7, will be the successful bidder (P-1). In this way, P-1 (Priority-1) and P-2 bidders will be selected. The contract will be awarded to the P-1 bidder only. However, in case the bidder P-1 is not able to carry out the job due to any reason (action will be taken as per the OIL's banning policy dated 6th January 2017, available in the OIL's website), P-2 may be awarded the job, if the same is approved by Company's competent authority. In case, none of these seven bidders are found to be technically acceptable, the draw of Lot will be again conducted to select 7 more bidders as B-8 to B-14 and similar steps will be followed thereon as explained above. The system of conducting further draw of lots will be followed till a technically acceptable bidder is selected.

- ii. Bidder should note that deficit documents will not be sought from the bidders. The bids will be evaluated as per the documents received from the bidders at the time of bid opening. Any bid, which is not supported with the requisite documents as per the NIT, will be rejected straightway without seeking any further clarification and deficit document.

Note: The Company's Internal Estimated Rates, as indicated in Part-II, are inclusive of all overheads, taxes, duties, levies etc. except P.F. & Service Tax.

(B). BID REJECTION CRITERIA (BRC):

1. The bids are to be submitted in single stage under composite bid system i.e. Un-priced Techno-Commercial Bid and Price Bid together. Only the Price Bid should contain the quoted price (percentage only).
2. Bid security shall be furnished as a part of the Techno Commercial Un-priced Bid. The amount of bid security should be as specified in the NIT. Any bid not accompanied by a proper bid security will be summarily rejected.
3. Bid Documents / User Id & Password for OIL's E-Tender portal are not transferable. Bid made by parties who have not submitted the requisite tender fees will be rejected.
4. Any bid received in the form of Physical document/ Telex/Cable/Fax/E-mail will not be accepted.

5. Bidders must quote clearly and strictly in accordance with the price schedule outlined in Price Bidding Format attached under "Notes and Attachments" tab in the main bidding engine of OIL's e-Tender portal; otherwise the bid will be rejected. All other techno-commercial documents other than price details to be submitted with Un-priced Techno-Commercial Bid as per tender requirement in the c-Folder link (collaboration link) under "Technical RFx Response" Tab Page only.
6. Bidder must accept and comply with the following provisions as given in the Tender Document. Deviations to such provisions shall make the bid liable for rejection.
 - a. Firm price
 - b. EMD / Bid Bond
 - c. Period of validity of Bid
 - d. Price Schedule
 - e. Performance Bank Guarantee / Security deposit
 - f. Delivery / Completion Schedule
 - g. Scope of work
 - h. Guarantee of material / work
 - i. Liquidated Damages clause
 - j. Tax liabilities
 - k. Arbitration / Resolution of Dispute Clause
 - l. Force Majeure
 - m. Applicable Laws
 - n. Specifications

(C.) GENERAL:

- i. 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 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.
- ii. 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 BEC/BRC also and such clarifications fulfilling the BEC/BRC clauses in toto must be received or before the deadline given by the Company, failing which the offer will be will be evaluated based on the submission.. However, mere submission of such clarification shall not make the offer responsive, unless Company is satisfied with the substantial responsiveness of the offer.
- iii. If any of the clauses in the BRC contradict with other clauses of bidding document elsewhere, the clauses in the BRC shall prevail.

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- iv. Bidder(s) must note that requisite information(s)/financial values etc. as required in the BEC/BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise Bids shall be rejected.
- v. OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard.

(ON THE NJSP OF RS.100/-)

TO BE NOTORISED

To
GM-CONTRACTS
OIL INDIA LIMITED
DULIAJAN

Dear Sirs,

**Sub: UNDERTAKING/DECLARATION BY THE BIDDER (S) IN
RESPECT OF TENDER NO. CDI4187P17**

(To be submitted by the Bidders who are not covered under EPF&MP Act, 1952)

This is in connection with the Bid submitted by(Name of the Bidder) against Tenderfor(subject of the Tender). As per the conditions stipulated in Clause no.....(Name of the Provision/SCC etc.), we/I ,being authorized on behalf of(Name of the Contractor) hereby confirm and undertake as follows;

- That our Firm/Company shall be responsible to comply with all the applicable labour laws in respect of the present Contract.
- That we are fully conversant with the applicable laws and confirm that our Firm/Company is not covered under the Employees Provident Funds and Misc. Provisions Act, 1952 and applicable Rules there under, and therefore I we have not obtained any registration or Provident Fund Code under the Act.
- That if, during the period of the present Contract, we/our Firm /Company comes within the coverage of the aforesaid Acts or any other statutes; we shall comply with the same and submit the necessary documents to OIL. We further confirm that we will indemnify OIL towards any future statutory compliances/claims raised from any corner including statutory authorities against the Labour engaged by our Firm/Company in the Contract.
- That in the event of any contravention towards the applicable laws found on our part in respect of the present Contract, we undertake to indemnify OIL and deposit the claims, if any.

Annexure-I

- That we shall fulfill all the obligations arising from under the labour laws in force from time to time and keep OIL indemnified against any loss/liability arising out of failure of our avoiding the laws.

We, further agree and undertake that in case of any violation of the above undertaking, OIL shall be at liberty to take appropriate action against us in terms of the Tender including but not limited to termination of contract and debarment from future business with OIL.

I/We declare that the information given above is true and any misstatement or misrepresentation or suppression of facts in connection with the above undertaking may entail rejection of the bid and cancellation of contract, if awarded.

Yours faithfully,

1. Authorized Signatory _____
(BIDDER)

Place:-

Date:-

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

TO BE ISSUED BY PRACTISING **CHARTERED ACCOUNTANTS' FIRM** ON THEIR LETTER HEAD

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statements of M/s..... (Name of the Bidder) for the last three (3) completed accounting years upto(as the case may be) are correct.

YEAR	TURN OVER In INR (Rs.)	NET WORTH In INR (Rs.)

Place:

Date:

Seal:

Membership No. :

Registration Code. :

Signature