

**E-TENDER: CGI 9064 P19**

**E-TENDER NOTICE**



**OIL INDIA LIMITED**

**BID DOCUMENT**

**Tender NO. : CGI 9064 P19**

**HIRING OF SERVICES FOR PIPELINE ROUTE  
SURVEY AND ASSOCIATED SERVICES FOR 8"  
SPUR LINE FROM PS1, DULIAJAN TO DIGBOI  
REFINERY UNDER PIPELINE DEPT., OIL INDIA  
LIMITED**

## **E-TENDER: CGI 9064 P19**

**OIL INDIA LIMITED**  
**(A Government of India Enterprise)**  
**CONTRACTS SECTION, PHQ**  
**P.O.UdayanVihar- 781171, Guwahati, ASSAM**

OIL INDIA LIMITED (OIL) invites Bids from experienced **Indigenous Service Providers** through its E-Procurement portal "<https://etender.srm.oilindia.in/irj/portal>" for the following services under **Single Stage Single bid** system.

<b>1.0 IFB No.</b>	<b>CGI 9064 P19</b>
Service Requirement	<b>HIRING OF SERVICES FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES FOR 8" SPUR LINE FROM PS1, DULIAJAN TO DIGBOI REFINERY UNDER PIPELINE DEPT., OIL INDIA LIMITED</b>
Cost of Bid Document	<b>Rs.1000.00</b>
Bid Security(EMD)	<b>Rs.86,200.00</b>
Period of Sale of Bid Document/Issue of User ID & Password	<b>AS PER ONLINE DATA(15:30Hrs)</b>
Bid Closing /Opening Date & Time	<b>AS PER ONLINE DATA (11:00 Hrs / 14:00 Hrs)</b>

2.0 2.1 Bidders interested to provide the services and interested to participate in the above tender are requested to submit the tender fee of **Rs. 1,000/-** (Rupees One Thousand) only by online transaction favouring OIL INDIA LIMITED, Payable at Guwahati . NO OTHER MODE OF PAYMENT WILL BE ACCEPTED BY THE COMPANY.

2.2 Tender fee shall be paid one week prior to Bid Closing date. Bidder whose Tender fee reach after the last date of received of tender fee as mentioned in online data shall not be allowed to participate in the bidding process.

### **3.0 EXEMPTION OF TENDER FEE:**

3.1 If the bidder is a Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom, then they are exempted from payment of tender fees for the items/services for which they are registered. Copy of valid Registration Certificate, must be enclosed along with the application for issuing tender documents and the Registration

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Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies.

- 3.2 Public Sector Units (PSU) are also exempted from payment of tender fee.
- 3.3 Application for exemption of Tender Fee as indicated under Para 3.1 & 3.2 above should reach the office of **DGM-Contracts**, Contracts Section, Pipeline Head Quarter, Oil India Limited, Guwahati-781171 (Assam) within the bid selling period
- 2.0 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](http://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](http://www.oil-india.com)

**Note:** All corrigenda, amendments, time extension, clarifications etc. if any to the above tender will be hosted on OIL’s website and in the e-portal <https://etenders.srm.oilindia.in/irj/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.

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### **FORWARDING LETTER**

**OIL INDIA LIMITED**  
**(A Government of India Enterprise)**  
**CONTRACTS SECTION, PHQ**  
**P.O. Udayan Vihar – 781171, Guwahati, ASSAM**

OIL INDIA LIMITED invites ON-LINE BIDS from eligible Bidders/Firms for the following mentioned works/services under **SINGLE STAGE SINGLE BID System** through its e-Procurement site.

#### **DESCRIPTION OF WORK/ SERVICE:**

**HIRING OF SERVICES FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES FOR 8" SPUR LINE FROM PS1, DULIAJAN TO DIGBOI REFINERY UNDER PIPELINE DEPT., OIL INDIA LIMITED**

<b>IFB NO:</b>	<b>CGI 9064 P19</b>
<b>Type of IFB:</b>	<b>Single Stage Single Bid System</b>
<b>Location:</b>	<b>Duliajan/Digboi, Assam</b>
<b>Contract Period:</b>	<b>2(two) months from the date issue of Work Order</b>
<b>Mobilisation Period:</b>	<b>NIL</b> from the date of issue of LOA.
<b>Technical Bid &amp; Price Bid Closing/ Opening Date &amp; Time:</b>	<b>AS PER ONLINE DATA (11:00HRS/14:00HRS)</b>
<b>Price Bid Opening Date &amp; Time:</b>	<b>AS PER ONLINE DATA(14:00HRS)</b>
<b>Bid Submission Mode:</b>	Bid should be submitted online in OIL's E-Procurement Portal
<b>Bid Form Submission:</b>	Bid Form Proforma-I to be submitted along with Bid without indicating the price
<b>Bid Opening Place:</b>	Office of the Deputy General Manager(Contracts), Oil India Limited, Guwahati- 781171, Assam
<b>Bid Validity:</b>	<b>90 days</b> from Bid opening Date
<b>Bid Security Amount:</b>	<b>Rs. 86,200.00</b> (Rupees Eighty Six Thousand Two Hundred ) only.
<b>Amount Of Performance Security:</b>	<b>10 % of annualized contracts value</b>
<b>Validity of Performance Security:</b>	<b>Up to 3 months from the date of completion of the contract</b>

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- a) Bid Security deposited vide Online Payment/ Demand Draft/Banker Cheque /Bank Guarantee No.\_\_\_\_\_dated\_\_\_\_\_ of\_\_\_\_\_

**Original hard copy of (a) ( In case of Bidders submitting Bid Security in the form of Bank Draft/Banker cheque/Bank Guarantee) should reach the office of Deputy General Manager(CONTRACTS) on or before 14:00 Hrs (IST) on the bid closing date or it *can be paid through the online payment Gateway against this Tender*, otherwise Bid will be rejected. A scanned copy of Bid security/EMD invoice (In case of Bid security submitted online) should also be uploaded along with the Un-priced Techno-commercial bid documents.**

**A Bank Guarantee in the prescribed format issued by any of the following Bank is only acceptable :**

**i) Any schedule Indian Bank or Any Branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of domestic bidder OR**

**ii) Any foreign Bank which is not a Scheduled Bank in India, provided the Bank Guarantee issued by such Bank is counter-guaranteed by any Branch situated in India of any Scheduled Bank incorporated in India.**

**Bank Guarantee issued by a scheduled Bank in India at the request of some other Non-Scheduled Bank of India shall not be acceptable.**

**The bank guarantee issued by the bank must be routed through SFMS platform as per the following details:**

- a) (i) “MT760/ MT760 COV for issuance of bank guarantee”  
(ii) “MT767/ MT767 COV for issuance of bank guarantee”

**The above message/ intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Guwahati Branch, IFS Code- UTIB0000140, Branch Address – Axis Bank Ltd, Guwahati Branch, chibber House , G S Road, dispur,Assam , PIN- 781005.”**

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**b) The vendor shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee**

- b) Bidders to confirm that in the event of award of Contract, bidder will submit **Performance Security Deposit @ 10 % of annualized contract value** and this will not earn any interest.

**A Bank Guarantee in the prescribed format issued by any of the following Bank is only acceptable :**

**i) Any schedule Indian Bank or Any Branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of domestic bidder OR**

**ii) Any foreign Bank which is not a Scheduled Bank in India, provided the Bank Guarantee issued by such Bank is counter-guaranteed by any Branch situated in India of any Scheduled Bank incorporated in India.**

**Bank Guarantee issued by a scheduled Bank in India at the request of some other Non-Scheduled Bank of India shall not be acceptable.**

**The bank guarantee issued by the bank must be routed through SFMS platform as per the following details:**

- a. (i) "MT760/ MT760 COV for issuance of bank guarantee"  
(ii) "MT767/ MT767 COV for issuance of bank guarantee"**

**The above message/ intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Guwahati Branch, IFS Code- UTIB0000140, Branch Address – Axis Bank Ltd, Guwahati Branch, Chibber House , G S Road, Dispur, Assam , PIN- 781005."**

**b) The vendor shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee**

- 2.0 (a) **SEALED ENVELOPES** containing the **Bid Security, Printed catalogue and Literature, if called for in the tender** shall be marked with the above IFB Number and description of work and submitted in the office of :

**DGM(CONTRACTS)PL**

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### **CONTRACTS SECTION, PHQ OIL INDIA LIMITED GUWAHATI- 781171, ASSAM.**

All bidders (except those exempted) shall deposit the requisite **BID SECURITY** in the form of Online payment/Demand Draft/Banker's Cheque/Bank Guarantee (In case of Bank Guarantee, the same should be valid for minimum 120 days from the date of opening of Technical Bid) from a Nationalised Bank / Scheduled Bank in favour of M/s Oil India Limited and payable at Guwahati or it can be paid through the online payment Gateway against this Tender. 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(a), 14, 15 & 16 below. **Bids without BID SECURITY in the manner specified above will be summarily rejected.**

#### **2.0 (b) Exemption from submission of Bid Security:**

- (i) Central Govt. offices and Central Public Sector undertakings are exempted from submitting Bid Security.
- (ii) If the bidder is a Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom then they are also exempted from submitting Bid Security.

#### **3.0 Bid should be submitted online up to 11:00 AM (IST) (OIL's e-procurement Portal Server Time) on the date as mentioned and will be opened on the same day at/after 02:00 PM (IST) at Office of the DGM-Contracts in presence of authorized representative of the bidder.**

#### **4.0 The rates shall be quoted as specified in the "PRICE BID FORMAT" and to be uploaded in attachment under "Notes & Attachments" tab. Bidder should note that no pricing information is furnished in the "C-Folder" (Un-priced Techno-Commercial Bid) otherwise the bid will be rejected.**

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

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the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

**Digital Signature Certificates having “Organization Name” field as “Personal” are not acceptable. However, aforesaid Digital Signature Certificates having Bidder’s Name in the “Organization Name” field are acceptable.**

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 Organizations name, the bid will be rejected.

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

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 validity period will lead to forfeiture of his/her/their BID SECURITY in full and debarred from participation in future tenders, at the sole discretion of the company.**
  - (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 Conditional bids are liable to be rejected at the discretion of the Company.
- 8.0 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.



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- 8.1 In case of Sole Proprietorship Firm, Copies of Telephone(Landline Bill)/Electricity/PAN card, latest Income Tax Return form indicating there in the name, business and residential address, E-mail and telephone numbers of the owner and copies of GST ~~and Central Excise~~ Registration Certificate.
- 8.2 In case of HUF, Copies of Telephone(Landline Bill)/Electricity/PAN card, latest Income Tax Return form, Family Arrangement indicating there in the name, residential address, E-mail and telephone numbers of the owners in general and Karta in particular and copies of GST ~~and Central Excise~~ Registration Certificate.
- 8.3 In case of Partnership Firm, Copies of Telephone(Landline Bill)/Electricity/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 GST ~~and Central Excise~~ Registration Certificate.
- 8.4 In case of Co-Operative Societies, Copies of Telephone(Landline Bill)/Electricity/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 GST ~~and Central Excise~~ Registration Certificate.
- 8.5 In case of Societies registered under the Societies Registration Act, Copies of Telephone (Landline Bill)/Electricity/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 GST ~~and Central Excise~~ Registration Certificate.
- 8.6 In case of Joint Stock Companies registered under the Indian Companies Act, Copies of Telephone (Landline Bill)/Electricity/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 GST ~~and Central Excise~~ Registration Certificate.

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- 8.7 In case of Trusts registered under the Indian Trust Act, Copies of Telephone (Landline Bill)/Electricity/ 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 GST and Central Excise Registration Certificate.
- 9.0 The selected bidder will be required to enter into a formal contract, which will be based on their bid and O.I.L's Standard Form of Contract.
- 10.0 Time will be regarded as the essence of the Contract and the failure on the part of the Contractor to complete the work within the stipulated time shall entitle the Company to recover liquidate damages and / or penalty from the Contractor as per terms of the tender /contract.
- 11.0 The contractor will be required to allow OIL officials to inspect the work site and documents in respect of the workers payment.
- 12.0 **The successful bidder shall furnish a Performance Security Deposit in the form of Demand Draft / Banker's Cheque / Bank Guarantee as specified above before signing the formal contract.** The Performance 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 Performance Security Money shall not earn any interest.

**A Bank Guarantee in the prescribed format issued by any of the following Bank is only acceptable :**

- i) Any schedule Indian Bank or Any Branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of domestic bidder OR**
- ii) Any foreign Bank which is not a Scheduled Bank in India, provided the Bank Guarantee issued by such Bank is counter-guaranteed by any Branch situated in India of any Scheduled Bank incorporated in India.**

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**Bank Guarantee issued by a scheduled Bank in India at the request of some other Non-Scheduled Bank of India shall not be acceptable.**

**The bank guarantee issued by the bank must be routed through SFMS platform as per the following details:**

- a. (i) “MT760/ MT760 COV for issuance of bank guarantee”**
- (ii) “MT767/ MT767 COV for issuance of bank guarantee”**

**The above message/ intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Guwahati Branch, IFS Code- UTIB0000140, Branch Address – Axis Bank Ltd, Guwahati Branch, chibber House , G S Road, Dispur, Assam , PIN- 781005.”**

- b) The vendor shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee**

- 13.0 BACKING OUT BY BIDDER:** In case any bidder withdraws their bid within the bid validity period, Bid Security shall be forfeited and the party will be debarred for a period of 2(two) years from the date of withdrawal of bid.
- 14.0 BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA:** In case LOA issued is not accepted by the L1 bidder or Performance Security is not submitted as per terms of the Contract within the stipulated time, **Bid Security shall be forfeited and the bidder shall be debarred for 2 (two) years from the date of default.**
- 15.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:** Bidder should note that the documents/information submitted by the bidders(s) against the tender are presumed to genuine, authentic and true copy of the originals. In case at any stage of tendering process or during execution of contract or after expiry of contract, if it is found at any time that, a Bidder / Contractor has / had furnished fraudulent documents / information, the company shall immediately reject the bid of such bidder(s) or cancel /terminate the contract, as the case may be and the Bid Security/Performance Security shall be forfeited. Also the bidder / the party/the contractor shall be debarred for a period of three (03) years from

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the date of issuance of debarment notice, besides legal action. **In case of major and serious fraud, period of debarment may be enhanced.**

### **15.0 The tender will be governed by:**

**Forwarding Letter.**

**Instruction to Bidders**

**BRC-BEC-** Bid Rejection Criteria & Bid Evaluation Criteria.

**Part -I** - General Conditions of Contract. (GCC)

**Part - II** - Schedule of Work, Unit and Quantity (SOQ)

**Part - III** - Special Conditions of Contract (SCC)

**Part-IV-** Payment Terms

**Part-V-**Schedule of company's Plants, Materials and Equipments-

**~~Part-VI~~**- ~~SK/ Drawing and Data~~

**Part-VII-** Safety Measures (SM)

**Part-VIII-** Integrity Pact - Applicable for this IFB

**Price Bid Format**

**Proforma and Annexures**

### **16.0 The Integrity Pact is not applicable against this tender:**

OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide "Part-VIII Integrity Pact" of the tender document. This Integrity Pact Proforma has been duly signed digitally by OIL's competent signatory (Digitally Signed). The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.

OIL has appointed Shri Rajiv Mathur, IPS (Retd) , Shri Satyananda Mishra, IAS(Retd.) and Shri JAGMOHAN GARG, Ex-Vigilance Commissioner, CVC as Independent Monitors (IEM) for a period of 3 (three) years to oversee implementation of Integrity Pact in OIL . Bidders may contact the Independent External Monitors for any matter relating to the IFB at the following addresses:

a. Shri Rajiv Mathur, IPS(Retd), Former Director, IB, Govt. of India;  
E-mail: rajivmathur23@gmail.com

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b. Shri Satyananda Mishra, IAS (Retd.), Former Chief Information Commissioner of India & Ex-Secretary, DOPT, Govt. of India  
E-mail: satyanandamishra@hotmail.com

c. SHRI JAGMOHAN GARG,  
Ex-Vigilance Commissioner, CVC  
e-Mail id: jagmohan.garg@gmail.com

### **17.0 SPECIAL NOTE:**

#### **GUIDELINES FOR PARTICIPATING IN OIL'S E-PROCUREMENT :**

All the Bids must be Digitally Signed using "Class 3" digital certificate [Organization] (e-commerce application) only 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. The bid signed using other than "Class 3" digital certificate, will be liable for rejection. Please note Encryption certificate is also required along with Digital Certificate Class III [Organization] in order to submit bid in system. Please refer "Guideline to Bidder for participating in OIL"

19.0 Bids received after closing hours as stipulated above will not be accepted. OIL will not be responsible for any delay in submission of bid because of connectivity problem and/or any other reasons whatsoever.

20.0 E-mail/Fax/Telegraphic/Telephone bids will not be accepted.


21.0 Technical Bid opening, only Technical Rfx will be opened. Therefore, the bidder should ensure that "TECHNO-COMMERCIAL UNPRICED BID" should contain details as mentioned in the technical specifications as well as BEC/BRC and upload the same in the "**Technical Attachment**" area. No price should be given in above, otherwise the offer will be rejected. Please go through the help document in details before uploading the document and ensure uploading of technical bid in the only. The "PRICE BID" must

contain the price schedule and the bidder's commercial terms and conditions. Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes &

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Attachments.” **The price quoted in the “PRICE BIDDING FORMAT” will only be considered for evaluation.** *For any clarification in this regard, bidders may contact E-Tender Support Cell at Duliajan at [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in), Ph.: 0374-2807178/4903.*

Regarding new bid submission procedure (effective from 12.04.2017 onwards), please refer **new vendor manual** available in OIL's E-tender Site:



**Oil India Limited e-Procurement**

User ID \*

Password \*

Logon Problems? [Get Support](#)

[Supplier Enlistment for E-Tender](#)

[Important Note for New Portal Users:](#)

[Click here to View Comparability Settings](#)

[General Guidelines to bidders](#)

[Click for User Manuals](#)

Click here for the New Manual & Instruction

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Notes and Attachments

→ Only Price Details Should Be Uploaded

Technical attachments

→ All technical bid documents except price details

Please do refer “**NEW INSTRUCTION TO BIDDER FOR SUBMISSION**” for the above two points and also please refer “**New Vendor Manual (effective 12.0.2017)**” available in the login Page of the OIL's E-tender Portal.

### **Notes :**

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

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\*\* 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 Sign. On Signing a new file with extension .SIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SIG signed file from the PC and name the file under Description, Assigned to General Data and click on OK to save the File.

- 22.0 Bidder is responsible for ensuring the validity of digital signature and it’s proper usage by their employee.
- 23.0 The bid including all uploaded documents shall be digitally signed by duly authorized representative of the bidding company.
- 24.0 OIL reserves the right to increase/decrease the quantum of job at the time of award of contract and it will be obligatory on the part of the successful bidder to accept the same at the offered rates.
- 25.0 The Company reserves the right to reject any or all the tenders or accept any tender without assigning any reason.
- 26.0 Offer must conform in all respect to the terms and conditions of the enquiry. Deviations, if any, must be clearly and specifically stated. Conditional bids are liable to be rejected at the discretion of the Company.

Thanking you,

Yours faithfully,  
OIL INDIA LIMITED

Deputy General Manager (Contracts)  
for Chief General Manager ( PLS)

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**INSTRUCTIONS TO BIDDERS**

1.0 Bidder shall bear all costs associated with the preparation and submission of bid. Oil India Limited, hereinafter referred to as 'Company', will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

**2.0 BIDDING DOCUMENTS**

2.1 The services required, bidding procedures and contract terms are prescribed in the Bidding Documents. This Bidding Document includes the following:

- a) A forwarding letter highlighting the following points
  - (i) Company's IFB No.
  - (ii) Bid closing date and time
  - (iii) Bid opening date, time and place
  - (iv) Bid submission place
  - (v) Bid opening place
  - (vi) The amount of Bid Security
  - (vii) The amount of Performance Guarantee
  - (viii) Quantum of liquidated damages for default in timely mobilizations
- b) Instructions to Bidders
- c) BRC-BEC-Bid Rejection Criteria & Bid Evaluation Criteria
- d) General Conditions of Contract (Part-I)
- e) Schedule of Work, Unit, Quantities, Rates and Prices (Part- II-SOQ)
- f) Special Conditions of Contract (Part-III-SCC)-(Sub Section 1 to 4)
- g) Payment Terms (Part IV)
- h) Schedule of company's Plants, Materials and Equipment-( Part-V)
- ~~i) Sk/Drawing & Data -( Part-VI)~~
- j) Safety Measures (Part-VII-SM)
- k) Integrity Pact- (Part-VIII)
- l) Price Bid Format
- m) Proforma & Annexure.

2.2 The bidder is expected to examine all instructions, forms, terms and specifications in the Bid document. Failure to furnish all information required in the Bidding Documents or submission of a bid not substantially responsive to the Bidding Documents in every respect will be at the Bidder's risk & responsibility and may result in the rejection of its bid.

**3.0 TRANSFERABILITY OF BID DOCUMENTS :**

3.1 Bid Documents are non-transferable. Bid can be submitted only in the name of the bidder in whose name the Bid Document has been issued.



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

**4.0 AMENDMENT OF BIDDING DOCUMENTS:**

4.1 At any time prior to the deadline for submission of bids, the company may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by the issuance of an Addendum.

4.2 The Addendum will be sent in writing through post / courier / Fax/e-mail to all prospective Bidders to whom Company has sent the bid documents and also be uploaded in the OIL's e-portal in the C-folder under the tab "Amendments to Tender Documents". The company may, at its discretion, extend the deadline for bid submission, if the Bidders are expected to require additional time in which to take the Addendum into account in preparation of their bid or for any other reason. Bidders shall also check OIL's E-Tender portal [C-folder under the tab "Amendments to Tender Documents"] for any amendments to the bid documents before submission of their bids.

**5.0 PREPARATION OF BIDS**

5.1 LANGUAGE OF BIDS: The bid as well as all correspondence and documents relating to the bid exchanged between the Bidder and the Company shall be in English language, except that any printed literature may be in another language provided it is accompanied by an English translated version, which shall govern for the purpose of bid interpretation.

5.2 DOCUMENTS COMPRISING THE BID: The complete bid should be submitted on-line in the e-portal.

**6.0 BID FORM:**

The bidder shall complete the Bid Form and the appropriate Price Schedule furnished as attachment in the e-portal.

**7.0 BID PRICE:**

7.1 Prices must be quoted by the bidders, both in words and in figures. In case of any discrepancy between the words and in figures, the prices indicated in words only will be considered.

7.2 Price quoted by the successful bidder must remain firm during its performance of the Contract and will not be subjected to variation on any account.

7.3 Since the tender is invited under **SINGLE STAGE SINGLE BID SYSTEM** and such no price details should be uploaded/mentioned under Technical RFx Tab. Details of prices as per Price Bid format / Priced bid can be

uploaded as Attachment in the attachment header under the notes and attachment tab.

Offer not complying with above submission procedure will be rejected. Kindly refer the screen shots as mentioned in **NEW INSTRUCTIONS (ATTACHED)**.

7.4 Bidder shall be deemed to have satisfied himself/herself before submitting his bid as to the correctness and sufficiency of its bid for the services required and of the rates and prices quoted, which rates and prices shall, except insofar as otherwise provided, cover all its obligations under the contract.

#### 8.0 **DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATIONS:**

These are as per BEC/BRC

#### 9.0 **PERIOD OF VALIDITY OF BIDS:**

9.1 Bids shall remain valid for **90 days** from the date of bid opening.

9.2 In exceptional circumstances, the OIL may solicit the Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing (or by Fax). A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request will neither be required nor permitted to modify their bid.

#### 10.0 **FORMAT AND SIGNING OF BID:**

The original and all copies of the bid shall be typed or written in indelible inks and shall be signed(digitally) by the Bidder or a person or persons duly authorized to bind the Bidder to the contract.

#### 11.0 **SUBMISSION OF BIDS.**

11.1 **Bids are to be submitted online through OIL's E-procurement portal with digital signature. The bid and all attached documents should be**

**digitally signed by the bidder using “Class 3” digital certificates [e commerce application (Certificate with personal verification and Organization Name)] as per Indian IT Act 2000 obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India(RCAI), Controller of Certifying Authorities (CCA) of India before bid is uploaded.**

The bid including all uploaded documents shall be digitally signed by duly authorized representative of the bidder to bind the Bidder to the contract. The authenticity of above digital signature shall be verified through authorized CA after bid opening and in case the digital signature is not of “Class-3” with organization name, the bid will be rejected.

Bidder is responsible for ensuring the validity of digital signature and it's proper usage by their employees.

11.2 Any person signing the Bid or any other document in respect of this Bid Document or other relevant documents on behalf of the Bidder without disclosing his authority to do so shall be deemed to have the authority to bind the Bidder. If it is discovered at any time that the person so signing has no authority to do so, the company (OIL) may, without prejudice to any other right or remedy, cancel his Bid or Contract and hold the Bidder liable to the Company (OIL) for all costs and damages arising from the cancellation of the Bid or Contract including any loss which the Company (OIL) may sustain on account thereof.

11.3 Timely submission of the bids is the responsibility of the Bidder should be submitted before the bid closing date and time. Company shall not be responsible for any delay.

11.4 E-mail/ Fax/ Telex/Telegraphic/Telephonic offers will not be accepted.

11.5 Bidder shall submit the Bid, duly completed in terms of the Bid Document.

#### 12.0 **DEADLINE FOR SUBMISSION OF BIDS:**

12.1 Bids should be submitted on-line up to 11.00 AM (IST) (Server Time) on the Bid Closing date mentioned in the Forwarding Letter. Bidders will be permitted by System to make any changes in their bid after the bid has been uploaded by the bidder prior to the date and time as mentioned in the bid. But no changes would be allowed by the system once the due date and for submission of bids has been reached and bids are opened.

12.2 No bid can be submitted after the submission date line is reached. The system time displayed on the e-procurement web page shall decide the submission dead line.

- 12.3 The documents in physical form must be received by Company at the address specified in the "Forwarding Letter" on or before the Bid Closing Date & Time mentioned in the "Forwarding Letter". Timely delivery of the same at the address mentioned in the Forwarding Letter is the responsibility of the Bidders.

13.0 **LATE BIDS:**

Bidders are advised in their own interest to ensure that their bids are uploaded in system before the closing date and time of the bid. Any Bid received by the Company after the Bid Closing Date & Time stipulated by the Company shall be rejected.

14.0 **MODIFICATION AND WITHDRAWAL OF BIDS:**

- 14.1 Bidders will be permitted by System to make any changes in their bid after the bid has been uploaded by the bidder prior to the date and time as mentioned in the bid. But no changes would be allowed by the system once the due date and for submission of bids has been reached and bids are opened.

- 14.2 No bid can be modified / withdrawn subsequent to the deadline for submission of bids.

- 14.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval shall result in the Bidder's forfeiture of its Bid Security.

15.0 **EXTENSION OF BID SUBMISSION DATE:**

Normally no request for extension of Bid Closing Date & Time will be entertained. However, OIL at its discretion, may extend the Bid Closing Date and/or Time due to any reasons. However, the bidder whose bid has been received within the bid closing date and time will not be allowed to revise their Bid/prices. Withdrawal of such Bid also will not be permitted by the system.

16.0 **BID OPENING AND EVALUATION:**

- 16.1 OIL shall open the Bids, in the presence of Bidder's representatives who choose to attend at the date, time and place mentioned in the Covering Letter. However, an authorization letter (as per Proforma-II) from the

bidder must be produced by the Bidder's representative at the time of bid opening. Unless this Letter is presented, the representative will not be allowed to attend the bid opening. The Bidder's representatives who are allowed to attend the bid opening shall sign a register evidencing their attendance. Only one representative against each bid will be allowed to attend. **In technical bid opening date, only Technical RFx will be allowed to open by the system.** Bidders therefore should ensure that techno-Commercial bid is uploaded under the **Technical RFx** Tab Page only **and no price should be mentioned anywhere under the Technical RFx.**

- 16.2 In case of any unscheduled holiday or Bandh on the Bid Opening Date, the Bids will be opened on the next full working day. Accordingly, Bid Closing Date / time will get extended up to the next working day and time.
- 16.3 Bid for which an acceptable notice of withdrawal has been received pursuant to clause 14.0 shall not be opened. OIL shall examine bids to determine whether they are complete, whether requisite Bid Securities have been furnished, whether documents have been properly signed and whether the bids are generally in order.
- 16.4 Bid opening shall be done as detailed in clauses 16.1 and 16.2 above
- 16.5 OIL shall prepare, for its own records, minutes of bid opening including the information disclosed to those present in accordance with the sub-clause 16.3
- 16.6 To assist in the examination, evaluation and comparison of bids, normally no clarifications shall be sought from the Bidders. However, for assisting in the evaluation of the bids especially on the issues where the Bidder confirms compliance in the evaluation and contradiction exists on the same issues due to lack of required supporting documents in the Bid (i.e. document is deficient or missing), or due to some statement at other place of the Bid (i.e. reconfirmation of confirmation) or vis-e-versa, clarifications may be sought by OIL at its discretion. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.
- 16.7 Prior to the detailed evaluation, OIL will determine the substantial responsiveness of each bid to the requirement of the Bidding Documents. For purpose of these paragraphs, a substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Document without material deviations or reservation. A material deviation or reservation is one which affects in any way substantial way the scope,

quality, or performance of work, or which limits in any substantial way, inconsistent way with the bidding documents, the Company's right or the bidder's obligations under the contract, and the rectification of which deviation or reservation would affect unfairly the competitive position of other bidders presenting substantial responsive bids. OIL's determination of bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

16.8 A Bid determined as not substantially responsive will be rejected by the Company and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

16.9 The Company may waive minor informality or nonconformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver, does not prejudice or affect the relative ranking of any Bidder.

17.0 **EVALUATION AND COMPARISON OF BIDS:**

17.1 The OIL will evaluate and compare the bids as per Priced Bid Format of the bidding documents.

17.2 Post bid or conditional discounts/rebates offered by any bidder shall not be considered for evaluation of bids. However, if the lowest bidder happens to be the final acceptable bidder for award of contract, and if they have offered any discounts/rebates, the contract shall be awarded after taking into account such discounts/rebates.

18.0 **CONTACTING THE COMPANY:**

18.1 Except as otherwise provided in Clause 14.0 above, no Bidder shall contact OIL on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded except as required by OIL vide sub-clause 16.6.

18.2 An effort by a Bidder to influence OIL in the bid evaluation, bid comparison or Contract award decisions may result in the rejection of their bid.

19.0 **AWARD CRITERIA:**

OIL will award the Contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.

**20.0 OIL' S RIGHT TO ACCEPT OR REJECT ANY BID:**

OIL reserves the right to accept or reject any or all bids and to annul the bidding process and reject all bids, at any time prior to award of contract, without there by incurring any liability to the affected bidder, or bidders or any obligation to inform the affected bidder of the grounds for OIL's action.

**21.0 NOTIFICATION OF AWARD:**

21.1 Prior to the expiry of the period of bid validity or extended validity, OIL will notify the successful Bidder in writing by registered letter or by cable or telex or fax or e-mail (to be confirmed in writing by registered / couriered letter) that its bid has been accepted.

21.2 The notification of award will constitute the formation of the Contract.

**22.0 SIGNING OF CONTRACT:**

22.1 At the same time as OIL notifies the successful Bidder that its Bid has been accepted, OIL will either call the successful bidder for signing of the agreement or send the Contract Form provided in the Bidding Documents, along with the General & Special Conditions of Contract, Technical Specifications, Schedule of rates incorporating all agreements between the parties.

**22.2 Within 2(Two) Weeks from the date of issue of Letter of Award (LOA), the successful Bidder shall sign and date the contract and return it to OIL. Till the contract is signed, the LOA issued to the successful bidder shall remain binding among the two parties.**

**22.3 In the event of failure on the part of the successful bidder to sign the contract within the period specified above or any other time period specified by OIL. OIL reserves the right to terminate the LOA issued to the successful bidder. The party shall also be debarred for a period of 2(two) years from the date of default.**

**23.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENTS:**

If it found that a bidder has furnished fraudulent information/documents, it shall constitute sufficient ground for annulment of the award and the party shall be debarred for a period of 3(three) years from the date of detection of such fraudulent act besides the legal action. In case of major and serious fraud, period of debarment may be enhanced.

**24.0 BID DOCUMENT:**

Before submission of Bids, Bidders are requested to make themselves fully conversant with all Conditions of the Bid Document and other relevant information related to the works to be executed under this contract.

**25.0 MOBILIZATION PERIOD: 7(Seven) days from the date of issue of LOA.****26.0 SITE VISIT:**

The Bidder, at the Bidder's own cost, responsibility and risk is encouraged to visit and examined the site of work and its surroundings, understand the logistics and obtain all information that may be necessary for preparing the Bid and entering into a Contract for the required services/work. The Contractor shall be deemed prior to Pre-Bid Conference & submitting their Bid to have:

- a) Inspected and examined the Site and its surroundings and carried out such surveys as it considers necessary;
- b) Satisfied itself as to the nature of the work and materials necessary for the execution of the Works;
- c) Satisfied itself as to the circumstances at the Site, including, limitation, the ground and sub-soil, the form and nature of the Site and the climate and hydrological conditions of the Site;
- d) Satisfied itself as to the means of communication with and access to & through the Site, the accommodation it may require and the precautions and the times and methods of working;
- e) Obtained for itself all necessary information as to the risks, contingencies and all other circumstances, which may influence or affect the Contract price and its obligations under the Contract;
- f) Satisfied itself with all the Indian as well as local conditions, factors and legislation which may have any effect on the execution of the work covered under the Bid Document.
- g) Ascertained the general labour position at the Site and have understood the cost associated with engagement of the labours.

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**BID REJECTION CRITERIA & BID EVALUATION CRITERIA FOR THE TENDER****BID REJECTION / EVALUATION CRITERIA****1.0 BID REJECTION CRITERIA (BRC):**

The bid shall conform to the specifications and terms and conditions given in the Bidding Documents. Bids will be rejected in case material and 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 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 BR C shall be submitted along with the Techno-Commercial Bid.

**1.1) TECHNICAL CRITERIA:****1.1.1 EXPERIENCE**

Technical Criteria: The Bidder shall have experience of at least one similar work (Similar Work is defined as "PIPELINE ROUTE SURVEY WORK with PSUs/Central Govt./ State Govt. Organizations) in previous 7 (seven) years to be reckoned from the original bid closing date should be of the following:

- (i) One similar completed works costing not less than **Rs. 21,53,800.00**

**NOTE:**

(i) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.

(ii) In case of tenders for Annual rate contracts / Maintenance and Service contracts, if the prospective bidder is executing rate / maintenance /service contract which is still running and the contract value / quantity executed prior to due date of bid submission is equal to or more than the minimum prescribed value in the BEC such experience will also be taken in to consideration provided that the bidder has submitted satisfactory work / supply / service execution certificate issued by end user.

iii) For proof of requisite Experience, any one of the following documents/photocopies must be submitted along with the bid:

a) Copies of relevant pages of contract document showing Contract Number, period of Contract and Detailed Scope of work etc.

b) Copy of Letter of Award (LOA) along with 1 (one) year bill payment record.

c) Copies of completion Certificate(s) or payment certificate(s) or any other documents which substantiate completion/ execution of the jobs, issued by the client(s) with contact details of the issuing person/organization (e-mail address, Phone Number, Fax number etc.).

d) In case requisite experience is against OIL's Contract which has been completed, Job Completion Certificate is to be submitted by the bidder.

e) In case requisite experience is against running contract in OIL which the bidder has executed for a minimum period of 1(one) year as on the original

bid closing date, the following document(s) must be submitted along with the bid:

i) Copy of Contract document & work order no.

AND

ii) Copy of SES (service entry sheet) generated in the 12th month of the contract or beyond that.

## 1.2) FINANCIAL EVALUATION CRITERIA:

The following Financial criteria shall have to be met by the bidder:

(i) Annual Financial Turnover during any of preceding three financial /accounting years from the original bid closing date shall be at least **Rs. 12,92,300.00.**

For consortium:

At least one member of the consortium to meet the above criteria of 50% turnover.

The other members of consortium should meet minimum 25% turnover requirement.

Period for consideration:

In any of preceding 3 financial years

(ii) Net worth of the bidder must be positive for preceding financial/accounting year.

(iii) 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.

Notes:

1) For proof of annual turnover and net worth any one of the following document must be submitted along with the bid:

a) A certificate issued by a practicing chartered/cost accountant (with membership number and firm registration number), certifying the annual turnover and net worth as per format described in ANNEXURE-AA.

OR

b) Audited balance sheet along with profit and loss account.

2) In case the bidder is a 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.

**1.3** Deviation to the following provision of the tender document liable for rejection of Bid:

- i. Firm price
- ii. EMD / Bid Bond
- iii. Scope of work
- iv. Specifications
- v. Price Schedule
- vi. Delivery / Completion Schedule
- vii. Period of Validity of Bid
- viii. Liquidated Damages
- ix. Performance Bank Guarantee / Security deposit
- x. Guarantee of material / work
- xi. Arbitration / Resolution of Dispute
- xii. Force Majeure
- xiii. Applicable Laws
- xiv. Integrity Pact, if applicable
- xv. Any other condition specifically mentioned in the tender documents elsewhere that non-compliance of the clause lead to rejection of the bid.

#### **1.4 COMMERCIAL:**

1.4.1. Bidder shall submit the offer under **Single Stage Single Bid (Composite)system.**

1.4.2. Bidder shall furnish Bid Security along with Bid. Bid security shall be furnished as a part of 'Technical Bid'. Any bid not accompanied by a proper bid security will be rejected. Bidder shall submit original document to the address as specified with BCD 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.

1.4.3. The Technical Bid should not have any price indication.

1.4.4. Bidder shall furnish Bid Security as referred in Relevant Section of the Bid document so as to reach the Company (i.e. OIL) before due date of closing. Any bid for which bid security is not received before due Date of Bid Closing will be rejected.

1.4.5. Validity of the bid shall be minimum 90 days. Bids with lesser validity will be rejected.

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

1.4.7. Bidders must quote clearly and strictly in accordance with the price schedule outlined in relevant section of Bidding Documents; otherwise the bid will be rejected.

1.4.8. Any bid containing false statement will be rejected.

1.4.9. The Bid Documents are not transferable. Bids made by parties who have not purchased the Bid Documents from the Company will be rejected.

1.4.10. Any Bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.

1.4.11. Price quoted by the successful Bidder must be firm during the performance of the Contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

1.4.12. The following Clauses with all its sub-clauses should be agreed in toto, failing which the bid will be rejected. To this effect Bidder shall submit an undertaking along with the Technical Bid.

- a) Performance Security Clause
- b) Force Majeure Clause
- c) Termination Clause
- d) Settlement of disputes Clause
- e) Liquidated Damages Clause.
- f) Acceptance of Jurisdiction and applicable law.
- g) Tax liabilities clause.
- h) Insurance clause.
- i) With holding clause.
- j) Liability clause.
- k) Set off clause

## **2. BID EVALUATION CRITERIA (BEC):**

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

2.2. To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total cost of various works envisaged under the contract.

2.3. In case more than one bidder emerges as lowest bidder due to equal rate quoted by the bidder, then the lowest bidder will be decided by draw of lots. Company's decision in this regard is final and binding to all bidders

2.4. Any discount/rebates offered shall not be considered for evaluation of bids. However, if the lowest bidder happens to be the final acceptable bidder for award of contract and if they have offered any discount/rebate the contract shall be awarded after taking into consideration such discount/rebate after negotiation or otherwise.

**2.5 Original Bid closing date will be considered for evaluation of BRC criteria even in case of any extension of the original Bid Closing Date.**

## **3.0 OTHER INFORMATION /DOCUMENTS:**

Other Information /Documents:

Bidders must furnish the following information with relevant documents wherever necessary:

- a) Tax Exemption Certificate, if any if /applicable.
- b) PAN no. (photocopy of the PAN card required).
- c) Goods & Service Tax registration no.
- e) Bank account no. with name of Bank, Type of account, Bank address.
- f) P.F. Account No./ Code
- g) ESI Account No./Code, if applicable
- h). GST REGISTRATION NO.

Non Furnishing of the above information may be liable for rejection of the offer.

**4.0 GENERAL:**

- a) In case bidder takes exception to any clause of Tender Document not covered under BEC/BRC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw/modify the deviation when/as advised by the Company. The loading so done by the Company will be final and binding on the Bidders. No deviation will however, be accepted in the clauses covered under BRC.
- b) **To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the Bidder for clarification in respect of clauses covered under BRC also such clarification fulfilling the BRC clauses must be received on or before ten days from the date of clarification sought by the Company, failing which the bid will be summarily rejected.**
- c) In case of any of the clauses in the BRC contradict with other clauses of Bid Document elsewhere, then the clauses in the BRC shall prevail.
- d) Any exceptions/deviations to the tender and applicable statutory duties and levies must be spelt out by bidder in their Techno-Commercial bid only.
- e) The original copy of documents [furnished by bidders(s)] shall have to be produced by bidder(s) to OIL as and when asked for.
- f) **In case, if L-1 bidder happens to be more than one, contract will be awarded on the basis of draw of lots.**

**ANNEXURE-AA:****CERTIFICATE OF ANNUAL TURNOVER & NETWORTH**

(To be issued by practicing Chartered/Cost Accountant Firm  
on their Letter Head)

**TO WHOM IT MAY CONCERN**

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

YEAR	TURNOVER(Rs.)	NETWORTH(Rs.)

Place:

Date:

Seal:

Membership Code and Registration No.

Signature

\*\*\*\*End of BEC-BRC\*\*\*\*

**PART I-GCC**

**OIL INDIA LIMITED**  
**(A Government of India Enterprise)**  
**CONTRACTS SECTION, PHQ**  
**P.O. UdayanVihar – 781171, Guwahati, ASSAM**

**DESCRIPTION OF WORK/SERVICES:-**

**HIRING OF SERVICES FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES FOR 8" SPUR LINE FROM PS1, DULIAJAN TO DIGBOI REFINERY UNDER PIPELINE DEPT., OIL INDIA LIMITED**

**GENERAL CONDITIONS OF CONTRACT (GCC)**

MEMORANDUM OF AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ between OILINDIA 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-V** of the contract at Various field installations within the state of **Assam**.
- 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.
- d) 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-III** of the Contract including tools and plants as necessary for the work and shall be responsible for all royalties and other levies and his rates shall include for these. The work executed and materials supplied shall be to the satisfaction of the Company's Engineer and Contractor's rates shall include for all incidental and contingent work which although not specifically mentioned in this contract are necessary for its completion in a sound and workman like manner.
3. The Company's Engineer shall have power to:
  - a) Reduce the rates at which payments shall be made if the quality of work although acceptable is not 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, III and IV** 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.
4. The Contractor shall have no claim against the company in respect of any work which may be withdrawn but only for work actually completed under this contract. The contractor shall have no objection to carry out work in



excess of the quantities stipulated in **Part-II** if so ordered by the company at the same rates, terms and conditions.

5. The Company reserves the right to cancel this Contract at any time upon full payment of work done and the value of the materials collected by the contractor for permanent incorporation in the work under this contract

particularly for execution of this contract 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 Factories Act & Rules
- 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) AGST Act.~~
- xi) GST 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.

The Contract shall be deemed to be a Contract made under, governed by and construed in accordance with the laws of India for the time being in force and shall be subject to the exclusive jurisdiction of **Courts situated in Guwahati**

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

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

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

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

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

9. In order to promote, safeguard and facilitate the general operational economic in the interest of the Company during the continuance of this contract the Contractor hereby agrees and undertakes not to take any direct or indirect interest and or support, assist, maintain or help any person or persons engaged in antisocial activities, demonstration, riots , or in any agitation prejudicial to the Company's interest and any such even taking shape or form at any place of the Company's works or and its neighborhood.
10. The tendered all-inclusive of Price (the Contract price) **except GST** is Rs.XXXXXXXXXX **(Not to be filled up by the bidder. This will be entered at the time of Signing of the agreement) 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.**

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. 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 finalized.
13. 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.
14. The Contractor shall ensure that all men engaged by him/her are provided with appropriate protective clothing and safety wear in accordance with Factories Act & Rules. The Company's representative shall not allow/accept those men who are not provided with the same.
15. All Statutory taxes levied by the Central & State Government or any other competent authority from time to time will be borne by contractor and the amount of the contract specified in the contract is inclusive of all tax liabilities **but excluding GST**. ~~GST if applicable shall be, to the company's account. However, GST portion payable directly by the Service provider (if applicable) shall be reimbursed to the Contractor on the basis of the documentary evidence.~~
16. The Contractor shall deploy local persons in all works.
17. The Contractor shall not engage minor labour below 18(eighteen) years of age under any circumstances.
18. The Contractor and his/her workmen shall strictly observe the rules and regulations as per Factories Act & Rules(latest editions).
19. **GENERAL OBLIGATIONS OF COMPANY:**

COMPANY shall, in accordance with and subject to the terms and conditions of this contract:

- i) Pay the Contractors in accordance with terms and conditions of the contract.
- ii) Allow access to Contractors and their personnel, subject to normal security and safety procedures, to all areas as required for orderly performance of the work.

## 20. **SPECIAL CONDITIONS**

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

## 21. **FORCE MAJEURE:**

- 21.1 In the event of either party being rendered unable by 'Force Majeure' to perform any obligation required to be performed by them under the contract, the relative obligation of the party affected by such 'Force Majeure' will stand suspended for the period during which such cause lasts. The word 'Force Majeure' as employed herein shall mean acts of God, war, revolt, agitation, strikes, riot, fire, flood, sabotage, civil commotion, road barricade (but not due to interference of employment problem of the Contractor), acts of government of the two parties, which makes performance impossible or impracticable and any other cause, whether of kind herein enumerated or otherwise which are not within the control of the party to the contract and which renders performance of the contract by the said party impossible.
- 21.2 Upon occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify

the other party in writing within Seventy Two (72) hours of the alleged beginning and ending thereof, giving full particulars and satisfactory evidence in support of its claim.

- 21.3 Should 'force majeure' condition as stated above occurs and should the same be notified within seventy two (72) hours after its occurrence the 'force majeure' rate shall apply for the first fifteen (15) days. Parties will have the right to terminate the Contract if such 'force majeure' conditions continue beyond fifteen (15) days with prior written notice. Should either party decide not to terminate the Contract even under such condition, no payment would apply after expiry of fifteen (15) days force majeure period unless otherwise agreed to.

22. **TERMINATION:**

- 22.1 TERMINATION ON EXPIRY OF THE TERMS (DURATION): The contract shall be deemed to have been automatically terminated on the expiry of duration of the Contract or the extension period, if exercised by Company under the provision of the Contract.
- 22.2 TERMINATION ON ACCOUNT OF FORCE MAJEURE: Either party shall have the right to terminate this Contract on account of Force Majeure as set forth in Article 21.0 above.
- 22.3 TERMINATION ON ACCOUNT OF INSOLVENCY: In the event that the Contractor or its collaborator at any time during the term of the Contract, becomes insolvent or makes a voluntary assignment of its assets for the benefit of creditors or is adjudged bankrupt, then the Company shall, by a notice in writing have the right to terminate the Contract and all the Contractor's rights and privileges hereunder, shall stand terminated forthwith.
- 22.4 TERMINATION FOR UNSATISFACTORY PERFORMANCE: If the Company considers that, the performance of the Contractor is unsatisfactory, or not upto the expected standard, the Company shall notify the Contractor in writing and specify in details the cause of the dissatisfaction. The Company shall have the option to terminate the Contract by giving 15 days' notice in writing to the Contractor, if Contractor fails to comply with the requisitions contained in the said written notice issued by the Company.
- 22.5 TERMINATION DUE TO CHANGE OF OWNERSHIP & ASSIGNMENT: In case the Contractor's rights and /or obligations under this Contract and/or the Contractor's rights, title and interest to the equipment/

material, are transferred or assigned without the Company's consent, the Company may at its absolute discretion, terminate this Contract.

22.6 If at any time during the term of this Contract, breakdown of Contractor's equipment results in Contractors being unable to perform their obligations hereunder for a period of 15 successive days, Company at its option, may terminate this Contract in its entirety without any further right or obligation on the part of the Company, except for the payment of money then due. No notice shall be served by the Company under the condition stated above.

22.7 Notwithstanding any provisions herein to the contrary, the Contract may be terminated at any time by the Company on giving 30 (thirty) days written notice to the Contractor due to any other reason not covered under the above clause from 22.1 to 22.6 and in the event of such termination the Company shall not be liable to pay any cost or damage to the Contractor except for payment for services as per the Contract upto the date of termination including the De-mobilization cost, if any.

23. **CONSEQUENCES OF TERMINATION:** In all cases of termination herein set forth, the relative obligations of the parties to the Contract shall be limited to the period up to the date of termination. Notwithstanding the termination of this Contract, the parties shall continue to be bound by the provisions of this Contract that reasonably require some action or forbearance after such termination.

23.1 Upon termination of this Contract, Contractor shall return to Company all of Company's items, which are at the time in Contractor's possession.

23.2 In the event of termination of contract, Company will issue Notice of termination of the contract with date or event after which the contract will be terminated. The contract shall then stand terminated and the Contractor shall demobilize their personnel & materials.

24. **SETTLEMENT OF DISPUTES AND ARBITRATION:**

24.1 Arbitration (Applicable for Suppliers/Contractors other than PSU) :

Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, in connection with construction, meaning, operation, effect, interpretation of the contract or breach thereof which parties are unable to settle mutually, the same shall be referred to Arbitration as provided hereunder :

- a. A party wishing to commence arbitration proceeding shall invoke Arbitration Clause by giving 30 day's notice to the other party. The notice invoking arbitration shall specify all the points of dispute with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter. If the claim is in foreign currency, the claimant shall indicate its value in Indian Rupee for the purpose of constitution of the arbitral tribunal.
- b. The number of arbitrators and the appointing authority will be as under:

Claim amount (excluding claim for interest and counter claim, if any)	Number of Arbitrator	Appointing Authority
UptoRs. 5 Crore	Sole Arbitrator	OIL
Above Rs. 5 Crore	3 (Three) Arbitrators	One Arbitrator by each party and the 3 <sup>rd</sup> Arbitrator, who shall be the presiding Arbitrator, by the two Arbitrators.

- c. The parties agree that they shall appoint only those persons as arbitrators who accept the conditions of the arbitration clause. No person shall be appointed as Arbitrator or Presiding Arbitrator who does not accept the conditions of the arbitration clause.
- d. Parties agree that there will be no objection if the Arbitrator appointed holds equity shares of OIL and/or is a retired officer of OIL/any PSU. However, neither party shall appoint its serving employees as arbitrator.
- e. If any of the Arbitrators so appointed dies, resigns, becomes incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned party/arbitrators to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left if both parties consent for the same; otherwise, he shall proceed de novo.
- f. Parties agree that neither shall be entitled for any pre-reference or pendentite-lite interest on its claims. Parties agree that any claim for such interest made by any party shall be void.

- g. The arbitral tribunal shall make and publish the award within time stipulated as under :

Amount of Claims and counter claims (excluding interest)	Period for making and publishing of the award (counted from the date of first meeting of the Arbitrators)
Upto Rs. 5 Crore	Within 8 months
Above Rs. 5 Crore	Within 12 months

The above time limit can be extended by Arbitrator, for reasons to be recorded in writing, with the consent of the other parties.

- h. If after commencement of the arbitration proceedings, the parties agree to settle the dispute mutually or refer the dispute to conciliation, the arbitrators shall put the proceedings in abeyance until such period as requested by the parties.
- i. Each party shall be responsible to make arrangements for the travel and stay etc. of the arbitrator pointed by it. Claimant shall also be responsible for making arrangements for travel/stay arrangements of the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties.
- j. In case of sole arbitrator, OIL shall make all necessary arrangements for his travel, stay and the expenses incurred shall be shared equally by the parties.
- k. The Arbitration shall be held at the place from where the contract has been awarded. However, parties to the contract can agree for a different place for the convenience of all concerned.
- l. The Arbitrator(s) shall give reasoned and speaking award and it shall be final and binding on the parties.
- m. Subject to aforesaid, provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment thereof shall apply to the arbitration proceedings under this clause.

24.2 Arbitration (applicable in case of Contract awarded on Public Sector Enterprise):



In the event of any dispute or difference relating to, arising from or connected with the Contract, such dispute or difference shall be referred by either party to the arbitration of one of the Arbitrators in the Department of Public Enterprises, to be nominated by the Secretary to the Government of India, In-Charge of the Bureau of Public Enterprises. The Arbitration and Conciliation Act 1996 shall not be applicable to the Arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided however; any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference, the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, whose decision shall bind the parties finally and conclusively. The parties in the dispute will share equally the cost of the arbitration as intimated by the Arbitrator.

The venue of all arbitrations under both 24.1 & 24.2 will be **Guwahati, Assam**. The award made in pursuance thereof shall be binding on the parties.

25. **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.

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.

26. **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).

27. **FURNISHING FRAUDULENT INFORMATION/DOCUMENT:**

If it is found that a Bidder/Contractor has furnished fraudulent document/information the party shall be debarred for period of 3(three) years from date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, period of debarment may be enhanced.

**28. WARRANTY AND REMEDY OF DEFECTS:**

28.1 Contractor warrants that it shall perform the work in a professional manner and in accordance with the highest degree of quality, efficiency, and with the state of the art technology/ inspection services and in conformity with all specifications, standards and drawings set forth or referred to in the Scope of Work. They should comply with the instructions and guidance which Company may give to the Contractor from time to time. For any rectification works during Defect Liability Period (12 Months from the date of completion of the project) of any Works contractor(s) / purchase(s), PMC shall extend their supervisory / technical assistance at no extra cost.

28.2 Should Company discover at any time **during the execution** of the Contract that the work carried out by the contractor does not conform to the foregoing warranty, Contractor shall after receipt of notice from Company, promptly perform all corrective work required to make the services conform to the Warranty. Such corrective work shall be performed entirely at contractor's own expenses. If such corrective work is not performed within a reasonable time, the Company, at its option, may have such remedial work carried out by others and charge the cost thereof to Contractor which the contractor must pay promptly. In case contractor fails to perform remedial work, the performance security shall be forfeited.

**29. CONFIDENTIALITY, USE OF CONTRACT DOCUMENTS AND INFORMATION:**

29.1 Contractor shall not, without Company's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing pattern, sample or information furnished by or on behalf of Company in connection therewith, to any person other than a person employed by Contractor in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

29.2 Contractor shall not, without Company's prior written consent, make use of any document or information except for purposes of performing the contract.

29.3 Any document supplied to the Contractor in relation to the contract other than the Contract itself remain the property of Company and shall be returned (in all copies) to Company on completion of Contractor's performance under the Contract if so required by Company.

30. **TAXES:**

30.1 Tax levied as per the provisions of Indian Income Tax Act and any other enactment/rules on income derived/ payments received under the contract will be on contractor's account.

30.2 Contractor shall be responsible for payment of personal taxes, if any, for all the personnel deployed in India.

30.3 The contractor shall furnish to the company, if and when called upon to do so, relevant statement of accounts or any other information pertaining to work done under the contract for submitting the same to the Tax authorities, on specific request from them. Contractor shall be responsible for preparing and filing the return of income etc. within the prescribed time limit to the appropriate authority.

30.4 Prior to start of operations under the contract, the contractor shall furnish the company with the necessary documents, as asked for by the company and / or any other information pertaining to the contract, which may be required to be submitted to the Income Tax authorities at the time of obtaining "No objection Certificate" for releasing payments to the contractor.

30.5 Corporate income tax will be deducted at source from the invoice at the specified rate of income tax as per the provisions of Indian Income Tax Act as may be in force from time to time.

30.6 Corporate and personal taxes on contractor shall be the liability of the contractor and the company shall not assume any responsibility on this account.

30.7 ***All local taxes, levies and duties, ~~sales tax~~, octroi, customs duty, GST etc. on purchases and sales made by contractor shall be borne by the contractor.***

30.8 **GST:**

Quoted price should be **exclusive of applicable GST**.

### 30.9 **CUSTOMS DUTY ON EQUIPMENT:**

- i) Contractor is liable to pay all customs duty, as applicable on the equipment brought to India for executing the works.
- ii) The Contractor shall be fully liable for observing all the formalities in this regard as well as to pay the customs duty chargeable on the equipment, including any deposit payable for such purposes. No adjustment in the Contract Price shall be permissible for any change in duty drawback applicable in respect of equipment and machinery brought to India for use in the project and for re-export of equipment & machinery, on completion of the project.

### 30.10 **CUSTOMS DUTY:**

The quoted price shall include full customs duties for materials (for permanent incorporation in the work), equipment and plants envisaged to be imported for execution of work.

### 30.11 **IMPORT LICENSE:**

The Contractor shall arrange import of all materials required for permanent incorporation in the works as well as construction equipment as per the guidelines laid down by the Government of India. Import license shall not be provided by Company.

### 31. **INSURANCE:**

- 31.1 The contractor shall arrange insurance to cover all risks in respect of their personnel, materials and equipment belonging to the contractor or its subcontractor during the currency of the contract.
- 31.2 Contractor shall at all time during the currency of the contract provide, pay for and maintain the following insurances among others:
  - a) Workmen compensation insurance as required by the laws of the country of origin of the employee.
  - b) Employer's Liability Insurance as required by law in the country of origin of employee.

- c) General Public Liability Insurance covering liabilities including contractual liability for bodily injury, including death of persons, and liabilities for damage of property. This insurance must cover all operations of Contractor required to fulfill the provisions under this contract.
- d) Contractor's equipment used for execution of the work hereunder shall have an insurance cover with a suitable limit (as per international standards).
- e) Automobile Public Liability Insurance covering owned, non-owned and hired automobiles used in the performance of the work hereunder, with bodily injury limits and property damage limits shall be governed by Indian Insurance regulations.
- f) Public Liability Insurance as required under Public Liability Insurance Act 1991.

- 31.3 Any deductible set forth in any of the above insurance shall be borne by Contractor.
- 31.4 Contractor shall furnish to Company prior to commencement date, certificates of all its insurance policies covering the risks mentioned above.
- 31.5 If any of the above policies expire or are cancelled during the term of this contract and Contractor fails for any reason to renew such policies, then the Company will renew/replace same and charge the cost thereof to Contractor. Should there be a lapse in any insurance required to be carried by Contractor for any reason whatsoever, loss/damage claims resulting there from shall be to the sole account of Contractor.
- 31.6 Contractor shall require all of their sub-contractor to provide such of the foregoing insurance coverage as Contractor is obliged to provide under this Contract and inform the Company about the coverage prior to the commencement of agreements with its sub-contractors.
- 31.7 All insurance taken out by Contractor or their sub-contractor shall be endorsed to provide that the underwriters waive their rights of recourse on the Company.

32. **CHANGES:**

- 32.1 During the performance of the work, Company may make a change in the work within the general scope of this Contract including, but not limited to, changes in methodology, and minor additions to or deletions from the work to be performed. Contractor shall perform the work as changed. Changes of this nature will be affected by written order by the Company.
- 32.2 If any change result in an increase in compensation due to Contractor or in a credit due to Company, Contractor shall submit to Company an estimate of the amount of such compensation or credit in a form prescribed by Company. Such estimates shall be based on the rates shown in the Schedule of Rates (**Part - II**). Upon review of Contractor's estimate, Company shall establish and set forth in the Change Order the amount of the compensation or credit for the change or a basis for determining a reasonable compensation or credit for the change. If Contractor disagrees with compensation or credit set forth in the Change Order, Contractor shall nevertheless perform the work as changed, and the parties will resolve the dispute in accordance with Clause 24.0 hereunder. Contractor's performance of the work as changed will not prejudice Contractor's request for additional compensation for work performed under the Change Order.

33. **NOTICES:**

- 33.1 Any notice given by one party to other, pursuant to this Contract shall be sent in writing or by telex or Fax and confirmed in writing to the applicable address specified below:

**Company**

**For contractual matters**

**For Technical matters**

Deputy General Manager (Contracts)

OIL INDIA LIMITED

PO: Udayan Vihar

Assam-781171, India

E-mail: [ellora@oilindia.in](mailto:ellora@oilindia.in)

Fax No. 91-0361-2643686

Deputy General Manager (PLP)

OIL INDIA LIMITED

PO: Udayan Vihar

Assam-781171, India

E-mail: [pvrmurthy@oilindia.in](mailto:pvrmurthy@oilindia.in)

Contractor

\_\_\_\_\_  
\_\_\_\_\_

Fax No. :

33.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

34. **SUBCONTRACTING:**

34.1 Contractor shall not subcontract or assign, in whole or in part, its obligations to perform under this contract, except with Company's prior written consent.

35. **MISCELLANEOUS PROVISIONS:**

35.1 Contractor shall give notices and pay all fees at their own cost required to be given or paid by any National or State Statute, Ordinance, or other Law or any regulation, or bye-law of any local or other duly constituted authority as may be in force from time to time in India, in relation to the performance of the services and by the rules & regulations of all public bodies and companies whose property or rights are affected or may be affected in any way by the services.

35.2 Contractor shall conform in all respects with the provisions of any Statute, Ordinance of Law as aforesaid and the regulations or bye-law of any local or other duly constituted authority which may be applicable to the services and with such rules and regulation, public bodies and Companies as aforesaid and shall keep Company indemnified against all penalties and liability of every kind for breach of any such Statute, Ordinance or Law, regulation or bye-law.

35.3 During the tenure of the Contract, Contractor shall keep the site where the services are being performed reasonably free from all unnecessary obstruction and shall store or dispose of any equipment and surplus materials and clear away and remove from the site any wreckage, rubbish or temporary works no longer required. On the completion of the services, Contractor shall clear away and remove from the site any surplus materials, rubbish or temporary works of every kind and leave the whole of the site clean and in workman like condition to the satisfaction of the Company and conform to ISO 14001.

35.4 Key personnel cannot be changed during the tenure of the Contract except due to sickness/death/resignation of the personnel in which case the replaced person should have equal experience and qualification which will be again subject to approval by the Company.

36. **LIABILITY:**

- 36.1 Except as otherwise expressly provided, neither Company nor its servants, agents, nominees, Contractors, or sub-contractors shall have any liability or responsibility whatsoever to whomsoever for loss of or damage to the equipment and/or loss of or damage to the property of the Contractor and/or their Contractors or sub-contractors, irrespective of how such loss or damage is caused and even if caused by the negligence of Company and/or its servants, agent, nominees, assignees, contractors and sub-Contractors. The Contractor shall protect, defend, indemnify and hold harmless Company from and against such loss or damage and any suit, claim or expense resulting there from.
- 36.2 Neither Company nor its servants, agents, nominees, assignees, Contractors, subcontractors shall have any liability or responsibility whatsoever for injury to, illness, or death of any employee of the Contractor and/or of its Contractors or sub-contractor irrespective of how such injury, illness or death is caused and even if caused by the negligence of Company and/or its servants, agents nominees, assignees, Contractors and sub-contractors. Contractor shall protect, defend, indemnify and hold harmless Company from and against such liabilities and any suit, claim or expense resulting there from.
- 36.3 The Contractor hereby agrees to waive its right to recourse and further agrees to cause their underwriters to waive their right of subrogation against Company and/or its underwrites, servants, agents, nominees, assignees, Contractors and subcontractors for loss or damage to the equipment of the Contractor and/or its subcontractors when such loss or damage or liabilities arises out of or in connection with the performance of the contract.
- 36.4 The Contractor hereby further agrees to waive its right of recourse and agrees to cause its underwriters to waive their right of subrogation against Company and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for injury to, illness or death of any employee of the Contractor and of its Contractors, sub-contractors and/or their employees when such injury, illness or death arises out of or in connection with the performance of the contract.
- 36.5 Except as otherwise expressly provided, neither Contractor nor its servants, agents, nominees, Contractors or sub-contractors shall have any liability or responsibility whatsoever to whomsoever for loss of or damage to the equipment and/or loss or damage to the property of the Company and/or their Contractors or sub-contractors, irrespective of how such loss or damage is caused and even if caused by the negligence of Contractor and/or its servants, agents, nominees, assignees,



Contractors and sub-contractors. The Company shall protect, defend, indemnify and hold harmless Contractor from and against such loss or damage and any suit, claim or expense resulting there from.

- 36.6 Neither Contractor nor its servants, agents, nominees, assignees, Contractors, subcontractors shall have any liability or responsibility whatsoever to whomsoever for injury or illness, or death of any employee of the Company and/or of its Contractors or sub-contractors irrespective of how such injury, illness or death is caused and even if caused by the negligence of Contractor and/or its servants, agents, nominees, assignees, Contractors and sub-contractors. Company shall protect, defend indemnify and hold harmless Contractor from and against such liabilities and any suit, claim or expense resulting there from.
- 36.7 The Company agrees to waive its right of recourse and further agrees to cause its underwriters to waive their right of subrogation against Contractor and /or its underwriters, servants, agents, nominees, assignees, Contractors and subcontractors for loss or damage to the equipment of Company and/or its contractors or sub-contractors when such loss or damage or liabilities arises out of or in connection with the performance of the contract.
- 36.8 The Company hereby further agrees to waive its right of recourse and agrees to cause it underwriters to waive their right of subrogation against Contractor and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for injury to, illness or death of any employee of the Company and of its Contractors, sub-contractors and/or their employees when such injury, illness or death arises out of or in connection with the performance of the Contract.

37. **CONSEQUENTIAL DAMAGE:**

- 37.1 Except as otherwise expressly provided, neither party shall be liable to the other for special, indirect or consequential damages resulting from or arising out of the contract, including but without limitation, to loss or profit or business interruptions, howsoever caused and regardless of whether such loss or damage was caused by the negligence (either sole or concurrent) of either party, its employees, agents or sub-contractors.

38. **INDEMNITY AGREEMENT:**

- 38.1 Except as provided hereof Contractor agrees to protect, defend, indemnify and hold Company harmless from and against all claims, suits, demands and causes of action, liabilities, expenses, cost, liens

and judgments of every kind and character, without limit, which may arise in favour of Contractor's employees, agents, contractors and sub-contractors or their employees on account of bodily injury or death, or damage to personnel/property as a result of the operations contemplated hereby, regardless of whether or not said claims, demands or causes of action arise out of the negligence or otherwise, in whole or

in part or other faults.

- 38.2 Except as provided hereof Company agrees to protect, defend, indemnify and hold Contractor harmless from and against all claims, suits, demands and causes of action, liabilities, expenses, cost, liens and judgments of every kind and character, without limit, which may arise in favour of Company's employees, agents, contractors and sub-contractors or their employees on account of bodily injury or death, or damage to personnel/property as a result of the operations contemplated hereby, regardless of whether or not said claims, demands or causes of action arise out of the negligence or otherwise, in whole or in part or other faults.

39. **INDEMNITY APPLICATION:**

The indemnities given herein above, whether given by Company or Contractor shall be without regard to fault or to the negligence of either party even though said loss, damage, liability, claim, demand, expense, cost or cause of action may be caused, occasioned by or contributed to by the negligence, either sole or concurrent of either party.

40. **PAYMENT & INVOICING PROCEDURE:**

- 40.1 Company shall pay to Contractor, during the term of the contract, the amount due calculated according to the rates of payment set and in accordance with other provisions hereof. No other payments shall be due from Company unless specifically provided for in this contract. All payments will be made in accordance with the terms hereinafter described.
- 40.2 All payments due by Company to Contractor shall be made at Contractor's designated bank. All bank charges will be to Contractor's account. Payment will be cleared on monthly basis only.
- 40.3 Payment of any invoices shall not prejudice the right of Company to question the validity of any charges therein, provided Company within one year after the date of payment shall make and deliver to Contractor

written notice of objection to any item or items the validity of which Company questions.

- 40.4 Contractor will submit six sets of all invoices to Company for processing of payment. Separate invoices for the charges payable under the contract shall be submitted by Contractor for foreign currency and Indian Rupee.
- 40.5 Payment of invoices if undisputed shall be made.
- 40.6 The Company shall within 30 days of receipt of the invoice notify Contractor of any item under dispute, specifying the reasons thereof, in which event, payment of the disputed amount may be withheld until settlement of the dispute, but payment shall be made of any undisputed portion.
- 40.7 The acceptance by Contractor of part payment on any billing not paid on or before the due date shall not be deemed a waiver of Contractor's rights in respect of any other billing, the payment of which may then or thereafter be due.
- 40.8 Contractor shall maintain complete and correct records of all information on which Contractor's invoices are based up to 2(two) years from the date of last invoice. Such records shall be required for making appropriate adjustments or payments by either party in case of subsequent audit query / objection. Any audit conducted by Company of Contractor's records, as provided herein, shall be limited to Company's verification (i) of the accuracy of all charges made by Contractor to Company and (ii) that Contractor is otherwise in compliance with the terms and conditions of this Agreement.
41. **WITH-HOLDING:**
- 41.1 Company may withhold or nullify the whole or any part of the amount due to Contractor, after informing the Contractor of the reasons in writing, on account of subsequently discovered evidence in order to protect Company from loss on account of :
- a) For non-completion of jobs assigned as per **PART-III.**
  - b) Contractor's indebtedness arising out of execution of this Contract.
  - c) Defective work not remedied by Contractor.

- d) Claims by sub-Contractor of Contractor or others filed or on the basis of reasonable evidence indicating probable filing of such claims against Contractor.
- e) Failure of Contractor to pay or provide for the payment of salaries/wages, contributions, unemployment compensation, taxes or enforced savings with-held from wages etc.
- f) Failure of Contractor to pay the cost of removal of unnecessary debris, materials, tools, or machinery.
- g) Damage to another Contractor of Company.
- h) All claims against Contractor for damages and injuries, and/or for non-payment of bills etc.
- i) Any failure by Contractor to fully reimburse Company under any of the indemnification provisions of this Contract. If, during the progress of the work Contractor shall allow any indebtedness to accrue for which Company, under any circumstances in the opinion of Company may be primarily or contingently liable or ultimately responsible and Contractor shall, within five days after demand is made by Company, fail to pay and discharge such indebtedness, then Company may during the period for which such indebtedness shall remain unpaid, with-hold from the amounts due to Contractor, a sum equal to the amount of such unpaid indebtedness.

With-holding will also be affected on account of the following:-

- i) Order issued by a Court of Law in India.
- ii) Income-tax deductible at source according to law prevalent from time to time in the country.
- iii) Any obligation of Contractor which by any law prevalent from time to time to be discharged by Company in the event of Contractor's failure to adhere to such laws. When all the above grounds for with-holding payments shall be removed, payment shall thereafter be made for amounts so with-hold. Notwithstanding the foregoing, the right of Company to withhold shall be limited to damages, claims and failure on the part of Contractor which is directly/ indirectly related to some negligent act or omission on the part of Contractor.

42. **SUBSEQUENTLY ENACTED LAWS:**

Subsequent to the date of submission of contractor's bid, if there is a change in or enactment of any law or interpretation of existing law, which results in additional cost/reduction in cost to Contractor on account of the operation under the Contract, the company/Contractor shall reimburse/pay Contractor /company for such additional/ reduced costs actually incurred.

43. **ROYALTY AND PATENTS:**

Each party shall hold harmless and indemnify the other from and against all claim and proceedings for or on account of any patent rights, design, trade mark or other protected rights arising from any use of materials, equipment, processes, inventions and methods which have not been imposed on the attending party by the terms of the contract or the specifications or drawings forming part thereof.

44. **WAIVER:**

Any delay in exercising and any omission to exercise any right, power or remedy exercisable by the Company under this contract shall not impair such right, power or remedy nor shall any waiver by the Company of any breach by the Contractor of any provision of this contract prevent the subsequent enforcement of that provision by the Company or be deemed a waiver by the Company of any subsequent breach by the Contractor.

**45.0 GOODS AND SERVICES TAX****45.1 GENERAL REMARKS ON TAXES & DUTIES:**

In view of **GST** Implementation from 1st July 2017, all taxes and duties including Excise Duty, CST/VAT, Service tax, Entry Tax and other indirect taxes and duties have been submerged in **GST**. Accordingly reference of Excise Duty, Service Tax, VAT, Sales Tax, Entry Tax or any other form of indirect tax except of **GST** mentioned in the bidding document shall be ignored.

**45.2** Bidders are required to submit copy of the GST Registration Certificate while submitting the bids wherever **GST** (CGST & SGST/UTGST or IGST) is applicable.

**45.3** “**GST**” shall mean Goods and Services Tax charged on the supply of material(s) and services. The term “**GST**” shall be construed to include the Integrated Goods and Services Tax (hereinafter referred to as “IGST”) or Central Goods and Services Tax (hereinafter referred to as “CGST”) or State Goods and Services Tax (hereinafter referred to as “SGST”) or Union Territory Goods and

Services Tax (hereinafter referred to as “UTGST”) depending upon the import / interstate or intrastate supplies, as the case may be. It shall also mean GST compensation Cess, if applicable.

**45.4** Quoted price/rate(s) should be inclusive of all taxes and duties, except **GST(i.e. IGST or CGST and SGST/UTGST applicable in case of interstate supply or intra state supply respectively and cess on GST if applicable) on the final service**. However, GST rate (including cess) to be provided in the respective places in the Price Bid. Please note that the responsibility of payment of GST (CGST & SGST or IGST or UTGST) lies with the Supplier of Goods / Services (Service Provider) only. Supplier of Goods / Services (Service Provider) providing taxable service shall issue an Invoice/ Bill, as the case may be as per rules/ regulation of **GST**. Further, returns and details required to be filled under GST laws & rules should be timely filed by Supplier of Goods / Services (Service Provider) with requisite details.

**45.4.1** Bidder should also mention the **Harmonised System of Nomenclature (HSN)** and **Service Accounting Codes (SAC)** at the designated place in **SOR**.

**45.5 Where the OIL is entitled to avail the input tax credit of GST:**

**45.5.1** OIL will reimburse the **GST** to the Supplier of Goods / Services (Service Provider) at actuals against submission of Invoices as per format specified in rules/ regulation of GST to enable OIL to claim input tax credit of **GST** paid. In case of any variation in the executed quantities, the amount on which the **GST** is applicable shall be modified in same proportion. Returns and details required to be filled under GST laws & rules should be timely filed by supplier with requisite details.

**45.5.2** The input tax credit of **GST** quoted shall be considered for evaluation of bids, as per evaluation criteria of tender document.

**45.6 Where the OIL is not entitled to avail/take the full input tax credit of GST:**

**45.6.1** OIL will reimburse **GST** to the Supplier of Goods / Services (Service Provider) at actuals against submission of Invoices as per format specified in rules/ regulation of **GST** subject to the ceiling amount of **GST** as quoted by the bidder. In case of any variation in the executed quantities (If directed and/or certified by the In-Charge) the ceiling amount on which **GST** is applicable will be modified on pro-rata basis.

**45.6.2** The bids will be evaluated based on total price including **GST**.

**45.7** Payments to Service Provider for claiming **GST** amount will be made provided the above formalities are fulfilled. Further, OIL may seek copies of challan and certificate from Chartered Accountant for deposit of **GST** collected from OIL.

**45.8 Contractor/vendor shall be required to issue tax invoice in accordance with GST Act and/or Rules so that input credit can be availed by OIL.** In the event that the contractor / vendor fails to provide the invoice in the form and manner prescribed under the **GST Act read with GST Invoicing Rules** thereunder, OIL shall not be liable to make any payment on account of **GST** against such invoice.

**45.9 GST** shall be paid against receipt of tax invoice and proof of payment of **GST** to government. In case of non-receipt of tax invoice or non-payment of **GST** by the contractor/vendor, OIL shall withhold the payment of **GST**.

**45.10 GST payable under reverse charge mechanism for specified services or goods under GST act or rules, if any, shall not be paid to the contractor/vendor but will be directly deposited to the government by OIL.**

**45.11** Where OIL has the obligation to discharge **GST** liability under reverse charge mechanism and OIL has paid or is /liable to pay **GST** to the Government on which interest or penalties becomes payable as per GST laws for any reason which is not attributable to OIL or ITC with respect to such payments is not available to OIL for any reason which is not attributable to OIL, then OIL shall be entitled to deduct/ setoff / recover such amounts against any amounts paid or payable by OIL to Contractor / Supplier.

**45.12** Notwithstanding anything contained anywhere in the Agreement, in the event that the input tax credit of the **GST** charged by the Contractor / Vendor is denied by the tax authorities to OIL for reasons attributable to Contractor / Vendor, OIL shall be entitled to recover such amount from the Contractor / Vendor by way of adjustment from the next invoice. In addition to the amount of **GST**, OIL shall also be entitled to recover interest at the rate prescribed under GST Act and penalty, in case any penalty is imposed by the tax authorities on OIL.

**45.13** TDS under GST, if applicable, shall be deducted from contractor's/vendor's bill at applicable rate and a certificate as per rules for tax so deducted shall be provided to the contractor/vendor.

**45.14** The Contractor will be under obligation for charging correct rate of tax as prescribed under the respective tax laws. Further the Contractor shall avail and pass on benefits of all exemptions/concessions available under tax laws. Any error of interpretation of applicability of taxes/ duties by the contractor shall be to contractor's account.

**45.15 It is the responsibility of the bidder to quote the correct GST rate. The classification of goods/services as per GST (Goods & Service Tax) Act should be correctly done by the contractor to ensure that input tax credit on GST (Goods & Service Tax) is not lost to the OIL on account of any error on the part of the contractor.**

**45.16** In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to

reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference and in case the rate of duty/ taxes finally assessed is on the lower side.

**45.17** Notwithstanding anything mentioned elsewhere in the Bidding Document the aggregate liability of OIL towards Payment of GST shall be limited to the volume of GST declared by the bidder in its bid & nothing shall be payable extra except for the statutory variation in GST.

**45.18** Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd

**45.19** GST liability, if any on account of supply of free samples against any tender shall be to bidder's account.

**45.20** In case of statutory variation in **GST**, other than due to change in turnover, payable on the contract value during contract period, the Supplier of Goods / Services (Service Provider) shall submit a copy of the 'Government Notification' to substantiate the rate as applicable on the Bid due date and on the date of revision.

Beyond the contract period, in case OIL is not entitled for input tax credit of **GST**, then any increase in the rate of **GST** beyond the contractual delivery period shall be to Service provider's account whereas any decrease in the rate **GST** shall be passed on to the OIL.

Beyond the contract period, in case OIL is entitled for input tax credit of **GST**, then statutory variation in applicable **GST** on supply and on incidental services, shall be to OIL's account.

Claim for payment of **GST**/ Statutory variation, should be raised within two [02] months from the date of issue of 'Government Notification' for payment of differential (in %) **GST**, otherwise claim in respect of above shall not be entertained for payment of arrears. **The base date for the purpose of applying statutory variation shall be the Bid Opening Date.**

**45.21** The contractor will be liable to ensure to have registered with the respective tax authorities, wherever applicable and to submit self-attested copy of such registration certificate(s) and the Contractor will be responsible for procurement of material in its own registration (GSTIN) and also to issue its own Road Permit/ E-way Bill, if applicable etc.

**45.22** In case the bidder is covered under Composition Scheme under GST laws, then bidder should quote the price inclusive of the GST (CGST & SGST/UTGST or IGST). Further, such bidder should mention "Cover under composition system" in column for GST (CGST & SGST/UTGST or IGST) of price schedule.

**45.23** OIL will prefer to deal with registered supplier of goods/ services under GST. Therefore, bidders are requested to get themselves registered



**under GST, if not registered yet. However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document.**

**45.24** Procurement of Specific Goods: Earlier, there is no tax incidence in case of import of specified goods (i.e. the goods covered under List-34 of Customs Notification no. 12/2012-Cus dated. 17.03.2012 as amended). Customs duty is not payable as per the policy. However, under GST regime, IGST Plus GST compensation cess (if applicable) would be levyable on such imports. Bidders should quote GST as inclusive considering IGST component for the imported Materials portion while quoting their prices on destination basis. However, GST rate to be specified in the price bid format.

#### **45.25 Documentation requirement for GST**

**The vendor will be under the obligation for invoicing correct tax rate of tax/duties as prescribed under the GST law to OIL, and pass on the benefits, if any, after availing input tax credit.**

Any invoice issued shall contain the following particulars :

- a) Name, address and GSTIN of the supplier;
- b) Serial number of the invoice;
- c) Date of issue;
- d) Name, address and GSTIN or UIN, if registered of the recipient;
- e) Name and address of the recipient and the address of the delivery, along with the State and its code,
- f) HSN code of goods or Accounting Code of services[SAC];
- g) Description of goods or services;
- h) Quantity in case of goods and unit or Unique Quantity Code thereof;
- i) Total value of supply of goods or services or both;
- j) Taxable value of supply of goods or services or both taking into discount or abatement if any;
- k) Rate of tax (IGST,CGST, SGST/ UTGST, cess);
- l) Amount of tax charged in respect of taxable goods or services (IGST,CGST, SGST/UTGST, cess);
- m) Place of supply along with the name of State, in case of supply in the course of interstate trade or commerce;
- n) Address of the delivery where the same is different from the place of supply and
- o) Signature or digital signature of the supplier or his authorised representative.

GST invoice shall be prepared in triplicate, in case of supply of goods, in the following manner

- a) The original copy being marked as ORIGINAL FOR RECIPIENT;
- b) The duplicate copy being marked as DUPLICATE FOR TRANSPORTER and

c) The triplicate copy being marked as TRIPLICATE FOR SUPPLIER.

In case of any advance given against any supplies contract, the supplier of the goods shall issue Receipt Voucher containing the details of details of advance taken along with particulars as mentioned in clause no. (a), (b), (c), (d), (g), (k), (l), (m) & (o) above.

**45.26 Anti-profiteering clause**

As per Clause 171 of GST Act it is mandatory to pass on the benefit due to reduction in rate of tax or from input tax credit to the consumer by way of commensurate reduction in prices. The Supplier of Goods / Services may note the above and quote their prices accordingly.

**45.26.1 In case the GST rating of vendor on the GST portal / Govt. official website is negative / black listed, then the bids may be rejected by OIL.**

Further, in case rating of bidder is negative / black listed after award of work for supply of goods / services, then OIL shall not be obligated or liable to pay or reimburse GST to such vendor and shall also be entitled to deduct / recover such GST along with all penalties / interest, if any, incurred by OIL.

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

SIGNED AND DELIVERED FOR AND  
ON BEHALF OF CONTRACTOR

(Signature of Contractor or his legal  
Attorney)

\_\_\_\_\_ by  
the hand of \_\_\_\_\_ its  
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:

SIGNED & DELIVERED FOR & ON  
BEHALF OF OIL INDIA LIMITED

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

\_\_\_\_\_  
(Signature of Acceptor)

Designation: \_\_\_\_\_

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# E-TENDER CGI 9064 P19

## PART II - SOQ

**OIL INDIA LIMITED**  
**(A Govt. of India Enterprise)**

**Description of Service: HIRING OF SERVICES FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES FOR 8" SPUR LINE FROM PS1, DULIAJAN TO DIGBOI REFINERY UNDER PIPELINE DEPT., OIL INDIA LIMITED**

**TENDER NO. CGI 9064 P19**

**SCHEDULE OF QUANTITIES (SOQ), SERVICE/WORK AND RATES**

SL.NO.	DESCRIPTION OF WORK	QTY (A)	UNIT	RATE PER UNIT (B) (Rs.)		TOTAL AMOUNT (C)=(AxB) (Rs.)	SERVICE ACCOUNTING CODE (SAC)	SPECIFY % OF GST ON (C)	TOTAL AMOUNT (D) =(C)+GST ON (C) (Rs.)
				FIG	WORD				
10	<b><u>Reconnaissance &amp; Detail Engg Survey:</u></b> Reconnaissance & Detail Engineering Survey: Carrying out Reconnaissance & Detail Engineering Survey of pipeline route, locating existing pipeline through cross trenching (every 500 m),	40	KM						

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	survey of elevation profile, supply and fixing of stakes & markers (pillars) at turning points and intermediate points (every 250 m), survey of crossings, finalization of pipeline alignment etc. as per detail scope of work & specification detailed in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC), including submission of data, reports etc., preparation of drawings in Hard and soft copies complete in all aspects. The cost will be all inclusive except GST.							
20	<b><u>Detail Cadastral Survey for PL route:</u></b> Detail Cadastral Survey for pipeline route(s): As per scope of work & specification detailed in	40	KM					

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	relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC), including submission of data, reports etc., preparation of drawings in Hard and soft copies complete in all aspects. The cost will be all inclusive except GST. .								
30	<b>Soil Stratification Survey:</b> Soil Stratification Survey: As per scope of work & specification detailed in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC), including submission of data, reports etc. in Hard and soft copies complete in all aspects. The cost will be all inclusive except	40	KM						

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	GST. .								
40	<b><u>Corrosion/Soil Resistivity Survey:</u></b> Corrosion/Soil Resistivity and Chemical Analysis Survey: As per scope of work & specification detailed in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC), including submission of data, reports etc. in Hard and soft copies complete in all aspects. The cost will be all inclusive except GST. .	40	KM						
50	<b><u>Population Density Index Survey:</u></b> Population Density Index Survey:	40	KM						

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	As per scope of work & specification detailed in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC), including submission of data, reports etc. in Hard and soft copies complete in all aspects. The cost will be all inclusive except GST. .								
60	<b><u>Acquisition of land for pipeline route:</u></b> Acquisition of land for pipeline route(s) through outright purchase: Ascertaining the pattadars and occupiers along with concerned Land Revenue Officer with land record, identification of pattadars and occupiers, settlement with pattadars and occupiers for their consent. Finalization of	5	KM						

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	<p>compensation (as per OIL's rate) towards surface assets and land value and obtaining consent from occupiers and pattadars, facilitating in execution of Agreement to Sale, Obtaining Sale Purchase Permission from Authority(s), facilitating in registration of Sale deed till submission of application for Mutation.</p> <p>Scope of work &amp; specification shall be as per details details in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES', including submission of data, reports etc. in Hard and soft copies complete in all aspects. The cost will be all inclusive except GST.</p> <p>.</p>								
70	<p><b><u>Collection of Hydrological data:</u></b></p> <p>Collection of Hydrological data: Collection of hydrological data</p>	1	AU						



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	<p>of rivers from authentic source. Preparation and submission of the river bed profile, plan &amp; scour depth profile drawings incorporating all the hydrological data, soil stratification results, location of bore holes etc. as provided in the specification. The cost will be all inclusive except GST.</p> <p>Scope of work and specification shall be as per details in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC), including submission of data, reports etc. in Hard and soft copies complete in all aspects.</p> <p>.</p>								
80	<p><b><u>Geotech Inspection: Rig on bank:</u></b></p> <p>Geotech Inspection: Shifting / fixing drilling rig on bank:</p>	2	AU						

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	Shifting and fixing of boring/drilling rig at each dry bore hole location including transportation. The cost will be all inclusive except GST. .								
90	<b><u>Geotech Inspection: Rig on water:</u></b> Geotech Inspection: Shifting and fixing of boring/drilling rig at each water bore hole location including transportation. The cost will be all inclusive except GST. .	2	AU						
100	<b><u>Geotech Inspection: Boring-normal soil:</u></b> Geotech Inspection: Boring through normal soil by sinking of required size diameter borehole through all kinds of soil complete with collection of Undisturbed Soil samples and conducting SPT of 20 m depth etc. as per specification. The cost will be all inclusive except	80	M						

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	GST. .								
110	<b><u>Geotech Inspection: Boring-pebbles:</u></b> Geotech Inspection: Boring through pebbles, gravels and rock by sinking of required size diameter borehole through pebbles, gravels and rocks complete with collection of Undisturbed Soil samples and conducting SPT of 20 m depth etc. as per specification. The cost will be all inclusive except GST. .	20	M						
120	<b><u>Geotech Inspection: Laboratory test:</u></b> Geotech Inspection: Carrying out laboratory test on selected soil samples to determine physical & chemical properties and detailed analysis as per specifications complete in all respect. Samples will be selected for testing as per direction of engineer in-charge.	12	AU						

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	<p>The cost will be all inclusive except GST.</p> <p>Scope of work and specification shall be as per details in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC), including submission of data, reports etc. in Hard and soft copies complete in all aspects.</p> <p>.</p>								
130	<p><b><u>Integration of Survey Data in GIS/LIS:</u></b></p> <p>Integration of Survey Data in GIS/LIS Software:</p> <p>All survey data collected during the route survey exercise shall be integrated by the contractor to OIL's Integraph based GeoMedia based GIS/ LIS system. Necessary shape file (.shp file) shall be submitted to OIL separately. The cost will be all</p>	1	AU						

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	inclusive except GST. Scope of work and specification shall be as per details in relevant clauses of 'Annexure AA - SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES' and 'Annexure BB - TERMS OF REFERENCE' of the bid document (SCC). .								
<b>TOTAL</b>									

Total Price with GST(**D**) (In words) \_\_\_\_\_

Total Price excluding GST(**C**) (In words) \_\_\_\_\_

Notes:

1. The price/rate(s) quoted by the Bidders will be inclusive of all taxes except **GST** (i.e. IGST or CGST and SGST/UTGST as applicable in case of interstate supply or intra state supply respectively and Cess on GST, if applicable) on the final services. However, GST rate (including cess) to be provided in the respective places in the Price Bid.
2. OIL will prefer to deal with registered bidder under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet.

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However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document."

3. Price Bid uploaded without giving any of the details of the taxes (Including rates and amounts) will be considered as inclusive of all taxes including GST.

When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder."

4. Refer GST Clauses **(Clause no. 45 of GCC)**.

5. Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.

6. Bidders are also requested to refer the Taxes and Duties clause during GST regime attached vide ***Annexure-I*** for compliance

***7. The price bid should be properly signed & sealed by the Authorized signatory of the Firm.***

***Annexure -I***

**TAXES AND DUTIES CLAUSE - FOR VENDOR/SUPPLIER/CONTRACTOR**  
**(For Supplies/ Services during GST Regime i.e., New Tender)**

**INDIRECT TAXES/ GST**

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1. For the purposes of levy and imposition of GST, the expressions shall have the following meanings:
  - (a) GST - means any tax imposed on the supply of goods and/or services under GST Law.
  - (b) Cess – means any applicable cess, existing or future on the supply of Goods and Services as per Goods and Services Tax (Compensation to States) Act, 2017.
  - (c) GST Law - means IGST Act 2017, CGST Act 2017, UTGST Act, 2017 and SGST Act, 2017 and all related ancillary Rules and Notifications issued in this regard from time to time.
2. **The rates quoted by the bidders shall be inclusive of all taxes, duties and levies.** However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies. In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference in case the rate of duty/ taxes finally assessed is on the lower side. Further, for the purpose of this contract, it is agreed between the parties that if Goods and Services Tax introduced during the tenure of this contract/agreement then the bidders have to clearly show the amount of GST separately in the Tax Invoices. Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd.
3. Offers without giving any of the details of the taxes (Including rates and amounts) as specified above will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder.
4. Bidders are required to pass on the benefit arising out of introduction of GST, including seamless flow of Input Tax Credit, reduction in Tax Rate on inputs as well as final goods by way of reduction of price as contemplated in the provision relating to Anti-Profiteering Measure vide Section 171 of the CGST Act, 2017. Accordingly, for supplies made under GST, the bidders should confirm that benefit of lower costs has been passed on to OIL by way of lower

## E-TENDER CGI 9064 P19

prices/taxes and also provide details of the same as applicable. OIL reserves the right to examine such details about costs of inputs/input services of the bidders to ensure that the intended benefits of GST have been passed on to OIL.

5. Oil India Ltd. shall declare the value of free issue of materials and services, if any, involved in the execution of the contract. The Contractor should consider the same while working out the GST liability, if any. Further in cases where GST is leviable on any facilities provided by OIL and used by bidders and the consideration for which is recovered by OIL in the form of reduction in the invoice raised by bidders then OIL will raise GST invoices on such transactions and the same will be reimbursed by bidders.

**6. When Input tax credit is available for Set Off as per the end use certification given by User Department at the time of raising Purchase Requisition (P.R.)**

Evaluation of L-1 prices shall be done based on Quoted price after deduction of Input Tax Credit (ITC) of GST, if available to OIL. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders

**When Input tax credit is NOT available for Set Off**

Evaluation of L-1 prices shall be done based on Quoted price only. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders

7. In a situation where Purchase Orders (POs)/ Contracts have been placed prior to GST Regime and supplies are effected during GST Regime, it is made clear that any statutory variation (increase/decrease) due to introduction of GST, as the case may be, but within the contractual delivery/completion period will be to the account of OIL subject to documentary evidence. However, any increase in statutory levy after the expiry of the scheduled date of delivery shall be to the supplier's account.
8. Bidders agree to do all things not limited to providing GST compliant Tax Invoices or other documentation as per GST law relating to the supply of goods and/or services covered in the instant contract like raising of and /or acceptance or rejection of credit notes / debit notes as the case may be, payment of taxes, timely filing of valid statutory Returns for the tax period on the Goods and Service Tax Network (GSTN), submission of general information as and when called for



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by OIL in the customized format shared by OIL in order to enable OIL to update its database etc. that may be necessary to match the invoices on GSTN common portal and enable OIL to claim input tax credit in relation to any GST payable under this Contract or in respect of any supply under this Contract.

9. In case Input Tax Credit of GST is denied or demand is recovered from OIL by the Central / State Authorities on account of any non-compliance by bidders, including non-payment of GST charged and recovered, the Vendor/Supplier/Contractor shall indemnify OIL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. OIL, at its discretion, may also withhold/recover such disputed amount from the pending payments of the bidders.
10. GST liability, if any on account of supply of free samples against any tender shall be to bidder's account.

**Special Conditions of Contract (SCC)****ANNEXURE-AA****SCOPE OF WORK FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES****1. INTRODUCTION:**

- 1.1. Oil India Limited (OIL) OIL is a premier Indian National Oil Company engaged in the business of exploration, development and production of crude oil and natural gas, transportation of crude oil and production of LPG.
- 1.2. OIL operates 200 NB (8 Inch diameter), 35 Km long Crude Oil spur line from Pump Station - 1, Duliajan to Digboi Refinery with one intermediate pigging station and a receipt terminal at Digboi Refinery since 1962. This pipeline is routed through a pipeline corridor along with other oil & gas flow lines, mostly along Digboi – Duliajan road on OIL's RoW/ RoU. Now, the company intends to replace this pipeline with new one, complying to required statutory norms.
- 1.3. It is now intended to hire services of Pipeline Route Survey and services of Competent Authority for RoU acquisition etc.
- 1.4. This document covers scope of work for above jobs.

**2. SCOPE OF WORK:**

Contractor's scope of work, in brief, includes survey of existing RoU/ RoW from Duliajan to Digboi, locating existing pipeline/ flow lines/ cables, finding out alternate route in required detours, detail survey of pipeline route, survey for elevation profile, hydrological and geo-tech survey for pipeline river crossing, integration of survey data in OIL's GIS/LIS etc.

Scope of Work shall be read and interpreted as per procedures detailed in 'TERMS OF REFERENCE' document of the tender.

**3. PIPELINE ROUTE SURVEY / CIVIL SURVEY**

It shall be Contractor's total responsibility to finalize the alignment of Pipe Tracks, Detail Topographical Survey, Soil Resistivity Test, Soil Investigation, Land Schedule preparation as per the following scope:

- 3.1.1. Contractor shall carry out Reconnaissance Survey of existing pipeline route from Pump Station-1 Duliajan to Digboi Refinery. It shall include pipeline routes on both sides of the Duliajan-Digboi road. Contractor shall study and prepare alternate routes for laying a new pipeline wherever required.
- 3.1.2. Contractor shall carry out cross trenching in existing RoU/ RoW (covering both sides of Duliajan-Digboi road, as applicable), at every 500 meter

distance, to find out number of pipes & cables already laid in the RoU/ RoW. Contractor shall record size, coating etc. traced pipes & cables and draw on route map.

- 3.1.3. Identifying and establishing the extent of environmentally sensitive areas such as forest, wild life sanctuaries, plantations etc. including obtaining information regarding type of forest (reserved / protected / social), type of plantation etc. in consultation with the concerned authorities.
- 3.1.4. Collection of development plans along the proposed pipeline route from various agencies having jurisdiction thereof.
- 3.1.5. Collection of area details for mobilization of pipeline construction equipment.
- 3.1.6. Collection of detail data of ROW likely to be restricted due to built up areas / habitation.
- 3.1.7. Collection of area details earmarked for future developments.
- 3.1.8. Obtaining permissions for carrying out pipeline route survey work from the concerned authorities / landowners.
- 3.1.9. Provide justification for proposing shortest technical feasible route for pipeline corridor, considering all statutory & recommendatory provisions (such as Oil Mines Regulation, Oil Industry Safety Directory etc.) for laying oil & gas pipelines. Alternate proposals may also be suggested for consideration / approval of OIL.
- 3.1.10. Carrying out detailed route survey work along the selected route including river / rail / road crossings of the proposed pipeline and generating ground profile. The survey shall also cover an area of 25 m on either side of the pipeline centerline. The survey shall also include location and depth of all existing underground cables / pipelines etc.
- 3.1.11. Carrying out survey for pipeline route elevation profile.
- 3.1.12. In the portions of identified pipeline route parallel to the existing OIL's pipelines, contractor shall carry out detailed route survey work along the pipeline route established after verification of the existing pipeline alignment at site.
- 3.1.13. Supply and installation of the survey markers as per requirements of the specifications and instructions of the Company Representative.
- 3.1.14. Tie-in of the starting and termination point of the proposed pipeline survey to the to the existing Pipeline Right-of-Way of OIL (if applicable)
- 3.2. Carrying out **SOIL STRATIFICATION SURVEY** along the selected pipeline route for determining stratification of soil as per specifications including submission of data, technical/ analysis reports, drawings in hard and soft copies, as per 'Terms of Reference' enclosed with Tender document.

- 3.3. Conducting **SOIL RESISTIVITY SURVEY** at intervals of 500 m and at 1.5 m below NGL (approx.) along the pipeline as per specifications. Conducting chemical analysis as per specifications etc. including submission of data, technical/ analysis reports, drawings in hard and soft copies complete in all aspects.
- 3.4. Collection of **POPULATION DENSITY DATA** along the entire pipeline route.
- 3.5. Carrying out **CADASTRAL SURVEY WORK** along the selected pipeline route for required portions/ detour sections (as instructed by OIL representative)
- 3.6. Digitization of Survey Documents and Development of Geographical and Land Information System (GIS & LIS). Contractor shall check available hardware in OIL for storing and updating the data and recommend any addition required with justification within a month of placement of LOA.
- 3.7. Preparation of survey reports / drawings / documents and submission of the same to Company for review & approval.

### **3.8. COLLECTION OF HYDROLOGICAL DATA & GEOTECH INVESTIGATION FOR PIPELINE RIVER CROSSING**

3.8.1. Scope of work & procedure shall be as per 'Annexure BB – Terms of Reference'.

### **3.9. INTERGRATION OF SURVEY DATA IN GIS/ LIS SOFTWARE**

3.9.1. Scope of work & procedure shall be as per 'Annexure BB – Terms of Reference'.

### **4. COMPANY'S SCOPE AND OBLIGATIONS IN ABOVE SHALL BE LIMITED TO THE FOLLOWING:**

Company shall not supply any material, manpower or equipment for the tendered work and this shall be the responsibility of the Bidder.

### **5. COMPANY'S ASSISTANCE:**

- 5.1. CONTRACTOR shall procure all maps required and transfer the identified route on to the maps for carrying out detailed route survey work. OIL may provide recommendatory letters to statutory authorities to obtain government maps, if required. However, the Survey Company to liaise with concerned authorities for acquiring such maps and pay requisite fee to the concerned authorities.

### **6. CONTRACTOR'S RESPONSIBILITIES**

- 6.1. River crossing falling in the route may be crossed by Horizontal Directional Drilling (HDD) at a location to be identified during this survey.

CONTRACTOR to check the availability of sufficient space for mobilization and operation of HDD equipment.

- 6.2. Providing all qualified / unskilled personnel to carry out the entire job, all survey and other equipment, tools, tackles including pipe / cable locator and all other necessary materials, hardware, software and facilities required to complete the job to the entire satisfaction of the Company Representative in accordance with the requirements of the tender document.
- 6.3. Arranging, acquiring all data, access, permissions and other activities / services required for and / or incidental to performing the work tendered.
- 6.4. Entry & Work permissions within restricted areas of OIL, IOCL Digboi Refinery, Forest areas and other restricted areas.
- 6.5. CONTRACTOR shall provide and maintain adequate transport facilities, with drivers for Company's personnel/ representatives.
- 6.6. Contractor shall maintain necessary telecommunication facilities for expediting and monitoring of works. Rates quoted for survey works against schedule of rates shall be inclusive of cost for such facilities.
- 6.7. Setting all compensation and disputes arising out of any damages caused by CONTRACTOR or CONTRACTOR's workmen during the execution of the work.
- 6.8. Survey of India Benchmarks and determination of their values including tying-in of proposed pipeline profile to the same shall also be CONTRACTOR's responsibility.
- 6.9. Collection of all information and proposed development plans etc. of Assam from the concerned department of Government of India, Government of Assam and private / public institutions / Companies etc. within 500 m of either side of the proposed pipeline alignment.
- 6.10. Arranging of all maps (statutory / public) required to complete the job. OIL shall provide recommendatory letters for collection of these maps from concerned authorities, however it is CONTRACTOR's responsibility to liaise with the authorities. All costs for arranging MAP etc. shall be in contractor's account.
- 6.11. CONTRACTOR shall carryout all works in strict compliance with applicable documents enclosed with the tender documents and as per the instructions of Company Representative. The scope of work shall also include any other item / work required to complete the work in all respect as per specifications, drawings and instructions of Company Representative whether specifically mentioned here in or not, but required to fulfil the intended purpose of this tender document.

- 6.12. All maps procured by the CONTRACTOR under this contract shall be property of the Company and shall be handed over to the Company on completion of the work.
- 6.13. Meeting all requirements of clause for 'Documentation'.

### 7. DOCUMENTATION

- 7.1. Contents and presentation of survey data / records shall be reviewed / approved by Company in the initial stage on sample drawings / documents to be prepared by the CONTRACTOR. The CONTRACTOR shall incorporate all comments / suggestions given by Company and prepare documents accordingly. CONTRACTOR to submit 6 copies of report after collecting necessary data from and including reconnaissance survey to propose the optimum route of each pipeline corridor. After approval of the same by OIL, detailed survey should be carried out. Draft approval of the detailed survey to be submitted in 3 (hard + soft) copies for OIL's review. Six copies (hard + soft) of the Final Report to be submitted to OIL after incorporating all comments on Draft Report. In addition, two (2) hard copies of final route maps on polyester film/ equivalent media shall also be submitted for entire route. Also the survey data shall be presented in drawing prepared only on standard formats.
- 7.2. All drawings/reports/formats etc. submitted to the M/s OIL shall be prepared on electronic media. All photographs shall be in JPG/TIF format. All reports, formats, write-ups, chart etc. shall be prepared in MS Office software and drawings shall be prepared in AutoCAD.
- 7.3. All data (in soft format) and documents required as per Company requirements for GIS & LIS Package shall be provided by CONTRACTOR.
- 7.4. Documents to be submitted to the Company for detailed route survey shall be as per requirements of applicable specifications and other documents enclosed with tender document.
- 7.5. Documentation shall contain the following but not limited to report & drawings. The reports and drawings shall contain the following data as a minimum requirement:
- 7.5.1. Preliminary Reconnaissance Survey Report:  
Comprehensive Route Selection Report containing Methodology, General Route Description, Executive Summary, Route Alternatives along with merits and demerits and criteria for Selection of most feasible route. Also, relevant report clause of 'Terms of Reference document' shall be applicable.
- 7.5.2. Detailed Survey Report  
Project preamble, Route Selection Methods, Criteria for selecting most economical and feasible route, Scope of work, General Route Description. Executive Summary, Profiles, Area of Restriction, Constraints in ROW,

Hilly area, Major Crossing Description, List of Authorities, General Terrain conditions, Meteorological Details, Forest Area Description. The Report should also contain following minimum annexure like Salient Features, List of Villages with Revenue Limits, List of Crossings along with Sketches and GPS Co-Ordinates and Actual Width, Digital Photograph of Major Crossings, List of all existing Pipelines, Distance of the pipeline from nearby villages and important land marks, List of Authorities with Addresses, Population Density Report, General Geology of the Area along with Visual Soil Classification, Detailed Rock Stretches, ROW Difficulties, Meteorological information for nearest stations, Pillar positions, Bench Mark Locations. Aggressiveness of Soil etc.

Also, relevant report/ map clauses of 'Terms of Reference document' shall be applicable.

**7.5.3. Geo-technical Investigation Report**

Method, procedure, List of Tests carried out with BIS Code and Procedure, Calibration, Certificate with Instrument Type and Limitation, various Laboratory Test Results, Detailed Analysis, Conclusions and Recommendations with supported Mathematical Calculations.

Relevant report clause of 'Terms of Reference document' shall be applicable.

**7.5.4. River Crossing Hydrological data report**

Relevant report clause of 'Terms of Reference document' shall be applicable.

**7.5.5. Cadastral Survey Report**

Village wise Cadastral File comprising following:

- i. Actual plane Table Cadastral Sheets
- ii. Original Village Map authenticated by Revenue Authority
- iii. Original Revenue Records authenticated by Revenue Authority
- iv. ROW Proposal with Area and Crop
- v. Digitized Village map Strip showing Pipeline Alignment

Relevant report clause of 'Terms of Reference document' shall be applicable.

**7.5.6. Corrosion/Soil Resistivity and Chemical Analysis Survey report**

**7.5.7. Soil Stratification Survey Report**

**7.5.8. Population density survey data and details of other facilities shall be presented in database generated by using suitable software. The software stores data in pre-design database, which will be used by Company for further processing for determining Population Density Index (PDI) and class locations.**

**7.5.9. Pipeline Alignment Sheets (as per sample/ approved format to be provided by OIL)**

**7.5.10. Crossing Drawings (as per sample/ approved format to be provided by OIL)**

**7.5.11. Pipeline Route Map as per PESO requirement**

- 7.5.12. Location wise list of existing Pipelines/ flow lines laid on RoW/ RoU, verified through cross-trenching.
- 7.5.13. List & details of Land to be purchased/ acquisitioned
- 7.5.14. Shape file (.shp) for input to OIL's GIS/ LIS software.

### **8. PROJECT PLANNING, SCHEDULING & MONITORING**

It is emphasized that timely availability of survey data is CRITICAL to OIL for planning further activities. In order to meet the overall objective CONTRACTOR shall have to carry out the work on priority basis. The project planning, scheduling and monitoring has to be carried out to meet the deadlines.

Contractor shall submit timeline for carrying out the job within 3 days of receipt of LOA, for approval by OIL. Work will be executed as per the approved timeline.

Weekly progress reports shall be submitted by the CONTRACTOR without fail. The CONTRACTOR shall submit exception report for any unduly delayed task, unresolved problem or any other issue which is largely hampering the normal flow of work.



### TERMS OF REFERENCE

#### 1.0 SPECIFICATION FOR SELECTING THE FINAL ROUTE BY RECONNAISSANCE SURVEY

##### 1.1 SCOPE

The scope broadly covers selection of final route by means of Reconnaissance Survey in order to identify the followings:

- a. Existing RoU/ RoW of OIL from Duliajan to Digboi including both sides of the Duliajan-Digboi road.
- b. 15 metres wide corridor at river crossings.
- c. 10 metres wide corridor at Highways/Major Roads and Railway track wherever it is necessary.

##### 1.2 REQUIREMENTS

- a. All survey works shall be performed by or under the supervision of a qualified land surveyor.
- b. All measurements shall be in metric units.
- c. The readings and noting shall be neat, legible and scorings and overwriting shall be duly signed by the Surveyor.

##### 1.3. ALIGNMENT & LOCATION SURVEYS

- a. The Surveyor should make desktop study of the Pipeline Route on the Topo-Sheets of Survey of India.
- b. Prepare detailed Summary of the Route for minimum three Routes and optimisation of the final route considering shortest length of the pipeline, safety of pipeline & public, environmental impact and terrain proximity etc.
- c. Collect information on future development plan, if any, from concerned authority for selection of the final route.
- d. Mark route alignment on the Topo-Sheets in 1:50,000 (Horizontal) and 1:50,000 (Vertical) scale. Verify the Topo-sheet with the field data 25 m either side of all the three proposed routes and incorporate the changes if any in the Topo-sheet.
- e. Collect details of all Roads, Railways, Water bodies, (major and minor) crossings for all the three routes. Details of High tension line, other electrical & telephone lines to be also obtained.
- f. Estimate compensation for land, plantations, built up area, crossings, railway land, and ROW of Roads and railways. Estimate cost of crops and cost of land compensation for all the three Routes. The estimate for compensation of land, plantation, etc. for reconnaissance survey of 3 (three) routes shall be based on rates from local / district authority of the state.

- g. The Length of Pipeline passing through Protected Forest, Reserved Forest, Community Forest etc. and its approximate compensation for all the Route marked on the Topo-Sheets. Length will be measured from the Topo-sheets.

### 1.4 FIELD WORK

- a. Carry out detailed Reconnaissance Survey to finalise the techno-economically most suitable pipeline alignment.
- b. Carry out the Reconnaissance Survey for the minimum three routes.
- c. Preliminary survey for locating the centre-line of pipeline route on the ground shall be carried out as follows:
  - i. Mark Flag Control Points as close as possible.
  - ii. Physical Verification of the routes at sites of the proposed pipeline routes along the centre line of ROW for clear identification of the route with visible paint marking at interval not exceeding 1 km.
  - iii. Collecting the field data supported by Photograph at important flag control points, railway, Roads and water crossings. The depth of the water crossings to be indicated.
  - iv. Accurately Measure the Length of the Pipelines route on the Topo-sheets.
  - v. Carry-out levelling along the Centre line of the alignment by Fly Levelling/ from Topo-Sheets as required. Hill section/ Undulating portion is to be calculated only by levelling. Check for terrain gradient by using hand Clinometers.
  - vi. The boundaries of the different type of crops, vegetation, cultivation limit, barren land, different Type of forests, etc. are to be marked separately with Legend on the Topo-sheets.
  - vii. Soil Investigation shall be carried out in order to obtain the visual engineering classification of soil along the pipeline route. Visual classification of the soil shall be in accordance with IS 1498. Depth for soil samples shall preferably be made at intervals of 500 m along the pipeline route, at all intermediate points where there is apparently a change in the type of soil and at any other place as necessary. For Canal, stream and river crossings, boreholes should be made on either bank and one on the bed. Soil / Water Microbial & Ionic loading to be included in these investigations along pipeline ROU / ROW.
  - viii. Identification of any Future Development plan not marked

on Topo-sheets. Suggest if any problem is anticipated to acquire the land.

- ix. To collect the approximate cost of land at different places for pipeline route, existing Depot. Collect the data for the yield of Crops per year / no of Crops per year/ cost of each crop, cost of trees, garden and any other objects.
- x. Turning Points shall be located to incorporate standard factory bends of  $11\frac{1}{4}$  degree,  $22\frac{1}{2}$  degree, 45 degree, 90 degree as far as possible for any deviation clarification / guidance may be obtained from OIL Engineer/Engineer deputed by OIL.
- d. Any Topo-sheets required by the job is to be collected by contractor.

### 1.5. REPORTS

- a. The report for techno-economically most suitable route shall be submitted along with relevant documents to OIL prior to taken up detail route survey for approval.
- b. The final report to be submitted in six copies along with all original Topo-sheets, Reproducible, Level books, Original Copies of the Field Work etc. within the stipulated time frame mentioned in the General Condition of the contract. **The payment shall be made only for the accepted Pipeline Route and not for the reconnaissance survey carried out for other alternatives.**

## 2.0. SPECIFICATION FOR DEATAILED ROUTE SURVEY

### 2.1 SCOPE

The detailed route survey is to be carried out for the intended pipeline route. The scope broadly covers the following:

- a. The centre-line of the proposed pipeline is to be established and marked on the ground.
- b. Preparation and submission of detail survey drawings as specified hereunder.

### 2.2 EQUIPMENT

Total Station Survey System is to be adopted for carrying out the Survey. The Total Station traverse accuracy shall be 1:20,000 or better and angular accuracy 5 seconds or better and utilise Electronic Theodolite, Electronic Distance Measuring Instruments (EDMI) and Electronic Data Collection System with all associated gadgets and State of the Art Automatic Levelling Instruments and GPS equipment for permanent Bench Mark as specified.

### 2.3. REQUIREMENTS

- a. All survey works shall be performed by or under the supervision of a qualified land surveyor.

- b. All measurements shall be in metric units.
- c. The readings and noting shall be neat, legible and scorings and any overwriting shall be duly signed by the Surveyor.

### 2.4 ALIGNMENT & LOCATION SURVEYS

- a. Surveyor is expected to make himself aware of the general conditions of the terrain before starting the job.
- b. Surveyor shall locate and identify the existing features or obstructions along the route that are not shown in available Route maps.
- c. Contractor shall carry out cross trenching in existing RoU/ RoW (covering both sides of Duliajan-Digboi road, as applicable), at every 500 meter distance, to find out number of pipes & cables already laid in the RoU/ RoW. Contractor shall record size, coating etc. traced pipes & cables and draw on route map.
- d. Where it becomes apparent during Detailed Route Survey that a better alternative route could be followed in certain locations, the Surveyor shall consult the OIL Engineer / Engineer deputed by OIL for authorization to make a change.

### 2.5. STAKING OF PIPELINE ROUTE:

The pipeline alignment defining trench centre line shall be staked by placing suitably painted marker stakes at Turning Points (TPs) and at intermediate points (IPs) between consecutive TPs. All Turning Points (TPs) and intermediate points are commonly referred as Intersection Points. The pipeline centre line shall be staked on the ground as follows:

- a. Distance between two consecutive intersection points should not be more than 250 metres.
- b. Staking should be made on either side of any crossing.
- c. The IPs and TPs shall be serially numbered from the starting point. The serial number of each Intersection Point shall be boldly inscribed on the marker stake. In addition, the Turning Point (TP) marker stake shall identify the Turning Point reference number from the starting point.
- d. For Intermediate Points letter "IP" shall precede the serial number of the Intersection Point marker. Additionally, for Turning Points, the letters "TP" shall precede the Turning Point reference number.
- e. The marker stakes at Turning Points (TPs) shall be referred with three reference stakes around the T.P. The reference stakes shall carry the Turning Point reference number and their respective distance from the TP marker stake.
- f. Change in direction of line shall be marked on the TP marker

stakes. Angles to be measured in clockwise direction from the preceding traverse line.

### 2.6 **STAKES AND MARKERS:**

- a. All marker stakes shall be RCC Blocks having dimensions 150 x 200 x 800mm, and shall be buried to a depth of 500mm. The exposed surface of the blocks shall have a plain finish and shall be painted with 'Post Office' red paint. All letters and figures shall be paint marked on the sides of the pillar surface of the blocks in yellow.
- b. On the top surface of the RCC blocks, a cross inside a circle shall be engraved at the centre to indicate the exact position of the Intersection Point. The circle shall be of approximately 50 mm diameter. On one side of the Pillars the Chainage Marking, TP/IP nos. and on the other side the name of the Pipeline Project OIL to be marked with yellow paint.

### 2.7 **BENCHMARKS:**

- a. Permanent bench marks (BM) at an interval of average 2 km. on permanent structures off the Right of Way shall be established with the help of G.P.S. and described. The coordinates of the benchmarks shall be determined by WGS84 co-ordinate system or equivalent with a relative accuracy of 1:50,000 or better using differential Geodetic GPS. The WGS 84 geographic co-ordinate shall have to be transferred to a suitable grid (SOI) and marked on the benchmark monuments.
- b. Existing features along the ROW like valve box, Km. post, etc. may be considered as a monument for permanent benchmarking, wherever available.
- c. Location of Bench Marks shall be established in the field by using RCC Blocks similar to pipeline marker stakes described and specified earlier. A cross inside a circle on the top surface of the Stone block shall mark exact position of BM. The reduced level of the BM shall be paint marked on the mark recorded to the second place of decimal.
- d. Accuracy of the reduced levels of the Bench marks shall be verified wherever possible by checking levels with the nearest permanent Benchmarks established by SOI.

### 2.8 **CROSSINGS:**

As far as possible, crossings shall be made at right angles. Turning Points (TPs) provided on either side of crossing should be located at least 50 m from the boundary of the crossings, except for the stretches which runs parallel to the road. The Surveyor shall record the angles of crossing for all utilities, roads, railway tracks, water bodies, etc. that are crossed. In addition, the true bearings of the centre-line and the Chainage of the road, railway, canal, etc. as well

as that of the pipe centre-line shall be recorded.

a. **RAILWAY TRACK CROSSINGS:**

The angles for all railway crossings shall be as close to 90 degrees as possible, but in no case less than 80 degrees to the centreline of the railway. Any deviation from the above shall be finalized in consultation with OIL Engineer / Engineer deputed by OIL.

b. **PRIMARY ROAD CROSSINGS:**

Primary roads are the National & State Highways, all-weather roads (paved/unpaved) and roads providing access to major Cities / Towns etc. The angle of crossings shall be as close to 90 degrees as possible, but in no case less than 80 degrees to the centre line of the road. Any deviation from the above shall be finalized in consultation with OIL Engineer /Engineer deputed by OIL.

c. **SECONDARY ROAD CROSSINGS:**

The angles of crossing for secondary roads shall be as close to 90 degrees as possible, but in no case less than 45 degrees to the centre-line of the roads. All seasonal roads, unpaved village roads, cart-tracks, etc. come under this category. Any deviation from the above shall be finalized in consultation with OIL Engineer /Engineer deputed by OIL.

d. **RIVER/STREAM/NALA CROSSINGS:**

These crossings shall be established as close as possible to the locations shown on the route map. Crossings shall be located in a comparatively straight reach of the river where the banks are stable and there is sufficient area for construction. Angle of crossing shall be as close to 90 degrees as possible but in no case less than 80 degrees. Any deviation from the above shall be finalized in consultation with OIL Engineer /Engineer deputed by OIL.

e. **CANAL / DRAINAGE / DITCH CROSSINGS:**

The angle of crossing shall be as close to 90 degrees as possible but in no case less than 60 degrees to the centre line of the canal/drainage ditch. Crossings shall be located where there is no evidence of slumping or erosion of banks, or bed. The Major Canal crossings should be as close as 90 degrees but in no case less than 60 degrees. Any deviation from the above shall be finalized in consultation with OIL Engineer /Engineer deputed by OIL.

f. **UTILITY CROSSINGS:**

Utilities crossed shall be located at their centre-lines with stakes containing station numbers in the survey. The angle of crossings shall be measured and locations established relative to their above-ground facilities. The names and sizes of all

utility lines shall be included in the survey notes. In the cases of overhead power and telephone lines, the distance to the poles and towers on each side of the survey line shall be measured, and the numbers of poles or towers noted. Line voltage shall also be recorded. Where possible, the survey shall be established so that there is a minimum distance of 50 meters from the survey line to the nearest High Tension pole or tower. Any deviation from the above shall be finalized in consultation with OIL Engineer /Engineer deputed by OIL.

### 2.9 **ACCURACIES IN MEASUREMENT:**

- a. The Total Station traverse accuracy shall be 1:20,000 or better and angular accuracy 5 seconds or better.
- b. Azimuth checks shall be made by observations of the sun or Polaris at intervals of 15 - 20 km. These observations of bearings together with deflection angles shall be recorded in survey notes.
- c. Azimuth disclosure based on bearings with observed angles at Turning Points shall be equally distributed over the number of stations observed in between. Accuracy of azimuth observations shall be acceptable if the three deductions agree within one minute.

### 2.10 **CHAINAGE:**

- a. Distance should be measured with the help of Total Station. However, in case of abrupt slope change the tape/chain may be used.
- b. Distance between Intersection Points staked along the pipeline route shall be measured and recorded. In addition, distance between level points shall also be measured and recorded.
- c. Chaining will be continuous in the direction from Duliajan to Digboi.
- d. The true bearing of all straight portions shall be observed and recorded.
- e. Data on nature of terrain, viz. sandy, stony, vegetation, etc. and type of ground will also be recorded along with Chainage of change points. Check on distance measurements will be carried out at the time of levelling.
- f. Standard format will be used for record keeping.

### 2.11 **MEASUREMENT OF HORIZONTAL ANGLES:**

- a. Horizontal angles are measured to indicate the change in direction of alignment and specify the horizontal bend at the Turning Points.
- b. The Theodolite, reading direct to 5 seconds or better, shall

preferably be used. Angles shall be measured clockwise from back station to fore-station. Mean of two readings-one on face left and other on face right shall be taken as the horizontal angle.

- c. The line at both ends shall be tied to the grid control system being used for end facilities. True bearing at the beginning, end and every 15 - 20 m shall be observed to keep a check on errors in angular measurements.

#### **2.12 PROFILE:**

- a. The continuous profile of the proposed pipeline route shall be established from the reduced levels taken
  - i) at the starting point,
  - ii) at the Turning Points (TPs)
  - iii) at all intermediate points staked on the ground
  - iv) at all points on the pipeline route where there is a change in slope.
- b. When the terrain is flat, reduced level shall be additionally recorded along the pipeline route which is not to be more than 100 meter interval along the centre line of the pipeline route and 10 meters across the centre line.
- c. When the terrain is undulating, observation of reduced level shall be made at a sufficient number of points so as to give an accurate representation of the ground profile along the route.
- d. For road and railway crossings, the reduced levels shall be recorded at all points along the pipeline alignment wherever there is a change in slope within the entire width of the Right-of-way of the road/railway. CONTRACTOR shall prepare a detailed drawing for the crossing in scale 1:100 (in both horizontal and vertical directions) which shall be truly representative of the crossing profile.
- e. For river/stream/nala/crossings, levels shall be taken at intervals of 5m along the river bed and up to 30m beyond the highest banks on both sides. Levels shall be taken at closer intervals, if there is a change in slope. CONTRACTOR shall prepare a detailed drawing for the crossing in the scale (Horizontal: 1:400 and Vertical: 1:100 directions) which shall be truly representative of the crossing profile. Also for the above crossing the level shall be taken at an interval of maximum 5 meters apart so as to represent the bed profile of the above crossing and detailed drawing of the same also to be prepared in the same scale as mentioned above.

#### **2.13 PARALLEL ALIGNMENT:**

The pipeline alignment wherever runs parallel to an existing or planned under/over ground facility within 45 meters from the



proposed centreline, will be treated as parallel alignment. For underground facilities surveyor shall identify and locate them with suitable special ground laths. The above shall be indicated in the route map drawing.

### 2.14 **SURVEY NOTES, OBSERVATIONS & COMPUTATIONS:**

- a. The procedures followed both for field and office calculations shall be such that the results obtained shall be readily understood and retraceable.
- b. All up-to-date notes and observations related to the basis for determination of boundary lines and corners shall be maintained by surveyor.
- c. Survey records must contain schematic diagrams of all horizontal controls pertinent to the project showing all existing and established control points, bench marks, any triangulation station and boundary lines.
- d. Survey report in respect of Road, Railway and River crossings/Embankment should also specify the corresponding reference chainages/ reference markers maintained respectively by the Rail way Department, Highway authorities and Government departments in charge of the Water bodies.
- e. The report should also contain all information pertaining to the crossing; like Site office / Sectional office / Divisional office / Regional office of the respective Railway, Highway and Water body authorities under which the crossing is proposed. The officers responsible for issue of permission for crossings and their contact addresses etc.

### 2.15 **MAPS & DRAWINGS:**

Survey drawings shall contain the following data as a minimum requirement.

Surveyor shall perform mapping and drawing work so as to contain all relevant data consistent with the survey notes and observation. The drawings shall also contain details of roads, streets, highways, structures, elevation profile, all types of crossings, terrain surface vegetation, marshy area, forest locations village/district /state boundaries and all other details necessary for developing pipeline construction drawings in the format duly approved by OIL/ Agency deputed by OIL. OIL will provide sample drawings/maps for a reference to develop the formats of maps and drawings. CONTRACTOR shall develop format of maps and drawings, which have to be approved by OIL/ Agency deputed by OIL. All maps and drawings shall be made on approved format. The above maps/drawings will be required for the purpose of engineering design. The maps/drawings shall be submitted in draft form for OIL approval. The compiled information shall be converted into Geo referenced GIS files and

submitted in .SHP format. All maps/drawings shall be made available in one set of soft and six hard copies along with reproducible after duly approved by OIL/agency deputed by OIL.

The different maps are required for different purposes. Pipeline Route Plan (OMR) is required for the purpose with the scale stated in the clause.

Following types of detailed survey drawings will be made:

a. **Right of Way Route Map:**

Right of way route map/drawings shall show all features including all relevant data, but not limited to mentioned herein, running chainages of the pipeline, major roads (NH/SH) & Rail tracks with their chainage and nomenclature like jurisdiction of the relevant Railway, Highway and water body office/ section, contact person etc., major rivers/nullahs/streams route, nearby forest locations, state/district boundaries, all crossing details with their reference, permanent reference points, location of Km. posts, location of sectionalizing valve, installations, etc. This should not only include the correction on Topo-sheets of SOI but also fresh drawings are to be prepared after collection and incorporation of the data for the entire region in the scale of 1:15000.

b. **Right of Way Planimetry drawing:**

Right of Way Planimetry drawing with all relevant data, survey note, intersection points(IP), turning points (TP), IP/TP serial nos., IP/TP to IP/TP distances, running chainages, TP angle, all crossings, ground features etc. to be provided in the following scale:

Along the line: 1: 10,000

Across the line: 1: 10,000

In the drawings mentioned above, if the information asked for is not clearly represented in the drawing of the said scale, the contractor shall prepare additional drawings in a suitable scale in consultation with OIL/ agency deputed by OIL.

c. **Right of Way Boundary Map:**

Right of Way Boundary Map drawing with all relevant data, ground profile, existing pipeline position, pipe to pipe distances, pipe to ROW boundary distance, intersection points(IP/TP) with IP/TP serial nos., IP/TP to IP/TP distance, running chainages, IP/TP angle, all crossings, soil stratification, water table, terrain classification (rocky/swampy/normal terrain) etc. to be provided as per sample enclosed in the following scale:

ROW	Longitudina	1:
Boundary:	1	: 10,000
	Across the line	
	:	1:500

## E-TENDER CGI 9064 P19

Ground profile:      Longitudina      1:  
                                 1                              :      10,000  
                                 Vertical                      :      1:500

In the drawings mentioned above, if the information asked for is not clearly represented in the drawing of the said scale, the contractor shall prepare additional drawing in a suitable scale in consultation with OIL/ agency deputed by OIL.

**d. Pipeline Route Plan:**

Pipeline route plan drawing shall be prepared incorporating Oil Mines regulation guidelines 1984. the drawing shall indicate all public utilities like buildings, power lines, Railway tracks, Roads, etc. 45 metres on either side of the Right of Way boundary. The drawing shall be prepared in the following scale

Longitudina 1:  
1                              : 10,000  
Across the 1:  
line                              : 1000

**e. Crossing drawing:**

Layout and profile drawings of all crossings with all relevant data, permanent references, IP/TP, IP/TP nos., ground profile etc. to be provided in the scale of

Layout Drawing      Longitudina  
:                              1                              :      1:500  
                                 Across the line  
                                 :                              1:500  
Crossing Profile      Longitudina  
:                              1                              :      1:500  
                                 Vertical                      :      1:200

**f. River/stream/nala profile:**

Layout and Profile drawings of all rivers/stream/nala crossings shall be prepared with all relevant data, chainages, IP/TP nos, etc. which shall be truly representative of the river/stream/nala bed in the scale of

Layout Drawing      Longitudina  
:                              1                              :      1:500  
                                 Across the line  
                                 :                              1:500  
Crossing Profile      Longitudina  
:                              1                              :      1:500  
                                 Vertical                      :      1:200

**g. Index maps:**

The Pipeline route is to be superimposed and incorporated on the following SOI index maps.

- i) 1:2,50,000 (One map showing entire pipeline route).
- ii) 1:50,000 (Detailed route map)

h. **Pipeline Alignment Sheet:**

Pipeline alignment sheets for the proposed route as per as per sample/ approved format and scale to be provided by OIL.

### 3.0. SPECIFICATION FOR CADASTRAL SURVEY

#### 3.1 SCOPE

Cadastral survey is to be carried out for proposed RoU/ROW corridor, Road/ River/ Railway crossings etc.

The scope broadly covers the following:

- a. Collection of Revenue village Maps
- b. Collect and provide amended Land Chart wherever necessary from the concerned Revenue Authority.
- c. Collection of Ownership detail and Certified copy of Jamabandi/ khatian, Chita/ porcha of dag/patta involved.
- d. Collection of certified copy of market value of land involved.
- e. Jirat list (details of super structure/crops/trees etc.) to be prepared.
- e. Type of land (agricultural land or not).
- f. Digitization of village maps along with major features along pipeline route and demarking the RoW corridors covering the proposed/ existing width of RoW under acquisition.

#### 3.2 REQUIREMENTS

1. Preparation of acquisition plan:
  - a. Acquisition plan shall be prepared village wise. The land to be acquired shall be marked in village maps in scale 16 inches to a mile or similar scale prevalent in revenue records. Land schedule to be furnished in each individual drawing. Land owner identification including Govt and other departments land to be shown in the aforesaid drawings. Certification in respect of agricultural land is also to be obtained from district agricultural officer. Any clarification in this regard may be sought from OIL/ agency deputed by OIL. The acquisition plan shall be prepared for the following:
    - i.. New alignment of ROW corridor.
    - ii. For Road/ Rail track crossings 10 meter wide corridor. Additionally, cadastral information with drawings for working space (20meters x 10 meters) adjoining the proposed crossing on either side to be submitted.
    - iii. For River crossings 15 meter wide corridor. Additionally, cadastral information with drawings for working space (75meters x 50meters) adjoining the

proposed crossing on either side to be submitted.

- b. Certified copy of jamabandhi / khatian, chitta / porcha of daga/ patta involved and trace map will have to be collected from the respective revenue department.
- c. Obtain the market price of the land proposed to be acquired from the district authorities.
- d. Authenticated market price for trees, standing crops, structures etc., that are involved in the proposed acquisition plan is to be obtained from respective authorities.

### 3.3. ADDITIONAL DATA COLLECTION

For land other than private land, the following additional drawings/data/records are required which shall form a part of cadastral Survey work. **No extra payment shall be made for these works.**

- a. Identification and preparation of a list of Government/State Authorities with full address in whose land the pipeline route is passing through.
- b. Find out the area of the Individual Government/State Authorities land.
- c. Preparing of proposal including drawings for submission to Government /State authorities as per their requirements for obtaining permissions for routing the pipeline through their land as per the instruction of the OIL Engineer / Engineer deputed by OIL.
- d. Submit the Proposal to OIL for obtaining the Permission. Assist OIL Engineer for obtaining the Permission for laying the pipeline.

### 3.4 MAPS / REPORT

All maps/drawings shall be submitted along with all field book fulfilling the requirements mentioned above in one set of soft copy and six set of hard copies after duly approved by OIL/agency deputed by OIL.

- a. The Revenue Village Drawing in the Scale of 16 inches to one mile/ standard practice.
- b. The Land Acquisition Drawing in the Scale of 16 inches to one mile/ standard practice.
- c. The Report containing the area of each Plot no, Name of the Owner, Type of land, Type of Crop Grows, Cost of Crops as per latest market rate, Cost of land as per the Market Price, Cost of well, cost of trees, cost of any other facilities.
- d. The proposed land to be acquired shall be marked in the village map traced on tracing cloth for all the villages.

A duly certified Statement/Land Chart, Cadastral Map, Chitha copies from the concerned Revenue Authority showing the Dag No., Patta No., class of land, area involved shall be provided.

A separate statement mentioning name of occupiers against each plot of land duly endorsed by Village Headman (Sarkari Gaon Burah)/ Ward Member shall be provided.

### **4.0. SPECIFICATION FOR HYDROLOGICAL DATA COLLECTION**

#### **4.1 SCOPE:**

Hydrological data shall be collected from authentic source for all the major rivers along the proposed pipeline route. The job consists of study of upstream and downstream bank and bed condition, data collection for calculation of scour depth and all relevant details required for design of pipeline submerged crossing. The hydrological data shall include but not limited to following:

- a) High flood level (HFL), Low flood level (LFL) mentioning the year.
- b) Maximum discharge at HFL, LFL
- c) Maximum velocity of flow at HFL and LFL
- d) Information regarding existing hydraulic structure if any within 10 Km of the proposed crossing site.
- e) Ascertain the velocity of the river on upstream & downstream (Approx.500 M. from site of crossing).
- f) Finding out the cross connection of the river bed if any, indicating any River / canal / stream connected to it within 10 km from the crossing point.

#### **4.2 DRAWINGS AND REPORTS**

- a. The river bed profile and Plan drawings incorporating all the aforesaid hydrological data, soil stratification results, location of bore hole etc along with Scouring depth profile are to be prepared and submitted.
- b. Detailed report shall be prepared and submitted to OIL in a draft form for review and comments. All the information as mentioned above shall be furnished in the draft copy of the report. After reviewing, contractor shall be informed of the comments / remarks, if any, the same shall be incorporated in the final reports.
- c. All drawings / reports shall be submitted along with all field book fulfilling the requirements mentioned above in one set of soft copy and six set of hard copies along with reproducible after duly approved by OIL/agency deputed by OIL

### **5.0. SPECIFICATION FOR GEOTECHNICAL INVESTIGATION**

#### **5.1 GENERAL**

- a. Geo technical investigation shall be carried out for major rivers

and other water bodies along the proposed pipeline route as directed by OIL/agency deputed by OIL.

- b. This specification covers the requirement of Geo-technical investigations for pipeline installation across major rivers to develop various soil parameters for estimation of scour profile and installation of pipeline. The river crossing has been identified for adoption of Horizontal Direction Drilling and the pipeline shall be installed 2.5 m below scour depth, as a minimum.

### 5.2 SCOPE

The work comprises of the following:

- a. Preparation of bore hole location plan.
- b. Co-ordinates of the Bore Holes
- c. Boring
- d. Standard penetration test
- e. Collection of disturbed and undisturbed samples.
- f. Laboratory test.
- g. Collection of hydrological data.
- h. Submission of reports.

### 5.3 REQUIREMENTS

The work shall be carried out in line with the relevant clauses of the Standards/ specification for Soil Investigation and for Rock Investigation as per latest edition of relevant BIS.

### 5.4 PREPARATION OF BORE HOLE LOCATION PLAN

The Bore hole location plan showing the position of the bore holes in the proposed alignment of the selected crossing shall be prepared. The plan shall indicate the name of river, chainage, proposed depth, bores on bank/dry bed /water, boring method proposed to be adopted and any other relevant information. The plan should be submitted for approval to OIL / Agency deputed by OIL prior to execution of work.

### 5.5 CO-ORDINATES OF THE BORE HOLES

The coordinates of the bore holes in the duly approved bore hole plan shall be recorded.

### 5.6 BORING

- a. Borings shall be carried out in accordance with the provisions of IS:1892 and other applicable standards / BIS code of practice. The bore hole shall be of suitable diameter and 20 mtr depth in general from the existing ground level.
- b. The contractor shall use suitable manual boring method/ mechanical or hand operated Shell & Auger/ Rotary equipment, Rotary core drilling machine with necessary drill bits etc. Casing

shall be provided up to a required depth and bentonite shall be used to prevent side collapse of hole, if necessary.

- c. Contractor shall contain or control any drill fluid or cuttings that have the potential to enter any stream. The contractor shall take all precautions to prevent fuel lubricant and/or hydraulic fluid leaks from any equipment on site and to prevent those materials from entering any stream or water bodies.
- d. Uncased holes shall be permitted only up to a depth where the sides of the hole can stand unsupported. In case side falls is noticed, steps shall be taken immediately to stabilize the holes by using bentonite slurry or by casing pipes as directed by the Engineer-in-Charge.
- e. No water shall be added while boring through cohesive soils and cohesion less soils above water table. While boring through cohesion less soil below water table, water in the casing shall always be maintained at or above the water table.
- f. The cuttings brought up by the auger shall be carefully examined and soil descriptions duly recorded. Representative samples shall be preserved for laboratory testing.
- g. Wherever in-situ tests are conducted and undisturbed samples are obtained at specified depths from the borehole, care shall be taken to ensure that the borehole is properly cleaned and free from foreign matters at the time of conducting these operations.
- h. Water table in the borehole shall be carefully recorded and reported. One of the following methods shall be adopted for measuring the water table. The water table in the borehole shall be allowed to stabilize after depressing the water level adequately by bailing. Stability of the borehole sides and bottom shall be ensured at all times.
- i. The borehole shall be filled with water and then bailed out to various depths. Observations shall be made at each depth to see if the water level is rising or falling. The depth at which neither a fall nor a rise is observed, shall be established by three successive readings of water levels taken at intervals of 2 hours.
- j. Immediately on completion of a borehole, bore log shall be prepared in an approved format and submitted to the Engineer-in-Charge in triplicate.

### 5.7 **BACKFILLING OF BOREHOLES:**

On completion of boreholes, backfilling shall be carried out with an approved material as and when directed by the Engineer-in-Charge. Unless otherwise specified, the excavated soil shall be used for the purpose.

### 5.8 **TERMINATION CRITERIA:**



If very hard strata are met within the borehole at depths shallower than specified in tender documents, the borehole shall be advanced by chiselling. If in the opinion of the Engineer-in-charge, the rate of advancement of borehole is still low, coring may be resorted to subsequently. Maximum length drilled in rock strata shall be limited to 10.0 m if rock is available at 2.0 m from Bed / G.L level.

### 5.9 **TRIAL PITS**

Trial Pits (if applicable) shall be of min 3m x 3m size at base so as to permit easy access for a visual examination of the wall of the pit and to facilitate sampling and in-situ testing operations.

Precautions shall be taken to ensure the stability of pit walls, if necessary even by the provision of shoring. Arrangements shall be made for dewatering, if the pit is extended below water table.

The trial pits as deemed necessary for establishing soil properties for geo-technical investigation have to be excavated up to required depth. The rate for bore hole shall be inclusive of such trial pits, whenever necessary. **No separate payments shall be made for trial pits.**

### 5.10 **IN-SITU TESTING:**

In-situ tests (if applicable) shall be conducted and undisturbed samples obtained immediately on reaching the specified depths., so as to avoid substantial moisture changes in the subsoil.

After completion of tests and examination, the pits shall be suitably backfilled as directed by the Engineer in-charge. Unless otherwise specified, the excavated soil shall be used for this purpose.

### 5.11 **STANDARD PENETRATION TEST (SPT)**

The test shall be conducted at specified intervals or at a depth where the strata changes, whichever occurs earlier.

The test shall be carried out by driving a standard split spoon by means of 65 kg hammer with a 75 cm free fall. Detailed procedure of testing, as specified in IS: 2131, Method of Standard Penetration Test in Soils shall be followed. The samples obtained in the split spoons shall be labelled and preserved for identification tests in the laboratory.

This shall be conducted in boreholes at interval of 1.5 m depth below existing level. The disturbed representative samples shall be visually classified labelled for identification and properly preserved for laboratory testing. SPT at any depth shall be terminated when the number of blow exceeds 100 or the penetration is less than 25mm for 50 blows in three consecutive SPT tests.

### 5.12 **COLLECTION OF DISTURBED (DS) AND UNDISTURBED SAMPLES (UDS):**

Both undisturbed and disturbed samples shall be collected. The undisturbed samples in soft and medium clay shall be obtained in steel tube and waxed at both end after duly levelled. Undisturbed samples of suitable diameter shall be taken from bore holes and from representative strata at interval of 3.0 m or change of strata

whichever is less starting collection of first UDS at 1.75 for stiff clay area ratio of the sampling shall not exceed 20 %. In soft deposits piston sample shall be used to collect UDS.

Disturbed sample from granular soil shall be obtained at suitable interval using SPT as mentioned in clause above and shall be kept in transparent polythene bags duly levelled depth wise. Quoted rates shall include transport of samples to the laboratory.

### **5.13 LABORATORY TEST:**

Samples shall be tested only in Govt. accredited laboratories or laboratories approved by OIL's engineer. Following are some requirements:

#### **a. GRAIN SIZE DISTRIBUTION**

Wherever applicable both the sieve & hydrometer analysis shall be conducted to indicate complete range of grain sizes of soil samples tested. Grain size distribution curves to be mentioned.

#### **b. ATTERBERG LIMIT**

Wherever applicable these tests shall be carried out by the skilled personnel. The test result should include liquid limit and plastic limit, of the soil samples tested. These tests should be conducted as per IS:2720 Part V.

#### **c. UNCONFINED COMPRESSIVE STRENGTH.**

These tests shall be done as per IS:2720 (Part x) on selected soil sample.

#### **d. TRIAXIAL TESTS**

These tests shall be done on specimen saturated by the application of back pressure. Only if the water table is at sufficient depth so that chances of this raising to the base of the footing are meagre or nil. The triaxial tests shall be performed on specimens at natural moisture content. Magnitude of the back pressure applied shall be indicated in the report.

All stress strain diagrams as well as Mohr circle envelopes shall be included in the report.

#### **e. MODULUS OF ELASTICITY**

E-value shall be determined from the triaxial test relative corrections applied to the computed "E" shall be clearly illustrated in the report.

#### **f. FREE SWELL INDEX TESTS**

These tests shall be conducted on selected samples from expansive soil layers in conclusion with Engineer in-charge and are to be performed as per IS:2720 relevant part.

#### **g. SWELLING PRESSURE TESTS**

These tests shall be conducted on selected samples from expansive soil layers in consultation with Engineer in charge and are to be performed as per IS:2720 relevant part.

#### **h. SHRINKING LIMIT**

These tests shall be conducted on selected samples from expansive soil layers in consultation with Engineer in charge and are to be performed as per IS 2720 part 6.

**i. UNIAXIAL COMPRESSIVE STRENGTH & SPECIFIC GRAVITY OF ROCK SAMPLES**

These tests shall be done on selected samples recovered from cores. For rock compressive strength the samples shall be soaked in water for not less than 24 hours prior to testing. Water absorption shall also be indicated along with test results.

**5.14 COLLECTION OF HYDROLOGICAL DATA**

Hydrological data collected shall be utilized in the preparation of the final report.

**5.15 REPORT**

Field and laboratory data will be processed and analysed based on which a final report including recommendation on the suitability of directional drilling/open cut for submerged crossing and tentative design elevation profile with respect to minimum scour level throughout the proposed alignment, will be submitted in triplicate.

Detailed report as per standard specification shall be prepared and submitted to us as soon as the field and laboratory works are completed in a draft form for our review and comments. All the information as mentioned below shall be furnished in the draft copy of report. After reviewing, contractor shall be informed about our comments / remarks, if any, the same shall be incorporated in the final report. The report shall also include but not limited to following:

- a. A plot showing all the test location with respect to reference chainage
- b. General geological information of the site.
- c. Procedure of investigation and method of various testing adopted.
- d. Detailed bore logs indicating co-ordinates, reduced level, ground water table etc., subsoil profiles connecting various boreholes and indicating depth wise in-situ test results (i.e. SPT).
- e. All field and laboratory test results shall be plotted against depth and also in tabular form.
- f. Summary of result obtained from various tests and interpretation to evaluate various soil parameters.
- g. Silt factor for scourable soil strata shall be furnished, borehole and depth wise in a tabular form, Backup calculation for silt factor shall be included in the report.
- h. Report shall also evaluate whether any possibility of artisan condition exists below the river bed or not. Deleted.
- i. Stable slope near bank both in natural as well as excavated

states shall be recommended.

- j. Longitudinal lateral friction co efficient between pipeline and soil shall be recommended.
- k. Indication of liquefaction potential of soil.
- l. Stable trench slope along the width of river through the corridor. **No extra payment shall be admissible for preparation of the report.**
- m. Grain size distribution curves to be included in the Report up to Scouring Zone in addition to Silt factor.
- n. Adequate grain size Analysis shall be included in the Report which shall be decided based on the Bore logs during execution.
- o. Hydrological data to be mentioned in the Report should be collected from the Authentic source.
- p. The shore protection for the excavated trench if required to be specifically recommended in the report.
- q. Meandering nature of the river shall be established within one kilometre or twice the width of the river whichever is more on both side of the crossings.

### 6.0 SOIL STRATIFICATION SURVEY:

The specification covers the soil stratification survey along the selected pipeline route for determining stratification of soil as per specifications including submission of data, technical/ analysis reports, drawings in hard and soft copies.

Laboratory Testing, Atterberg Limit, Particle Size Analysis, Unit Weight and Water Content Determination etc. shall be carried out as per specifications for Geotechnical Survey.

### 7.0 CORROSION/SOIL RESISTIVITY & CHEMICAL ANALYSIS SURVEY:

The purpose of this test is to investigate for the need of cathode protection and to have data necessary for the design of an adequate grounding system. The Soil Resistivity measurement shall be carried out in accordance with IEEE 81 standard "Guide for Measuring Earth Resistivity, Ground Impedance and Earth Surface Potentials of a Ground System". The measurement shall be done using Wenner Four Points Method with equal test rods spacing.

The rectangular grid shall be drawn for the testing areas with mesh spacing at approximately 5-10 m. The measurement shall be made at every intersection point of grid lines. The measurement at any point shall be done for two directions, one from the measured point along the direction from east to west and another shall be from the measured point along the direction from north to south. The measurement at any point shall consist of the measured data at the varying space between test rods for the following distance; 0.5, 1.0, 2.0, 3.0, 4.0, 5.0 m. For each area of

measurement, the results of measurement shall be shown in the table for each point of measurement for each direction and every designated space of measurement. The measured resistivity data shall be averaged for each of the same spacing of measured data. The overall averaged resistivity of each area shall also be reported.

### **8.0 POPULATION DENSITY INDEX SURVEY**

GPS based population density data shall be collected along entire pipeline route for a corridor extending 200 m on either side of the ROU boundary and for ROU width. Shape file (.shp file) to be made for collected data.

- a. The population density data shall be marked in the Planimetry (location of dwelling, buildings, public places/facilities where more than 20 people assemble and multiple story buildings etc.) portion of the alignment sheets.
- b. Facility/locations where 20 or more persons assemble during normal use (viz. school, hospital, factory etc.) shall also be clearly indicated with corresponding changes.
- c. Dwelling/facilities located within 15 m of the proposed pipeline route centreline shall also be collected and reported.
- d. Population Density details shall be prepared and presented in enclosed format and in shape file (.shp file).

### **9.0 INTEGRATION OF SURVEY DATA IN GIS/LIS SOFTWARE**

All survey data collected during the route survey exercise shall be integrated by the contractor to OIL's Integraph based GeoMedia based GIS/ LIS system. Necessary shape file (.shp file) shall be submitted to OIL separately.

## **Part-IV**

### **PAYMENT TERMS**

**Please refer clause no. 1.5(b),3.3,5.9&5.15 1) o f SCC and AS PER CLAUSE NO. 10 AND 40 OF PART I-GCC**

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**OIL INDIA LIMITED**

**(A Government of India Enterprise)  
CONTRACTS SECTION, PHQ  
P.O. UdayanVihar – 781171, Guwahati, ASSAM**

**SCHEDULE OF COMPANY'S PLANTS, MATERIALS& EQUIPMENT**

**NIL**

**\*\*\*\*\***

**PART VII – SAFETY MEASURES**

**To,  
Deputy General Manager(CONTRACTS)  
OIL INDIA LIMITED  
Guwahati-781171**

**SUB: SAFETY MEASURES**

**Description of work/service: HIRING OF SERVICES FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES FOR 8" SPUR LINE FROM PS1, DULIAJAN TO DIGBOI REFINERY UNDER PIPELINE DEPT., OIL INDIA LIMITED**

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. 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) All losses caused due to inadequate safety measures or lack of supervision on our part would be fully compensated by us and the Company will not be responsible for any lapses on our part in this regard.

(Seal)

Yours Faithfully

Date\_\_\_\_\_

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

FOR & ON BEHALF OF BIDDER

\*\*\*\*\*



### **INTEGRITY PACT( NOT APPLICABLE FOR THIS TENDER)**

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

(Name of the bidder).....hereinafter referred to as  
"The Bidder/Contractor"

#### **Preamble:**

The Principal intends to award, under laid down organizational procedures, contract/s for ..... The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organization "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

#### **Section: 1 -Commitments of the Principal**

**(1)** The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
2. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.
3. The Principal will exclude from the process all known prejudiced persons.

**(2)** If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

### **Section: 2 -Commitments of the Bidder/Contractor**

**(1)** The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

1. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

2. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

3. The Bidder/Contractor will not commit any offence under the relevant Anticorruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

4. The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

**(2)** The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

**(3)** The Bidder/Contractor signing Integrity Pact shall not approach the Courts while representing the matters to IEMs and he/she will await their decision in the matter.

### **Section 3 -Disqualification from tender process and exclusion from future Contracts**

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or risibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

4. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.

5. Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties till the final completion of the contract **or as mentioned in Section 9- Pact Duration whichever is later**. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings

### Section 4 -Compensation for Damages

1. If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.

3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

### **Section 5 -Previous transgression**

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

### **Section: 6 -Equal treatment of all Bidders/Contractor/Subcontractors**

1. The Principal will enter into Pacts on identical terms with all bidders and contractors.

2. The Bidder / Contractor undertake(s) to procure from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the provisions laid down in this agreement/Pact by any of its sub-contractors/sub-vendors.

3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

### **Section: 7 -Criminal charges against violating Bidders/Contractors/Subcontractors**

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

### **Section: 8 -External Independent Monitor/Monitors**

1. The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.
3. The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.
4. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. **However, the Independent External Monitor shall give an opportunity to the bidder / contractor to present its case before making its recommendations to the Principal.**
6. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.
7. If the Monitor has reported to the Chairperson of the Board a Substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
8. The word 'Monitor' would include both singular and plural.

### **Section:9 -Pact Duration**

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

## E-TENDER CGI 9064 P19

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

### Section:10 -Other provisions

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi. **The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.**

2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.

4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

.....  
**For the Principal**

.....  
**For the Bidder/Contractor**

Witness 1: .....

Witness 2: .....

Place.

Date .

\*\*\*\*\*

**PRICE BID FORMAT:**

**AS PER PART –II**

**Part-II Schedule of Work, Unit and Quantity (SOQ)/Schedule of Rates (SOR)**

**\*\*\*\*\***

**PROFORMA - I**

BID FORM

To  
The Deputy General Manager (CONTRACTS)  
OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
P.O. GUWAHATI-781171  
DIST. KAMRUP(M)  
ASSAM

Sub: IFB No. : **CGI 9064 P19**

Dear Sir,

Having examined the General and Special Conditions of Contract and the Terms of Reference including all attachments thereto, the receipt of which is hereby duly acknowledged, we the undersigned offer to perform the services in conformity with the said conditions of Contract and Terms of Reference for the sum of \_\_\_\_ (Price not to be indicated) \_\_\_\_ stated below or such other sums as may be ascertained in accordance with the Price Bid Form attached herewith and made part of this Bid:

We undertake, if our Bid is accepted, to commence the work within (\_\_\_\_) days calculated from the date of issue of Company's LOA.

We agree to abide by this Bid for a period of **90 days** from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your notification of award shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ **2018.**

Signature and seal of the Bidder: \_\_\_\_\_

(In the capacity of) : \_\_\_\_\_

Name of Bidder : \_\_\_\_\_

\*\*\*\*\*  
\_\_\_\_\_



**PROFORMA – II**

LETTER OF AUTHORITY

To  
THE Deputy General Manager (CONTRACTS)  
OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
P.O. GUWAHATI-781171  
DIST. KAMRUP(M)  
ASSAM

Sir,

Sub: IFB No. **CGI 9064 P19**

We \_\_\_\_\_ confirm that Mr. \_\_\_\_\_  
(Name and address) as authorized to represent us to Bid, negotiate and conclude  
the agreement on our behalf with you against Invitation  
No.: \_\_\_\_\_ for **“HIRING OF SERVICES FOR PIPELINE ROUTE  
SURVEY AND ASSOCIATED SERVICES FOR 8" SPUR LINE FROM PS1,  
DULIAJAN TO DIGBOI REFINERY UNDER PIPELINE DEPT., OIL INDIA  
LIMITED”**.

We confirm that we shall be bound by all and whatsoever our said representative  
shall commit.

Yours Faithfully,

Signature: \_\_\_\_\_

Name : \_\_\_\_\_

Designation: \_\_\_\_\_

For & on behalf of: \_\_\_\_\_

Note: This letter of authority shall be printed on letter head of the Bidder and  
shall be signed by a competent person to bind the Bidder.

\*\*\*\*\*  
\_\_\_\_\_

**PROFORMA - III****STATEMENT OF NON-COMPLIANCE****(Only exceptions/deviations to be rendered)**

- 1.0 The Bidder shall furnish detailed statement of **exceptions/deviations**, if any, to the tender stipulations, terms and conditions in respect of each PART of Bid Document in the following format:

<b>PART No.</b>	<b>Clause No. (Page No.)</b>	<b>Non-Compliance</b>	<b>Remarks</b>

**Authorised Person's Signature:** \_\_\_\_\_**Name:** \_\_\_\_\_**Designation:** \_\_\_\_\_**Seal of the Bidder:**

**NOTE:** OIL INDIA LIMITED expects the bidders to fully accept the terms and conditions of the bid document. However, should the bidders still envisage some exceptions/deviations to the terms and conditions of the bid document, the same should be indicated as per above format and submit along with their bids.

If the “**Statement of Compliance**” in the above Proforma is left blank (or not submitted along with the technical bid), then it would be construed that the bidder has not taken any exception/deviation to the tender requirements.

\*\*\*\*\*  
\_\_\_\_\_

**PROFORMA- IV**

[TO BE FILLED-UP / SUBMITTED BY THE VENDOR ON ITS LETTER HEAD  
FOR E-REMITTANCE]

Name:

FULL Address:

Phone Number :

Mobile Number :

E-mail address :

FAX Number :

Bank Account Number:

(in which the Bidder wants remittance against invoices)

Bank Name :

Branch :

Address of the Bank:

Bank Code :

IFSC/RTGS Code of the Bank:

NEFT Code of the Bank :

PAN Number :

GST Registration Number:

---

Signature of Vendor with Official Seal

Note: This declaration shall be printed on letter head of the Bidder and shall be signed by a competent person.

\*\*\*\*\*

**PROFORMA-V**  
**FORM OF BID SECURITY (BANK GUARANTEE FORMAT)**

To:  
M/S OIL INDIA LIMITED,  
CONTRACTS SECTION,PHQ  
GUWAHATI, ASSAM, INDIA, PIN -781171.

WHEREAS, (Name of Bidder) \_\_\_\_\_ (hereinafter called "the Bidder") has submitted their offer Dated \_\_\_\_\_ for the provision of certain services (hereinafter called "the Bid") against OIL INDIA LIMITED, GUWAHATI, Assam, India hereinafter called the Company's Tender No. \_\_\_\_\_ KNOW ALL MEN BY these presents that we (Name of Bank) \_\_\_\_\_ of (Name of Country) \_\_\_\_\_ having our registered office at \_\_\_\_\_ (hereinafter called "Bank") are bound unto the Company in the sum of (\*\_\_\_\_\_ ) for which payment well and truly to be made to Company, the Bank binds itself, its successors and assignees by these presents.

SEALED with the  
said Bank this \_\_\_\_ day of \_\_\_\_\_ **2018**.

THE CONDITIONS of these obligations are:

1. If the Bidder withdraws their Bid within its original/extended validity; or
2. The Bidder modifies/revises their bid; or
3. The Bidder does not accept the contract; or
4. The Bidder does not furnish Performance Security Deposit within the stipulated time as per tender/contract; or
5. If it is established that the Bidder has submitted fraudulent documents or has indulged into corrupt and fraudulent practice.

We undertake to pay to Company up to the above amount upon receipt of its first written demand (by way of letter/fax/cable), without Company having to substantiate its demand provided that in its demand Company will note that the amount claimed by it is due to it owing to the occurrence of any of the conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including the date (\*\*--/--/--) and any demand in respect thereof should reach the Bank not later than the above date.

The details of the Issuing Bank and Controlling Bank are as under:

A. Issuing Bank:

BANK FAX NO:

BANK EMAIL ID:

BANK TELEPHONE NO.:

IFSC CODE OF THE BANK:

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

Name of the Contact Person at the Controlling Office with Mobile No. and e-mail address:

SIGNATURE AND SEAL OF THE GUARANTORS \_\_\_\_\_

Name of Bank & Address \_\_\_\_\_

Witness \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

(Signature, Name and Address)

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

Place: \_\_\_\_\_

\* The Bidder should insert the amount of the guarantee in words and figures.

\*\* Date of expiry of Bank Guarantee should be minimum **30 days** after the end of the validity period of the Bid /as specified in the Tender.

\*\*\*\*\*  
\_\_\_\_\_

**PROFORMA-VI****FORM OF PERFORMANCE BANK GUARANTEE**

(To be submitted by the successful bidder in case of award of contract)

To:

M/s. OIL INDIA LIMITED,  
CONTRACTS SECTION  
PIPELINE DEPARTMENT, GUWAHATI  
ASSAM, INDIA, PIN -781 171.

WHEREAS \_\_\_\_\_ (Name and address of Contractor) (hereinafter called "Contractor") had undertaken, in pursuance of Contract No. \_\_\_\_\_ to execute (Name of Contract and Brief Description of the Work) \_\_\_\_\_ (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee as security for compliance with Contractor's obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee; NOW THEREFORE we hereby affirm that we are Guarantors on behalf of the Contractor, up to a total of (Amount of Guarantee in figures) \_\_\_\_\_ (in words \_\_\_\_\_), such amount being payable in the types and proportions of currencies in which the Contract price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of guarantee sum as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein. We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or the work to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way cease us from any liability under this guarantee, and we hereby waive notice of such change, addition or modification.

This guarantee is valid until the -----day of -----

The details of the Issuing Bank and Controlling Bank are as under:

A. Issuing Bank:

BANK FAX NO:

BANK EMAIL ID:

BANK TELEPHONE NO.:

IFSC CODE OF THE BANK:

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

Name of the Contact Person at the Controlling Office with Mobile No. and e-mail address:

SIGNATURE AND SEAL OF THE GUARANTORS \_\_\_\_\_

Designation \_\_\_\_\_

Name of Bank \_\_\_\_\_

Address \_\_\_\_\_

Witness \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

Place \_\_\_\_\_

**Note: Bank details of Oil India Limited may be required by Bank for issuance of Bank Guarantee (BG):**

BANK DETAILS OF BENEFICIARY		
a	Bank Name	AXIS BANK
b	Branch Name	GUWAHATI
c	Branch Address	CHIMBER HOUSE, G.S.ROAD, DISPUR ASSAM
d	Banker Account No.	140010200027654
e	Type of Account	CURRENT ACCOUNT
f	IFSC Code	UTIB0000140
g	MICR Code	781211002
h	SWIFT Code	Axisinbb140
i	Contact No.	8906401401
j	Contact Person Name	Mr. Dibakar Ghaosh
k	Fax No.	Not available
l	Email Id	<a href="mailto:Guwahati.branchhead@axisbank.com">Guwahati.branchhead@axisbank.com</a>

\*\*\*\*\*

**PROFORMA-VII****FORMAT FOR UNDERTAKING**

**(IN TERMS OF TENDER NO. CGI 9064 P19)  
(On Non-Judicial Stamp Paper of Rs. 100/-)**

**TO BE NOTARISED**

To  
Deputy General Manager(CONTRACTS)  
OIL INDIA LIMITED  
GUWAHATI

Dear Sirs,

**UNDERTAKING/DECLARATION BY THE BIDDER IN RESPECT OF TENDER NO  
CGI 9064 P19**

This is in connection with the Bid submitted by me/us, ..... (Name of Bidder), against Tender No. **CGI 9064 P19** for **“HIRING OF SERVICES FOR PIPELINE ROUTE SURVEY AND ASSOCIATED SERVICES FOR 8" SPUR LINE FROM PS1, DULIAJAN TO DIGBOI REFINERY UNDER PIPELINE DEPT., OIL INDIA LIMITED”**

I/We, the afore mentioned Bidder against the subject tender, hereby declare that my/our quoted rates include the following -

- (a) Labour wages as per Minimum Wages Act and notifications issued by the Central Govt. from time to time, including P.F, insurance and Bonus.
- (b) Material and Equipment (if any) cost.
- (c) PPE cost.
- (d) IME (Initial Medical Examination) cost.
- (e) Other charges / cost including overheads, profit, insurance and handling charge.

I/We, the afore mentioned Bidder against the subject tender take note that minimum wages may increase from time to time as notified by statutory authority and Central Govt. and undertake that I/We shall not make Company (i.e. OIL) liable to reimburse me/us for such statutory increase in wage rates of the labours/workers engaged by me/us during the entire period of the contract, including extension if any. Currently, such increase in the wage rates is twice in a year. I/We have bid after considering this increase in wage rates for the entire period of Contract including extension provision.

I/We, the afore mentioned Bidder against the subject tender, further undertake that I/We will pay my/our workers the existing Daily wages as notified under the



**PROFORMA****E-TENDER: CGI 9163 P19**

Minimum Wages Act from time to time by the Central Govt. and such statutory or any other increase in the wages rates including consequent increase in statutory contributions like provident fund etc. of contract labours engaged by me/us shall be borne solely by me/us during the entire period of the contract, including extension if any, without any cost implication whatsoever upon the Company.

I/We further agree and undertake that in case of any violation of the above undertaking, Oil India Limited (OIL) shall be at liberty to take appropriate action against me/us in terms of the Tender/Contract including but not limited to termination of contract and debarment from future business with OIL. I shall duly comply with all the statutory obligations, more particularly under applicable labour laws. I further agree and undertake that in case of any dispute or claims arise out of my non-compliance of statutory obligations under the Contract, by the Labourers engaged by me or by any statutory authorities, I shall only be responsible for the same and hold the Company harmless against such dispute or claims. I further authorize the Company, in the event of my default or non-compliance of any statutory obligations, to deduct/recover and adjust such amount or claim against my Bills due under the Contract or against any other existing or future Contracts with the Company including performance security.

I/We declare that the information given above is true and any misstatement, 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 with Seal

---

(Bidder)

Place:-

Date:-

\*\*\*\*\*

**PROFORMA- VIII**  
**Form – 1**  
**Details of Work Done**  
**(For satisfying the Bid Evaluation Criteria)**

Sl. No	Description of Work	Location of Work	Client Address and contact details including email	Value of Contract	Schedule Completion Date	Date of Actual Completion	Reasons for Delay, if any

Note:

1. Copies of Completion Certificates along with Work Orders/Contract Documents of the Works as per Bid Evaluation Criteria are to be enclosed.
2. Work completed earlier than the period indicated in Bid Evaluation Criteria need not be indicated here.
3. List of work, not as per qualifying criteria indicated in Bid Evaluation Criteria need not be indicated here.

**SEAL AND SIGNATURE OF  
THE BIDDER**

**PROFORMA-IX**

To,  
Deputy General Manager (F&A)PL  
Oil India Limited  
Pipeline HQ, Narangi , Guwahati ,Assam-781171

Dear Sir,

Sub: E-Payments vide RTGS/NEFT

I/We request and hereby authorise you to execute E-Payment vide RTGS/NEFT modes to My /Our Bank account as per the details given below:

(A) BANK DETAILS

1. Bank A/c No. ( Must Enclose Cancelled Cheque)
2. Account Type      Saving Bank/ Current Account
3. Bank Branch
4. Bank Address
5. IFSC Code
6. MICR No.

(B) VENDOR DETAILS :

1. Vendor Code ( See the vendor code given in the PO/Contract)
2. Name
3. PAN No. (Must enclosed self-attested photo copy of PAN Card )
4. Address with Mobile/Telephone No.
5. VAT TIN No. \_\_\_\_\_
6. ~~CST Regn. No.~~
7. ~~GST Service Tax~~ Regn. No.
8. ~~Central Excise Regn. No.~~
9. Email ID

I/We hereby declare that the particulars given above are correct and complete. I/We confirm that I/we shall bear the charges, if any levied by my/our bank for the credit in our above account through NEFT. If the transaction is delayed or lost because of incomplete or incorrect information, we would not hold the company responsible.

Thanking you,

Date:  
Stamp

\_\_\_\_\_  
Authorised Signatory &

.....

Bank Certificate

We confirm that the details given above are correct as per our records.

Date:  
Place:

\_\_\_\_\_  
Signature, Code & Stamp of Authorised

PROFORMA-XTECHNICAL EVALUATION SHEET FOR BEC/BRC

Srl No	Clause No of Tender Document/ BEC/BRC Technical Specification/ Scope of Work	Description	Bidders Remarks Complied/ Not Complied/ Deviation	Bidder to indicate The following to support the remarks/ compliance	
				Name of File as uploaded in E- Tender portal	Relevant Page No. of the file
1	1.1 - 1.1.1 TECHNICAL	The bidder should have valid approval of Accreditation with Quality Council of India/National Accreditation Board of Education and Training (QCI/NABET) for conducting EIA study of "A" category projects under “6(a) - Oil & gas transportation pipeline (crude and refinery/ petrochemical products), passing through national parks/sanctuaries/coral reefs /ecologically sensitive Areas including LNG terminal” and the validity of the accreditation shall be valid throughout the contract period. <i>Documentary evidence: As per BEC-BRC</i>			

**PROFORMA****E-TENDER: CGI 9163 P19**

<b>Srl No</b>	<b>Clause No of Tender Document/</b>	<b>Description</b>	<b>Bidders Remarks Complied/ Not Complied/</b>	<b>Bidder to indicate The following to support the remarks/ compliance</b>	
2	1.1 -1.1.2 <b>EXPERIENCE</b>	<p>Bidder must have experience of at least one <b>SIMILAR</b> work of about INR 10,62,000.00 in previous 7 (seven) years reckoned from the original bid closing date with PSUs / Central Govt. / State Govt. Organization / any other Public Limited Company.</p> <p>"SIMILAR work" mentioned above means -  <b>Providing of Environmental Impact Assessment Study Services involving preparation of EIA / EMP reports.</b></p> <p><i>Documentary evidence: As per BEC-BRC</i></p>			
3	1.2 - 1.1 <b>FINANCIAL EVALUATION CRITERIA</b>	<p>Annual Financial Turnover of the bidder during any of preceding three financial/accounting years from the original bid closing date should be at least INR 6,37,200.00.</p> <p><i>Documentary evidence: As per BEC-BRC</i></p>			
4	1.2 - 1.2 <b>FINANCIAL EVALUATION CRITERIA</b>	<p>Net worth of the bidder must be positive for preceding financial/ accounting year.</p> <p><i>Documentary evidence: As per BEC-BRC</i></p>			