



Date: 14.09.2017

FORWARDING LETTER

Sub: Hiring of Services for 'Revival of the Production Surface Setup for Boiler operation and Operation & Maintenance(O&M) of OIL's Baghewala setup for 2(two) years with a provision of extension by another 01(one) year'.

1.0 OIL INDIA LIMITED (Rajasthan Project) invites ON-LINE Bids from Indigenous bidders for above mentioned works under Single Stage -Two Bid System through its e-Procurement site. For your ready reference, few salient features (Covered in detail in this bid document) are highlighted below.

(i)	IFB No. /E-Tender No.	: CJI 5739P18
(ii)	Type of Bidding	: Online-Single Stage-Two Bid System
(iii)	Tender Fee	: INR 1,000.00 (Tender fee should be paid only through the payment gateway available on OIL's e-Tender Portal. No other mode of payment shall be accepted.)
(iv)	Period of Sale	: 18.09.2017 to 10.10.2017
(v)	Bid Closing Date & Time	: 17.10.2017 (11:00 Hrs. IST)
(vi)	Technical Bid Opening Date & Time	: 17.10.2017 (15:00 Hrs. IST)
(vii)	Price Bid Opening Date & Time	: Will be intimated only to the eligible/qualified Bidders nearer the time.
(viii)	Bid Submission Mode	: Bids must be uploaded online in OIL's E-procurement portal
(ix)	Bid Opening Place	: Office of the Chief Manager (M&C) Oil India Limited, Jodhpur
(x)	Bid Validity	: 120 days from date of Bid Closing
(xi)	Mobilization Time	: As defined in the tender
(xii)	Bid Security Amount	: Rs. 14,65,000.00
(xiii)	Bid Security Validity	: 31.05.2018
(xiv)	Amount of Performance Security	: 10% of the estd. Annualized contract value.
(xv)	Validity of Performance Security	: Upto 3 months beyond the date of completion of the contract.
(xvi)	Duration of the Contract	: 03(Three) Months for revival (Part-A) and 2(two) years for O&M
(xvii)	Quantum of Liquidated Damage for Default in	: Refer General Conditions of Contract

	Timely Mobilization		
(xviii)	Integrity Pact	:	Must be digitally signed & uploaded along with the Techno-commercial Bid.
(xix)	Last date for receipt of pre-bid queries	:	Two days prior to Scheduled Pre Bid Conference
(xx)	Pre-bid Conference date	:	05.10.2017
(xxi)	Venue of Pre-bid Conference	:	Conference Hall of OIL House, Jodhpur.

2.0 We now look forward to receiving your most competitive offer in line with the tender terms well within the bid closing date and time.

Yours faithfully,
OIL INDIA LIMITED

(A. Dam)
CHIEF MANAGER (M&C)
For, EXECUTIVE DIRECTOR (RP)

INVITATION FOR BIDS

- 1.0 Oil India Limited (OIL) invites competitive ON-LINE Bids from Indigenous Service Providers / Contractors for the following services under Single Stage Composite Bid System for its RAJASTHAN PROJECT through its e-Procurement portal <https://etender.srm.oilindia.in/irj/portal>
- 2.0 **Description of Services:: Hiring of Services for ‘Revival of the Production Surface Setup for Boiler operation at Baghewala#6 & Operation & Maintenance(O&M) of OIL’s Baghewala setup for 2(two) years with a provision of extension by another 01(one) year’.**
- 3.0 Tender Document will not be issued physically by Company. The interested Bidders must submit their applications showing full address (including e-mail ID) along with the non-refundable Tender Fee **through online in e-portal** (excepting PSUs and SSI Units registered with NSIC) in favour of OIL INDIA LIMITED between **18.09.2017** and **10.10.2017** i.e., one week prior to the scheduled bid closing date. On receipt of application and Tender Fee as above, USER-ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL’s e-Procurement portal. Details of the NIT can be viewed using “Guest Login” provided in the e-procurement portal. The link to e-procurement portal has also been provided through OIL’s website www.oil-india.com.
- 4.0 OIL reserves the right to refuse issue of User Id & Password to such parties even on payment of tender fee, about whose competence OIL is not satisfied. Company’s decision in this regard shall be final.
- 5.0 OIL reserves the right to reject any/all bids and cancel the tender without assigning any reason whatsoever.

-: Please visit us at www.oil-india.com:-

(END OF SECTION – I)

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.
- 1.1 Prospective Bidders may interact with Company's Production Department at Jodhpur during working hours to understand the existing facilities, actual requirements and the desired level of services etc., before submitting their bids.

A. BIDDING DOCUMENT / TENDER DOCUMENT

- 2.0 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) Oil India Limited 's Tender No.
 - (ii) Bid closing date and time.
 - (iii) Bid opening date, time and place.
 - (iv) The amount of Bid Security.
 - (v) The amount of performance guarantee.
 - (vi) Quantum of liquidated damages for default in timely mobilization.
- (b) Invitation for Bids & Instructions to Bidders
- (c) Scope of Work (Section - I)
- (d) Schedule of Rates (Section - II)
- (e) Price Bid form (Section - III)
- (f) General Conditions of Contract (Section - IV)
- (g) Bid Evaluation Criteria (Section - V)
- (h) The Bid Form (Section - VI)
- (i) Bid Security format (Section – VII)
- (j) The Performance Security Form (Section - VIII)
- (k) The Contract Form of Agreement (Section - IX)
- (l) General HSE Points (Appendix-A)
- (m) Procedure for obtaining labour license-(Appendix-B)
- (n) Integrity Pact Proforma(Section-X)
- (o) Certificate of Annual Turnover & Net Worth-Annexure-I.

- 2.1 The bidder is expected to examine all instructions, forms, terms and specifications in the Bid Document. Failure to furnish all information required as per the Bid Document or submission of a bid not substantially responsive to the Bid Document in all respect will be at the Bidder's risk & responsibility and may result in rejection of their bids.

3.0 AMENDMENTS TO BIDDING DOCUMENT:

- 3.1 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 Bid Document through an Addendum.
- 3.2 The Addendum will be uploaded in OIL's e-Portal in the C-folder under tab "Amendments to Tender Documents". Prospective Bidders, shall be intimated about the amendments through e-mail/fax/courier etc. 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.

B. PREPARATION OF BIDS

4.0 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 version which shall govern for the purpose of bid interpretation.

5.0 DOCUMENTS COMPRISING THE BID:

The bidder should submit their offer under single stage composite bid system i.e., only a single Techno-Commercial Bid comprising of the following documents.

- (i) Complete technical details of the services etc.
- (ii) Documentary evidence establishing Bidder's eligibility as per BEC/BRC defined in Section – V.
- (iii) Bid Security (Scanned Copy) furnished in accordance with Para 10.0 below.
- (iv) Statement of compliance as per **Proforma – I**.
- (v) Bid Form & Price Schedule Details as per Section – VI and Section III respectively.
- (vi) All other Annexure, Proforma and Documents as required in the Tender

6.0 BID FORM:

The bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the Bid Document vide Section – VI & Section III respectively.

7.0 BID PRICE:

- 7.1 Prices must be quoted by the Bidders online in Indian Rupees (INR) strictly as per price bid format available in OIL's E-Portal.
- 7.2 Price quoted by the Successful Bidder must remain firm throughout its performance of the Contract and is not subject to variation on any account, including extension period, if any.
- 7.3 All duties and taxes including Corporate income taxes and levies other than GST payable by the Contractor under the Contract for which this Bid Document is issued, shall be included in the rates, prices and total Bid Price submitted by the bidder, the evaluation and comparison of bids shall be made accordingly. GST as applicable shall be extra and borne by the Company.

8.0 CURRENCIES OF BID AND PAYMENT:

As the tender is issued only to the indigenous (domestic) Bidders, rates must be quoted in Indian Rupees only and payment will accordingly be made in Indian rupees.

9.0 DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY & QUALIFICATIONS

These are listed in Bid Rejection Criteria vide Section – V of the Bidding document

10.0 BID SECURITY:

- 10.1 The **Original Bid Security** for the amount as specified in the "Forwarding Letter" must reach the office of Chief Manager (M & C), Oil India Limited, 2-A, Saraswati Nagar, District Shopping Centre, Basni, Jodhpur-342 005, Rajasthan, India before the scheduled Bid Closing Date and Time of the Tender, otherwise Bid will be rejected. Tender Number and the Description work must be clearly highlighted on the envelope containing the original Bid Security. A scanned copy of this document should also be uploaded along with the Bid on e-portal.
- 10.2 Pursuant to Para 5.0 above, the Bidder during online submission of its bid shall furnish as part of its Technical Unpriced Bid, Bid Security (scanned copy) in the amount as specified in the "Forwarding Letter".

- 10.3 The Bid Security is required to protect the Company against the risk of Bidder's conduct, which would warrant the security's forfeiture, pursuant to sub-para 10.8 below.
- 10.4 The Bid Security shall be denominated in the currency of the Bid or another freely convertible currency, and shall be in the following forms: -
- a) A Bank Guarantee issued by a scheduled Bank located in India in the form provided in the Bid document (Ref. Section-VI for the format) with validity up to as mentioned in the Tender document. The bank guarantee/Letter of Credit should be so endorsed that it can be invoked at the issuing bank's branch located at Jodhpur (Rajasthan) India or alternatively at New Delhi, India.
- 10.5 Any Bid not secured in accordance with above-mentioned subparagraphs 10.1 to 10.4 will be rejected by Company as non-responsive, except those are exempted.
- 10.6 Unsuccessful Bidder's Bid Security will be discharged and/or returned immediately after finalisation of the Tender by Company or latest by within 30 days of expiry of the period of bid validity.
- 10.7 Successful Bidder's Bid Security will be discharged upon the Bidder's signing of the contract and furnishing the Performance Security.
- 10.8 The Bid Security will be forfeited:
- (a) If any Bidder withdraws their bid during the period of bid validity (including any subsequent extension) specified by the Bidder on the Bid Form, or
- (b) If a Successful Bidder fails:
- i) To sign the contract within reasonable time and within the period of bid validity, and /or,
- ii) To furnish Performance Security.
- iii) To mobilize and/or to commence the assigned jobs within stipulated time frame.

NOTE : Public Sector Undertakings and Small Scale Units registered with NSIC/Directorate of Industries are exempted from submitting bid securities against this tender.

11.0 PERIOD OF VALIDITY OF BIDS:

- 11.1 Bids shall remain valid for 120 days after the date of bid opening prescribed by the Company.
- 11.2 In exceptional circumstances, the Company 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 (by Fax or E-mail). A Bidder may refuse the request without forfeiting their Bid Security. A Bidder granting the request will neither be required nor permitted to modify their bid but shall arrange suitable validity extension of their bid security provided under para 10.0 above.

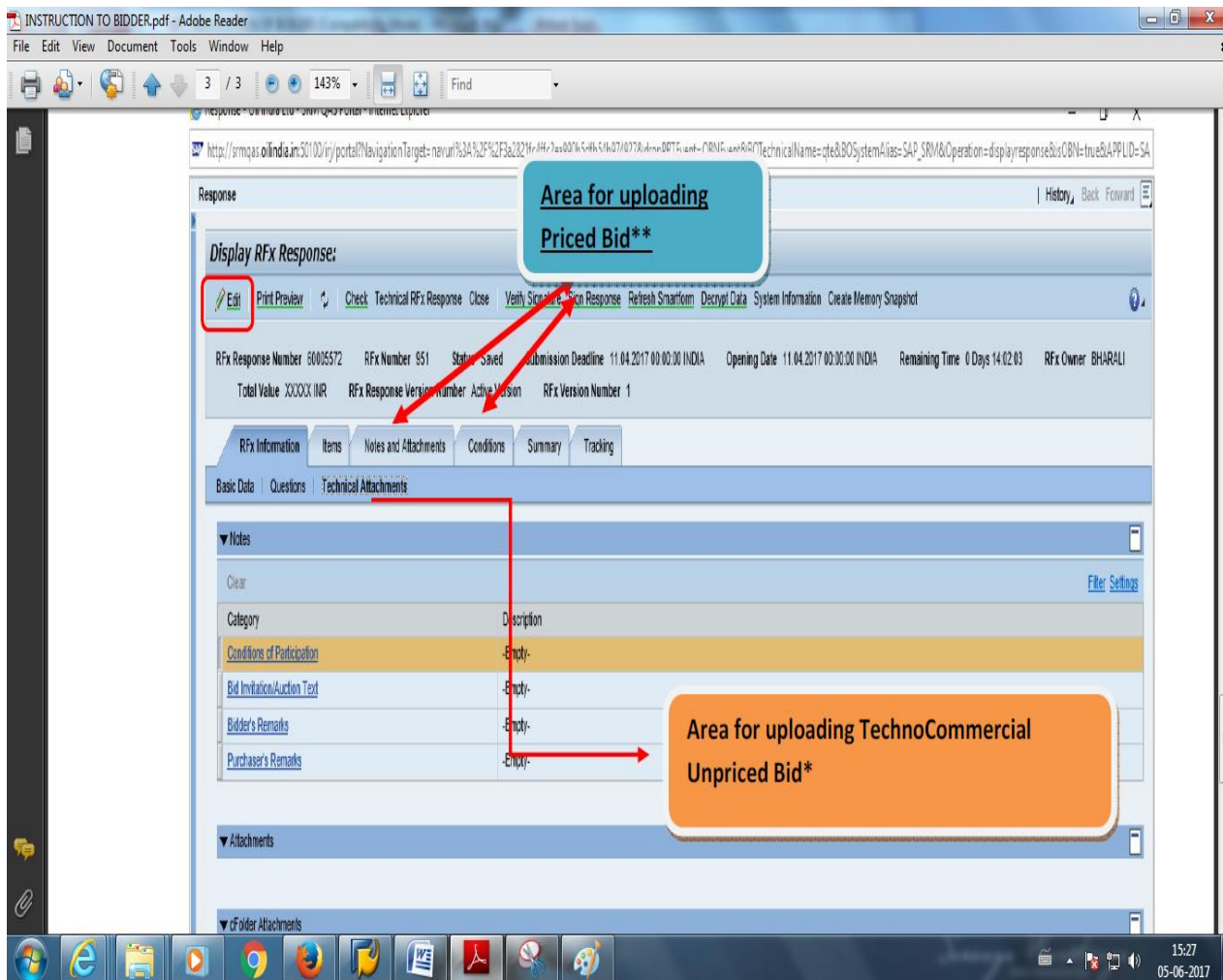
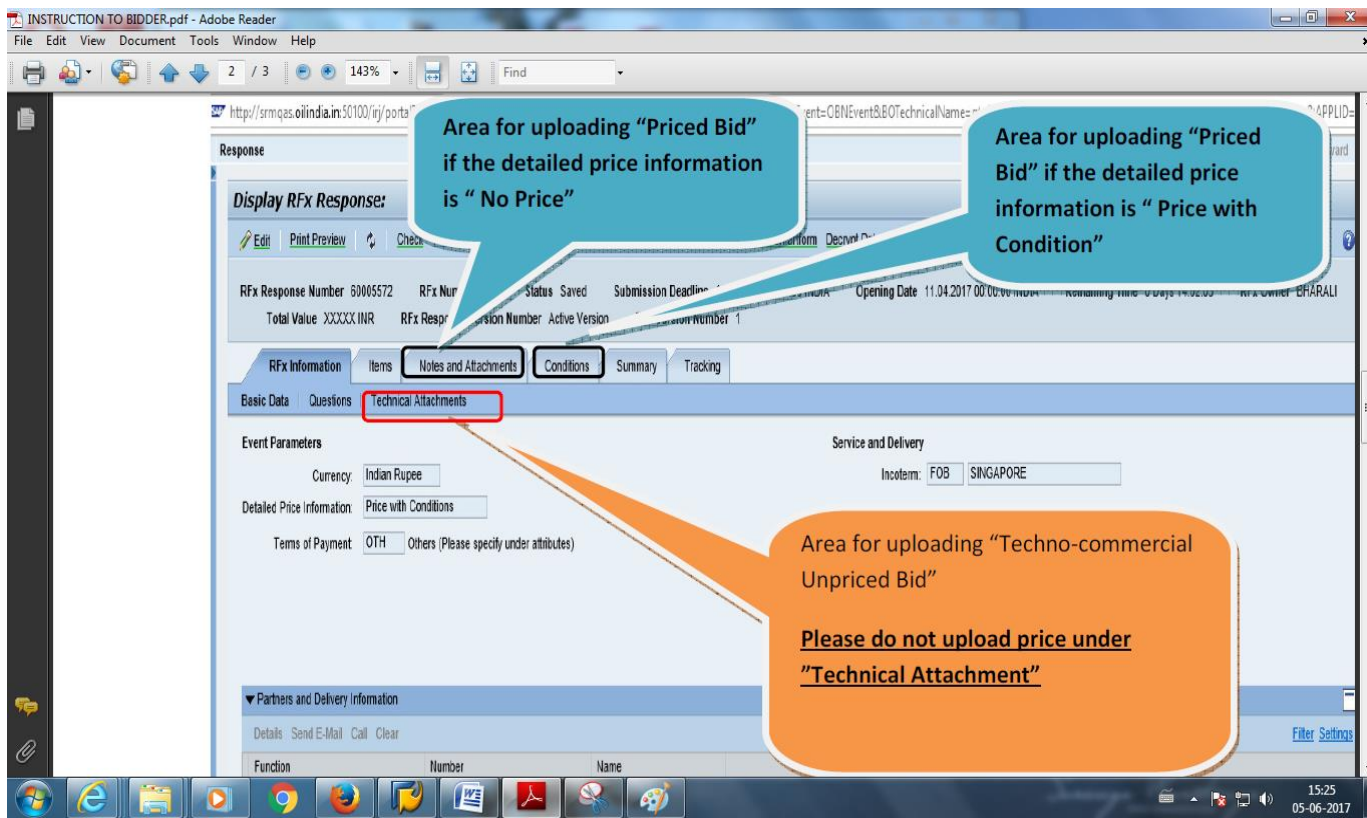
11.3 FORMAT AND SIGNING OF BID:

As the Bids are to be submitted ONLINE with digital signature, manual signature is not required

C. SUBMISSION OF BIDS:

12.0 ONLINE SUBMISSION:

- 12.1 The Bid should be submitted online up to 11:00 Hrs. (IST) (Server Time) on the date as mentioned herein i.e., on the scheduled Bid Closing Date. The Bids will be opened on the same day at 15:00 Hrs. (IST) at the office of Chief Manager (M&C), Oil India Limited, 2-A, District Shopping Centre, Saraswati Nagar, Basni, Jodhpur – 342 005, Rajasthan, India in presence of authorized representative of the bidder.
- 12.2 The Rates/Prices along with price related conditions should be filled online in the Price-Bid screen. All other techno-commercial documents other than the cost details to be submitted with “unpriced” bid as per tender requirement placed in the “un-priced” bid folder. No rate/price should be entered in Technical Bid, otherwise the offer will be rejected.
- 12.3 The Bid and all uploaded documents must be digitally signed by duly authorized representative of the bidding company using “Class 3” digital certificate [e-commerce application (Certificate with personal verification and Organization name)] as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.
- 12.4 The Bidder will be responsible for ensuring the validity of digital signature and its proper usage by their employee. The authenticity of above digital signature shall be verified through authorized CA after the bid opening. If the digital signature used for signing is not of “Class-3” with Organization name, the bid will be rejected.
- 12.5 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidders shall submit both the “TECHNICAL” and “PRICED” bids through electronic form in the OIL’s e-Procurement portal within the Bid Closing Date and Time stipulated in the e-Tender portal. The Technical Bid should be submitted as per Scope of Work & Technical Specifications along with all technical documents related to the tender and uploaded in “Technical Attachments” Tab only.
- 12.6 Bidders to note that no price details should be uploaded in “Technical Attachments” Tab Page, otherwise the offer will be rejected. Details of prices as per Price Bid format/Priced bid to be uploaded under “Notes & Attachments” tab. A screen shot in this regard is shown below. Offer not complying with above submission procedure will be rejected.**



On “EDIT” Mode- The following screen will appear. Bidders are advised to Upload “Techno-Commercial Unpriced Bid” and “Priced Bid” in the places as indicated above:

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

**** Please follow the instructions as per Vendor User Manual for Uploading Price under “Notes and Attachment” or “Condition”**

Note :

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

** The “Price bid” must contain the price schedule and the bidder’s commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on “Sign” to sign the file. 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.

SINGLE STAGE TWO BID SYSTEM shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

12.7 In Technical Bid Opening, only the **Technical Attachments Response** will be opened. **Please do refer the User Manual provided on the portal on the procedure “How to create Response” for submitting offer.**

NB : All the Bids must be digitally signed using “Class-3” digital signature certificate with Organizations Name (e-commerce application) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

12.8 The offer should contain complete specifications, details of services and equipment/accessories offered together with other relevant literature/ catalogues of the equipment offered. A scanned copy of Bid Security as mentioned in Clause 10.0 should be submitted with the Techno-commercial Bid in c-folder.

13.0 Rates/Prices must be quoted / maintained in the “online price Bid Format” only. OIL will consider the rates/prices quoted in the “online price Bid Format” only.

14.0 Timely submission of online bids is the responsibility of the Bidders. The Bid along with all annexures and copies of documents should be submitted in e-form only through OIL’s e-bidding engine. The Bid submitted in physical form against e-procurement tenders shall not be given any cognizance. However, the following documents should necessarily be submitted in physical form in sealed envelope. The Tender No. and the Date of Bid Closing/Opening must be prominently marked on the outer cover/envelope containing these documents and should be sent to Chief Manager (M & C), Oil India Limited, 2A, District Shopping Centre, Saraswati Nagar, Basni, Jodhpur - 342005 India so as to reach before the scheduled Bid Closing Date and Time of the Tender.

- (i) The Original Bid Security
- (ii) Power of attorney for signing the bid document.

(iii) Other documents required to be submitted in original as per tender requirement, if any.

15.0 Integrity Pact:.

OIL shall be entering into an Integrity Pact with the Bidders as per format enclosed vide Section-X to the Tender Document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the Bidder (along with their Technical Bid) duly signed digitally by the same signatory who signed the bid i.e., who is authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed acceptance of all terms & conditions mentioned therein and that all pages of the Integrity Pact have been signed by the bidder's authorized signatory who signs the Bid.

15.1 OIL has appointed Shri R.Mathur, IPS (Retd) & Shri Satyananda Mishra,IAS(Retd.) as Independent Monitors (IEMs) to oversee implementation of the Integrity Pact in OIL. Bidders may contact the Independent Monitors for any matter related to this Invitation for Bid (IFB) at the following addresses:

- 1.0 SHRI RAJIV MATHUR, IPS(Retd.),
e-Mail ID : rajivmathur23@gmail.com
- 2.0 SHRI SATYANANDA MISHRA, IAS(Retd.)
e-Mail ID : satyanandamishra@hotmail.com
- 3.0 . SHRI JAGMOHAN GARG, Ex-Vigilance Commissioner, CVC
E-Mail id : jagmohan.garg@gmail.com

16.0 **DEADLINE FOR SUBMISSION OF BIDS :**

16.1 Bids should be submitted online as per the online tender submission deadline. Bidders will not be permitted by System to make any changes in their bid/quote after the bid submission deadline is reached. Bidders are requested to take note of this and arrange to submit their bids within the submission deadline to avoid last minute rush/network problems.

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

16.3 The documents in physical form must be received by Company at the address specified in the "Forwarding Letter". Timely delivery of the same at the address mentioned in the Forwarding Letter is the responsibility of the Bidders.

17.0 **EXTENSION OF BID SUBMISSION DATE/TIME:**

17.1 Normally no request for extension of Bid Closing date & Time will be entertained by Company. However, in case of any change in the specifications, non-receipt of any offer, inadequate response or for any other reasons, Company may at its discretion or otherwise, extend the Bid Closing Date and/or Time.

17.2 In the event of receipt of Single Offer within Bid Closing date & Time, OIL reserves the right to extend Bid Closing Date and/or Time as deemed fit. During extension period bidders who have already submitted the bids on or before original Bid Closing date & Time shall not be permitted to revise their bid.

18.0 **FORMAT OF BID SUBMISSION:**

18.1 Bids to be submitted online at OIL's E-PORTAL. Detailed instructions are available in "HELP DOCUMENTATION" in the E-PORTAL. Guidelines for bid submission are also provided in this tender document.

18.2 The Bid Security (Scanned Copy) mentioned in para 10.0 above should be uploaded with the Technical Bid.

18.3 The terms and conditions of the contract to be entered with the successful bidder are given in various Sections of this bid document.

19.0 LATE BIDS:

Bidders are advised in their own interest to ensure that the bids are uploaded in the system well before the closing date and time of the bid. Company will not be responsible for any failure to upload the Bids due to last minute rush.

20.0 MODIFICATION AND WITHDRAWAL OF BIDS :

20.1 The Bidder after submission of Bid may modify or withdraw its Bid prior to Bid Closing Date & Time.

20.2 No Bid can be modified or withdrawn subsequent to the deadline for submission of Bids.

20.3 No Bid can 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 and bidder shall also be debarred from participation in future tenders of OIL.

21.0 BID OPENING AND EVALUATION

21.1 Company will open the Bids, including submission(s) made pursuant to para 22.0, in the presence of Bidder's representatives who choose to attend at the date, time and place mentioned in the Forwarding Letter. However, the Bidder's representative must produce an authorized letter from the bidder at the time of opening of tenders. Unless this Letter is presented, the representative will not be allowed to attend the opening of tenders. The Bidders' representatives who are allowed to attend the bid opening shall sign in a register evidencing their attendance. Only one representative against each bid will be allowed to attend.

21.2 Bid (if any) for which an acceptable notice of withdrawal has been received pursuant to para 18.2 shall not be opened. On opening the remaining bids Company will examine them to determine whether the same are complete, requisite Bid Securities have been furnished, documents have been properly signed and the bids are generally in order.

21.3 At bid opening, Company will announce the Bidders' names, written notifications of bid modifications or withdrawal, if any, furnishing of requisite Bid Security, rates/costs quoted and such other details as the Company may consider appropriate.

21.4 Company shall prepare, for its own records, minutes of bid opening including the information disclosed to those present in accordance with above sub-clauses.

21.5 To facilitate examination, evaluation and comparison of bids the Company may, at its discretion, ask the Bidder for clarifications of its bid. 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.

21.6 Prior to detailed evaluation, the Company will determine the substantial responsiveness of each bid to the Bidding Document. For this purpose, a substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Document without material deviations or reservation. A materials deviation or reservation is one which effects in any substantial way the scope, quality or performance of work, or which limits in any substantial way, in consistent way with the bidding document, 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. The Company's determination of bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidences.

- 21.7 A Bid determined as not substantially responsive will be rejected by the Company and can not subsequently be made responsive by the Bidder through correction of the non-conformity.
- 21.8 The Company may waive minor informality or nonconformity or irregularity on a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.
- 21.9 The Company will examine the Bids to determine whether they are complete, any computational errors have been made, required sureties have been furnished, the documents have been properly signed, and the bids are generally in order.
- 21.10 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price (that is obtained by multiplying the unit price and quantity) the unit price shall prevail and the total price shall be corrected accordingly. If any Bidder does not accept the correction of the errors, his bid will be rejected. If there is a discrepancy between words, and figures, the amount in words will prevail.

21.11 EVALUATION AND COMPARISON OF BIDS :

The Company will evaluate and compare the commercial bids as per Bid Evaluation Criteria (Section- V) of the tender document to establish inter-se-ranking of bidders.

22.0 CONTACTING THE COMPANY :

- 22.1 Except as otherwise provided in para 18.0 & 19.0 above, no Bidder shall contact Company on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
- 22.2 An effort by a Bidder to influence the Company officials in bid evaluation, bid comparison or Contract award decisions, may result in rejection of their bid.

D. AWARD OF CONTRACT

23.0 AWARD CRITERIA:

The Company will award the Contract to the Contractor 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.

24.0 COMPANY'S RIGHT TO ACCEPT OR REJECT ANY BID:

Company reserves the right to accept any bid and to reject any or all bids and/or to annul the bidding process in entirety, at any time prior to award of contract, without thereby incurring any liability to the affected bidders or any obligation to inform the participating bidders of the ground for Company's action.

25.0 NOTIFICATION OF AWARD:

- 25.1 Prior to the expiry of the period of bid validity or extended validity, the Company will notify the successful Bidder in writing by registered letter or by fax (to be confirmed in writing by registered / courier letter) that his bid has been accepted.
- 25.2 The notification of award will constitute formation of the Contract.
- 25.3 Upon the successful Bidder's furnishing of Performance Security pursuant to Clause 31.0 herein below, the Company will promptly discharge the Bid Securities of all unsuccessful Bidders, pursuant to Clause 10.0 hereinabove.

26.0 PERFORMANCE SECURITY:

- 26.1 Within two(02) weeks of receipt of notification of award from the Company, the successful Bidder shall furnish the performance security for an amount (10% of annualized contract value) specified in the Forwarding Letter in the performance Security Form as provided in the Bidding Document (Ref. Section – VIII) and must be in the form of Bank Guarantee (BG) from any of the following Banks:
- i) Any Nationalised / Scheduled Bank in India OR
 - ii) Any Indian branch of a Foreign Bank OR
 - iii) Any reputed foreign Bank having correspondent Bank in India

The performance security shall be payable to Company as compensation for any loss resulting from Contractor's failure to fulfill its obligations under the Contract.

- 26.2 The performance security specified above must be valid for three(03) months beyond the expiry date of the contract to cover the warranty period and to allow Company to lodge claim, if any. The same will be discharged by Company not later than 30 days following its expiry. In the event of extension of contract, subsequent to expiry of validity of the original contract period, Contractor shall have to enhance the value of the performance security to cover 10% of the contract value for the extended period and also to extend the validity of the performance security accordingly.
- 26.3 Failure of the successful bidder to comply with the requirements of para 26.1 or 26.2 above shall constitute sufficient grounds for annulment of the award and forfeiture of the Bid Security.

INVOCATION OF PERFORMANCE BANK GUARANTEE

- 26.4 In the event of Contractor failing to honour any of the commitments entered into under the contract and/or in respect of any amount due from Contractor to Company, Company shall have an unconditional option under the guarantee to invoke the Performance Bank Guarantee and claim the amount from Bank.
- 26.5 Company will have the right to invoke the Performance Bank Guarantee in case the Contractor fails to mobilize the Equipment, tools and personnel etc. within the stipulated period irrespective of any reasons whatsoever.

27.0 SIGNING OF CONTRACT:

- 27.1 At the same time as the Company notifies the successful Bidder that its Bid has been accepted, the Company will either call the successful Bidder for signing of the agreement or send the Contract Form provided in the Bid Documents, alongwith the General & Special Conditions of Contract, Technical Specifications, Schedule of Rates incorporating all the agreements between the parties.
- 27.2 Within 15 days of receipt of the final contract document, the successful Bidder shall sign and date the contract and return the same to the Company.

**** END ****

SECTION-I

TERMS OF REFERENCE / SCOPE OF WORK / TECHNICAL SPECIFICATIONS

1.0 INTRODUCTION:

OIL INDIA LIMITED (OIL), a premier National Oil Company, is engaged in the business of exploration, production and transportation of crude oil and natural gas for over five decades. It is a Navratna Company under Ministry of Petroleum and Natural Gas, Government of India and the second largest National Oil Company in the country.

Rajasthan Project, one of the projects of OIL, is engaged in exploration and production of Natural Gas from Jaisalmer Basin and exploration of Heavy oil in Bikaner-Nagaur basin within Jodhpur Sandstone of Infracambrian age of Western Rajasthan in India. OIL intends to exploit heavy oil from Baghewala structures with state of the art technology.

DEFINITIONS:

COMPANY	Oil India Limited
CONTRACTOR	Organization that supplies the equipment and provides the service according to the Functional Specification.
COUNTRY OF OPERATION	Means, India.
OPERATING AREA	Means the onshore area defined as Baghewala.
FUNCTIONAL SPECIFICATION	Features, characteristics, process conditions, boundaries and exclusions defining the performance of a product or service, including the quality assurance requirements.
SCOPE	State scope of document as intention, i.e. what the document intended to achieve.
SHALL/WILL	Is used to indicate requirements that MUST be satisfied in order to comply with the Scope of Work.
SHOULD	Is used to indicate requirements that are preferred. CONSULTANT propose alternatives shall clearly identify as such and shall be supported with objective evidence.
MAY	Is used to indicate that a provision is OPTIONAL.
IBR	Indian Boiler Regulations-1950 with latest amendments

2.0 OPERATING AREA:

2.1 GEOGRAPHIC LOCATION:

Baghewala, the area of operation, is located at the western part of the country India and in the States of Rajasthan. Rajasthan encompasses most of the area of Great Indian Desert (Thar Desert), which has an edge paralleling the Sutlej-Indus river valley along its border with Pakistan. The region borders Pakistan to the west, Gujarat to the southwest, Madhya Pradesh to the southeast, Uttar Pradesh and Haryana to the northeast and Punjab to the north.

The nearest airport to the operating area is Jodhpur Airport and is located at a distance of around 350 km. The nearest railway station is Phalodi.

2.2 ENVIRONMENTAL CONDITIONS:

Components	International System (SI)
Ambient Temperature (Max. / Min.)	55 / -1 Deg C
Humidity (Max.)	40%
Average Rainfall	25 mm/year
Wind velocity(Max.)	128 KM/Hr
Frequency of Sand storm	March to September and occasional during

	the remaining period.
Seismic	Zone III, Moderate
Weather	Four distinct seasons - Pre monsoon, monsoon, post-monsoon and Winter
Topography of Site	Part of Thar Desert

3.0 HYDROCARBON PROSPECT:

3.1 WELL EVIDENCE:

A total of 6 (Six) wells have been drilled in the Baghewala ML area. The outcome of Drilling of these wells are outlined as under:

The presence of heavy oil in Baghewala structure has been established during 1991 through drilling of the first exploratory well BGW-1 in the structure. The well BGW-1, drilled down to the basement (TD – 1375 m), encountered heavy oil (17 – 19 Deg API) in the deeper Infracambrian formations viz., Jodhpur and Bilara.

The well BGW-2 was drilled at the same plinth of BGW-1 in order to test the Upper Carbonate. The well BGW-2, drilled down to 675m within the Upper Carbonate formation, conventional production testing of the Upper Carbonate through perforations showed water only.

To assess the northward extent of heavy oil within Jodhpur Sandstone, BGW-3 was drilled at distance of about 1.3 km NW of well BGW-1 as an appraisal well. Well BGW-3 was drilled down to a final depth of 1350 m within Malani Volcanics. Initial production testing was carried out in this well in Jodhpur sandstone. On testing, through DST, the well showed inflow of only formation water with traces of asphaltic materials.

The fourth well, BGW-4, is located at a distance of about 2.4 km towards ENE from well BGW-1. This well was drilled as the second appraisal well of Baghewala structure and drilled down to 1152 m within Malani Volcanics. On conventional production testing of 1090 m Jodhpur Sand, the presence of high viscous heavy oil was established.

The well BGW-5 is located at a distance of about 2.6 km towards WSW from BGW-1. This is the third appraisal well drilled in Baghewala structure. The well was drilled down to a depth of 1252m within Malani Volcanics. On conventional production testing of 1181 m Jodhpur Sand, the presence of high viscous heavy oil was established.

The well BGW-6 was drilled as Pilot well for recovery of Bitumen from Upper Carbonate Formation using Steam Injection technology on experimental basis. The well was drilled down to a final depth of 857m and completed for cyclic steam injection. However, during injection of steam attempted twice in 2006 and 2007, operational problem related to elongation of casing with well head and leakage of steam were encountered and the project had to be suspended.

Two wells Punam-1 and Tavriwala-2 was drilled in two different structures (East of Baghewala Structure) in 2012 and encountered heavy oil in Jodhpur formation. The well Punam-1 was drilled in NELP area, is located around 15 km towards NE from BGW-1 and major part of the structure falls in Baghewala PML area. Tavriwala-2 was drilled in Tavriwala structure located around 10 km towardwest from BGW-1.

Two more wells Panna-1 & Bikampur-1 were drilled but during production testing no trace of oil found. However, OIL is planning to carry out production testing by perforating in upper zones.

3.2 PRODUCTION EFFORT:

Experimental Production Testing of BGW-1 and BGW-4 was carried out in the year 1995 with Progressive Cavity Pump (PCP) and Bottom Hole Heater Completion and achieved a maximum production rate of 3-4 KLPD (18-25 BOPD).

In the year 2009-10, another Experimental Cold Production of Heavy Oil was carried out with Chemical Stimulation and Sucker Rod Pump Artificial lift assistance in BGW-1 and BGW-4. An intermittent production rate of 4.5-5.5 KLPD (25-30 BOPD) was achieved.

In the year 2012, production testing was carried out in Punam-1 with Chemical Stimulation and Sucker Rod Pump Artificial lift assistance and an intermittent production rate of 1.4 KLPD (7.7 BOPD) was achieved.

In the year 2016-17, by applying steam through hired Mobile Steam Generator production rate upto 25 KLPD was achieved from BGW-1 & BGW-4. Now, BGW-1 & BGW-4 is in production and the crude is stored in the storage tanks at the well site without any process involvement. Presently, OIL is dispatching the crude of BGW to ONGC, Mehsana through bowser for onward dispatching to IOCL Koyali Refinery.

Now, OIL is going to drill one horizontal well and one vertical well with thermal completion in the Baghewala PML area and will produce the high viscous oil through Cyclic Steam Stimulation (CSS) method. For production of crude from these new wells, OIL will use its existing setup lying at pilot well BGW-6. The setup is not in operation since 2006 and revival is required to be carried out.

4.0 DEFINITION OF WORK:

The contractor shall carry out perform the work under the contract in two parts:

- a) PART-A: Revival of the Production Surface setup.
- b) PART-B: Operation & Maintenance of OIL's setup for 2 (two) years.

5.0 PRODUCTION FACILITIES AND INFRASTRUCTURE FOR PART-A OF THE CONTRACT:

The production facilities and infrastructure of Production Surface Setup required for services as under:

- 5.1 Crude, Water, Steam, Steam Condensate & Gas Flow line network;
- 5.2 Gas/Oil Separator;
- 5.3 Knockout Drum;
- 5.4 H₂S Scavenging & Antifoam tanks & motor driven pumps;
- 5.5 Air Distribution Network;
- 5.6 Flare Ignition system;
- 5.7 Fire water storage, pumping system, Fire Hydrant & Fire Water Network;
- 5.8 Crude Oil Storage Tanks & Bowser Loading pumps;
- 5.9 Electrical Illumination;
- 5.10 Electrical Distribution, UPSs & MCC Panel;
- 5.11 Complete Plant Control & Instrumentation systems including local panels, field instruments, Electronic PID controllers, Process connection & piping, instrumentation cables, junction boxes etc.;
- 5.12 DG Sets
- 5.13 Any other production facilities of Surface Set-up.

Note: The entire Production line is suitably jacketed with steam at 10.54 kg/cm² and 185 degC to maintain the temperature of the fluid ranging from 80 to 85 degC.

6.0 DETAILED SCOPE OF WORK FOR PART-A OF THE CONTRACT:

The Contractor shall carry out the jobs in two stages:

A) PART-A: REVIVAL OF THE PRODUCTION SURFACE SETUP.

i) STAGE-I:

Complete checking & maintenance of the plant & identify the materials, if any required to be replaced. The contractor is required to provide the health check-up & maintenance report of the plant and list of materials to OIL, if any required to replace. The decision of replacing the materials lies with OIL. The site jobs under STAGE-I shall be completed upto OIL satisfaction by the Contractor within 60 days after official intimation of mobilisation. The detailed Scope of Work as mentioned below:

6.1 Mechanical Maintenance:

- a) The contractor has to carry out the checking like leak testing, repair of the complete Flow Line Network (steam, water, crude oil, gas, chemical) inside the plant.
- b) The contractor has to re-insulate the steam flow line wherever required.
- c) The contractor has to carry out overhauling of all the rotating equipment of the Surface Setup and make it operational.
- d) Overhauling & repairing of all the Hand Operated Valves, Non-Return Valves, Stem Traps etc. Greasing shall be carried out.
- e) Checking, repairing & pressure testing of all the Pressure Safety Relief Valves.
- f) Handling, placing & re-commissioning of the Crude Oil Storage Tank (8 nos.) Bowser Loading pump (2 nos.), Chemical Dosing pump & Dosing mixing tanks (8 nos.), Fire Pump Diesel Tank etc. shall be carried out.
- g) Any other jobs as per revival requirement.
- h) Installation of materials as required within the surface set-up for revival.

6.2 Electrical Maintenance:

- a) Maintenance of various AC motors and their switchgears deployed at the surface set up.
- b) Maintenance of MCC panels, AUX panels, various distribution boards, lighting transformers, UPSs of the surface set up and street lighting system etc. of the entire plant.
- c) Checking of Earth Resistance of the entire plant and maintenance as required.
- d) Checking & repairing of electrification of buildings like control room, electrical sub-station within the surface set-up.
- e) Any other jobs as per revival requirement.
- f) Installation of materials as required within the surface set-up for revival.

6.3 Instrumentation Maintenance:

- a) Checking, cleaning & calibration of all type of Electronic Field instruments like Pressure Transmitters, DP Transmitters, Temperature transmitters, I/P Converters etc.
- b) Checking, Cleaning & Calibration of Pressure Gauges, Level Gauges;
- c) Checking & Cleaning of all instrumentation impulse lines, servo air distribution lines, Orifice Plates.
- d) Checking & Calibration of Control Valves, Air Filter Regulators.
- e) Checking, Cleaning & Repair of Junction Boxes.
- f) Checking, Cleaning of the Cable Trays. Installation of New Trays as required.
- g) Checking of all the instrumentation cables & replacement as required.
- h) Checking & Cleaning of all Instrumentation Panels and Panel equipments;
- i) Checking & Calibration of electronic PID Controllers, recorders etc..
- j) The contractor will carry out the maintenance of the field & control room instruments as per OEM manuals.
- k) Any other jobs as per revival requirement.
- l) Installation of materials as required within the surface set-up for revival.

Note: The contractor should have its own tube cutter, tube bender, threading, Calibration equipment like Pressure Calibrator/Dead Weight Tester, Multimeter, HART Communicator, Megger etc. required to complete the jobs.

6.5 NDT (Non Destructive Testing):

Followings activities shall be carried out:

- a) Visual Examination and thorough inspection of the set-up.
- b) Ultrasonic Thickness Gauging
- c) The contractor shall carry out complete hydraulic testing of the set-up during execution of Stage-I of PART-A of the contract. During Stage-II of the PART-A, if hydraulic testing is required to carry out due to installation of any new part then the contractor shall carry out the testing. After successful hydraulic testing of the vessels, the testing details shall be updated in the vessels body by painting.
- d) Radiographic weld inspection for the welded joints.

ii) **STAGE-II:**

Procurement of the materials, if any for revival as per OIL instructions, Installation of the materials, revival of the plant as per revival plan upto the satisfaction of OIL.

Note:

- a) The contractor personnel shall be ready to provide helping hand to OIL personnel in any revival job carried out by OIL authority inside the plant.
- b) The contractor personnel shall use proper tools & tackles to carry out the maintenance jobs. The contractor shall supply all the tools & tackles to his personnel.
- c) The contractor shall provide proper PPE (helmet, hand gloves, safety shoe, goggles, cotton overall, ear plug etc.) to all his engaged field personnel under the contract. The personnel will not be allowed to work without proper PPEs.
- d) Any other jobs not spelled out above but required for revival of the Surface Setup shall be carried out by the contractor.
- e) The contractor has to provide detailed report on the status of the jobs carried out to OIL authority on daily basis.
- f) The contractor shall take all statutory registration and approval required from IBR for maintenance activities and operation thereafter on behalf of company as required for pressure parts under IBR. The Contractor has to take endorsement from the Company on all the documents as required for necessary IBR approval. The cost incurred for IBR approval will be paid by Company at actual on submission of bill/receipt after acceptance only. All type of tests required for IBR approval will be carried out by the Contractor at its own cost.
- g) The site jobs under STAGE-I & STAGE-II shall be completed by the Contractor upto OIL satisfaction within 60 days of official intimation of mobilisation for each stage, failing which LD will be imposed.

7.0 MANPOWER FOR PART-A

i) All personnel deployed by the Service Provider must have adequate experience in their respective field. The Service Provider shall provide details of experience, qualification and other relevant data of the personnel to be deployed for scrutiny and clearance by the Company before the actual deployment. The Service Provider shall have to deploy the aforesaid persons after being certified and cleared by the Company only for the period of the Agreement. For any change of the appointed personnel due to extra ordinary situation, the Service Provider may do so after being permitted and approved by the Company. On Company's advice, the Service Provider shall remove and replace, at their expense, any of their personnel whose presence is considered unsatisfactory in the opinion of the Company. However, the new recruitment shall take over the responsibility prior to their release of the concerned personnel.

ii) The workforce has to be engaged with proper uniform i.e. cotton overall for every personnel clearly mentioning the contractor name in the front side & back side, personnel name & blood group. The workforce should be provided with proper PPE i.e. good quality safety shoe, helmet, goggles, hand gloves, ear plug etc.

iii) The Contractor shall nominate one of their personnel as **Maintenance in-charge / Manager** who shall be in charge of the Contractor's personnel and who shall have full authority to resolve all day to day technical or other matters which may arise at the site. The person will be responsible for providing daily progress report to OIL.

The **Maintenance in-charge/ Manager** shall be an Engineering Graduate in Mechanical/Electrical/Instrumentation Engineering with minimum five (5) years of experience or Engineering Diploma in Mechanical/Electrical/Instrumentation with minimum ten (10) years of experience in maintenance of any production installations. Alternately he may be a science graduate with PCM and having at least ten (10) years experience in maintenance of any production installation. The person shall be fully conversant with the maintenance activities of gas/oil separators, different pumps/ motors, flow lines, field instruments etc. Additionally, he must have adequate experience and managerial skill to lead a multidisciplinary team.

iv) All persons deployed by the Contractor under this contract should be issued identity cards stating the name of the contractor and the work and its validity period.

v) The contractor shall provide skilled and experienced manpower covering all disciplines to revive the plant within the contract period. OIL is considering the minimum requirement of the following Key Personnel at site during the contractual period.

- a) Maintenance in-charge/ Manager
- b) Mechanical Technician
- c) Instrument Technician
- d) Electrical Technician
- d) Unskilled Helper
- e) NDT Personnel

Contractor shall be required to deploy additional manpower, if required to complete the jobs as per scope of work within the contract period.

vi) The Bio-data and experience of the personnel has to be produced by the Contractor for scrutiny by OIL before deploying them for the job.

8.0 DESCRIPTION OF PRODUCTION FACILITIES AND INFRASTRUCTURE FOR PART-B OF THE CONTRACT:

Production Facilities and Infrastructure for PART-B of the Contract:

- i) Pilot Plant:
 - a) Medium Pressure Boiler battery along with ancillaries (water treatment plant, diesel pumps, air compressor etc.) at Baghewala Pilot Plant;
 - b) Production Surface Setup at Baghewala Pilot Plant;
- ii) Well Site:
 - a) High Pressure Boiler battery along with ancillaries (water storage tanks, diesel pumps, air compressor etc.) at Well site;
 - b) Surface Set-up at well site- Sucker rod pumps (2 nos.), separators, Flare stack etc.
- iii) Crude, Water, Steam & Gas Flow line network for Baghewala Fields;
- iv) Oil wells with facilities;
- v) Fire Service Facilities at Pilot Plant & Well Site;
- vi) Power Supply Systems at Pilot Plant & Well Site;
- vii) Instrumentation, SCADA and Telecommunication system.
- viii) Any Other production facilities of Baghewala

8.1 Process Description:

The quality of the crude oil from the Baghewala PML area are of high viscous having °API around 14 ° – 18 °API. Natural production of the crude from these wells are not possible. So, OIL intends to produce the oil through Cyclic Steam Stimulation (CSS) method or using artificial lift by using Sucker Rod Pump (SRP) or Progressive Cavity Pump (PCP). Steam injection is an increasingly common method of extracting such type of heavy crude oil. In Cyclic Steam Stimulation (CSS) there will be three phases:

- a) Injection Phase: The high temperature saturated steam produced from the HP Boiler will be injected to the well for a definite period of time as per OIL requirement (21 days).
- b) Shut-in Phase: After injection the well will be shut-in and kept in soak period for some days (7 days).
- c) Production Phase: After shut-in phase, the viscosity of the oil will reduce and the oil will be produced by Sucker Road Pump.

A) OIL has installed two (2) nos. of HP Boiler of maximum working pressure of 176 kg/cm² with other ancillaries for producing steam for injection into the well bore. The raw water from the RCC water pond will be treated at Water Treatment Plant at Pilot Plant. The treated water will be pumped to the Well Site around 10 kms. by underground pipeline. The treated water will be stored in overhead water tank for steam production in the HP boiler. After injecting HP steam into the well bore and after soak period, the viscosity of the hydrocarbons decrease and the low viscous liquid will be produced. The produced emulsified liquid will be degasified at the well site and the gas will be flared. It has been planned to pump the liquid to the Production Surface Set-up at Pilot Plant through pipeline.

B) The liquid pumped from the well site goes through a two phase separator (V-01), whose operating pressure is 3.0 kg/cm²g. Two streams are separated here: gas and liquid. The H₂S scavenger solution is dosed at the inlet of the separator to reduce H₂S concentration thereby reducing the chances of corrosion. The well fluid entering the separator has a tendency of foaming so suitable Antifoam solution is dosed at the inlet to the V-01. The entire production line is suitably jacketed with the MP steam at

design pressure of 12 kg/cm²g & temperature of 80 degC to maintain the temperature of the fluid. There will be two (2) nos. of Medium Pressure Boiler of maximum working pressure of 12 kg/cm² with other ancillaries for producing MP steam. Steam heating coil has also been provided in the separator. V-01 has been provided with all necessary control instruments such as electronic level indicator controller, electronic pressure indicator controller, low level alarm and switch, high level alarm and switch, pressure gauges, safety relief valve etc. The gas separated out is sent to the Knock Out Vessel (V-02) for arresting the liquid droplets and the dry gas shall be sent for flaring. H₂S scavenger solution is also dosed at the inlet to the V-02 to reduce the H₂S content in the hot flared gas. The liquid arrested in the V-02 and the liquid drain from V-01 shall be collected in the Storage Pit. The crude oil will be stored in steam jacketed crude oil storage tanks. The crude will be loaded to the tanker through bowser loading pump installed at the installation and will be dispatched to the designated customer. All the dosing chemicals are dissolved in diesel for making solution. The MP steam condensate is sent back to DM Plant as condensate for recycling.

Note: OIL may modify the process as per requirement for production of crude.

8.2 Fire Service Facilities:

Fire fighting facilities includes adequate number of portable fire extinguishers at strategic points, 1 No. of diesel engine driven fire water pump along with fire water ring main with hydrant, hoses, monitors, drenching and foam system to cover the processing equipment.

OIL may provide Fire Tender for Baghewala fields for fire fighting.

8.3 Power Supply Systems:

a) At Well Site: 1 No. 270/320 KVA Diesel Generator set with standby Generator set is installed to take care of power supply.

b) At Pilot Plant: 1 No. 180 KVA Diesel Generator set with standby Generator set is installed to take care of power supply.

Note: OIL may install additional low capacity Diesel Generator set for area lighting of the installations.

8.4 Instrumentation, SCADA and Telecommunication system:

Instrumentation, SCADA and communication system is designed and implemented for complete automation of the plant and the boilers. The boilers are equipped with Siemens PLC & SCADA and the Pilot plant has digital indicating controller, alarm annunciator etc.

Handheld walkie-talkie operating at VHF will be provided for intra communication at plant and at well site.

9.0 SCOPE OF WORK FOR PART-B (O&M):

9.1 PRODUCTION:

i) To operate the boilers and its ancillaries and produce high quality steam for Heavy Oil exploitation. Preventive maintenance schedule should be maintained and executed accordingly. To check and record process parameters of the boilers and recorded the same in Service Provider's log-sheet in each shift on hourly basis. For any abnormality observed, corrective actions shall be taken instantly. For any critical situation the matter should be mutually discussed with the Company's representative.

ii) To operate & maintain the Water Treatment Plants. To maintain the parameters of the treated water like pH, Oxygen & Conductivity within acceptable limit as per OIL instruction. Chemicals for water treatment will be provided by the Company.

iii) To operate the wells of Baghewala fields for steam injection and production. To check and record flow line pressure of the wells and the same shall be recorded in log-sheet in each shift on hourly basis. For any abnormal increase or decrease of the same, corrective actions shall be taken instantly.

iv) To operate and maintain the Sucker Rod Pumps deployed at the well sites. Pulling-in & pulling-out of the rod and pump as per instruction of OIL site-in-charge. Also to operate PCP in OIL'S designated wells with such facility.

- v) To maintain all the manual valves in perfect operative condition, a preventive maintenance schedule shall be maintained and executed accordingly.
- vi) All repairing jobs including general maintenance of the valves, leakage in the flow lines, gas/oil separators and supervision of flare stack shall be carried out by the Service Provider. The Service Provider under advice of the Company representative will carry out any emergency repair jobs at flow line, wellhead and flow lines.
- vii) To monitor closely and maintain desired Separator operating back pressure at all time during plant operation. The desired separator operating pressure shall be decided by OIL and during the course of plant operation if OIL feels to change the same, the Service Provider shall follow the instruction. The change of operating back pressure at separators and subsequent pressure vessels may be required for operational reasons. The operating pressure of various pressure vessels shall be recorded in Service Provider's log sheet in each shift on hourly basis.
- viii) To closely monitor the proper functioning of auto/manual drain valves installed in the various vessels. For any minor or major operational disorder, the Service Provider shall take corrective measures for smooth running of the plants at the shortest possible.
- ix) To check & record the stock of chemicals and preparation of the solution without failing the plant operation. Chemicals will be provided by the Company.
- x) To check & record the diesel stock in log-sheet in each shift. Diesel shall be provided by the Company.
- xi) All repairing and maintenance of the pumps, control valves, safety valves etc. installed in the Boilers & in the surface setup shall be carried out by the Service Provider.
- xii) To check and record daily crude oil production rate in the storage tanks. Manual draining of water shall also be necessary from the storage tank from time to time that might be accumulated in the tank and proper record of the same shall be made. The produced crude will be sold by OIL to customer. Service provider to monitor and record opening, closing and delivery stock etc. in log sheet and unload the crude from storage tank to customer's tanker on advice from OIL.
- xiii) The Service Provider shall see the proper functioning of all pumps installed at the installation for various purposes. All the repairing/maintenance jobs of the pumps shall be carried out by the Service Provider. A preventive maintenance schedule shall be maintained and shall be followed accordingly.
- xiv) The Service Provider shall prepare a preventive maintenance calendar / schedule and get it approved from the Company before commencement of work and follow the schedule. Failure to carry out the preventive maintenance schedule shall include penalty to the extent of contractual rates and any plant shut down for such failure / negligence the penalty clause as specified in **Para 4.0 of SECTION-II** of the Tender document shall be applicable.
- xv) Stationeries including print paper, glue sticks, pencils and pens, file cover, envelope etc. required for day to day operation and maintenance (office) shall be to Service Provider's account.
- xvi) Maintenance and proper water storage in the water pond, overhead water tanks upto the safe level for operating.
- xvii) Service Provider shall carry out any types of welding as per API-1104, AWS D10.4- 86, ASME-B-31.3 and IBR required for maintenance activities. For welding in piping, pressure parts under IBR, only qualified IBR welder shall be engaged. IBR welding shall be carried out as per IBR-1950.

In general, IBR Code is applicable but not limited to:

- a. Piping & Equipment where Steam Pressure is 3.5 Kg/Cm² & above. Piping transporting Steam from source to destination.
- b. Any equipment where steam is produced viz. Reactors, Exchangers, Convection Coils, etc.

- c. Any equipment where steam is consumed, except Steam Turbine & other machinery.
- d. Pipe, transporting steam, of 10 inches & above. This will be irrespective of Steam Pressure.

xvii) The Contractor has to arrange for all statutory registration and approval required from IBR as per their guidelines from time to time on behalf of the Company. The Contractor has to take endorsement from the Company on all the documents as required for necessary IBR approval. The cost incurred for IBR approval will be paid by Company at actual on submission of bill/receipt after acceptance only. All type of tests required for IBR approval will be carried out by the Contractor at its own cost.

9.1.1 CONDUCTING OIL PRODUCTION, TESTING, PROCESSING & METERING:

- (i) The Service Provider shall carry out all operations hereunder with due diligence in a safe and workman like manner and in accordance with accepted international oilfield Practice and various Statutory Rules/Laws viz. OMR,DGMS,OISD, Indian Boiler Regulations, Pollution Control, etc.
- (ii) The Service Provider shall be solely responsible for the operation of the installations at Baghewala Production Surface set-up and Well site set-up including but not limited to supervising various operations at fields as required by Company as well as such operations at the aforesaid installations as may be necessary or desirable for the safety of the installations.
- (iii) The Service Provider shall observe such safety regulations in accordance with acceptable oilfield practice and applicable Indian laws. Service Provider shall take all measures reasonably necessary to provide safe working conditions and shall exercise due care and caution in preventing fire, explosion and maintain firefighting equipment in sound conditions at all times. Service Provider to provide all necessary safety gears required to work in an oil & gas mine to its employees at their own cost.
- (iv) The Service Provider shall at all-time be responsible for keeping an accurate record of production, pressure, temperature etc.
- (v) In the event of any fire or explosion, Service Provider shall use all reasonable measures at his disposal to protect the aforesaid installations bring the said fire or explosions under control.
- (vi) It is expressly understood that the Service Provider is an independent Service Provider and that neither it nor its employees and its sub-contractors and employees or agents of the Company provided, however, the Company is authorized to designate its representative who shall at all time have access to the aforesaid installations, related equipment and materials and all records, for the purposes of observing, inspecting and designating the work to be performed hereunder by the Service Provider. The Service Provider shall treat the Company's Representative at site as the in-charge of the Company. The Company's representative may, amongst other duties, observe, test, check and control works performed by the Service Provider or examine records kept at installations by the Service Provider.
- (vii) Compliance with Company's instructions: The Service Provider shall comply with all instructions of the Company consistent with the provision of this Agreement, including but not limited to aforesaid installations, operations, safety instructions, confidential nature of information etc. Such instructions shall, if the Service Provider requests, be confirmed in writing by the Company's representative.
- (viii) Records to be kept by the Service Provider: The Service Provider shall keep and furnish to the Company accurate records of the rate of production, pressure, temperature, quality and quantity of produced and dispatched oil and other necessary parameters of the installations & all electrical data. A legible copy of the said records in duplicate signed by both Service Provider's and the Company's representative shall be furnished by the Service Provider to the Company. Also the Service Provider has to maintain all statutory records as per DGMS, OISD & Boiler Act Guidelines in the required format for field installations.
- (ix) Confidentiality of Information: All information obtained by the Service Provider in the conduct of operations shall be considered confidential and shall not be divulged by the Service Provider or its employees to anyone other than the Company's representative. The Service Provider to sign a Confidentiality Agreement with OIL. This obligation of the Service Provider shall be in force even-after

termination of the Agreement. The Service Provider shall carry out normal maintenance of the Company's item at the aforesaid installation excepting for those items which the Service Provider is not qualified to or cannot maintain or repair with its normal operating personnel and equipment.

(x) Ingress and Egress at Installations: The Company shall provide the Service Provider requisite certificate for obtaining rights of ingress to egress from the installations. Should such certificate be delayed because of objections of appropriate authorities in respect of the Service Provider's specific persons, such persons should be promptly removed from the list by the Service Provider and replaced by acceptable persons.

(xi) Protection of property and existing facilities: The Service Provider shall perform each work in such a manner that will prevent damage to the Company's property and shall carry on the works in such a manner as to conform to and consistent with and not to interfere in any way with continuous and safe operation of the installations. Any permanent damage/loss to the Company's assets, plants, wells due to the operation of the service engaged under this Agreement shall have to be remedied by the Service Provider entirely at its own cost, which shall include and not limited to actual replacement of such damaged assets, plants, wells or payment of actual replacement cost in relation there to as may be incurred by the Company.

Bridging Document: A duly signed Bridging Document mentioning the roles and responsibilities of Company and the Service Provider shall be made available at site for reference of all statutory visitors. The Bridging Document shall clearly demarcate the individual Scope of Work for both the Company and the Service Provider.

9.2 INSTRUMENTATION:

i) The Service provider will maintain all the field instruments as per OEM manuals and record of such maintenance will be provided to OIL. Any breakdown of instruments will be attended promptly by the Service Provider and record of such breakdown will be kept and made available to OIL. Suitable preventive maintenance schedules shall be prepared as per recommendations of the manufacturer/OIL and to be submitted to OIL.

ii) Calibration of all the field instruments will be carried out quarterly by service provider or as whenever required. The Service Provider shall make schedule for quarterly calibration of all instruments and follow it strictly. After calibration of field instruments, report shall be prepared. Moreover, all the carried out day to day maintenance jobs must be recorded properly in the Instrumentation Maintenance register.

iii) All control panels and control room to be kept neat and clean with the help of vacuum cleaner only. Trenches and cabinets will be kept clean and naphthalene balls and silicon packet should be kept to keep rodents and moisture away. The Service provider will not allow eatables inside the control room of the boilers & plant.

iv) Calibration of the Portable Gas Detector shall be carried out as per calibration schedule provided by OIL in presence of Instrumentation Engineer (OIL). After each calibration, calibration reports must be generated as per the Format provided by OIL.

v) All the Equipments provided by OIL like Pressure Calibrator, Multifunction Calibrator, Portable Gas Detector, Walkie-Talkie etc. shall be properly handled & maintained as per the Operating & Maintenance Procedures and keep in proper operating condition by the Service Provider during the contract period. Service Provider has to repair for any defects / malfunction observed due to miss-handling of these instruments at their own cost. The repairing jobs must be carried out for a particular instrument at authorized service centre only. The calibrators after repairing shall be calibrated by the contractor at NABL certified calibration laboratory.

vi) The contractor shall provide good quality tools & tackles including HART Communicator, multimeter, megger etc. to the field personnel required for day-to-day maintenance.

vii) All the available instrumentation spares kept in Instrumentation Workshop as well as inside the Control Room of the installations must be recorded with proper documentation and inform

Instrumentation Engineer (OIL) immediately after use / replacement of any spares for necessary updating in SAP system.

viii) VHF communication equipment i.e. walkie-talkie will be maintained as per OEM manual and batteries to be charged regularly.

ix) VSAT equipments are maintained by third party under AMC but service provider will keep equipments neat and clean and report malfunctioning of such equipments to IT Engineer (OIL) based at Jodhpur immediately to take necessary rectification.

x) All the instrument sets for voice communication should be maintained properly and any damage or malfunction observed must be rectified / replaced with new by the Service Provider.

xi) Major break down if any would need to be repaired internally or outsourced to a special team for repairs and maintenance. If required, experts for the special equipments like PLC, SCADA, analyzer etc. will be organized from the OEM.

xii) All accessories not spelled out above but part of the system will be promptly attended by the Service Provider and must be noted down as point no. (ii) above.

9.3 TECHNICAL SERVICES:

i) Operation & Maintenance of D.G. sets installed at well site & at pilot plant of different capacities (30 KVA/180 KVA/270 KVA/320 KVA) with associated control panels, MCC panels, switch gear etc. The capacity under the scope of the contract may change. All regular running maintenance jobs, including OEM specified checks, replacement of various filters, belts, etc. (if required), periodic oil change, etc. to be done at contractor's cost including materials. For major jobs requiring specialized skill and set-ups, the same is to be brought to the notice of OIL and prior concurrence obtained for carrying out such jobs, which will be reimbursed by OIL on actual basis. All replaced spares to be deposited with OIL. Contractor will maintain a log of running hours of all DG sets.

ii) Operation and Maintenance of all air conditioners, air coolers. Contractor shall be required to provide Refrigerant filling as required.

All regular running maintenance jobs, including supply of minor spares less than INR 500.00 per unit will have to be carried out from the contractor's end. For jobs involving replacement of major spares, concurrence from OIL is to be taken prior to carry out of such jobs.

iii) Operation and Maintenance of various AC motors and their switchgears, centrifugal pumps, reciprocating pumps deployed at well site and at the production surface set up.

iv) Maintenance of pipe/pipe fittings of water line/diesel line/steam line/crude line/gas line/steam trap/water treatment plant/water storage tank/diesel storage tank/crude storage tank etc.

v) Operation and Maintenance of firefighting arrangement including engine driven fire pump set, fire extinguishers etc.

vi) HSD supplied to the Company by the Service Provider if any, will be reimbursed by the Company on actual basis (with documentary evidence) plus 5% as handling charge.

vii) Minor Maintenance of buildings of plant, bunk houses with all fittings, touch up painting, plumbing for water supply, roofing, floors, repair of doors & windows, repair boundary fencing etc.

viii) Liaison with various original equipment manufacturers as well as government authorities to carryout breakdown maintenance on emergency basis and routine test/inspection of equipment as per statutory requirement.

NOTE: All the above equipment/facilities are deployed for round the clock operation for providing the backup services.

- ix) A daily monitoring report of Technical Service (T.S.) activities with details of job executed, manpower availability, running hours of the equipment, daily electrical energy generation/consumption data, job planned for execution on the following day should report to OIL authorities.
- x) The Service Provider will be responsible for operation and maintenance of all plant and equipment for above mentioned services with proper workmanship, housekeeping and compliance to all safety norms pertaining to OMR 1984, OISD, Indian Boilers Regulations to the entire satisfaction of Engineer-in-charge of the Company.
- xi) The Service Provider should have all the required tools, including special tools/equipment viz. Chain block, electrical insulation hand gloves, discharge stick etc. for carrying out mechanical and electrical maintenance activities smoothly without any time loss.
- xii) Complete rewinding cost of all motors single phase as listed in **Annexure-B** shall be on the Service Provider's account.
- xiii) Rewinding cost of all other motors/alternators, if required, will be carried out with prior approval of OIL and the cost of materials, labour and transportation will be paid by OIL based on actual expenditures supported by documentary evidence.
- xiv) Major break down if any would need to be repaired internally or outsourced to a special team for repairs and maintenance. If required, experts for the special equipments like Burner, Feed pump will be organized from the OEM.

9.3.1 ELECTRICAL:

- i) Operation and Maintenance of related control panels of the DG Sets, Alternators, MCC panels, AUX panels, Change over switches / panels, various distribution boards, lighting transformers, street lighting system etc. of the entire set-up under the scope of the contract.
- ii) Maintenance of different types of electrical motors deployed in the entire set-up under the scope of the contract.
- iii) Operation and Maintenance of various heavy duty batteries used in the prime movers of diesel generating sets, UPSs (5 KVA & less) with batteries etc.
- iv) The relevant details/documents are to be furnished by the bidders to establish their capability for the above mentioned jobs.
- v) Operation and Maintenance of Window Air Conditioners, Air Coolers at surface set-up and at well site consisting of (i) Window A/C – 1.5 T: 6 Nos. (ii) Air Coolers: 4 Nos. However, the number may increase in near future.
- vi) Proper maintenance schedule/record to be made for preventive/schedule maintenance jobs. The break down maintenance to be attended by the Service Provider without loss of time for un-interrupted operation of the plant and boilers and to be reported after completion of the job with proper justifications.
- vii) Proper checking as well as record keeping to be maintained as per DGMS guidelines/OMR 1984/OISD/IBR.
- viii) Due to non-availability of grid power the DG set is required to run all the time to feed power to auxiliaries and complete lighting system and other utilities. However, OIL may consider for grid power at the set-up in future.

9.3.2 MECHANICAL:

- i) Operation and maintenance of prime-mover of various diesel gen sets.
- ii) Operation and Maintenance of 2 nos. of High Pressure Boilers, 2 nos. of Medium Pressure Boilers and its ancillaries.
- iii) Operation and Maintenance of 1 No. Fire Pump Make: Mather & Platt and its prime movers Make: Kirloskar Engine deployed at Pilot Plant.
- iv) Operation and Maintenance of 2 nos. of Water Treatment Plant consisting of Raw Water Pumps, NaOCL dosing tank & pump, SMBS dosing tank & Pump, Brine Tank & agitator, Alkali dosing tank &

pump, LP dosing tank & pump, filters & softener, overhead water storage tanks, pipes/pipe fittings etc. Standby pump is available for each.

v) Maintenance of pipe/pipe fittings related to HSD lines including diesel storage tanks, diesel decanting pumps.

vi) Operation and Maintenance of various types of motor driven centrifugal & reciprocating pumps deployed at surface set-up and at the well sites for applications such as diesel decanting, crude oil loading, chemical dosing, Rod Pump etc.

vii) Regular maintenance of pumps including replacement of bearings, packing etc. will be at the service provider's account including supply of materials. Replacement of major spares like impeller etc. will be carried out only with prior concurrence of OIL, costs for which will be reimbursed separately.

viii) For smooth running of all the equipments deployed at surface set-up & well sites and to maintain uninterrupted availability of the equipments, proper maintenance schedule to be prepared to take care of preventive/scheduled/breakdown maintenance including top/major overhauling of various equipment. Daily log sheets consisting of equipment, running hours, jobs carried out, spares consumed, spares in stock, consumption of HSD/Lube oil, jobs planned for next 48 hours etc. to be prepared.

ix) Operation and Maintenance of the ACs, Water Coolers etc. at the well site and at the surface set-up shall be Service provider's responsibility.

9.3.3 CIVIL:

i) Maintenance of buildings of the plant, Boiler control room, bunk houses including supply of manpower and materials.

ii) Cleaning and maintenance of the area inside plant boundary.

iii) Maintenance and repair of RCC foundations of equipments at all the installations under the scope.

iv) Maintenance of the road inside the installation premises, open area and yards, watering of tree plantation & maintenance of trees inside the installations to be carried out by Service Provider.

9.3.4 FIRE SERVICE:

i) Operation & Maintenance of the fire fighting facilities in the sites includes portable fire extinguishers (foam type, DCP type, CO2 type), 1 no. engine driven fire water pump, 1 no. motor driven jockey fire water pump, fire water ring main with hydrant, hoses etc. to cover the processing equipment of the installations.

Proper maintenance schedule is to be made as per IS-2190 with latest revision in order to take care of preventive maintenance/statutory schedule maintenance. Quarterly maintenance records, spares stock and consumption of the spares to be properly maintained and to get duly certified by Company's engineer. Consumption stock of consumables viz. Chemical, foam refill, dry chemical powder, discharge tubes, CO2 cartridge, refilling of CO2 extinguisher, paints etc. to be recorded in monthly log sheet. All fire fighting chemical/ refilling powder, foam compound, cartridge, discharge tube/hose, CO2 gas, any consumables/ spares will be provided by the Company. However, in case of emergency, bidder will arrange procurement of spares/consumables as per requirement and will be reimbursed on actual with 5% handling charge.

ii) Weekly testing of water ring mains and associated fire-fighting equipment at plant and its record maintenance.

iii) Conducting Mock drill as per OIL Mines Regulations-1984/OISD and its record keeping.

iv) Weekly wet/dry fire drill for emergency preparedness and its record maintenance.

v) Maintenance and proper water storage in the static water tank exclusively for the fire fighting purpose up to the desired level.

vi) Weekly testing of fire pump at the plant and its record maintenance - Engine Driven Pump-1 no. & Motor Driven Jockey Pump-1 no.

vii) Entire fire fighting responsibility in case of any outbreak of fire inside the Company area/ outside.

viii) To provide class A and class B standby fire services to any Company's activities in.

ix) The contractor has to ensure that the fire-fighting systems of the installations are in readiness at all times.

Spares required for day to day maintenance work related to fire-fighting is to be supplied from the contractor's

end at no additional cost. For jobs involving replacement of major spares, concurrence from OIL is to be taken

prior to carrying out of such jobs.

9.4 TRANSPORT/ ACCOMMODATION/ FOODING:

The Service Provider will have to arrange own transport for movement of their personnel for field jobs and other services. OIL will not be responsible for providing any type of accommodation & fooding facility to the Service Provider personnel.

9.5 SANITATION:

The Service Provider will have to provide sanitary cleaners along with necessary materials and maintain the installation/premises in clean and perfect hygienic condition. All consumables and chemicals, accessories required for the job shall be arranged by the Service Provider at their cost and shall be included in the O & M day rates.

9.6 PLANTATION AND WATERING:

The Service Provider will have to maintain the existing trees & lawns etc. at the installations and arrange for manure and regular watering adequately. The Service Provider should also arrange for seeds and plants of seasonal flowers time to time for beautification of the premises. All expenses towards this shall be on the Service Provider's account and the O & M rates shall be quoted accordingly. Custody, Safety and maintenance of the entire complex including nourishment/watering of planted trees, Lawns etc., shall be Service Provider's responsibility. All consumables towards this shall be arranged by the Service Provider at their cost.

NOTE:

The Service Provider shall prepare & maintain a separate checklist (daily, weekly, monthly) each for Production, Instrumentation, Technical Services for Operation & Maintenance activities under the scope of work. The Service Provider shall prepare the checklist in consultation with OIL site-in-charge.

9.7 DEFINITION OF WORK FOR O&M:

SL No	Asset	Job description	Remarks
1.	<p>Well Site with Boiler Set-up:</p> <p>This asset have the following main equipment / facilities :</p> <ul style="list-style-type: none"> i. Well Head facilities- 2 nos. ii. HP Boiler-2 nos. iii. Feed Water Pump-4 nos. iv. Heat Exchanger-2 nos. v. Make Up water pump-2 nos. vi. Air Compressor, drier-2 nos. vii. Overhead water tank-2 nos. viii. Rectangular Tank-2 nos. ix. Boiler control panel-2 nos. x. Boiler SCADA system xi. DG sets xii. Static fire fighting system. 	<ul style="list-style-type: none"> • To operate & maintain the station with a multidisciplinary team of skilled workforce. The job shall be carried out as per OIL instruction. • Monitoring of wells on daily basis. Recording of various well head parameters on daily basis. • Scheduled maintenance of well head valves and fittings. • Replacement of well head valves and fittings, if required, closing/opening of wells as per OIL's site-in-charge instruction. • Operation & maintenance of complete Sucker Rod Pump set-up, Running-in & Running-out of the rods as per OIL's site-in-charge instruction. • To associate with well commissioning & work over & Drilling operations of the wells as and when required. • Any other jobs pertaining to O & M of the wells. • To operate & maintain the stations with a multidisciplinary team of skilled workforce. The job shall be carried out as per OIL instruction. Minimum skilled required to carry out the job is given under para-v of Clause 10.0 of this 	<ul style="list-style-type: none"> • The jobs under wells shall generally be carried out as per OIL instruction. • Tools and equipments required for the job shall be provided by Company at free of cost. • Service Provider to engage manpower of required skill to carry out the jobs as described. • All office stationeries including log sheet, pen, paper, printer cartridge etc. shall be arranged by the Service Provider. • Maintenance of the capital equipments including provision of spares shall be Service Provider's responsibility. • For electrical job: Light bulb, tube, switches, fuse, and other fittings and fixtures for lights shall be considered as consumables. • Maintenance of Earthing pits including consumables shall be Service Provider's responsibility. • To monitor and maintain record of Diesel stock. • Boiler control panel should be kept neat and clean.

SL No	Asset	Job description	Remarks
	xiii. Diesel storing & dispensing facilities. xiv. Sucker Rod Pump xv. Separator xvi. Flare Stack xvii. Crude Pumping System xviii. Bunk Houses xix. VSAT & VHF communication system xx. Illumination systems xxi. Boundary Fencing	document. <ul style="list-style-type: none"> Job involves running of the boiler and producing dry saturated high quality steam, injection of steam to the reservoir through well head. Operation of The Sucker Rod Pump as per instruction of OIL. Pumping the degasified liquid to the Surface set-up. Control and data acquisition and recording of the operating and other parameters pertaining to operation. Preparation & maintaining of records on various safety parameters and statutory records pertaining to HSE. Preparation of well performance report on daily basis and conciliation of production statement. To carryout maintenance job to the station as & when required. To carryout periodical maintenance to various machineries and equipments as per schedule. Housekeeping and maintenance of the stations. To carryout periodical internal safety audit for the stations as per safety check 	<ul style="list-style-type: none"> Housekeeping of the premise shall be the responsibility of the Service Provider. Equipments and accessories including consumables like Phenyl, Bleaching powder, pesticides and other cleaning chemicals required for housekeeping shall on Service Provider's account. Consumables like jute, cotton cloth, grease, cleaning oil etc. shall be on Service Provider's account. The Service Provider should ensure to carry out the welding, cutting and grinding jobs through qualified/experienced manpower as per API-1104, AWS D10.4- 86 and ASME-B-31.3 and IBR qualified welder for welding in boilers, piping, pressure parts under IBR.

SL No	Asset	Job description	Remarks
		list. <ul style="list-style-type: none"> • O & M of the diesel generators. • O & M of all the electrical equipments and power supply system. • O & M of all the mechanical equipment and machineries. • O & M of all the firefighting equipment & machineries. • O & M of all the instrumentation equipments. 	
2.	<p>Production Surface Set-up:</p> <p>This asset has the following main equipment / facilities :</p> <ul style="list-style-type: none"> i. MP Boiler-2 nos. ii. Feed Water Pump-4 nos. iii. Air Compressor, drier- 2 nos. iv. Overhead water tank- 1 no. v. Separator- 1 no. vi. Knock Out Drum- 1 no. vii. H2S & Antifoam dosing 	<ul style="list-style-type: none"> • To operate & maintain the station with a multidisciplinary team of skilled workforce. The job shall be carried out as per OIL instruction. • Job involves preparation of DM water for boilers, running of the boiler and producing dry saturated high quality MP steam, Processing the emulsified liquid received from the well site, Maintaining the temperature of the fluid received from the well by the produced MP steam, storing the Crude in tanks and Loading the liquid to the bowser. • Control and data acquisition and recording of the operating and other parameters pertaining to operation. 	<ul style="list-style-type: none"> • Service Provider to engage manpower of required skill to carry out the jobs as described. • All office stationeries including log sheet, pen, paper, printer cartridge etc. shall be arranged by the Service Provider. • Maintenance of the capital equipments including provision of spares shall be Service Provider's responsibility. • For electrical job: Light bulb, tube, switches, fuse, and other fittings and fixtures for lights shall be considered as consumables. • Maintenance of Earthing pits including consumables shall be Service Provider's

SL No	Asset	Job description	Remarks
	<p>system</p> <p>viii. Flare stack</p> <p>ix. Crude Oil Tanks-10 nos.</p> <p>x. Water Treatment Plant- 2 nos.</p> <p>xi. Boiler control panels- 2 nos.</p> <p>xii. Control Rooms</p> <p>xiii. DG set.</p> <p>xiv. Static fire fighting system.</p> <p>xv. Diesel storing & dispensing facilities.</p> <p>xvi. Bowser Loading system with Pumps</p> <p>xvii. Water Dispatch Pumps</p> <p>xviii. Bunk Houses</p> <p>xix. VSAT & VHF communication system</p> <p>xx. Security Hut</p> <p>xxi. Boundary Fencing</p> <p>xxii. Plant Illumination</p>	<ul style="list-style-type: none"> Preparation & maintaining of records on various safety parameters and statutory records pertaining to HSE. Preparation of well performance report on daily basis and conciliation of production statement. To carryout maintenance job to the station as & when required. To carryout periodical maintenance to various machineries and equipments as per schedule. Housekeeping and maintenance of the stations. To carryout periodical internal safety audit for the stations as per safety check list. O & M of the diesel generators. O & M of all the electrical equipments and power supply system. O & M of all the mechanical equipment and machineries. O & M of all the firefighting equipment & machineries. O & M of all the Instrumentation equipments. 	<p>responsibility.</p> <ul style="list-style-type: none"> To monitor and maintain record of Diesel stock. Boiler control panel should be kept neat and clean. Housekeeping of the premise shall be the responsibility of the Service Provider. Equipments and accessories including consumables like Phenyl, Bleaching powder, pesticides and other cleaning chemicals required for housekeeping shall on Service Provider's account. Consumables like jute, cotton cloth, grease, cleaning oil etc. shall be on Service Provider's account. The Service Provider should ensure to carry out the welding, cutting and grinding jobs through qualified/experienced manpower as per API-1104, AWS D10.4- 86 and ASME-B-31.3 and IBR qualified welder for welding in boilers, piping, pressure parts under IBR.

SL No	Asset	Job description	Remarks
	xxii. Bunk Houses xxiii. VSAT & VHF communication system		
3.	Operation and Maintenance of pipe lines	<ul style="list-style-type: none"> Monitoring of field & installation pipe line on daily basis. Repairing/replacement of field & installation pipelines. Excavation and digging and back filling of pipe track or any other assigned civil work. Handling of pipes and pipe fittings of field & installation for above jobs shall be done by the Service Provider. <p>Service Provider shall perform any other operation and maintenance activities for the smooth operation of the field & installation pipelines, as advised by OIL representative.</p>	<ul style="list-style-type: none"> Tools and equipments required for the job shall be provided by Service Provider except the Piping materials. Service Provider shall arrange for all type of weldings by themselves. All types of requirement for weldings like Welding machine with mobile diesel generator set, Gas cutting set with all the accessories and grinding machine, Consumables shall be in Service Provider scope. The Service Provider should ensure to carry out the welding, cutting and grinding jobs through qualified/experienced manpower as per API-1104, AWS D10.4- 86 and ASME-B-31.3 and IBR qualified welder for welding in boilers, piping, pressure parts under IBR. For Steam Pipelines the Service Provider should ensure re-insulation of the pipelines after welding or any other repair jobs.
4.	Optional Services: Baghewala Oil fields (besides the two wells with	<ul style="list-style-type: none"> Monitoring of wells on daily basis. Recording of various well head parameters on daily basis. 	<ul style="list-style-type: none"> The jobs will be performed as per OIL requirement and instruction of OIL's site-in-charge.

SL No	Asset	Job description	Remarks
	<p><i>steam set-up)</i></p> <p>Consisting of oil wells with well head equipments and fittings, Sucker Rod pump, DG set, Crude oil Storage tanks, Flow lines, Well Head fence etc.</p>	<ul style="list-style-type: none"> Scheduled maintenance of well head valves & fittings. Replacement of well head valves and fittings, if required, closing/opening of wells as per OIL's site-in-charge instruction. Operation & maintenance of complete Sucker Rod Pump set-up, Running-in & Running-out of the rod & pump as per OIL instruction. To associate with well commissioning & work over & Drilling operations of the wells as and when required. O & M of the diesel generators. O & M of all the mechanical equipment and machineries. Any other jobs pertaining to O & M of the wells. 	<ul style="list-style-type: none"> The jobs shall generally be carried out by OIL directly through its own infrastructure and manpower. However, Contractor may be asked to engage their manpower and facilities for any exigencies occurred. Tools and equipments required for the job shall be provided by Company at free of cost.

10.0 MANPOWER FOR O&M

i) All personnel deployed by the Service Provider must have adequate experience in their respective field as stated para (vi) below. The Service Provider shall provide details of experience, qualification and other relevant data of the personnel to be deployed for scrutiny and clearance by the Company before the actual deployment. The Service Provider shall have to deploy the aforesaid persons after being certified and cleared by the Company only for the period of the Agreement. For any change of the appointed personnel due to extraordinary situation, the Service Provider may do so after being permitted and approved by the Company. On Company's advice, the Service Provider shall remove and replace, at their expense, any of their personnel whose presence is considered unsatisfactory in the opinion of the Company. However, the new recruitment shall take over the responsibility prior to their release of the concerned personnel.

ii) The workforce has to be engaged with proper uniform i.e. cotton overall for every personnel clearly mentioning the contractor name in the front side & back side, personnel name & blood group. The workforce should be provided with proper PPE i.e. good quality safety shoe, helmet, goggles, hand gloves, ear plug etc.

iii) The Service Provider shall nominate one of their personnel as **Field Manager** who shall be in charge of the Service Provider's personnel and who shall have full authority to resolve all day to day matters which may arise at the site.

iv) All persons deployed by the contractor under this contract must undergo Mines Vocational Training (MVT), Initial Medical Examination (IME) and Periodic Medical Examination (PME). They should be issued cards stating the name of the contractor and the work and its validity period, indicating status of MVT, IME and PME.

v) The minimum requirement of Key Personnel at any point of time during the contractual period shall be as follows:

Sl. No.	Personnel	No. of Key Persons to be deployed at any time during the Contract	Job Profile
1.0	Field Manger	01 (General Shift, shall be available for 24 Hrs.)	Single point of contact for the OIL management for O&M activities. Provide report to the OIL authority daily, fortnightly basis and also help out with the supervision activity in running the field operation.
2.0	1st Class Boiler Attendant-cum-Production in-charge	02 (12 hour shift, shall be available for 24 Hrs.)	Responsible for operation & maintenance of boilers, operation & maintenance of the WTP, operation & maintenance of the installations. Work closely with the Field Manager.
3.0	2nd Class Boiler Attendant-cum-Production Operator	02 (12 hour shift, shall be available for 24 Hrs.)	Responsible for assisting 1st Class Boiler Attendant in operation & maintenance of boilers, operation & maintenance of the WTP, operation & maintenance of the installations. Shall report to the 1st Class Boiler Attendant / Production in-charge.
4.0	Mechanical Technician	02 (12 hour shift, shall be available for 24 Hrs.)	For taking care of Mechanical Maintenance. Shall report to the 1st Class Boiler Attendant / Production in-charge.
5.0	Instrument Technician	01 (General shift, shall be available for 24 Hrs.)	For taking care of Instrumentation Maintenance. Shall report to the 1st Class Boiler Attendant / Production in-charge.
6.0	Electrical Technician-	04	For taking care of Electrical & DG

Sl. No.	Personnel	No. of Key Persons to be deployed at any time during the Contract	Job Profile
	cum-DG operator	(12 hour shift, shall be available for 24 Hrs.)	Sets Operation & Maintenance. Shall report to the 1st Class Boiler Attendant / Production in-charge.
7.0	Assistant Fire Operator	02 (12 hour shift, shall be available for 24 Hrs.)	For taking care of Fire equipments. Shall report to the 1st Class Boiler Attendant / Production in-charge.
8.0	Production Attendant	02 (12 hour shift, shall be available for 24 Hrs.)	Responsible for operating & maintaining the wells and well head equipments i.e. sucker rod pumps etc. and other production activities. Shall report to the 1st Class Boiler Attendant / Production in-charge.
9.0	Semi Skilled Helper	02 (12 hour shift, shall be available for 24 Hrs.)	Help every sections in carrying out the jobs.
OPTIONAL:			
10.0	Production Attendant	As per OIL requirement	Responsible for operating & maintaining the wells & well head equipments i.e. sucker rod pumps etc. and other production activities for additional wells of Baghewala Oil fields (Besides the 2 nos. of wells with boiler setup).
11.0	Fire Operator	02 (12 hour shift, shall be available for 24 Hrs.)	Responsible for Fire Fighting operation and maintenance of Fire tender and all other fire fighting equipments deployed at OIL Baghewala Site.
12.0	Assistant Fire Operator	02 (12 hour shift, shall be available for 24 Hrs.)	Responsible for operation & maintenance of all Fire Fighting equipments deployed at OIL Baghewala Site.

CONTRACTOR personnel mentioned herewith are not intended as being fully exhaustive and as such CONTRACTOR shall depute any other personnel required for the compliance of COMPANY work intended considering 21 days on/off basis.

vi) Detailed qualification and Job profile of Key Personnel :

a) Field Manager:

The incumbent shall be an Engineering Graduate in Mechanical/Chemical/Instrumentation Engineering with minimum five (5) years of experience in the operation and maintenance of boilers, oil/gas production installations and fields. Alternately, he may be a science graduate with PCM or Diploma in Mechanical/ Chemical/ Instrumentation Engineering and having at least ten (10) years experience in operation and maintenance of boilers, oil/gas production installations and fields. He shall have overall responsibilities for entire operational/ maintenance and administrative activities of the installations and establishment. The person shall be fully conversant with the operation and maintenance activities of fully automatic boilers, water treatment plants, gas/oil separators, SCADA operation, computer operation etc. He shall also be conversant with Oil & Gas Mines Safety Rules & Regulations, Indian Boiler Regulations. He shall be in constant touch with Company representative stationed at site and also at Jodhpur. The Field Manager shall normally attend general shift duty but

shall be available for 24 hours. He shall also have sufficient knowledge of operation and maintenance of generating sets, different pumps/ motors, etc. Additionally, he must have adequate experience and managerial skill to lead a multidisciplinary team to carry out day to day field job. He must be fluent in both English and Hindi (Read-Write-Speak).

b) 1st Class Boiler Attendant-cum-Production in-charge:

The person shall be responsible for all operation and maintenance activities of the boilers, plant & well site installation. The person shall 1st class Boiler Attendant Certificate holder with minimum three (3) years of experience in the operation and maintenance of equivalent capacity of automatic boilers. The person shall be fully conversant with the operation & maintenance activities of gas/oil separators, various control loops of the processing plant, computer operation etc. He shall also be conversant with Oil & Gas Mines Safety Rules and Regulations, Indian Boiler Regulations etc. He shall be in shift duty and shall be available for 24 hrs. He shall report to Field Manager for all activities related to the installations. He must be fluent in both English and Hindi (Read-Write-Speak).

c) 2nd Class Boiler Attendant-cum-Production Operator:

The person shall be responsible for all operation and maintenance activities of the boilers, plant & well site installation. The person shall 2nd class Boiler Attendant Certificate holder with minimum three (3) years of experience in the operation and maintenance of automatic boilers. The person shall be fully conversant with the operation & maintenance activities of gas/oil separators, various control loops of the processing plant, computer operation etc. He shall also be conversant with Oil & Gas Mines Safety Rules and Regulations, Indian Boiler Regulations etc. He shall be in shift duty and shall be available for 24 hrs. He shall report to 1st Class Boiler Attendant for all activities related to the installations. He must be fluent in both English and Hindi (Read-Write-Speak).

d) Instrument Technician:

The Instrument Technician shall be a Diploma holder in Instrumentation / Electronics with specialization in instrumentation and having adequate knowledge in computer application and with a minimum experience of 3 years or ITI certificate holder in instrumentation/electronics having adequate knowledge in computer application with a minimum of 5 years experience in use of various test equipments, calibration and servicing of electronic and pneumatic instruments, maintenance of PLC/SCADA/DCS. The Instrument Technician shall normally attend general shift duty but shall be available for 24 hours.

e) Mechanical Technician:

The Mechanical Technician shall be a Diploma holder in Mechanical with a minimum experience of 3 years or ITI certificate holder in mechanical having with a minimum of 5 years' experience in maintenance of various rotating equipments, DG sets, vessels, pipelines etc. He shall be conversant in plumbing jobs also. The Mechanical Technician shall be in shift duty and shall be available for 24 hrs.

f) Electrical Technician-cum-DG operator:

The Electrical Technician shall be a Diploma holder in Electrical with a minimum experience of 3 years or ITI certificate holder in Electrical having with a minimum of 5 years' experience in maintenance of operation and maintenance of DG sets' alternators, Electrical distribution system, related control panels MCC panels, Air conditioners, various motors etc. The Electrical Technician cum DG Operator shall be in shift duty and shall be available for 24 hrs.

Electrical Technician shall have valid electrician license.

g) Assistant Fire Operator:

The Fire Operator shall be Metric with certificate course from State Fire Service / Civil / Defence/ any recognized institute with 2 years experience in fire service.

h) Production Attendant:

The Production attendant should have minimum 1 year experience as Rigger in any oil & gas or other heavy industries.

i) Fire Operator:

The Fire Operator shall be Metric with HD Vehicle driving license. He should have minimum 2 years experience in fire service.

The Jobs required to be executed by the above personnel is not exhaustive. The personnel should be ready to help other personnel in carrying out any operational jobs.

Job profile of required personnel are summarized in Annexure-A

The details of Key Personnel are to be filled by the bidder in Table – I of Annexure-A

vii) The Bio-data and experience of the personnel has to be produced for our scrutiny before deploying them for the job. The workforce has to be engaged with proper uniform as prevailing in the fire service department in India.

NOTE: - Manpower indicated in **Annexure-A** is minimum requirement. However, the Service Provider should arrange additional manpower on his own cost on temporary basis for execution of special jobs, if any, during the Agreement period.

viii) The manpower as mentioned in enclosed **Annexure-A** are to be engaged for operation and maintenance jobs should have requisite experience as per **Annexure-A** to handle various equipments viz. Boilers, Diesel Generating Sets of various capacities, various centrifugal pumps, water treatment plant, pipe and pipe fittings jobs etc.

11.0 BRIEF INFORMATION OF THE FIELD DATA:

Following are the preliminary information of the field:

S No	PARAMETERS	VALUES
1	Liquid Composition (Combined)	Oil: 100% Water: Minor Quantity Gas: NIL
2	Location of the field, installation and wells	As per Annexure-I (Fig-1, 2 & 3)
3	A general diagram of the Well Site/ Production Surface Set-up	As per Annexure-II (Fig-4 & 5)

12.0 GENERAL OBLIGATIONS OF CONTRACTOR:

Contractor shall, in accordance with and subject to the terms and conditions of the Contract:

12.1 Perform the work described in the Scope of Work/ Terms of Reference in most economic and cost effective manner accepted in accordance with international oilfield practice.

12.2 Contractor shall arrange transportation of their manpower, materials and equipment/tools/spares/consumables as may be necessary for execution of the assigned jobs from their base to Company's site at Baghewala in Jaisalmer (Rajasthan) and will take back after job completion at their own expenses.

12.3 Contractor shall keep their equipment in good working order and shall begin the work with sufficient spares for full and proper performance. Execution of site job should not be hampered at any point of time for non-availability of manpower, materials or for shutdown/malfunctioning of equipment.

12.4 Contractor shall furnish full particulars of crews to Company and issue photo identity cards to each crew members before actual deployment at site.

12.5 Contractor shall bear all expenses on account of repair/replacement of all their equipment etc., consequent upon any damage/loss/non-performance during the course of operation.

12.6 Contractor shall be bound by laws and regulations of Government of India and other statutory bodies of India. Contractor shall follow its own safety rules, in addition to rules prescribed under Indian laws in respect of safety, security restrictions, work permits & customs etc. as applicable.

12.7 Contractor shall bear all costs for transportation of their equipment and other materials including the insurance premium etc.

12.8 Perform all other obligations, work and services which are required by the terms of this contract or which reasonably can be implied from such terms as being necessary for the successful and timely completion of the work.

12.9 Contractor shall be deemed to have satisfied himself 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 in so far as otherwise provided, cover all its obligations under the contract.

12.10 Contractor shall provide additional manpower for Operation & Maintenance OIL's Baghewala site as mentioned in the price schedule format-II. Company will inform the Contractor whenever requirement arises by written intimation. Contractor will mobilise & place the requisite manpower within 10 days of intimation. Liquidated Damages will be applicable if the Contractor fails to do so.

12.11 Contractor shall arrange drinking water facility at both the installations mentioned in Sl. No. 1 & 2 of **9.7: DEFINITION OF WORK FOR O&M** for OIL & Contractor personnel.

13.0 GENERAL OBLIGATIONS OF THE COMPANY:

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

13.1 Pay Contractor in accordance with terms and conditions of the contract.

13.2 Perform all other obligations of the Company required by the terms of the contract.

14.0 PERSONNEL TO BE DEPLOYED BY THE CONTRACTOR:

14.1 Contractor warrants that it shall provide competent, qualified and sufficiently experienced personnel to perform the work correctly and efficiently within the stipulated time frame.

14.2 The Contractor should ensure that their personnel observe applicable company and statutory safety requirement. Upon Company's written request, contractor, entirely at its own expense, shall remove immediately, any personnel of the Contractor determined by the Company to be unsuitable and shall promptly replace such personnel with personnel acceptable to the Company.

14.3 The Contractor shall be solely responsible throughout the period of the contract for providing all requirements of their personnel including but not limited, their transportation to & fro from their base upto the site, enroute/local boarding, lodging & medical attention etc. Company shall have no responsibility or liability in this regard.

14.4 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 Technical Specifications, if any. They should comply with the instructions and guidance, which Company may give to the Contractor from time to time.

14.5 OIL shall reserve the right to utilize the service under this Agreement, if necessary, in OIL's other operational areas without any financial implication to OIL. However, OIL will seek such service from contractor without affecting the existing operation under this Agreement.

ANNEXURE-I: Location of Field, Installation & wells

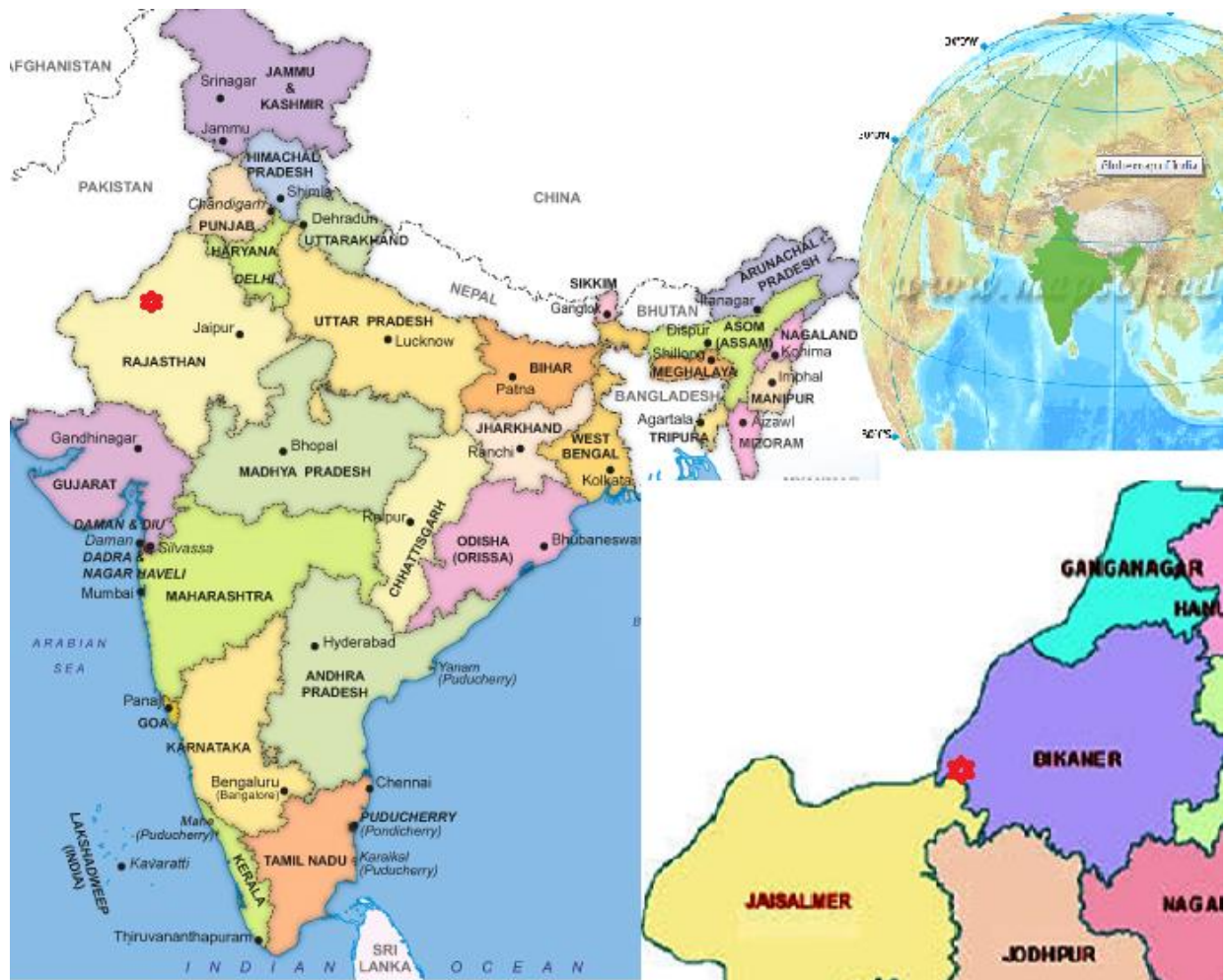


Fig. 1: Location of Fields

ANNEXURE: II: General Diagram of Well Site & Production Surface set-up (The diagram is for illustration purpose only, actual may change in field)

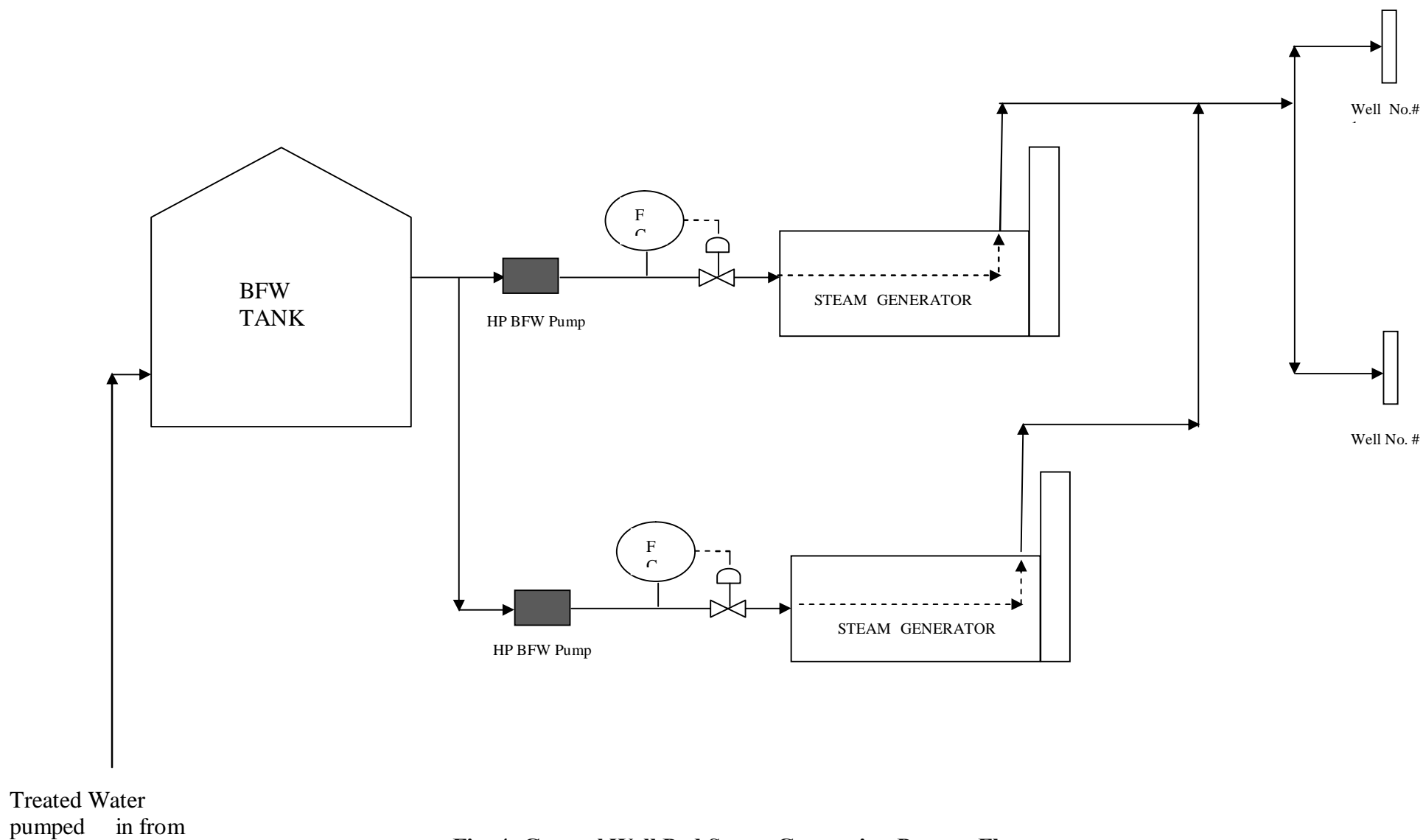


Fig. 4: General Well Pad Steam Generation Process Flow Diagram

Annexure - A

KEY PERSONNEL FOR O&M

S/ N	DESIGNATION/ QUALIFICATION	QTY	JOB/RESPONSIBILITIES	DEPLOYMENT
1.	Field Manager - BE in Mechanical/ Chemical/ Instrumentation Engineering with minimum 5 years of Experience or BSc/Diploma in Mechanical/ Chemical/ Instrumentation Engineering with 10 years of Experience	1+1	The incumbent shall be an Engineering Graduate in Mechanical/Chemical/Instrumentation Engineering with minimum five (5) years of experience in the operation and maintenance of boilers, oil/gas production installations and fields. Alternately, he may be a science graduate with PCM or Diploma in Mechanical/ Chemical/ Instrumentation Engineering and having at least ten (10) years experience in operation and maintenance of boilers, oil/gas production installations and fields. He shall have overall responsibilities for entire operational/ maintenance and administrative activities of the installations and establishment. The person shall be fully conversant with the operation and maintenance activities of fully automatic boilers, water treatment plants, gas/oil separators, SCADA operation, computer operation etc. He shall also be conversant with Oil & Gas Mines Safety Rules & Regulations, Indian Boiler Regulations. He shall be in constant touch with Company representative stationed at site and also at Jodhpur. The Field Manager shall normally attend general shift duty but shall be available for 24 hours. He shall also have sufficient knowledge of operation and maintenance of generating sets, different pumps/ motors, etc. Additionally, he must have adequate experience and managerial skill to lead a multidisciplinary team to carry out day to day field job. He must be fluent in both English and Hindi (Read-Write-Speak).	General Shift (21 days on-off schedule) and should be available 24 hrs.

S/ N	DESIGNATION/ QUALIFICATION	QTY	JOB/RESPONSIBILITIES	DEPLOYMENT
2.	1st Class Boiler Attendant-cum-Production in-charge - The person shall be 1st class Boiler Attendant Certificate holder with minimum three (3) years of experience	2+2	The person shall be responsible for all operation and maintenance activities of the installations related to steam, crude oil production and supply. The person shall be responsible for all operation and maintenance activities of the boilers, plant & well site installations. The person shall 1st class Boiler Attendant Certificate holder with minimum three (3) years of experience in the operation and maintenance of equivalent capacity of automatic boilers. The person shall be fully conversant with the operation & maintenance activities of gas/oil separators, various control loops of the processing plant, computer operation etc. He shall also be conversant with Oil & Gas Mines Safety Rules and Regulations, Indian Boiler Regulations etc. He shall be in shift duty and shall be available for 24 hrs. He shall report to Field Manager for all activities related to the installations. He must be fluent in both English and Hindi (Read-Write-Speak).	12 hrs shift duty (21 days on-off schedule)
3	2nd Class Boiler Attendant-cum-Production Operator - The person shall be 2nd class Boiler Attendant Certificate holder with minimum three (3) years of experience	2+2	The person shall be responsible for all operation and maintenance activities of the boilers, plant & well site installation. The person shall 2nd class Boiler Attendant Certificate holder with minimum three (3) years of experience in the operation and maintenance of automatic boilers. The person shall be fully conversant with the operation & maintenance activities of gas/oil separators, various control loops of the processing plant, computer operation etc. He shall also be conversant with Oil & Gas Mines Safety Rules and Regulations, Indian Boiler Regulations etc. He shall be in shift duty and shall be available for 24 hrs. He shall report to 1st Class Boiler Attendant for all activities related to the installations. He must be fluent in both English and Hindi (Read-Write-Speak)	12 hrs shift duty (21 days on-off schedule)

S/ N	DESIGNATION/ QUALIFICATION	QTY	JOB/RESPONSIBILITIES	DEPLOYMENT
4.	Instrument Technician – Diploma in Instrumentation/ Electronics with 3 years exp or ITI Certificate in Instrumentation/ Electronics with 5 years exp	1+1	The Instrument Technician shall be a Diploma holder in Instrumentation / Electronics with specialization in instrumentation and having adequate knowledge in computer application and with a minimum experience of 3 years or ITI certificate holder in instrumentation/ electronics having adequate knowledge in computer application with a minimum of 5 years experience in use of various test equipments, calibration and servicing of electronic and pneumatic instruments, maintenance of PLC/SCADA/DCS. The Instrument Technician shall normally attend general shift duty but shall be available for 24 hours.	General Shift (21 days on-off schedule) and should be available 24 hrs.
5.	Mechanical Technician - Diploma in Mechanical with 3 years experience or ITI with 5 years experience	2+2	The Mechanical Technician shall be a Diploma holder in Mechanical with a minimum experience of 3 years or ITI certificate holder in mechanical having with a minimum of 5 years experience in maintenance of various rotating equipments, DG sets, vessels, pipelines etc. The Mechanical Technician shall be in shift duty and shall be available for 24 hrs.	12 hrs shift duty (21 days on-off schedule)
6.	Electrician-cum-DG Set Operator -Diploma in Electrical with 3 years experience or ITI with 5 years experience	4+4	The Electrical Technician shall be a Diploma holder in Electrical with a minimum experience of 3 years or ITI certificate holder in Electrical having with a minimum of 5 years experience in maintenance of operation and maintenance of DG set's alternators, Electrical distribution system, related control panels MCC panels, Air conditioners, various motors etc. The Electrical Technician cum DG Operator shall be in shift duty and shall be available for 24 hrs. Electrical Technician shall have valid electrician license.	12 hrs shift duty (21 days on-off schedule)
7.	Assistant Fire Operator - Metric with certificate course from State Fire Service / Civil / Defence/ any recognized institute with 2 years experience in fire service	2+2	Responsible for Fire Fighting Operation, Operation & maintenance of all fire fighting equipments	12 hrs shift duty (21 days on-off schedule)

S/ N	DESIGNATION/ QUALIFICATION	QTY	JOB/RESPONSIBILITIES	DEPLOYMENT
8.	Production Attendant	2+2	A Production Attendant has to be deputed for helping in well operations and other production operation. The Production Attendant shall have sound experience as a rigger in Oil & Gas industry.	12 hrs shift duty (21 days on-off schedule)
9.	Semi Skilled Helper	2+2	A helper has to be deputed for helping others	12 hours shift (21 days on-off schedule) duty
OPTIONAL				
10.	Production Attendant	As per OIL requirement	A Production Attendant has to be deputed for helping in well operations and other production operation. The Production Attendant shall have sound experience as a rigger in Oil & Gas industry.	
11.	Fire Operator , Metric with HD vehicle driving license with 2 years experience in fire service	2+2	Responsible for Fire Fighting Operation, operation & maintenance of Fire Tender and all other fire fighting equipments	12 hours shift (21 days on-off schedule) duty
12.	Assistant Fire Operator , Metric with certificate course from State Fire Service / Civil / Defence/ any recognized institute with 2 years experience in fire service	2+2	Responsible for Fire Fighting Operation, Operation & maintenance of all fire fighting equipments	12 hrs shift duty (21 days on-off schedule)

NOTE:

1. As per job requirements the Service Provider will have to provide adequate manpower with necessary tools and equipment for smooth operation and maintenance of plant and equipment. For jobs of housing/industrial maintenance, Service Provider may engage temporary staff as and when required.
2. It will be the responsibility of the Service Provider to provide safety gears, proper tools and equipment to the working staff.
3. Support service staff for Sanitation etc. is to be provided as per the discretion of the service provider without hampering the company job requirements.
4. The bidder shall provide the list of the personnel proposed as per **TABLE-I** below. Documentary evidence shall provide prior deployment.

TABLE-I:

Sl. No.	Name	Position	Qualification and Experience

Annexure - B

EQUIPMENT LIST FOR PART-A OF THE CONTRACT

List of equipment required which are included in the Scope of Work of the Contract is given in this section. This is a general list and not exhaustive.

S.N.	DESCRIPTION	SPECIFICATION
SEPARATOR/VESSEL		
1	Gas/Oil Separator (V-01)	DP: 5.0 Kg/Cm2, DT:110 degC
2	Knock Out Vessel (V-02)	DP: 3.2Kg/Cm2, DT:110 degC
3	Rectangular Tank- 8 nos.	Capacity: 37.37 KLS
PUMPS		
4	H2S Scavenger Pump- 6 nos.	Motor Driven Centrifugal Pump Motor Rating: 0.37 KW
5	Antifoam Dosing Pump- 2 nos.	Motor Driven Centrifugal Pump Motor Rating: 0.37 KW
6	Bowser Loading Pump- 2 nos.	Motor Driven Centrifugal Pump Motor Rating: 18.5 KW
7	Diesel Pump	Motor Driven Centrifugal Pump Motor Rating:0.55 KW
8	Fire Water Pump with Panel- 1 no.	Engine Driven Centrifugal Pump Rated KW/HP: 93.5/127, Pump Head: 85 Mtrs.
9	Jockey Fire Water Pump- 1 no.	Motor Driven Centrifugal Pump Motor Rating: 7.5 KW
ELECTRICAL EQUIPMENTS		
10	Motor Control Centre (MCC)	415 V, 3 ph
11	Online UPS with batteries- 2 nos.	5 KVA, Make: Kaveri
12	H2S Scavenger Pump- 6 nos.	1 ph 0.33 KW
13	Antifoam Dosing Pump- 2 nos.	1 ph 0.33 KW
14	Crude Oil Bowser Loading Pump- 2 nos.	
15	Diesel Pump- 1 no.	1 ph 0.55 KW, Make: Crompton Greaves
16	Jockey Fire Water Motor- 1 no.	3 ph 7.5 KW
17	Window Air Conditioner - 6 nos.	1.5 T, Make: Samsung
18	Street Light with Tubular Pole - 7 nos.	
19	Flameproof Local Control Station for motors - 11 nos.	
20	Switch Board of different sizes- 35 nos.	
21	Electrical fittings like Bulbs, tubes, sockets, exhaust fans, light fixtures, Distribution Boards etc.	
INSTRUMENTATION EQUIPMENTS		
22	a) Pressure Gauges b) Temperature Gauge c) Level Gauges d) Pressure Switch	Make: H. GURU/Switzer/others
23	Electronic Transmitters : a) Diaphragm Sealed Pressure Transmitter- 2 nos. b) DP Transmitter with orifice- 1 no. c) DP Transmitter with Sealed Diaphragm-2 nos. d) RTD Temperature Transmitter - 1 no.	Make: Yokogawa/Others
24	Electronic Dual PID Controller- 8 no. Dual Bar Graph Indicator- 1 no.	Make: Yokogawa Make: Masibus

S.N.	DESCRIPTION	SPECIFICATION
	Totaliser- 1 no.	Make: Prantech
25	Electronic Alarm Annunciator- 1 no.	Make: Procon
26	Instrumentation Control Panel containing Signal Distributors, Isolators etc. - 1 no.	Make of Signal Distributor/Isolator-MTL
27	Control Valve with accessories - 3 nos.	<p>a) LV-01/LV-02: Make: Instrumentation Limited Model: VSC-VA 2R Size: 3"×1.5 , Lift: 37.5 mm Rating: ANSI 150 RF Body: A 216 WCB TRIM: SS 316 ST, Cv: 24 Characteristics: Linear, Packing: V-Teflon, Gasket- V 543 V 595 Air to Open Control Valve: Globe Type</p> <p>b) PV-01/PV-02: Make: Instrumentation Limited Model: VSC-VA 2D Size: 4" , Lift: 37.5 mm Rating: ANSI 150 RF Body: A 216 WCB TRIM: SS 316 ST, Cv: 175 Characteristics: EQ%, Packing: V-Teflon, Gasket- V 543 V 595 Air to Close Control Valve: Globe Type</p>
28	Safety Relief Valve - 2 nos.	<p>a) Type: 2511E-CN-001 Size: 1"×150×2"×150 ANSI RF MOC: Body/Bonnet-A 216 WCB Spring-CAD.PL.CS Nozzle: SS 316 ST Set Pr. 2.2 kg/cm², B.P.:ATM Temp.: 85 degC, C. Set: 2.2 kg/cm² Make: Instrumentation Limited</p> <p>b) Type: 2511F-CN001 Size: 1.5"×150×2"×150 ANSI RF MOC: Body/Bonnet-A 216 WCB Spring-CAD.PL.CS Nozzle: SS 316 ST Set Pr. 6.0 kg/cm², B.P.:ATM Temp.: 85 degC, C. Set: 6.0 kg/cm² Make: Instrumentation Limited</p>
PIPELINES & MISCELLANEOUS		
29	Steam Pipeline- 4 inch/2 inch/½ inch	Length: Approx. 500 Mtr
30	Condensate Pipeline 4 inch	Length: Approx. 200 Mtr.
31	Product Pipeline- 4 inch/6 inch	Length: Approx. 300 Mtr.
32	Gas Pipeline- 4 inch	Length: Approx. 200 Mtr.
33	Water Pipeline - 2 inch/½ inch	Length: Approx. 300 Mtr.
34	Fire Water Line	Length: Approx. 500 Mtr.
35	Air line - 1 inch/½ inch	Length: Approx. 300 Mtr.
36	Steam Trap, CS Strainer/Bucket type	11 Nos.
37	Hand Wheel Gate Valves/ Hand Wheel Ball Valves/NRVs/Safety Valves of different sizes: 70 nos.	Make: Lacier/Others
38	Flare Stack	Height: 10 meter

EQUIPMENT LIST FOR PART-B OF THE CONTRACT

List of some major equipments presently available at Installations and which are included in the Scope of Work of the contract is given in this section. This is a general list and not exhaustive. The list is subject to revision with deletion/ addition of the items other than the following. Moreover, OIL reserves the right to replace any existing equipment/machine as listed in with new / similar equipment/machine and in such cases all terms and conditions for O & M shall apply to the replaced equipments/machines.

I) Boiler Set-up:

A) Rating of Electrical Equipments of HP Boilers- 2 Sets:

Make: Thermax,
Type: Coil Type Once Through Steam Generator,
DP:176 Kg/Cm2,
Capacity: 8333 kg/hr,
Fuel: LDO
PLC/SCADA: Siemens

Sl. No.	Description	Rating	Qty.
1	Feed Water Pump	75 KW (S/D)	2 (1 W+ 1 S)
2	Make Up Water Pump	0.55 KW (DOL)	1
3	Burner F.D. Fan	15 KW (DOL)	1
4	Burner Oil Pump	2.2 KW (DOL)	1
5	Oilon Burner	KP-600M, RF 20	1
6	Boiler Panel	----	1

B) Rating of Electrical Equipments of MP Boilers- 2 Sets:

Make: Thermax,
Type: Shell Tube Boiler,
DP:12Kg/Cm2,
Capacity: 2000 kg/hr,
Fuel: LDO/Gas
PLC/SCADA: Siemens

Sl. No.	Description	Rating	Qty.
1	Feed Water Pump	2.2 KW	2 (1 W+ 1 S)
2	Fuel Pump	1.5 KW	1
3	Combustion Blower	4 KW	1
4	LP Dosing Pump	0.37 KW	2 (1 W +1 S)
5	LP Dosing Agitator	0.37 KW	1
6	Oilon Burner	GKP-140M	1
7	Boiler Panel	---	1
8	1 KVA UPS	---	1

C) Water Treatment System (Softening + Dosing)- 2 sets each:

Make: Thermax
Service Flow Rate: 11 m3/hr,
Service Cycle: 20 Hrs.,
Output Between Regeneration: 220 m3

Sl. No.	Description	Rating/ Capacity	Qty.
1	Raw Water Pump	3 KW (DOL)	2
2	Dual Media Filter + Softener		1
3	NAOCL Dosing Pump	0.08 KW (1 PH)	2
4	Brine Tank Agitator	0.37 KW (DOL)	1

5	SMBS Dosing Pump	0.08 KW (1 PH)	2
6	SMBS Dosing Tank Agitator	0.08 KW (1 PH)	1
7	Alkali Dosing Pump	0.08 KW (1 PH)	2
8	LP Dosing Pump	0.08 KW (1 PH)	2
9	LP Dosing Tank Agitator	0.08 KW (1 PH)	1
10	Control Panel for Softener Skid	0.03 KW	1
11	Dosing Tank	200 LTR	4
12	Overhead Water Tank	20 KL	2

D) Air Compressor & Drier Unit- 2 nos.

Compressed Air Drying Package- 2 nos.

Make: Drytech Engineers

Model: ADP V

Capacity: 6 CFM

Air Compressor Motor Rating: 1.5 KW (DOL)

Air Drier Motor Rating: 0.08 KW (1 PH)

Air Receiver Capacity: 0.15 M3

E) Fuel Oil Circuit:

Sl. No.	Description	Rating	Qty.
1	Ring Main Pump	1.1 KW (DOL)	4
2	Diesel Dispenser Pump	0.55 KW	1
3	Overhead HSD Storage Tank	15 KLS	6
4	Underground HSD Storage Tank	20 KLS	1

II) Various Equipments & facilities of Well Site Set-up & Production Surface Set-up:

S.N.	DESCRIPTION	SPECIFICATION
SEPARATOR/VESSEL		
1	Gas/Oil Separator (V-01)-1 no.	DP: 5.0 Kg/Cm2, DT:110 degC
2	Knock Out Vessel (V-02)- 1 no.	DP: 3.2Kg/Cm2, DT:110 degC
3	Rectangular Tank- 8 nos.	Capacity: 37.37 KLS
4	Crude Oil Storage Tank- 2 no.	Capacity: 160 KLS
5	Gas/ Oil Separator- 1 no.	DP: 300 psi, TP: 450 psi
PUMPS/ ELECTRICAL EQUIPMENTS		
6	H2S Scavenger Pump - 4 nos.	Motor Driven Centrifugal Pump Motor Rating: 0.37 KW, 1 Ph
7	Antifoam Dosing Pump - 4 nos.	Motor Driven Centrifugal Pump Motor Rating: 0.37 KW, 1 Ph
8	Bowser Loading/ Crude Dispatch Pump- 3 nos.	Motor Driven Centrifugal Pump Motor Rating: 18.5 KW, 3 Ph
9	Diesel Pump- 1 no.	Motor Driven Centrifugal Pump Motor Rating: 0.55 KW
10	Fire Water Pump with Panel - 1 no.	Engine Driven Centrifugal Pump Rated KW/HP: 93.5/127, Pump Head: 85 Mtrs.
11	Jockey Fire Water Pump - 1 no.	Motor Driven Centrifugal Pump Motor Rating: 7.5 KW
12	Treated Water Dispatch Pump - 2 nos.	Motor Driven Centrifugal Pump Motor Rating: 40 HP, 3 Ph
13	Sucker Rod Pump - 2 nos.	Motor Driven Centrifugal Pump Motor Rating: 40 HP, 3 Ph
14	Diesel Generator Set - 4 nos.	180 KVA/270 KVA/320 KVA
15	Window Air Conditioner - 6 nos.	1.5 T/ 2 T, Make: Samsung
16	Street Light with Tubular Pole	
17	Electrical fittings like Bulbs, tubes, sockets,	

S.N.	DESCRIPTION	SPECIFICATION
	exhaust fans, light fixtures, Distribution Boards, Switch boards etc.	
OTHER FACILITIES		
18	Flare Stack- 2 nos.	Height: 10 meter
19	Control Room at Surface Set-up	
20	Bunk Houses - 10 nos.	
21	Concrete Pond - 2 nos.	Water/ Crude
22	Drain Pit - 3 nos.	

SERVICE PART-1

Specification of the Materials:

A) Diaphragm Sealed Pressure Gauge with Screwed Connection (Sl. No.66):

I) Pressure Gauge End Specification:

1. Location: Outdoor field Mounted
2. Measuring Element: Bourdon
3. Measuring Element material: SS316
4. Movement material: SS304/SS316
5. Case material: Die cast aluminium/SS
6. Protection: IP65
7. Colour: White with black engraving
8. Dial size: 150 mm
9. Over range protection: 125% of range
10. Glass: Shatter proof
11. Blowout protection: To be provided
12. Accuracy: $\pm 1\%$ of full scale

II) Sealed Unit End Specification:

13. Process Temperature (Max.): 85 degC
14. Diaphragm material: SS316
15. Sealing Medium: Silicon Oil or Mercury
16. Top Chamber & Bottom Chamber: SS304/SS316
17. Process Connection: 1/2 inch NPT M bottom
18. Make: Baumer/Wika/H.Guru/Aschroft/Baumer or equivalent

B) Pressure Gauge (Sl. No. 67):

1. Range: 0-10 kg/cm²
2. Type: Direct, Mounting: Local
3. Dial Size: 150 mm, white
4. Case: Di-Cast Aluminium/SS
5. Windows: Shatterproof glass
6. Enclosure: Weatherproof, Class-IP65
7. Pressure Element: Bourdon, SS316
8. Bezel Ring: Screwed,
9. Socket: SS316
10. Accuracy: $\pm 1\%$ FSD,
11. Overrange protection: 125% of Range
12. Zero adjustment: Micrometer pointer
13. Connection: 1/2" NPT (M), Bottom,
14. Movement: SS316/SS314
15. Blowout protection: To be provided
16. Make: Baumer/Wika/H.Guru/Aschroft/Baumer or equivalent

C) Temperature Gauge (Filled Type) (For Sl. No. 68 & 69):

1. Service: Heavy Oil/Heavy Oil + Gas
2. Type: Filled Type-150 mm dial

3. Location: Field
4. Mounting: Line Mounted
5. Ambient Temperature: (-5)-55 degC
6. Relative Humidity: 0-95%, non condensing
7. Range: 0-150 degC
8. Extension Length: 150 mm
9. Immersion Length: 200 mm
10. Bulb Dia.: 1/2 inch
11. Case material: Die cast aluminium/SS
12. Sheath Material: SS316
13. Capillary: SS316-5 mtr.
14. Element connection to Thermowell: 3/4 inch
15. Process Connection: 1 inch NPTM
16. Thermowell: SS316 Threaded Bar
17. Standards for Thermowell: ASME PTC 19.3
18. Calibration Standard: As per DIN standard
19. Make: Wika/H.Guru/Aschroft/Baumer or equivalent

D) Temperature Gauge (Bimetal Type) (For Sl. No. 68 & 69):

1. Service: Heavy Oil/heavy Oil + Gas
2. Type: BIMETAL-150 mm dial
3. Location: Field
4. Mounting: Line Mounted
5. Ambient Temperature: (-5)-55 degC
6. Relative Humidity: 0-95%, non condensing
7. Measuring Range: 0-150 degC
8. Extension Length: 150 mm
9. Insertion Length: a) 200 mm - 6 nos. (Process Connection: 1 inch NPT M)
b) 400 mm - 4 nos. (Process Connection: 1 1/2 inch 150# RF)
10. Sheath Material: SS316
11. Case material: Die cast aluminium/SS
12. Element connection to Thermowell: 3/4"
13. Wetted parts of Thermowell: SS316
14. Standards for Thermowell: ASME PTC 19.3
15. Calibration Standard: As per DIN standard
16. Make: Baumer/Wika/H.Guru/Aschroft/Baumer or equivalent

E) Pressure Switch (For Sl. No. 70):

1. Type: Blind, Diaphragm seal type
2. Mounting: Local/flush
3. Media: Heavy oil + Gas/ Process Temperature (Max.): 85 degC
4. Sensing element: Diaphragm
5. Material element: SS316
6. Sealing: SS316 capillary of length 5 mtrs.
7. Case material: Die cast aluminium
8. Enclosure: IP-65, zone I Gr.-II B,C
9. Over range: 125% of max. pressure
10. Output: Potential free 2 NO/2NC SPDT
11. Power supply: 110 VDC 2A
12. Cable Entry: 1/2" NPTF
13. Accuracy: $\pm 1.0\%$
14. Repeatability: $\pm 0.5\%$ FSR
15. Process Connection: 3" ANSI 150# RF SS316
16. Make: Switzer or equivalent
17. Approval: DGMS certified for use in Zone-1 & Zone-2 hazardous area of Oil Mines Area
18. Standard accessories

F) Pressure Transmitter (For Sl. No. 71):

- a) General:
 1. Service: Heavy Oil / Heavy Oil + Gas

2. Pressure Unit: kg/cm²
3. Calibration range: 0-10 kg/cm²
4. Pressure Maximum: 5.0 kg/cm²
5. Operating Pressure: 3.0 kg/cm²
6. Connection Type (HP): 3 " wafer type diaphragm ANSI 300#RF SS316
7. Wetted Parts material: Diaphragm: SS316; Others: SS316
8. Fill Fluid: Silicone Oil
9. Capillary Length: 3 metre
10. Capillary: SS316 with armoured
11. Process Temperature (Max.): 85 degC
12. Ambient Temperature: (-5)-55 degC
13. Relative Humidity: 0-95%, non condensing
14. Intrinsically Safe: Yes
15. Lightning protection: Required

b) Transmitter:

1. Type: Smart Type
2. Enclosure: NEMA-4 & IP-65
3. Enclosure Material: MFG Std.
4. Cable entry: 1/2" NPT F
5. Mounting: 2 inch Pipe
6. Power Supply: 24 VDC
7. Accuracy: ± 0.5% of span
8. Output: 4-20 mA
9. Accessing Protocol: HART
10. Local Indicator: LCD
11. Span & Zero Adjustment: To be provided on the body
12. Approval: DGMS certified for use in Zone-1 & Zone-2 hazardous area of Oil Mines
13. Standard accessories

G) Level Transmitter (DP Type) (For Sl. No. 72):

a) General:

1. Service: Heavy Oil
2. Pressure Maximum: 5 kg/cm²
3. Operating Pressure: 3 kg/cm²
4. Connection Type (HP): 3" wafer type diaphragm ANSI 150#RF SS316
5. Measurement Span: 250 to 10000 mmH₂O
6. Wetted Parts Material: Diaphragm: SS316, Others: SS316
7. Fill Fluid: Silicone Oil
8. Capillary: SS316 with armoured
9. Capillary length: 3 metre
10. Process Temperature (Max.): 85 degC
11. Ambient Temperature: (-5)-55 degC
12. Relative Humidity: 0-95%, non condensing
13. Intrinsically Safe: Yes
14. Lightning protection: Required

b) Transmitter:

1. Type: Smart Type
2. Enclosure: NEMA-4 & IP-65/ Zone 1 Gr. IIB & C
3. Enclosure Material: MFG Std.
4. Cable entry: 1/2" NPT F
5. Mounting: 2 inch Pipe
6. Power Supply: 24 VDC
7. Accuracy: ±1% of calibrated span
8. Output: 4-20 mA
9. Accessing Protocol: HART
10. Local Indicator: LCD
11. Approval: DGMS certified for use in Zone-1 & Zone-2 hazardous area of Oil Mines
12. Standard accessories

H) Differential Pressure Transmitter (For Sl. No. 73):

a) General:

1. Service: Gas
2. Maximum Working Pressure: 5 kg/cm²
3. Process Temperature (Max.): 85 degC
4. Ambient Temperature: (-5)-55 degC
5. Relative Humidity: 0-95%, non condensing
6. Intrinsically Safe: Yes
7. Lightning protection: Required

b) Transmitter:

1. Type: Smart Type
2. Enclosure: NEMA-4 & IP-65/Zone 1 Gr. IIB & C
3. Enclosure Material: MFG Std.
4. Wetted parts material: SS316/Hastelloy-C
6. Cable entry: 1/2" NPT F
7. Mounting: 2 inch Pipe
8. Installation: Horizontal impulse piping type
9. Calibration range: 0-5000 mmwc
10. Power Supply: 24 VDC
11. Accuracy: $\pm 1\%$ of calibrated span
12. Rangeability: 1:100 Max
13. Output: 4-20 mA
14. Accessing Protocol: HART
15. Local Indicator: LCD
16. Approval: DGMS certified for use in Zone-1 & Zone-2 hazardous area of Oil Mines

Accessories: Mounting Clamp, 5-way Manifold

I) Temperature Transmitter (For Sl. No. 74):

a) General:

1. Service: Heavy Oil / Heavy Oil+Gas
2. Temperature Range: 0-150 degC
3. Location: Field
4. Operating Pressure (Max.): 5.0 kg/cm²
5. Ambient Temperature: (-5)-55 degC
6. Relative Humidity: 0-95%, non condensing
7. Intrinsically Safe: Yes
8. Lightning protection: Required

b) Transmitter:

1. Type: Smart Type
2. Enclosure: NEMA-4 & IP-65/Zone 1 Gr. IIB & C
3. Enclosure Material/Housing: MFG Std.
4. Input: T/C-K type
5. Immersion Length: 400 mm - 2 nos. (Process Connection: 1 1/2" 150#RF,SS316)
200 mm- 2 nos. (Process Connection: 1" NPT M,SS316)
6. Cable entry: 1/2" NPT F
7. Mounting: Head Mount
8. Power Supply: 24 VDC
9. Accuracy: $\pm 0.2\%$ of span
10. Cold Junction: ± 0.5 degC for every 25 degC in ambient temperature
11. Output: 4-20 mA
12. Accessing Protocol: HART
13. Integral indicator: Digital indicator
14. Approval: DGMS certified for use in Zone-1 & Zone-2 hazardous area of Oil Mines

Accessories: K type Thermocouple, standard accessories

J) Gate Valve, Size : 150 mm (6") Nominal Bore, ANSI-150 Class rating (For Sl. No. 55):

Hand wheel operated, Full Bore, rising stem, Bolted Bonnet, Double Disc parallel expandable Gate with parallel seating arrangements, Flanged ends having serrated raised face, complete with Weld neck type raised face Companion Flanges as per ASME B 16.5, Flat gasket, Studs and Nuts.

The Valve should have back-seat arrangements. Manufacturing and Testing Standard of Valves - API 600 and API-598 respectively. Body and Bonnet shall be of cast carbon steel as per ASTM A216 Gr. WCB. Stem, Gate segments and Seat shall be of AISI 410 SS Nitro-hardened with HF-7.

K) Gate Valve, Size : 100 mm (4") Nominal Bore, ANSI-150 Class rating (For Sl. No. 56):

Hand wheel operated, Full Bore, rising stem, Bolted Bonnet, Double Disc parallel expandable Gate with parallel seating arrangements, Flanged ends having serrated raised face, complete with Weld neck type raised face Companion Flanges as per ASME B 16.5, Flat gasket, Studs and Nuts.

The Valve should have back-seat arrangements. Manufacturing and Testing Standard of Valves - API 600 and API-598 respectively. Body and Bonnet shall be of cast carbon steel as per ASTM A216 Gr. WCB. Stem, Gate segments and Seat shall be of AISI 410 SS Nitro-hardened with HF-7.

L) Gate Valve, Size : 50 mm (2") Nominal Bore, ANSI-150/ANSI-300 Class rating (For Sl. No. 57 & 58):

Hand wheel operated, Full Bore, rising stem, Bolted Bonnet, Double Disc parallel expandable Gate with parallel seating arrangements, Flanged ends having serrated raised face, complete with Weld neck type raised face Companion Flanges as per ASME B 16.5, Flat gasket, Studs and Nuts.

The Valve should have back-seat arrangements. Manufacturing and Testing Standard of Valves - API 600 and API-598 respectively. Body and Bonnet shall be of cast carbon steel as per ASTM A216 Gr. WCB. Stem, Gate segments and Seat shall be of AISI 410 SS Nitro-hardened with HF-7.

(END OF SECTION – I)

SECTION – II
SCHEDULE OF RATES

1.0 PRICE SCHEDULE FORMAT-I: REVIVAL OF THE PRODUCTION SURFACE SETUP:

This will include the Revival Cost of the Production Surface Setup including mobilization, maintenance services, cost of materials, installation of materials, demobilization etc.

2.0 PRICE SCHEDULE FORMAT-II: OPERATION & MAINTENANCE

2.1 MOBILIZATION CHARGE FOR O&M – One time Lump-sum charge:

Mobilization charge shall be payable on LUMP SUM basis which covers all costs of the Service Provider to Mobilize Manpower and equipment with all supporting provisions to the designated worksite to perform all the intended services as mentioned under SECTION-I of the tender document.

Mobilization charge is payable when all Manpower and equipment with all supporting provisions are mobilized and to be in readiness to undertake the assigned jobs.

2.2 DEMOBILISATION CHARGE FOR O&M – One time Lump-sum charge:

Demobilization charge shall be payable on LUMP SUM basis which covers costs of the Service Provider to demobilize Manpower and equipment with all supporting provisions from worksite.

Demobilization charge is payable upon 100% completion of demobilization and upon completion of all the obligations under the contract.

Note: Mobilization and Demobilization Charges together should not exceed one percent (1%) of the total evaluated contract value for 1st year O&M, failing which the offer will be rejected. Bidders are requested to take note of this while quoting.

2.3 OPERATION AND MAINTENANCE RATE - Monthly lump-sum

The operation and Maintenance shall be payable on LUMP SUM per month basis for all the services as mentioned under SECTION I except Optional Services of the tender document. For calculation on day/hourly rate, the monthly rate will be prorated. The operation and maintenance rate must be quoted under the following headings in the price bid format, Proforma II:

- i) Operation of Installations : Per month (lump-sum)
- ii) Maintenance of Installations : Per month (lump-sum)

Operation and Maintenance charge of installation shall include operation and maintenance of the Well Site set-up including HP Boilers & ancillaries, Production Surface set-up including MP Boilers & ancillaries, interconnecting pipelines of the two installations, field pipelines of respective installation.

NOTE:

2.3.1 Any Service other than optional may be terminated at the discretion of the Company at any time during the agreement, on one month notice and the lump-sum per month rate of the agreement would be reduced accordingly as per the quoted rate. In the event of Company requiring the same, even after termination at any point of time, the Service Provider will have to provide the service on two month's notice and payment for the same will be made as per quoted rates.

2.3.2 Service Provider shall engage qualified/experienced manpower for carrying out welding, cutting and grinding jobs as per API-1104, AWS D 10.4- 86 and ASME-B-

31.3 for maintenance activity. For welding in piping, pressure parts under IBR, only qualified IBR welder shall be engaged. Cost of consumables shall be reimbursed by the COMPANY as mentioned under para no. 2.3.3. Company shall reserve the right to utilize the welding service, if necessary, in OIL's other operational areas without any extra cost to the company. Service provider shall quote the same in maintenance charge accordingly.

- 2.3.3** Consumables viz. AP3 grease, general purpose grease, contact cleaner, PVC tape, black tape, emery paper, mutton cloth/jute/cloth pieces, small size nut-bolt/screws, lube-oil for various engines, supply of CFL, starter, tubes, paper for printing, cartridge, pen and protective paints will be entirely to contractor's account. Spares like nut-bolts, screws, battery for meters and instruments, cables, wires, single phase single pole MCB, 5A/6A switch, 5A/6A socket, 5A/6A plug, bulbs, tube lights, T/L starter, T/L choke, T/L side holders, T/L starter holder, CFL lamp, window and split air conditioner capacitors, cooler pumps will be entirely to contractor's account. Other ancillary items, if any, of individual value less than INR 500.00 (Rupees five hundred only) per unit per item will also be on contractor's account irrespective of total quantity and price. However, in case the unit cost of any single item is equal to or more than INR 500.00 (Rupees five hundred only), the same shall be reimbursed by the Company including 5% (Five percent) handling charges above the actual cost of the item so procured. Service provider must maintain adequate stock of essential consumables at site to ensure uninterrupted service. However, chemicals for Water Treatment Plant will be provided by the Company. Inventory control of consumables shall be Service Provider's responsibility.
- 2.3.4** A list of spares available with the Company shall be handed over to the Service Provider and the available spares will be issued as and when required. In addition to this, if any spares are required to run the installations un-interrupted, the Service Provider shall plan and procure the spares accordingly with Company's written consent. Cost of the same will be reimbursed on actual plus 5% handling charges to the Service Provider on production of documentary evidence along with related invoice. Service provider must maintain adequate stock of essential Spare Parts at site to ensure uninterrupted service. Inventory control of Spare Parts shall be Service Providers responsibility.
- 2.3.5** Diesel generators are available at for the power supply purpose to the installations. Company will provide HSD required for running of the generator on the basis of actual consumption only for which the record shall be maintained by the contractor. Alternately, the same shall be supplied by the contractor on reimbursable basis. In such case only the cost of HSD consumed as per prevailing market rate plus 5% handling charges shall be paid to the contractor by Company. The rate of consumption (quantity) shall be considered as per average past consumption records (month-wise). All other consumables including engine oil etc., & routine maintenance of the generator set shall be on contractor's account.
- 2.3.6** Monitoring of oil wells (besides the two wells included with the steam set-up) and recording of various well head parameters on daily basis, scheduled maintenance of well head valves and fittings, changing of beans, closing/opening of wells as per demand, operation & maintenance of sucker rod pumps and its ancillaries shall generally be carried out by OIL directly through its own infrastructure and manpower. However, Contractor may be asked to engage their manpower and facilities for any exigencies occurred. Tools and equipments required for the job shall be provided by Company at free of cost.
- 2.3.7** Transportation of Service Provider's men and materials etc. required to perform the activities mentioned under SECTION-I of the tender document shall be on Service Providers account.
- 2.3.8** Maintenance team shall comprise of qualified Operators, Technicians and Helpers. Proper maintenance tools and allied equipment shall be available with the team.

Maintenance of mechanical/electrical/instrumentation equipment list is attached with the Tender document. Maintenance includes top/major overhauling also.

2.4 FORCE MAJEURE DAY RATE - per day (lump-sum)

Force Majeure Day Rate shall be applicable in case of force majeure condition as detailed in para 21.0 of Section-IV. Bidder should restrict the Force majeure day rate within 80% of the lump-sum operating & maintenance rate (pro-rata per day) of respective unit as specified under para 3.0 above. Bidders must adhere strictly to the same, failing which the offer shall be liable for rejection.

i) Force Majeure Day Rate of **Installations**: Per day (lump-sum)

No any rate, other than Force Majeure Day Rate, shall be payable during the force Majeure period.

2.5 MAINTENANCE DAY RATE - per day (lump-sum)

Maintenance Day Rate on LUMP SUM per day shall be payable during **scheduled shutdown** of the installations. During this period major maintenance of Company's installations and equipment has to be planned and carried-out by the Service Provider. In case when major maintenance is not carried out, **Stand-by day rate** shall apply during this period.

i) Maintenance Day Rate for Installations : Per day (lump-sum)

2.6 STAND-BY DAY RATE – per day (lump-sum)

Stand-by Day Rate shall be applicable in the event of any extra-ordinary unforeseen situations like unscheduled shutdown because of OIL decision to halt the operations for any production related issues etc. leading to stoppage of crude supply to bowser for more than ten (10) days.

The Stand-by Day Rate shall be applicable after ten (10) days till the operation resume.

Upon occurrence of such situation, the Service Provider will be notified in writing by the Company.

Service Provider shall restrict the **Stand-by day rate** within 80% of the Operation and Maintenance day rate (Pro-rated) of respective unit as specified under para 2.4 above. Bidders must adhere strictly to the same, failing which the offer shall be liable for rejection.

i) Stand-by Day Rate for Installations : Per day (lump-sum)

Water shall be regularly drained from the storage tanks during this period. Minor maintenance of the installations may be required to carry out as per instruction of OIL site-in-charge to keep the installation ready for operation. No any rate, other than Stand-by Day Rate, shall be payable after ten (10) days of occurrence of situation as mentioned above.

2.7 OPTIONAL:

a) Production Attendant:

The Contractor shall deploy additional Production Attendant for OIL Well Site (other than the two nos. included with the steam set-up) if OIL decides to take the service at any time during the contract. At any time OIL will ask maximum 4 (four) nos. of Production Attendant. For calculation on hourly rate, the daily rate will be prorated. The above requirement is temporary in nature and during the tenure of the contract. OIL may anytime ask the Service Provider to release the manpower from OIL site by giving written notice.

b) Fire Operator/Assistant Fire Operator:

The Contractor shall deploy additional manpower if OIL decides to take the service at any time during the contract. At any time OIL will ask maximum 1 (one) no. each of Fire Operator and Assistant Fire Operator. For calculation on hourly rate, the daily rate will be prorated. The above requirement is temporary in nature and during the tenure of the contract. OIL may anytime ask the Service Provider to release the manpower from OIL site by giving written notice.

3.0 LIQUIDATED DAMAGES FOR DEFAULT IN TIMELY MOBILISATION / COMPLETION:

- 3.1 Time is the essence of the Agreement. The Contractor shall be liable to pay liquidated damages at the rate of 0.5% of the total evaluated contract value for delay of each week or part thereof, subject to maximum of 7.5%, in the event of default by the Contractor in completion the site jobs under PART-A upto the satisfaction of OIL authority within the scheduled time frame of 60 (sixty) days of official intimation from Company for mobilisation. The above will be considered separately for both the stages i.e. Stage-I & II of PART-A.
- 3.2 Mobilization for O&M (PART-B of the contract) should be completed within the stipulated period. In the event of Service Provider's default in timely mobilization for commencement of O&M within the stipulated period of 30 (thirty) days from the date of official intimation of mobilization, the Service Provider shall be liable to pay liquidated damages at the rate of 0.5 % of the total evaluated O&M contract value of the agreement (PART-B) per week or part thereof of delay subject to maximum of 7.5%.
- 3.3 The Contractor shall be liable to pay liquidated damages at the rate of 0.5% of the monthly evaluated O&M contract value (PART-B) for delay of each week or part thereof, subject to maximum of 7.5%, in the event of default by the Contractor in placing the manpower for execution of the optional services as required by Company within the scheduled time frame of 10 (Ten) days of official intimation from the Company.
- 3.4 The Company may without prejudice to any other right or remedy available to it to recover damages for breach of agreement, recover the liquidated damages as above from the Service Provider not by way of penalty but this is an agreed, genuine pre-estimate of damages duly agreed by the parties.
- 3.5 The Company also reserves the right to cancel the agreement without any compensation whatsoever in case of failure to mobilize and commence operation within the stipulated period.

4.0 PENALTY:

- 4.1 The Service Provider shall ensure of superheated quality steam for injection to the well bore. The Service Provider shall also ensure correct temperature of the emulsified liquid to reduce viscosity and also chemical injection as per OIL instruction. Failure to do so shall be liable for penalty as per clause No. 4.4 below.
- 4.2 Apart from OIL's approved installation shutdown and shutdown due to force majeure conditions for any unforeseen reasons beyond the control of company and Service Provider, for any other shutdown that may occur due to faulty operation by the Service Provider or reasons attributable to the Service Provider's improper up-keepment and maintenance of any equipment, the Service Provider shall be liable for penalty as per clause No. 4.4 below.
- 4.3 For use of control panel in the control room only authorized personnel shall be allowed. Due to wrong / mishandling, if malfunction occurs to the PLC/SCADA system leading to shutdown of the installations, penalties shall be imposed as per

clause no. 4.4. Apart from the said penalty, the Service Provider has to bear the repairs/replacement cost of the damaged equipment.

- 4.4 The rate of penalty that shall be levied against point No. 4.1 to 4.3 are as under:

INR 25,000/- (Rupees Twenty Five Thousand only) per day or part thereof on pro-rata basis for the first seven days from the time and date of the shutdown of the installations. If the operation of the installation is not resumed after the expiry of seven days, no day/monthly rate (Operation and Maintenance) or part thereof on pro-rata basis for the respective unit/asset shall be payable to the Service Provider. Besides after the expiry of seven days, OIL may consider to do the maintenance service from third party and the Service Provider shall be liable to pay the service cost

- 4.5 Operation and Maintenance activities to be carried out in such a way that there should not be any breakdown of the plant/equipment. For any such breakdown immediate action to be taken by the Service Provider to put back these equipment in operation without loss of time. Depending on the nature of repairing job involvement, suitable time period will be given to the Service Provider which may be maximum of 4 hours if the spares are readily available at the site, and 48 hours if the spares/equipment are procured/repared at outstation. For malfunctioning/shutdown of any equipment of the installations for reasons attributable to the Service Provider, the Service Provider shall be penalized at the rate of INR 10,000/- (Rupees Ten Thousand only) per day or part thereof on pro-rata basis after expiry of the allotted time period of rectification until the fault is rectified. However, any such breakdown/failure of plant or equipment effecting in production and loading of crude to the bowser will attract penalty as specified in clause 4.4 above.
- 4.6 In the event of non availability of any personnel as stated under clause no. 10.0 of SECTION – I and enclosed Annexure-A of the tender document , the Service Provider will have to provide suitable replacement with similar qualification and experience within 48 hours. In the event of failure, penalty at the rate of INR 1000.00 (Rupees One Thousand only) per person per day irrespective of the grade of the non available manpower will be applicable until suitable replacement is provided.
- 4.7 Damage or loss of any Company property, equipment, machinery, furniture, spare parts etc. under the custody of operation and maintenance Service Provider in all the installations shall be borne by the Service Provider at the actual value of the items which shall be unilaterally decided by the Company or the Service Provider has to restore back the items to its original position by replacement/repairing at their cost. Inventory list of all the above items shall be made by the Service Provider jointly with Company's representative and shall be updated at every three months interval.
- 4.8 In the event of non execution of any job as stated under SECTION –I of the tender document by the Service Provider, Company will take action for execution of the job and cost will be charged with 20 % extra from the Service Provider.

(END OF SECTION –II)

SECTION-III

PRICE SCHEDULE FORMAT-I

PART-I: SERVICE

(FOR THE PURPOSE OF COMMERCIAL EVALUATION OF BIDS)

1.0 The rates/prices as entered herein are exclusive of all taxes, duties and levies excluding Goods & Service Tax etc. and the same must be indicated separately.

2.0 The rates/charges payable by Company to the Contractor towards full and proper performance of their contractual obligations in consistence with the provisions of the contract as agreed below. The payment for services will be made at actual.

Sl. No. (1)	Description (2)	UOM (3)	Qty. (4)	Unit Rate (5)	Total (6)
1	<u>Mobilization Charges:</u> a) Contractor to mobilize the manpower, machineries and materials required for the job at site, establish necessary camp to start the job. Mobilization of manpower will be considered completed when all the key personnel including the site supervisor/engineer and machineries and equipments as may be necessary reached at site for the Stage-I of PART-A of the SOW. The same will be certified by the OIL site in-charge/representative. b) Contractor to mobilize the manpower, machineries and materials for executing the Stage-II of PART-A of the SOW at site. The same will be certified by the OIL site in-charge/representative.	Lumpsum	01		
2	<u>Demobilization Charges:</u> Charges towards complete demobilization of Contractor's crew and machinery including the camp etc. from the site to their base after completion of PART-A of the contract to the satisfaction of Company. Besides that, Demobilization will be considered complete upon removal of all waste materials from the job site and the same will be certified by OIL site in-charge/representative.	Lumpsum	01		
3	<u>Health check-up & maintenance Services of the plant (STAGE-I):</u> Complete health check-up of all the flow lines, vessels, equipments etc. However, services like Hydraulic Testing, Radiography	Lumpsum	01		

	etc. which are categorically mentioned as separate service shall not be included. <u>Revival Services as per Scope of Work (STAGE-II):</u> All types of revival Services including installation of spare materials etc. Services which are categorically mentioned as separate service shall not be included.				
4	<u>Laying & Erection of Pipeline:</u> i) Size: 1/2 inch ii) Size: 1 inch iii) Size: 2 inch iv) Size: 4 inch v) Size: 6 inch vi) Size: 8 inch	MTR	150 300 200 600 100 50		
5	<u>Handling, Aligning & Installing of Valves:</u> i) Size: 1/2 inch-1 inch ii) Size: 2 inch iii) Size: 4 inch iv) Size: 6 inch	NO	120 40 30 20		
6	<u>Handling, Aligning & Installing of Flanges:</u> i) Size: 1 inch ii) Size: 2 inch ii) Size: 4 inch iii) Size: 6 inch	NO	50 60 60 35		
7	<u>Insulation of pipeline:</u> The requirement of new insulation will be as per OIL decision. The materials for insulation of the line will be to the Contractor's account. (i) Size: 2 inch (ii) Size: 4 inch (iii) Size: 6 inch (iv) Size : 8 inch	MTR	100 200 100 100		
8	<u>Installation/Hooking up of Steam Trap</u>	NO	10		
8	a) Fabrication of 6 inch Jacket over 4 inch section b) Fabrication of 8 inch Jacket over 6 inch section Note: The insulation materials will be to the Contractor's account.	MTR	20 20		
9	1 inch Insulation of the vessels. The materials shall be to the Contractor's account.	SQ. MTR	100		
10	Butt welding of the Pipeline (Steam, Water, Crude, Gas, Water condensate etc.): a) 1/2 inch pipe b) 1 inch pipe	No. of weld joints	20 20		

	c) 2 inch pipe d) 4 inch pipe e) 6 inch pipe f) 2 inch Pipe (IBR) g) 4 inch pipe (IBR) h) 6 inch pipe (IBR) Note: The welding consumables shall be to the Contractor's account. Job includes all preparation like cutting/grinding and face preparation for welding.		50 50 20 25 30 20		
11	Hydraulic Testing of all piping, vessels and equipments. Note: a) Water supply for hydraulic testing is contractor's liability, however OIL may provide the source of water if required. b) During testing the pressure in the system under test shall be recorded continuously, on chart which shall be signed, certified and handed over to OIL. Contractor shall bring their own Pressure recorder. c) During hydro testing, if it is found defective the same shall be repaired and retesting. During retesting, if it is found defective due to poor workmanship, the same shall be repaired by the Contractor at free of cost. d) The Contractor shall carry out hydro testing of the steam pipelines as per IBR requirement, wherever it arises	Lumpsum	1		
12	Radiographic inspection of the welded joints for the following sizes of pipes: a) 1/2 inch a) 1 inch b) 2 inch c) 4 inch d) 6 inch Note: Radiography of Steam pipeline shall be carried out as per IBR. guideline/specification.	No. of Joints	20 20 50 50 20		
13	Fabrication of Clamps for i) Size: 2" dia. pipe ii) Size: 4"-6" dia. pipe ii) Size: 8 " dia. pipe	NO	20 50 20		
14	Fabrication of Nipples of sizes: a) 1/2 inch ASTPT b) 1 inch ASTPT c) 2 inch API 5L d) 4 inch API 5L e) 6 inch API 5L	NO	20 20 10 5 5		

15	<p>Painting of piping, vessels: a) Letter writing/ arrow marking on piping, vessels, tanks, pumps shed, signboards etc. as per advice of OIL representative with synthetic paints. The writing may be in English or Hindi as per the instructions of Company representative. All materials for the job including paint, paint brush etc. shall be arranged by Contractor. Size of the letter from 50 mm to 200 mm.</p> <p>(i) Size: 50 mm (ii) Size: 75 mm (iii) Size: 100 mm (iv) Size: 150 mm</p>	No. of Letters	450 150 150 150		
16	<p>Cleaning of outer surfaces of the existing piping, vessels and tanks at the installation by sand blasting or any other mechanical means to remove existing work out layer of paint, dirt etc. and to prepare the surface of the target. This shall be followed by application of two coats of synthetic paint of appropriate colour as per advice of the OIL representative. Painting shall be done by applying one coat of synthetic primer over the surface of the target followed by two coats of synthetic paint of appropriate colour. All the tools, equipments and consumables including scaffolding, paint, paint brush for the purpose shall be arranged by the Contractor.</p>	SQ. FT.	300		
Electrical Cable Laying Jobs					
17	Laying of U/ground cable (3.5 × 240 sq.mm)	MTR	240		
18	Laying of U/ground Cable (4×25 sq.mm)	MTR	50		
19	Laying of U/ground Cable (3×2.5 sq.mm)	MTR	400		
20	Laying of Tie Cable (4×70 sq. mm)	MTR	40		
21	Laying of Tie Cable (4×25 sq. mm)	MTR	20		
22	Laying of Tie Cable (4×16 sq. mm)	MTR	450		
23	Laying of Tie Cable (4×6 sq. mm)	MTR	350		
24	Laying of Tie Cable (4×2.5 sq. mm)	MTR	200		
25	Laying of Tie Cable (3×2.5 sq. mm)	MTR	650		
26	Laying of Tie Cable (5×2.5 sq. mm)	MTR	450		
Instrumentation Cable/Cable Tray Laying Jobs					
27	<p>Laying of Signal Cable: i) Signal Cable 1P × 1.5 MM2 ii) Signal Cable 6P × 0.5 MM2 iii) Signal Cable 3P × 1.5 MM2</p>	MTR	600 600 200		

28	Laying of Cable Trays	MTR	100		
(i) TOTAL COST FOR SERVICE (Sum Total of Column 6 above)					XXX

PART-II: SUPPLY OF MATERIALS

a) The bidder shall offer the cost of Materials on FOR Destination (Baghewala Pilot Plant) basis.

b) The items will be optional and decision of procurement lies with OIL. OIL will issue separate P.O. for the materials after completion of Stage-I of PART-A (quantity as per actual requirement) if OIL will decide to procure the same. The price will be fixed till completion of PART-A of the contract period. The quantity mentioned against each item is tentative, which may increase, decrease depending on the actual field requirement. The payment will be made as per actual usage.

Sl. No. (1)	Description (2)	UOM (3)	Qty. (4)	Unit Rate (5)	Total Amount (6=4×5)
MECHANICAL ITEMS					
1	Pipe 2" × Sch-40 × ASTM A-106 (IBR)	MTR	100		
2	Pipe 4" × Sch-40 × ASTM A-106 (IBR)	MTR	300		
3	Linepipe, ERW, 6" × Sch-40 API-5L Bevel	MTR	100		
4	Linepipe, ERW, 8" × Sch-40 API-5L Bevel	MTR	50		
5	Black Sheet Linepipe, ERW, 1", IS-1239	MTR	100		
6	Black Sheet Linepipe, ERW, 1/2", IS-1239	MTR	100		
7	1/2" Sch-80 A106 Gr.B Pipe (Seamless)	MTR	50		
8	1/2" Sch-80 A106 Gr.B IBR quality Pipe (Seamless)	MTR	20		
9	1/2" Sch-40S, A312 TP304 (Seamless) Pipe	MTR	20		
10	1" Sch-40S, A312 TP304 (Seamless) Pipe	MTR	20		
11	1/2" Sch-40S, A312 TP304L (Seamless) Pipe	MTR	20		
12	6"×6"×6" Tee, ASTM-234, Sch-40	NO	10		
13	4"×4"×4" Tee, ASTM-234, Sch-40	NO	10		
14	2"×2"×2" Tee, A105 IBR Equal Tee	NO	10		
15	1/2" SW 300#, A105 Equal Tee	NO	10		
16	1/2" SW 300#, A105 IBR Equal Tee	NO	10		
17	1/2"SW×1/2"SW×1/2"SW, 300#, A182 F304 Equal Tee	NO	2		
18	1" Tee × Sch-40 with NPT	NO	5		

	female				
19	1/2" Tee × Sch-40 with NPT female	NO	5		
20	1/2" NPTM×1/2"Plain, Sch-80, A106 Gr.B,150 MM Long Nipple	NO	10		
21	1/2" NPTM×1/2"Plain, Sch-80, A106 Gr.B IBR,150 MM Long Nipple	NO	10		
22	1" NPTM×1"Plain, Sch-80, A106 Gr.B IBR,150 MM Long Nipple	NO	10		
23	90 deg. Bends 4"× sch-40 Carbon Steel	NO	20		
24	90 deg. Bends 6"× sch-40 Carbon Steel	NO	10		
25	90 deg. Bends 4"× Sch-40 (IBR)	NO	5		
26	90 deg. Bends 2"× Sch-40 (IBR)	NO	10		
27	90 deg. Bends 1"× Black Steel long Radius	NO	10		
28	90 deg. Bends 1/2"× Black Steel long Radius	NO	10		
29	1/2" Quick Union with socket	NO	20		
30	1" Quick Union with socket	NO	20		
31	1"Elbow Sch-40 with NPT female	NO	10		
32	1/2"Elbow Sch-40 with NPT female	NO	10		
33	1/2"NPTF×1/2"SW, 3000#, A105 Adapter	NO	5		
34	1/2"NPTF×1/2"SW, 3000#, A105 IBR Adapter	NO	2		
35	1/2"NPTF×1/2"SW, 3000#, A182 F304 Adapter	NO	2		
36	1"NPTF×1"SW, 3000#, A182 F304 Adapter	NO	2		
37	1/2"SW×1/2"SW,3000#,A105 Coupling	NO	5		
38	1/2"SW×1/2"SW,3000#,A105 IBR Coupling	NO	5		
39	1/2"SW×1/2"SW,3000#,A182 F304 Coupling	NO	5		
40	1"SW×1"SW,3000#,A182 F304 Coupling		5		
41	1" CS NRV as per BS-1868	NO	10		
42	1/2" CS NRV as per BS-1868	NO	10		
43	2"×1"NB C.S. Reducer, Sch-40	NO	10		
44	1"×1/2" NB C.S. Reducer, Sch-40	NO	5		
45	1"NB C.S. Socket	NO	5		
46	1/2"NB C.S. Socket	NO	5		
47	1"× ANSI 300 Class Flange (IBR quality) with stud, bolt & flat gasket	NO	3		
48	2"× ANSI 300 Class Flange (IBR quality) with stud, bolt &	NO	5		

	flat gasket				
49	4"× ANSI 300 Class Flange (IBR quality) with stud, bolt & flat gasket	NO	5		
50	2"× ANSI 300 Class Flange with stud, bolt & flat gasket	NO	5		
51	4"× ANSI 300 Class Flange with stud, bolts & flat gasket	NO	10		
52	6"× ANSI 150 Class Serrated RF Flange with stud, bolt & flat gasket	NO	5		
53	4"× ANSI 150 Class Serrated RF Flange with stud, bolt & flat gasket	NO	5		
54	2"× ANSI 150 Class Serrated RF Flange with stud, bolt & flat gasket	NO	5		
55	Gate Valve, Size:150 mm (6") NB, ANSI 150 Class	NO	5		
56	Gate Valve, Size:100 mm (4") NB, ANSI 150 Class	NO	20		
57	Gate Valve, Size:50 mm (2") NB, ANSI 150 Class	NO	20		
58	Gate Valve, Size:50 mm (2") NB, ANSI 300 Class	NO	5		
59	1/2"SW×1/2"SW, 800#, A105 Globe Valve	NO	5		
60	1/2"SW×1/2"SW, 800#, A105 IBR Globe Valve	NO	5		
61	1/2"SW×1/2"SW, 800#, A182 F304L Globe Valve	NO	5		
62	1/2"SW×1/2"SW, 800#, A182 F304 Ball Valve	NO	10		
63	1"SW×1"SW, 800#, A182 F304 Ball Valve	NO	10		
64	1/2"NPTF, 800#, A182 F304 Ball Valve	NO	5		
INSTRUMENTATION ITEMS					
66	Diaphragm Sealed Pressure Gauges: i) Pressure Gauge/ Range: 0-10 kg/cm ² ii) Pressure Gauge/Range: 0-6 kg/cm ²	NO	10 3		
67	Pressure Gauge, Range: 0-10 kg/cm ²	NO	10		
68	Temperature Gauge w/o Thermowell: a) Temperature Gauge (Filled Bulb), Range: 0-150 degC b) Dial Temperature Gauge (Bi-metal), Range: 0-150 degC	NO	3 10		
69	Temperature Gauge with Thermowell: a) Temperature Gauge (Filled Bulb), Range: 0-150 degC	NO	3		

	b) Dial Temperature Gauge (Bi-metal), Range: 0-150 degC		10		
70	Diaphragm Seal Type Pressure Switch: Range: 0-5 kg/cm ² Set Point: 2.2 kg/cm ²	NO	1		
71	Pressure Transmitter with remote sealed diaphragm	NO	2		
72	Level Transmitter (remote Sealed DP Type)	NO	2		
73	Differential Pressure Transmitter	NO	2		
74	Temperature Transmitter (0-150 degC): a) Process Connection 1 1/2" 150#RF b) 1" NPTM	NO	3 2		
75	Seamless SS Tubings (A269 TP304): Tubings shall be from reputed manufacturer Parker, Swagelok i) Size: 1/4 inch OD/ 1.0 MM Thickness ii) Size: 1/2 inch OD/ 1.0 MM Thickness	MT R	300 50		
76	Male Connector: a) 1/4" NPTM × 1/4" OD, A182 F316, Complete with Double Ferrule b) 1/2" NPTM × 1/2" OD, A182 F316, Complete with Double Ferrule	NO	50 20		
77	Straight Connector: a) 1/4" OD × 1/4" OD, A182 F316, Complete with Double Ferrule b) 1/2" OD × 1/2" OD, A182 F316, Complete with Double Ferrule	NO	20 10		
78	Signal Distributor: shall be from reputed manufacturer MTL, P&F etc.	NO	15		
79	Isolating Driver (for I/P converter): shall be from reputed manufacturer MTL, P&F etc.	NO	3		
80	Spares for Control Valve: a) 3 inch i) Plug and Seat ii) Diaphragm b) 4 inch i) Plug and Seat ii) Diaphragm	NO	2 nos. each		
81	Needle Valve (SS316): shall be from reputed manufacturer Parker, Swagelok Size: 1/2 inch NPTF a) The valve body should be	NO	20		

	made out of material conforming to ASTM A182/ASME SA182 Gr. SS316				
82	Cables (LDPE Insulation & Overall Shielded): i) Signal Cable 1P × 1.5 MM2 ii) Signal Cable 6P × 0.5 MM2 iii) Signal Cable 3P × 1.5 MM2	MT R	800 800 500		
83	Perforated G.I. Cable Tray a) 100 MM width × 2.5 MM Thick × 25 MM Height × 2500 MM Long a) 200 MM width × 2.5 MM Thick × 25 MM Height × 2500 MM Long	MT R	40 50		
84	Coupler: a) For 100 MM wide Cable Tray (G.I.) each complete with 8 sets of screw, nuts & washer b) For 200 MM wide Cable Tray (G.I.) each complete with 8 sets of screw, nuts & washer	SET S	20 20		
ELECTRICAL ITEMS					
85	1 Ph 0.37 KW Motor with Pump	NO	8		
86	3.5×240 sq. mm Al Cable	MTR	500		
87	4×25 sq. mm Al Cable	MTR	210		
88	4×16 sq. mm Al Cable	MTR	40		
89	4×6 sq. mm Cu Cable	MTR	480		
90	4×2.5 sq. mm Cu Cable	MTR	600		
91	3×2.5 sq. mm Cu Cable	MTR	370		
92	5×2.5 sq. mm Cu Cable	MTR	860		
93	Flameproof Start/ Stop Push Buttons for Local Control Station	NO	22		
94	5 KVA 115V UPS with 8 nos. of battery of capacity 24 VAH	NO	2		
95	8.5 mm thick Rubber Mat	NO	10		
96	Flame Proof Cable Gland (4×25 sq.mm)	NO	4		
97	Flame Proof Cable Gland (4×2.5 sq.mm)	NO	35		
98	Flame Proof Cable Gland (3×2.5 sq.mm)	NO	27		
99	Flame Proof Cable Gland (5×2.5 sq.mm)	NO	6		
100	Safe Area Cable Gland (3.5×240 sq.mm)	NO	5		
101	Safe Area Cable Gland (4×70 sq.mm)	NO	5		
102	Safe Area Cable Gland (4×25 sq.mm)	NO	4		
103	Safe Area Cable Gland (4×16 sq.mm)	NO	10		
104	Safe Area Cable Gland (4×6 sq.mm)	NO	5		

105	Safe Area Cable Gland (4×2.5 sq.mm)	NO	5		
106	Safe Area Cable Gland (3×2.5 sq.mm)	NO	5		
107	Safe Area Cable Gland (5×2.5 sq.mm)	NO	16		
108	Cable Lugs (3.5×240 sq.mm)	NO	5		
109	Cable Lugs (4×70 sq.mm)	NO	110		
110	Cable Lugs (4×25 sq.mm)	NO	4		
111	Cable Lugs (4×16 sq.mm)	NO	32		
112	Cable Lugs (4×6 sq.mm)	NO	100		
113	Cable Lugs (4×2.5 sq.mm)	NO	100		
114	Cable Lugs (3×2.5 sq.mm)	NO	20		
115	Cable Lugs (5×2.5 sq.mm)	NO	180		
116	2.5 sq. mm PVC wire for wiring	MTR	360		
117	1.5 sq. mm PVC wire for wiring	MTR	70		
118	PVC Conduit for wiring	MTR	5		
119	Switch Board (20 × 25 cm)	NO	7		
120	Switch Board (10 × 15 cm)	NO	20		
121	Switch Board (10 × 10 cm)	NO	5		
122	15 Amp. Switch Socket	NO	6		
123	Junction Box, 15A, 230V, 1P	NO	7		
124	5 Amp. Switch Socket	NO	31		
125	20 Amp. Industrial Socket Board	NO	14		
126	5 Amp. Switch	NO	5		
127	400 W LED Floodlight	NO	40		
128	160 W MLL Lamp	NO	5		
129	Fluorescent Tubes-40 W	NO	40		
(ii) TOTAL COST FOR SPARE (Sum Total of Column 6 above)					XXX

(A) Total Cost for Revival : Sum Total of (i+ii) = A

PROFORMA – II**PRICE SCHEDULE FORMAT****OPERATION & MAINTENANCE OF OIL'S INSTALLATIONS AT BAGHEWALA**

(FOR THE PURPOSE OF COMMERCIAL EVALUATION OF BIDS)

Sl. No	Description of item	Quantity	Unit	Unit Rates	Total Amount
1	<u>MOB-DEMOB CHARGES : (One Time lump sum)</u>				
i)	Mobilisation charge (M)	Lump-sum	One		
ii)	Demobilisation charge (D)	Lump-sum	One		
I)	Total Mob & De-mob charges : (i) + (ii) under Srl. No. 1.0 above				

II OPERATING AND MAINTENANCE CHARGES : _

OPERATING AND MAINTENANCE CHARGES :							
Sl. No.	Description of Services	Unit	Qty.	Combined O & M	Break-up of		Extended Value (7)= (4X5)
				Unit Rates	O & M		
				(5)=(6.1+6.2)	Unit Rates		
1	2	3	4		6		
					Operational Charges 6.1	Maintenance Charges 6.2	
A.	Operation and Maintenance (O&M) Rates :						
1. a	Monthly lump sum O&M charges for Installations (1stYear)	Month	12		x	x	
	Monthly lump sum O&M charges for Installations (2nd Year)	Month	12		x	x	
B.	Force Majeure Day Rate :						
1.a	Force Majeure Day Rate for Installations (1st Year)	Days	10		x		
	Force Majeure Day Rate for Installations (2nd Year)	Days	10		x		
C.	Standby Day Rate:						
1.a	Standby Day Rate for Installations (1st Year)	Days	30		x		

	Standby Day Rate for Installations (2nd Year)	Days	30		x		
D.	Maintenance Day Rate: (During scheduled shutdown only)						
1.a	Maintenance Day Rate for Installations (1st Year)	Days	30		x		
	Maintenance Day Rate for Installations (2nd Year)	Days	30		x		
E.	OPTIONAL: Additional Well Site O&M Day Rate:						
1.a	O&M Day Rate for Well Site (1st Year)	Days	1200		x	x	
	O&M Day Rate for Well Site (2nd Year)	Days	1200		x	x	

II. Total O & M Charges : Sum Total of Column (7) above.

**B. Total Estimated Value of the O&M Contract for evaluation purpose =
Sum total of (I+II) = B**

Grand Total Estimated Value of the Contract for Evaluation Purpose T = A+B

Note:

NOTE:

1. Break-up of charges towards operations and maintenance to be shown separately as called for.
2. Bidder shall note that no other charges apart from above shall be paid by COMPANY for providing the services mentioned under 5. SCOPE OF WORK of Section-I. Therefore, charges apart from above, if any, Bidder shall load in the above rates.
3. Assumptions made in respect of the number of days/parameters above for various operations are only for the purpose of evaluation of the bids. The Operator/ Contractor will be paid on the basis of the actual number of days/parameters, as the case may be.
4. Rates quoted above must be inclusive of all taxes, duties and levies excluding Goods & Service Tax etc. However, the quantum included towards same must be indicated separately.
5. Quoted rates must be in compliance to following stipulations.
 - a. Mobilisation and demobilisation charges together should not exceed 1% of the total evaluated contract value for 1st year O&M.

- b. Standby day rate shall not exceed 85% of the respective operating & maintenance day rate on pro-rata basis.
- c. Force Majeure day rate shall not exceed 80% of the respective operating and maintenance day rate on pro-rata basis.

SECTION – IV

GENERAL CONDITIONS OF CONTRACT

MEMORANDUM OF AGREEMENT made this day of 2017 between OIL INDIA LIMITED, a Company incorporated under the Companies Act 1956 and having its Registered Office at Duliajan in the district of Dibrugarh, Assam and Project Office at 2-A, Saraswati Nagar, Jodhpur-342005 (hereinafter called 'The Company') of the ONE PART and Sri carrying of business as PROPRIETOR under the firm name M/s. with their Office at in the district of aforesaid (hereinafter called "The Contractor") of the OTHER PART.

WHEREAS, in this Agreement the following terms shall be interpreted as indicated below:

- a) The "Agreement" means the Contract entered into between the Company and the Contractor, and terms & conditions as recorded in this document signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein
- b) The "Agreement Price" means the prices/costs/rates payable by the Company to the Contractor under the contractual obligations.
- c) The 'Work' means each and every activity described in the Schedule of Work/Specifications, detailed in Proforma-II.
- d) "Company" means OIL INDIA LIMITED and its executors, successors, administrators and assignees.
- e) "Contractor" means the individual or firm or Company performing the 'work' under this Agreement and its executors, successors and assignees.
- f) "Contractor's personnel" means the personnel to be provided/deployed by the Contractor for due performance of the assigned work as per the Agreement.
- g) "Company Personnel" mean the personnel to be provided by the Company. The Representative/Engineer of the Company is also included in the Company's personnel. The Company's Representative/Engineer means the person or persons appointed and approved from time to time by the Company to act on its behalf for overall co-ordination and project management at site.
- h) "Site" means the land, installation and other places, provided and designated by the Company on which the works are to be executed by the Contractor.
- i) "Company's item" means the equipment, materials, installations and services, which are to be provided by the Company at the expense of the Company.

- j) "Contractor's item" means the equipment, materials and services, which are to be provided by the Contractor at the expense of the Contractor.
- k) "Commencement date" means the date on which the Contractor's personnel start the job as mentioned in the Agreement.
- l) "Gross negligence" as used in this Agreement shall mean 'willful and wanton disregard for harmful, avoidable and foreseeable consequence'.

WITNESSETH:

- 1.0 (a) The Contractor hereby agrees to carry out the work set down in the Schedule of Work of this Agreement in accordance with General Specifications read in conjunction with any drawings and Special terms & conditions which forms of this of the Agreement.
- (b) In this Agreement all words and expressions shall have the same meanings as are respectively assigned to them hereinabove which the Contractor has perused and is fully conversant with before entering into this Agreement.
- 2.0 The Contractor shall provide all labour, supervision and transport and such specified materials described in Section-I of the Agreement including tools and plants as necessary for the work and shall be responsible for all royalties and other levies and his rates shall include all incidental and contingent work which, although not specifically mentioned in this Agreement but are necessary for completion of the work in a sound manner and with good workmanship.
- 3.0 The Company's engineer shall have power to –
 - (a) Reduce the rates at which payments shall be made if the quality of the work, although acceptable, is not upto the required standard, set forth in the Company's standard specifications which have been perused and fully understood by the Contractor.
 - (b) Order the Contractor to remove any inferior materials from the work 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 expense.
 - (c) Order the Contractor to remove or replace any workman whom he (the engineer) considers incompetent or unsuitable. The engineer's opinion as to the competence and suitability of any workmen 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 executions and maintenance of the works and the Contractor shall carry out and be bound by the same.

- (e) Order deviations of this Agreement after obtaining approval from the Company's Management. All such deviation orders shall be in writing and shall show the financial effect, if any, and whether any extra time is to be allowed. The rates to be applied for such deviation order shall be the same as those appearing in the basic Schedule of Rules of Rajasthan P.W.D. in force on the date of issue of such deviation order.
- 4.0 The Contractor shall have no claim against the Company in respect of any work which may be withdrawn, but only for the work actually completed under this Agreement. The Contractor shall have no objection to carry out work in excess of the quantities, if so ordered by the Company at the same rates, terms and conditions.
- 5.0 The Company reserves the right to cancel this Agreement 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 Agreement. 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 ex-party if the Contractor fails to turn up despite reasonable notice, which will be binding on the Contractor.
- 6.0 **APPLICABLE LAWS:**
- 6.1 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 Jodhpur, Rajasthan.
- 6.2 The Contractor shall ensure full compliance of various Indian Laws and Statutory Regulations, to the extent applicable, as stated below, but not limited to, in force from time to time and obtain necessary permits/licenses etc. from appropriate authorities for conducting operations under the contract:
 - a) The Mines Act 1952-as applicable to safety and employment conditions.
 - b) The Minimum Wages Act, 1948.
 - c) The Oil Mines Regulations, 1983.
 - d) The Workmen's Compensation Act, 1923.
 - e) The Payment of Wages Act, 1963.
 - f) The Payment of Bonus Act, 1965.
 - g) The Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed thereunder.
 - h) The Employees Pension Scheme, 1995.
 - i) The Interstate Migrant Workmen Act., 1979 (Regulation of employment and conditions of service).
 - j) The Employees Provident Fund and Miscellaneous Provisions Act, 1952.
 - k) The Rajasthan Tax Act
 - l) Goods & Service Tax Act, 2017.
 - m) Customs & Excise Act & Rules
 - n) Environment Protection Act
 - o) Public Liability Act.
 - p) Income tax Act
 - q) Insurance Act.

7.0 **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.

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

9.0 **Mobilization Period:** The Contractor must complete initial mobilization within 03 (three) months of LOA/Mobilization advice from Company.

9.1 **Effective Date And Duration Of Agreement:** The Agreement shall become effective as of the date the Company notifies the Service Provider in writing that they have been awarded the Agreement and it shall remain in force till completion of the service as specified in SECTION-I from the date of commencement. The rates, terms and conditions of the Agreement shall continue till completion of jobs. However, the Company reserves the right to terminate the agreement early in part/whole.

10.0 VALIDITY OF THE AGREEMENT:

The Agreement shall remain valid for a period of two years with a provision of extension by another one year from the date of commencement of work as issued in work order or completion of works whichever is later.

11.0 SCHEDULE OF RATES:

Payment to the Contractor will be made against work completed by them at the rates entered in the Schedule of Rates, Proforma-II hereof.

12.0 **Liquidated Damages :** As per Clause 3.0 of Schedule of Rates (Section-II).

13.0 In order to promote, safeguard and facilitate the general, operational economic interest of the Company, during the continuance of this Agreement 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, demonstrations, riots, or in any agitation prejudicial to the Company's interest and any such event taking shape or form at any place of the Company's work and its neighborhood.

14.0 **Estimated Value of Agreement:** The total evaluated value of the Agreement (all inclusive) is estimated to be INR. (approx), but the Company shall pay the Contractor only for the actual work done at the all inclusive rates set down in the Schedule of Rates which forms part-II of this Agreement.

15.0 **Payment Terms :** Payment shall be made on monthly basis against the work completed by the Contractor within 30 days from the date of receipt of undisputed bills. Taxes will be deducted at source as per the existing Act, wherever applicable.

16.0 The Contractor employing more than 20 (twenty) workmen on any day of the preceding 12 (twelve) months shall be required to obtain requisite license at his cost from the appropriate Licensing Officer before undertaking any contract work. The Contractor shall also observe the rules and regulations framed under the Contract Labour (Regulations & Abolition) Act.

- 17.0 Wages shall be paid by the Contractor to the workmen directly without the intervention of any Jamadars or Thekadars and that the Contractor shall ensure that no amount by way of commission or otherwise is deducted or recovered by the Jamadars from wages of the workmen.
- 18.0 The Contractor will not be allowed to construct any structure (for storage/housing purpose) with thatch, bamboo or any other inflammable materials within industrial or other fenced area of the Company.
- 19.0 The Contractor shall ensure that all men engaged by him are provided with appropriate protective clothing and safety wear in accordance with Regulations 89(a) and 89(b) of the Indian Oil Mines Regulations 1984. The Company's representative shall not allow/accept those who are not provided with the same.

20.0 LIABILITY:

- 20.1 Except as otherwise expressly provided, neither the Company nor its servants, agents, nominees, shall have any liability or responsibility whatsoever to whomsoever (including the owner) for loss or damages to the equipment and/or loss or damage to the property of the Contractor and/or its sub-contractors, irrespective of how much loss or damage is caused by willful and gross negligence of the Company and/or its servants, agents, nominees, assignees. The Contractor shall protect, defend, indemnify and hold harmless the Company from and against such loss or damage and any suit, claim or expense resulting there from.
- 20.2 Neither the Company nor its servants, agents, nominees, assignees, sub-contractors shall have any liability or responsibility whatsoever for injury to, illness, or death of any employee of the Contractor irrespective of how such injury, illness or death is caused unless caused by willful and gross negligence of the Company and/or its servants, agents, nominees, assignees. The Contractor shall protect, defend, indemnify and hold harmless the Company from and against such loss or damage and any suit, claim or expense resulting there from.

21.0 FORCE MAJEURE:

- 21.1 Notwithstanding anything herein to the contrary, the Service Provider shall not be liable for forfeiture of its performance security, payment of penalties or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligation under the Agreement is the result of an event of Force Majeure.
- 21.2 In the event of either party being rendered unable by Force Majeure to perform any obligations required to be performed by them under this Agreement, the relative obligations of the party affected by such force majeure shall upon notification to the other party be suspended for the period during which such cause lasts.
- 21.3 For purpose of this Clause, "Force Majeure" means an act of God, war, revolt, riots, strikes, fire, flood, sabotage, civil commotion, failure or destruction of roads, systems and acts & regulations of the Government of India 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.
- 21.4 Upon occurrence of such cause and upon its termination, the party alleging that it has been rendered unable to function, shall notify the other party in

- writing within 72 hours of the alleged beginning and ending thereof giving full particulars and satisfactory evidence in support of its claim.
- 21.5 Time for performance of the relative obligations suspended by Force Majeure shall then stand extended by the period for which the Force Majeure conditions last.
- 21.6 Unless otherwise directed by the Company in writing the Service Provider shall continue to perform its obligations under the Agreement as far as is reasonably practicable, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.
- 21.7 Should “Force Majeure” condition as stated above occurs and should the same be notified within seventy two (72) hours of its occurrence the “**Force Majeure day rate**” shall apply for the first ten (10) days from the date of occurrence of such situation. Either party will have the right to terminate the contract if such “Force Majeure” condition continues beyond ten (10) consecutive days with prior written notice. Should either party decides not to terminate the agreement even under such condition; no payment would apply after expiry of ten (10) days period unless otherwise agreed to.

22.0 TERMINATION:

22.1 TERMINATION ON EXPIRY OF THE TERMS (DURATION)

The contract shall be deemed to be automatically terminated on the expiry of duration of the contract (or extension, if any, thereof).

22.2 TERMINATION ON ACCOUNT OF FORCE MAJEURE:

Either party shall have the right to terminate the Contract on account of Force Majeure as set forth in Article 20.0.

22.3 TERMINATION ON ACCOUNT OF INSOLVENCY:

In the event that the Contractor 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 up to 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(fifteen) 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 the 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 the Contract.

- 22.6 If at any time during the term of the Agreement, breakdown of the Contractor’s equipment results in the Contractor being unable to perform his obligation hereunder for a period of 7(seven) successive days (not including Force Majeure delay) the Company at its option may terminate the Agreement 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 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 upto the date of termination. Notwithstanding the termination of the Contract, the parties shall continue to be bound by the provisions of the Contract that reasonably require some action or forbearance after such termination.

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

22.9 Notwithstanding any provisions herein to the contrary, the Contract may be terminated at any time by the Company on giving 15 (fifteen) days written notice to the Contractor due to any other reason not covered under the above clause from 12.1 to 12.7 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, personnel charges and other charges as per the Contract up to the date of termination.

22.10 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 demobilise their personnel & materials.

23.0 ARBITRATION:

23.1 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:

1. A party wishing to commence arbitration proceeding shall invoke Arbitration Clause by giving 30(thirty) days' 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.
2. 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
Up to Rs. 5 Crore	Sole Arbitrator	OIL
Above Rs. 5 Crore	3 Arbitrators	One Arbitrator by each party and the 3 rd Arbitrator, who shall be the presiding Arbitrator, by the two Arbitrators.

3. 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.
4. 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.
5. 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.
6. Parties agree that neither shall be entitled for any pre-reference or pendent-lite interest on its claims. Parties agree that any claim for such interest made by any party shall be void.
7. 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)
Up to 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.

8. 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.
9. 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.

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.

10. 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.
11. The Arbitrator(s) shall give reasoned and speaking award and it shall be final and binding on the parties.

12. 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.

23.2 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, Deptt. 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 23.1 & 23.2 will be Jodhpur, Rajasthan. The award made in pursuance thereof shall be binding on the parties.

24.0 **INSURANCE:**

- 24.1 The Service Provider shall arrange comprehensive insurance to cover all risks in respect of their personnel, materials and equipment belonging to Service Provider or its sub-contractor during the currency of the Agreement.
- 24.2 The Service Provider shall at all time during the currency of the Agreement provide, pay for and maintain the following insurances amongst others:
- a) Comprehensive workmen compensation insurance as required by the laws of the country of origin of the employee.
 - b) Employer's Liability Insurance as required by laws 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 to property. This insurance must cover all operations of Service Provider required to fulfill the provisions under this Agreement.
 - d) The Service Provider's equipment provided by the Service Provider for performance 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 as per Indian Insurance Regulations.
- 24.3 The Service Provider will obtain additional insurance or revise the limits of existing insurance as per Company's request, in which case additional cost shall be to Company's account.
- 24.4 Any deductible set forth in any of the above insurance shall be borne by Service Provider.
- 24.5 The Service Provider shall furnish to the Company prior to commencement date, certificates of all its insurance policies relating to Service Provider's operations hereunder indicating:
- a) Kinds and amount of insurance as required herein;

- b) Insurance company or companies carrying the aforesaid coverage;
 - c) Effective and expiry dates of policies;
 - d) Territorial limits of the policies.
- 24.6 If any of the above policies expire or is cancelled during the term of this Agreement and Service Provider fails for any reason to renew such policies, then the Company will renew/replace the same and charge the cost thereof to the Service Provider. Should there be a lapse in any insurance required to be carried by the Service Provider hereunder for any reason whatsoever, loss/damage claims resulting there from shall be to the sole account of the Service Provider.
- 24.7 The Service Provider shall require all of his sub-contractors to provide such of the foregoing insurance coverage as the Service Provider is obliged to provide under this Agreement and inform the Company about the coverage prior to the commencement of agreements with its sub-contractor.
- 24.8 All insurances taken out by the Service Provider or his sub-contractors shall be endorsed to provide that the underwriters waive their rights of recourse on the Company.
- 24.9 All insurances taken out by the Company shall be endorsed to provide that the underwriters waive their rights of recourse on the Service Provider or his contractors and sub-contractors.

25.0 TAX LIABILITIES

- 25.1 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.
- 25.2 Contractor shall be responsible for payment of personal taxes, if any, for all the personnel deployed by them.
- 25.3 All taxes other than GST on purchases and sales made by contractor shall be borne by the contractor.
- 25.4 **GST (Goods & Service tax):** The quoted price is exclusive of GST and the GST as applicable shall be to the Company's account. Referr Annexure-GST.

26.0 CONFIDENTIALITY, USE OF CONTRACT DOCUMENTS AND INFORMATION:

- 26.1 Contractor shall not, without Company's prior written consent, disclose the contract, or any provision thereof, or any specification, workflow, 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 so far as may be necessary for purposes of such performance.
- 26.2 Contractor shall not, without Company's prior written consent, make use of any document or information except for purposes of performing the contract.
- 26.3 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. All information obtained by Contractor in the conduct of work and the information/maps/Seismic Data/Log suites etc. provided to the Contractor

shall be considered confidential and shall not be divulged by Contractor or its employees to anyone other than the Company's personnel. The various outputs/deliverables generated and the inferences and interpretations drawn as part and parcel of the work carried out under the terms of the Contract shall not be divulged by the Contractor or its employees to any other than the Company's personnel. This obligation of Contractor shall be in force even after the termination of the contract.

27.0 CHANGES:

27.1 During the performance of the work, Company may make a change in the work mutually agreed 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 (Change Order) by the Company.

27.2 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 and Payment (SECTION-II). Upon review of Contractor's estimate, Contractor 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 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.

28.0 **SUBCONTRACTING:** 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. The company is in no way duty bound in allowing such a request nor does it hold any responsibility for any time loss on such account.

29.0 **MISCELLANEOUS PROVISIONS:**

29.1 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.

29.2 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.

- 29.3 During the tenure of the Contract, Contractor shall keep the facility and resources allocated for the services free from other work obligations of the Contractor not under the preview of this Contract.
- 29.4 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.
- 30.0 **WAIVER & AMENDMENTS:** It is fully understood and agreed that none of the terms and conditions of the contract shall be deemed waived or amended by either party unless such waiver or amendment is executed in writing by the duly authorized agents or representatives of such party. The failure of either party to execute any right of termination shall not act as a waiver or amendment of any right of such party provided hereunder.
- 31.0 **RECORDS, REPORTS AND INSPECTION:** The Contractor shall, at all times, permit the Company and its authorised employees and representatives to inspect all the Work performed and to witness and check all the deliverables and tests made in connection with the said work. The Contractor shall keep an authentic, accurate history and logs reasonable times for inspection by the Company's designated representatives and its authorised employees and representatives. The Contractor shall provide the Company designated representatives with a weekly written report, on form prescribed by the Company showing details of work during the preceding week. The Contractor shall not, without Company's written consent allow any third person(s) access to the said records, or give out to any third person information in connection therewith.
- 32.0 **Provident Fund:** The Contractor if covered under the P.F Act and if the 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 13.36% P.F. Contribution on wage component.
- 33.0 **WARRANTY AND REMEDY OF DEFECTS**
- 33.1 The Contractor warrants that he shall perform the work in a first class, workmanlike, and professional manner and that all work shall be performed in accordance with highest quality, and efficiency with instructions and guidance which the Company may, from time to time furnish to the Contractor.
- 33.2 The rights and remedies of the Company provided by this clause are in addition to any other right and remedies provided by law or in equity or otherwise.

34.0 SET OFF CLAUSE :

- 34.1 Any sum of money due and payable to the Contractor (including Security Deposit refundable to them) under this or any other Agreement 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 Agreement or under any other Agreement made by the Contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).

35.0 PATENT INFRINGEMENT:

- 35.1 The Service Provider shall defend and hold the Company harmless against any and all claims, actions and liabilities for violation of any patent or patents brought against the Company and/or the Service Provider by any third party as a result of the Service Provider's use of any patented process, compositions, machines or articles of manufacture. The Company shall at all times have the right to be represented by its own counsel and participate in the defence of any action in which the Company is a party defendant.
- 35.2 The Company shall defend and hold the Service Provider harmless against any and all claims, actions and liabilities for violation of any patent or patents brought against the Service Provider and/or the Company by any third party as a result of the Company's use of any patented process, composition, machines or articles of manufacture. The Service Provider shall at all times have the right to be represented by its own counsel and to participate in the defence of any action in which Service Provider is a party defendant.

36.0 MISCELLANEOUS PROVISIONS:

- 36.1 The Service Provider shall give all notices and pay all fees required to be given or paid for by any National or State statute, ordinance, or other law, or any regulation, or bye-law of any local or other duly constituted authority (State/National Pollution control authorities, IBR, DDMS, RLC etc.) in relation to the performance of the services and by the rules and regulations of all public bodies and companies whose property or rights are affected or may be affected in any way by the services.
- 36.2 The Service Provider shall confirm in all respects with provisions of any such statute, ordinance or law as aforesaid and the regulations or bye-laws of any local or other duly constituted authority which may be applicable to the services and with such rules and regulations of public bodies and Companies as aforesaid and shall keep the Company indemnified against all penalties and liability of every kind for breach of any such statute, ordinance or law, regulations or bye-law.
- 36.3 During the life of the Agreement, the Service Provider shall keep the site where the services are being performed, reasonably free from all unnecessary obstructions and shall store or dispose of any equipment and surplus materials and clear away and remove from the site any wreckages, rubbish or temporary works no longer required. On the completion of the services, the Service Provider shall clear away and remove from the site all surplus materials, rubbish and temporary works of every kind, and leave the whole site in a clean condition to the satisfaction of the Company.
- 36.4 All domestic as well as industrial waste & garbage generated during the period of service shall be disposed safely in the disposal pit / incinerator constructed for the purpose by the Service Provider at a safe location. Under all

circumstances, use of plastic & polythene at the camp and operating areas should be avoided and discouraged.

- 36.5 All fossils, coins, articles of value or antiquity and structures and other remains or things of geological or archaeological interest discovered on the site where the services are performed, shall as between the Company and the Service Provider be deemed to be the absolute property of the Company. The Service Provider shall take reasonable precautions to prevent its personnel or any other person from removing or damaging any such article or thing and shall immediately upon discovery thereof and, before removal, acquaint the Company of such discovery and carry out, at the expense of the Company, the Company's orders as to the disposal of the same.

37.0 EMPLOYMENT OF OFFICIAL OF THE COMPANY:

Firms/ Service Provider who have or had business relations with the Company are advised not to employ serving Company employees without its prior permission. It is also advised not to employ ex-personnel of the Company within the initial two years period after their retirement / resignation/severance from service without specific permission of the Company. The Company may decide not to deal with such firm(s)/ Service Provider who fail to comply with the advice.

38.0 PAYMENT, MANNER OF PAYMENT, RATES OF PAYMENT:

- 28.1 The Company shall pay to the Service Provider during the term of the Agreement on monthly basis the amount due from time to time less deduction if any. No other payments shall be due from the Company unless specifically provided for in the Agreement or agreed to in writing by the Company
- 38.2 All payments due by the Company to the Service Provider hereunder shall be made at Service Provider's designated bank through electronic mode. However, bank charges, if any, shall be to the account of the Service Provider.
- 38.3 Payment of any invoices shall not prejudice the right of the Company to question the validity of any charges therein, provided the Company within one year after the date of receipt of any such invoices, shall make and deliver to the Service Provider written notice of objection to any item or items the validity of which the Company questions.
- 38.4 The Service Provider shall submit invoices in quadruplet for all the services and dues at the end of each month.
- 38.5 Service Provider shall submit four sets of all invoices duly super-scribed "Original" and "Copy" to Company at its office at Jodhpur for processing payment.
- 38.6 Payment of monthly invoices, if undisputed shall be made within 30 days following their date of receipt of invoice by the Company.
- 38.7 The Company shall within 30 days of receipt of the invoices notify the Service Provider of any items 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 on or before the due date. This will not prejudice the Company's rights to question the validity of the charge at a later date.

- 38.8 The acceptance by the Service Provider of part payment or interest on any billings not paid on or before the due date shall not be deemed a waiver of the Service Provider's right in respect of any other billings, the payment of which may then or thereafter be due.
- 38.9 Income Tax will be deducted at source from the invoice at the applicable rates as per Indian Law.
- 38.10 The Service Provider shall maintain complete and correct records of all information on which the Service Provider's invoices are based for 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/ objections.
- 38.11 Invoices for reimbursable will have to be accompanied by documents supporting the cost incurred. Payment against invoices for reimbursable will be made within 30 days after receipt of such invoices by the Company.

(END OF SECTION – IV)

SECTION – V

BID REJECTION / EVALUATION CRITERIA (BRC/BEC)

I. BID REJECTION CRITERIA (BRC):

The bid shall conform generally to the specifications and terms and conditions given in the bidding documents. Bids will be rejected in case services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following requirements will have to be particularly met by the bidders without which the same will be considered as non-responsive and rejected.

1.0 TECHNICAL:

1.1 The Bidder/MOU partner (in case of Joint Venture Firms/Consortium) shall have experience of executing man management contract for operating and maintaining any Oil or Gas process facilities of handling Crude Oil or Natural Gas in upstream petroleum sector having boiler battery, captive power generation facility (DG Set), firefighting equipment etc. as mentioned under Section-I (Terms of Reference/Scope of Work/Technical Specifications) of the Tender Document. Moreover, the Bidder /MOU partner shall have the experience of working in Oil or Gas installation falling within the purview of DGMS. The Bidder/MOU partner should also have at least 1 (One) Year experience of Operation & Maintenance of the following items in the last five (5) years to be reckoned from the original bid closing date. The bidder shall provide the details as per TABLE given below:

- i) Boiler Battery containing atleast one Automatic Boiler of minimum capacity 1 (One) Ton.
- ii) Process and Production facilities handling Crude Oil or Natural Gas having Electronic based instrumentation and control.
- iii) Captive power generation facility of minimum capacity of 100 KVA and electrical systems comprising control panel, MCR Panel, Sub-station, transformer, switch gear etc.
- iv) Firefighting equipment and services. If the bidder does not have experience in the same; then the manpower to be deployed for fire services having experience as mentioned in the Annexure-A under the heading “Key Personnel” of Section-I in the last five (5) years will be accepted as experience of the bidder. In this context, along with the Technical bid the bidder must provide the details of those manpower of fire services along with experience certificates.

Sl. No.	Name of the Company	Name of the Project	Working Duration	Documentary Evidence

1.2 Documents to be submitted for 1.1:

Documents establishing the above experience must be submitted along with the technical bid. These documents shall be in the form of:

- i) Copies of relevant pages of contract document showing contract number, period of contract and detailed Scope of Work etc.
- ii) Copies of experience Certificate(s) or payment certificates or any other documents which substantiate 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.)

Note: The capacity of the boiler battery shall be clearly mentioned in the documents (i.e. either (i) or (ii) above) submitted by the bidder.

2.0 The contractor shall provide a declaration along with the technical bid that the key manpower to be deployed for the intended work (Ref. Section I, Terms of Reference/Scope of Work/Technical Specifications) shall have the qualification and experience as mentioned under Annexure-A. However, the Bidder shall provide details of qualification, experience and

other relevant data of the Key personnel for scrutiny and clearance by the company before actual deployment. The minimum required quantity, qualification & experience of the key personnel are stipulated in Annexure-A (Section-I) of the tender document under the heading “Key Personnel”. The bid is liable for rejection without the declaration certificate, as mentioned.

3.0 Bidders must confirm mobilization & completion of the PART-A & PART-B services as per clause 3.0 of Section-II (SCHEDULE OF RATES AND PRICE BID FORMAT). The bid mentioning mobilization & completion period more than that mentioned in the clause will be rejected.

4.0 In absence of direct experience of the Bidder in areas explained in Para 1.1 above, a legally valid MOU with a party having adequate experience as mentioned therein and defined by the following parameters will also be considered:

- a) There must be a clear commitment accountability clause of the partners in the MOU.
- b) Clear indication of MOU validity period covering the entire period of the proposed contract.
- c) Extent of financial stake/equity participation of the MOU partners.
- d) Documentary evidence of MOU partner as indicated in Para 1.2 of above.
- e) A clear undertaking from the MOU partner not to resign from their obligations during the currency of the contract specifically indicated their role in execution of the agreement.

5.0 Bidder(s) quoting in Collaboration / joint venture Partnership/ Consortium with any firm are not allowed to quote separately/independently against this tender. The collaborator is also not allowed to quote separately/independently against this tender. All the bids received in such case will be summarily rejected.

6.0 Any offer which does not include all the jobs/services mentioned in the Scope of Work will be considered as incomplete and rejected.

7.0 The bidder shall be deemed to have visited the site and familiarized himself thoroughly with the site conditions before submitting the tender. Non familiarity with the site conditions will not be considered a reason for extra claims.

8.0 Bidder should have experience of successfully executing at least 1(one) similar order for INR 2.025 Crores in preceding 7 (seven) years to be reckoned from the original stipulated bid closing date of the tender. Similar nature implies executing man management contract for operating and maintaining any Oil or Gas process facilities of handling Crude Oil or Natural Gas in upstream petroleum sector having boiler battery, captive power generation facility (DG Set), firefighting equipment etc.

9.0 Documents:

9.1 Bidder must furnish documentary evidences, in support of fulfilling all the above requirements as under along with the Technical (unpriced) bid:

- a) Copies of relevant pages of Contracts & certificates issued by the clients as mentioned in clause 1.2.
- b) A legally valid MOU with the party as per clause 4.0
- c) A declaration to provide the key manpower as per qualifications, experience and number indicated in Annexure-A (Section-I) of the tender document under the heading “Key Personnel”.
- d) Bidder must provide an undertaking along with Technical Bid indicating that they have gone through the scope of work and visited the work site for assessment of the job involved and competent enough to carry out the intended work
- e) Copies of experience Certificate(s) or payment certificates or any other documents which substantiate 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.)

II. FINANCIAL CRITERIA :

1.0 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 2.025 Crores**. In case the bidder is a Consortium of companies, then the minimum annual financial turnover during any of the preceding 03(three) financial/accounting years reckoned from the original bid closing date for the consortium members should be as under:

- i) Atleast One member of the Consortium: INR. 2.025 Crores.
- i) Other members of the Consortium : INR1. 012 Crores.

2.0 **Net Worth** of the Bidder should be positive for the preceding financial/ accounting year. In case the bidder is a Consortium of companies, then the net worth of all the consortium partners individually should be positive for the financial/accounting year preceding the bid closing date.

3.0 Documentary evidence in the form of Audited Balance Sheet and Profit & Loss Account for the preceding 03(three) financial/accounting years should be submitted along with the technical bid.

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 :

- (a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-
 - i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE - 1.
 - OR
 - ii) Audited Balance Sheet along with Profit & Loss account. In case of foreign Bidders, self-attested/ digitally signed printed published accounts are also acceptable.
- b) 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.

3.1 In case the Audited Balance sheet and Profit Loss Account submitted along with the bid are in currencies other than INR or US\$, the Bidder shall have to convert the figures in equivalent INR or US\$ considering the prevailing conversion rate on the date on which the Audited Balance Sheet and Profit & Loss Account is signed. A CA Certificate is to be submitted by the Bidder regarding converted figures in equivalent INR or US\$.

4.0 In case the Bidder is a Consortium, then any one of the Consortium members individually shall have to meet the financial turn-over criteria as per Para II 1.0 above.

5.0 In case the Bidder is subsidiary company (should be a wholly owned subsidiary of the parent/ultimate parent/holding company) who does not meet financial criteria by itself and submits his bid based on the strength of his parent/ultimate parent/holding company, then following documents need to be submitted.

- i) Turnover of the parent/ultimate parent/holding company should be in line with Para II.1.0 above.
- ii) Net Worth of the parent/ultimate parent/holding company should be positive.

- iii) Corporate Guarantee on parent/ultimate parent/holding company's company letter head signed by an authorised official undertaking that they would financially support their wholly owned subsidiary company for executing the project/job in case the same is awarded to them.
- iv) Document of subsidiary company towards wholly owned subsidiary of the parent/ultimate parent/holding company.

III. COMMERCIAL CRITERIA :

The following vital commercial criteria should be strictly complied with failing which the bid will be rejected:

1.0 Bids shall be submitted under single stage two-bid system i.e. Technical Bid and Priced Bid separately. Bids shall be rejected outright if the prices are indicated in the technical bids or if not conforming to this two bid system.

2.0 Bidder shall offer firm prices. Price quoted by the successful Bidder must remain firm during the execution of the contract and not subject to variation on any account.

3.0 Bids with shorter validity i.e, less than **120 days** from the bid closing date shall be rejected as being non-responsive.

4.0 Bid Security in Original shall be furnished as a part of the Technical Bid and shall reach OIL's office at Jodhpur before bid closing date & time. A scanned copy of the bid security shall however be uploaded in OIL's E-Procurement portal along with the Technical Bid. The amount of Bid Security shall be as specified in the Forwarding Letter of the Bid Document. Bid without proper & valid Bid Security shall be rejected.

5.0 The Integrity Pact must be uploaded in OIL's E-Procurement portal along with the Technical Bid duly signed by the same signatory who signed the Bid i.e. who is duly authorized to sign the Bid. If any Bidder refuses to sign Integrity Pact or declines to submit the Integrity Pact, their bid shall be rejected straightway.

6.0 Bids received through the e-procurement portal shall only be accepted. Bids received in any other form shall not be accepted.

7.0 Bids submitted after the Bid Closing Date and Time shall be rejected.

8.0 The bid documents are not transferable. Bids made by Bidders who have not been issued the bid documents from the Company shall be rejected.

9.0 Bids shall be typed or written in indelible ink and shall be digitally signed by the Bidder or his authorized representative.

10.0 Bids shall contain no interlineations, erasures or over writing except as necessary to correct errors made by Bidders, in which case such corrections shall be initialed by the person(s) signing the bid.

11.0 Bidders shall bear, within the quoted rates, the personal tax as applicable in respect of their personnel and Sub-Contractor's personnel, arising out of execution of the contract.

12.0 Bidders shall bear, within the quoted rate, the corporate tax as applicable on the income from the contract.

13.0 Bidders shall quote their price exclusive of GST. The GST amount on the taxable part of the goods/services provided by the Contractor shall be paid by the Company as per provisions of the GST Act.

14.0 Any Bid containing false statement shall be rejected.

15.0 Bidders must quote clearly and strictly in accordance with the price schedule outlined in "Price Bid Format" of Bid Document; otherwise the Bid will be summarily rejected.

16.0 Bidder must accept and comply with the following clauses as given in the Bid Document in toto failing which bid will be rejected –

- i) Performance Guarantee Clause
- ii) Force Majeure Clause
- iii) Tax Liabilities Clause
- iv) Arbitration Clause
- v) Acceptance of Jurisdiction and Applicable Law
- vi) Liquidated damage and penalty clause
- vii) Safety & Labor Law
- viii) Termination Clause
- ix) Integrity Pact
- x) Withholding Clause

18.0 Indian Bidders, whose proposal for technical collaboration/joint venture involves foreign equity participation or payment of royalty and/or lump sum for technical know-how and wherever Govt. approval is necessary, are required to submit copy of Govt. approval on their application prior to date of price-bid opening.

IV. BID EVALUATION CRITERIA (BEC):

1.0 The bids conforming to all the services & materials required, technical specifications, terms and conditions stipulated in the tender and considered to be responsive after subjecting to Bid Rejection Criteria will only be considered for further evaluation as per Bid Evaluation Criteria.

2.0 The Bids shall be technically evaluated based on the requirements given in Section – I (Terms of Reference/Scope of works/Technical Specifications). The various requirements including personnel to be deployed by the bidder should meet the tender terms given in the bid document.

3.0 Evaluation of Bids will be as per enclosed Price Schedule Format – I & Price Schedule Format-II for arriving at the total estimated cost of the contract. The headings (s) mentioned in Price Schedule Formats are summarized one for which the details are provided in Section-I of the tender document. Priced Bids will be evaluated on the basis of total cost for Revival Services & Materials (Price Schedule Format-I) & Operation and Maintenance services including optional services for a period of Two (2) years (Price Schedule Format-II) and the contract will be signed with successful bidder accordingly.

4.0 In the event of computational error between unit price and total price, unit price shall prevail.

NOTE: If any of the clauses in the BEC/BRC contradict with other clauses of bidding document elsewhere, then the clauses in the BEC/BRC shall prevail.

V. PURCHASE PREFERENCE:

1.1 MICRO AND SMALL ENTERPRISES (MSEs)

- a) In case participating MSEs quote price within price band of L1+15%, such MSE shall be considered for award of contract by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE. In case of more than one such MSE qualifying for 15% purchase preference, the contract shall be awarded to lowest eligible MSE amongst the MSEs qualifying for 15% purchase preference.
- b) In case any part of the work is sub-contracted to a Micro or Small Enterprise as per contract conditions than the contractor shall provide complete details (i.e. name of the subcontractor, value of sub-contacted work, copy of valid registration certificate etc.) of the sub-contractor to OIL.

1.2 **Documentation Required to be submitted by MSEs:**

Copy of valid Registration Certificate, if bidder is a Micro or Small Enterprises (MSE) registered with District Industry Centers or 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 or any other body specified by Ministry of MSME. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies.

In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur should also be enclosed.

1.3 **PURCHASE PREFERENCE POLICY (LINKED WITH LOCAL CONTENT)(PP-LC)**

Purchase preference policy-linked with Local Content (PP - LC) notified vide letter no. O-27011/44/2015-ONG-II/FP dated 25.04.2017 of MoP&NG shall be applicable in this tender. Bidders seeking benefits, under Purchase Preference Policy (linked with Local Content) (PP-LC) shall have to comply with all the provisions specified in Annexure- PP-LC and shall have to submit all undertakings / documents applicable for this policy.

*******(END OF SECTION – V)*******

SECTION - VI

BID FORM

(A) BID-FORM

Date :

Tender No. :

(Insert Bidder's name and address)

Gentlemen,

Having examined the General and Special Conditions of Contract, 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 (Total Bid amount in words and figures) or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to commence the work within seven days calculated from the date of receipt of mobilization notice from Company against each call (as and when required) during the currency of the contract.

If our Bid is accepted, we will obtain the Guarantee of a Bank for sum of not exceeding 10% of the estimated contract value for the due performance of the Contract.

We agree to abide by the Bid for a period 120 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before expiry 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 lowest or any Bid you may receive.

Dated this í í í í . Day of í í í í . 2017

(Signature)

(in the capacity of)

Bidder's Name :

Bidder's Address :

******* (END OF SECTION – VI) *******

SECTION – VII

FORM OF BID SECURITY (BANK GUARANTEE)

WHEREAS, (Name of Bidder) í í í í í í í í í (hereinafter called òthe bidderö) has submitted his bid dated (Date) í í í for the provision of certain oilfield services (hereinafter called òthe bidö). KNOW ALL MEN by these presents that we (Name of Bank) í í í í í í í of (Name of country) í í í í í í having our registered office at í í í í í (hereinafter called òthe Bankö) are bound unto Oil India Limited (herein after called òCompanyö in the sum of (í í í ..) * for which payment well and truly to be made to Company, the bank binds itself, its successors and assignees by these presents. SEALED with the common seal of the said Bank this í í í . Day of í í í , 2017 .

THE CONDITIONS of this obligation are:

1. If the bidder withdraws his bid during the period of bid validity specified in the Form of Bid;

Or
2. If the bidder, having been notified of the acceptance of his bid by the Company during the period of bid validity:
 - fails or refuses to execute the Form of Agreement in accordance with the Instructions to bidders, if required; or
 - fails or refuses to furnish the Performance Security in accordance with the Instructions to bidders;

We (Name & address of Bank) undertake to pay to Company up to the above amount upon receipt of its first written demand, without Company having to substantiate its demand, provided that in its demand Company will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions specifying the occurred condition or conditions.

This guarantee will remain in force up to and including the date, 210 days after the closing date for submission of bids as stated in the tender document.

DATE: í í í í ..

SIGNATURE OF THE BANK OFFICIAL:

í í í í í í í í ..

NAME OF BANK OFFICIAL

WITNESS: í í í í ..

SEAL: í í í í í í í í .

(Signature, Name and Address)

-
- The bidder should insert the amount of the guarantee in words and figures denominated in the currency of the Company's country or an equivalent amount in a freely convertible currency.

(END OF SECTION - VII)

SECTION - VIII

FORM OF PERFORMANCE BANK GUARANTEE (UNCONDITIONAL)*

To: (Name of Company

(Address of Company

í ..)

WHEREAS (Name and address of Contractor) í í í í í í í í í í í í (hereinafter called "Contractor") had undertaken, in pursuance of Contract No. í í í . dated í í í í í to execute (Name of Contract and brief description of the work) í í í í í í í í í í í í í í (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 by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we (Name & address of Bank) have agreed to give the Contractor such a Bank Guarantee, now THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of (Amount of Guarantee)** í í í í í í .. (in words) í í í í í í í í í í í í .. such sum being payable in the type 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 the 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 modifications of the terms of the Contract or of 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 release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee is valid until the date (í í í í í) ** Nine months after Contract Completion.

SIGNATURE & SEAL OF THE BANK OFFICIAL

í í í í í í í í í í í í í í í í í í í í

Name of Bank

í í í í í í í í í í í í í í í í í í í í

Address

í í í í í í í í í í í í í í í í í í í í

Date

í í í í í í í í í í í í í í í í í í í í

* Bidders are NOT required to complete this form while submitting the bid.

**An amount is to be inserted by the guarantor, representing the percentage of the Contract price specified in the Contract as per para 25.0 under Section-II

******(END OF SECTION-VIII) ******

SECTION-IX

SAMPLE FORM OF AGREEMENT

THIS AGREEMENT is made on the í í day of 2017í between (name of Company) í í í í í of (Mailing address of Company) í í í í í í í , hereinafter called òthe Companyö, of the one part and (Name of Contractor) í í í í í (hereinafter called òthe Contractorö) of the other part.

WHEREAS the Company is desirous that certain works should be executed viz. (brief description of works) í í í í í and has by Letter of Acceptance (date of Letter of Acceptance) í í í í .. accepted a bid by the Contractor for the execution, completion and maintenance of such works, now THIS AGREEMENT WITNESS as follows:

1. In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
This Form of agreement,
The Letter of Acceptance,
The Contractor's Bid and enclosures,
The Technical Specifications,
The Priced bill of quantities,
The Drawings,
The Schedule of Supplementary Information,
The special Conditions of Contract and
The General conditions of Contract
3. The aforesaid documents shall be taken as complementary and mutually explanatory of one another, but in the case of ambiguities or discrepancies they shall take precedence in the order set out above.
4. In consideration of the payment to be made by the Company to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Company to execute, complete and maintain the works in conformity in all respects with the provisions of the Contract.
5. The Company hereby covenants to pay the Contractor in consideration of the execution, completion and maintenance of the works the Contract price at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused their respective common seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day and year first written above.

SIGNED, SEALED AND DELIVERED

By the said
Name _____

By the said
Name _____

On behalf of the Contractor
in the presence of:
Name _____
Address _____

On behalf of the Company
in the presence of:
Name _____
Address _____

* Bidders are NOT required to complete this form.

******(END OF SECTION - IX)******

PROFORMA-I

STATEMENT OF COMPLIANCE
(Only exceptions/deviations to be rendered)

SECTION NO. (PAGE NO.)	CLAUSE NO. SUB-CLAUSE NO.	COMPLIANCE/ NON COMPLIANCE	REMARKS

(Authorised Signatory)
Name 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 here and put in their Bid. If the proforma is left blank, then it would be presumed that the bidder has not taken any exception/deviation to the terms and conditions of the bid document.

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

TO BE ISSUED BY PRACTISING CHARTERED ACCOUNTANTSøFIRM ON THEIR
LETTER HEAD

TO WHOM IT MAY CONCERN

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

YEAR	TURN OVER In INR(Rs)Crores/Lakhs	NET WORTH In INR(Rs)Crores/ Lakhs

Place:

Date:

Seal:

Membership No:

Registration Code:

Signature:

SECTION-X

INTEGRITY PACT

Between

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

And

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

Preamble

The Principal intends to award, under laid down organizational procedures, contract / s for Tender No. ----- . 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 Successful bidder / 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 shall appoint an external independent

Monitor who shall monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Principal

(A) 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, shall 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 shall, during the tender process treat all Bidder with equity and reason. The Principal shall in particular, before and during the tender process, provide to all Bidder the same information and shall 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 shall exclude from the process all known prejudiced persons.

(B) 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 substantive suspicion in this regard, the Principal shall inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder / Successful bidder

(A) The Bidder / Successful bidder 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 / Successful bidder shall 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 / Successful bidder shall not enter with other Bidder 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 / Successful bidder shall not commit any offence under the relevant Anticorruption Laws of India; further the Bidder / Successful bidder shall 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 / Successful bidder shall, 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.

(B) The Bidder / Successful bidder shall not instigate third persons to commit offences outlined above or be an accessory to such offences.

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 / Successful bidder 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 / Successful bidder from future contract award processes. The imposition and duration of the exclusion shall be determined by the severity of the transgression. The severity shall be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within OIL hierarchy of the Bidder and the amount of the damage. The exclusion shall 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 / Successful bidder 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.

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 3 % of the value of the offer or the amount equivalent to Earnest Money Deposit / Bid Security, whichever is higher.
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 Successful bidder liquidated damages equivalent to 5% of

the contract value or the amount equivalent to Security Deposit / Performance Bank Guarantee, whichever is higher.

3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder / Successful bidder 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 / Successful bidder 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 OIL 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 Bidder / Successful bidder / Sub contractor

1. The Bidder / Successful bidder undertakes to demand from all subcontractor a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.
2. The Principal shall enter into agreements with identical conditions as this one with all Bidder, Successful bidder and subcontractor
3. The Principal shall disqualify from the tender process all bidder who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidder / Successful bidder / subcontractor

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

Section 8 - External Independent Monitor / Monitors (three in number depending on the size of the contract) (to be decided by the Chairperson of the Principal)

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 Successful bidder accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Successful bidder. The Successful bidder shall 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 Subcontractor. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Successful bidder / Subcontractor with confidentiality.
4. The Principal shall 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 Successful bidder. 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 shall 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.
6. The Monitor shall 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, shall 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

1. This Pact begins when both parties have legally signed it. It expires for the Successful bidder 12 months after the last payment under the respective contract, and for all other Bidder 6 months after the contract has been awarded.
2. 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. Jodhpur
2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
3. If the Successful bidder is a partnership or a consortium, this agreement must be, signed by all partners or consortium members
4. Shall one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties shall strive to come to an agreement to their original intentions.

For the Principal

Place: Jodhpur

Date:

For the Bidder

Witness 1 :

Witness 2 :

*****END OF SECTION- X*****

GENERAL HSE POINTS

1.0 It will be solely the Contractor's responsibility to fulfill all the legal formalities with respect in the Health, Safety & Environmental aspects of the entire job (namely, the persons employed by him, the equipment, the environment etc.) under the jurisdiction of the district of that state where it is operating. Ensure that all sub Contractors hired by him comply with the same requirement as the Contractor himself and shall be liable for ensuring compliance all HSE laws by the sub or sub Contractors.

2.0 Every person deployed by the Contractor in a mine must wear safety gadgets to be provided by the Contractor. The Contractor shall provide proper Personnel Protective Equipment as per the hazard identified and risk assessed for the job and conforming to statutory requirement and the Company PPE schedule. Safety appliances like protect footwear, safety helmet and full body harness has to be DGMS approved. Necessary supportive document shall have to be submitted as proof. If the Contractor fails to provide the safety items as mentioned above to the working personnel, the Contractor may apply to the Company (OIL) for providing the same. OIL will provide the safety items, if available, but in turn. OIL will recover the actual cost of the items by deducting from Contractor's bill. However, it will be the Contractor's sole responsibility to ensure that the persons engaged by him in the mines use the proper PPE while at work. All the safety gears mentioned above are to be provided to the working personnel before commencement of the work.

3.0 The Contractor shall prepare written Safe Operating Procedure (SOP) for the work to be carried out, including as assessment of risk, wherever possible and safe methods to deal with it/them. The SOP should clearly state the risk arising to men, machineries and materials from the mining operation/operations to be done by the Contractor and how it is to be managed.

4.0 The Contractor shall provide a copy of SOP to the person designated the Mine Owner who shall be supervising the Contractor's work.

5.0 Keep an up to date SOP and provide a copy to changes to a person designed by the Mine Owner/Agent/Manager

6.0 The Contractor has to ensure that all work is carried out in accordance with the Statute and SOP and for the purpose he may deploy adequate qualified and competent personnel for the purpose of carrying out the job in a safe manner. For work of a specified scope/nature, he should develop and provide to the Mine Owner a site

7.0 All persons deployed by the Contractor for working in mine must undergo Mines Vocational Training, initial medical examination, PME. They should be issued cards stating the name of the Contractor and the work and its validity period, indicating status of MVT, IME & PME.

8.0 The Contractor shall submit to DGMS indicating 6 name of his firm Registration Number, name & Address of person heading the firm, nature of work, type of deployment of work persons, No. of work persons deployed, how many work persons hold VT Certificate, how many work persons undergone IME and type of medical coverage given to the work persons.

9.0 The return shall be submitted quarterly (within 10 days) for contracts of more than one year. However, for contracts of less than one year, returns shall be submitted monthly.

10.0 It will be entirely the responsibility of the Contractor/ his Supervisor/Representative to ensure strict adherence to all HSE measures and statutory rules during operation in Oil's installations and safety of workers engaged by him. The crew members will not refuse to

follow any instruction given by the Company's Installation Manager/Safety Officer/Engineer/Official/Supervisor/Junior Engineer for safe operation.

11.0 Any compensation arising out of the job carried out by the Contractor whether related to pollution, Safety or Health will be paid by the Contractor only.

12.0 Any compensation arising due to accident of the Contractor's personnel while carrying out the job, will be payable by the Contractor.

13.0 The Contractor shall have to report all incidents including near miss to installation manager/Departmental Representative of concerned department of OIL.

14.0 The Contractor has to keep a register of the persons employed by him/her. The Contractor's supervisor shall take and main attendance of his men every day for the work, punctuality.

15.0 If the Company arranges any safety class/training for the working personnel at site (Company employees, Contractor worker etc.) the Contractor will not have any objection to any such training.

16.0 The health check up of Contractor's personnel is to be done by the Contractor in authorized Health Centers as per Oil's requirement & proof of such test(s) is to be submitted to OIL. The frequency of periodic medical examinations should be every five years for the employees below 45 years of age and every three years for employees of 45 years of age and above.

17.0 To arrange daily tool box meeting and regular site safety meeting and maintain records.

18.0 Records of daily attendance, accident report etc. are to be maintained in Form B.EJ (as per Mines Rules 1955) by the Contractor

19.0 A Contractor employee must, while at work, take reasonable care for the health and safety of people who are all the employee's place of work and who may be affected by the employee's act or omissions at work.

20.0 A Contractor employee must, while at work, co-operate with his or her employer or other persons so far as is necessary to enable compliance with any requirement under the act or the regulations that is imposed in the interest of health, safety and welfare of the employee or any other person.

21.0 Contractor's arrangements for health for health and safety management shall be consistent with those for the mine owner.

22.0 In case Contractor is found non-compliant of HSE laws as required the Company will have the right for directing the Contractor to take action comply with the requirements, and for further non-compliance, the Contractor

23.0 When there is a significant risk to health, environment or safety of a persons or pace arising because of a non-compliance of HSE measure the Company will have the right to direct the Contractor to cease work until the non-compliance is corrected.

24.0 The Contractor should prevent the frequent change of his contractual employees as far as practicable.

25.0 The Contractor should frame a mutually agreed bridging document between OIL and the Contractor with roles and responsibilities clearly defined.

26.0 For any HSE matters not specified in the Contract document, the Contractor will abide the relevant and prevailing Acts/Rules/Regulations pertaining to Health, Safety and Environment.

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Labour License under Contract Labour (R&A) Act, 1970 & Central Rules-1971:

Every Contractor to whom this Act applies shall execute any work through Contract Labour only after obtaining valid license from Licensing Officer. To obtain license contractor is required to submit:

- i) Application in Form IV in triplicate duly filled (Name of the Proprietor/Partner or the Directors/Responsible person in case of firm/company, complete postal address including Pin Code number, Telephone Number, Fax Number & E-mail address, if any), correct details of PE and work to be executed etc. correctly against all columns;
- ii) In case contractor is registered under the Companies Act and applicant is other than Director then he should be holding valid Power of Attorney.
- iii) Original Form-V issued by PE
- iv) Demand Draft for license fees and security deposit payable in favour of Regional Labour Commissioner (Central), Ajmer along with duly filled central challan (in TR-6) duly signed by applicant in quadruplicate for each demand draft;
- v) Copy of work order,
- vi) Copy of Partnership Deed and in case of Company, the application should be accompanied with Memorandum of Association/Article of Association;

Notes:

1. Application form complete in all respect shall be either personally delivered to the Licensing Officer or can be sent by Registered A.D. Post.
2. Contractors, may intimate Dy. Chief Labour Commissioner (Central), Ajmer for expediting/suitable action if they do not receive license nor any communication within a week.
3. Contractors are not required to visit office of Licensing Officer unnecessarily for obtaining license until and unless they have been specifically advised to appear in person. Appearance of contractors in the office of licensing officer for obtaining license by persuasion will be viewed seriously.

*****THE END*****