

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

OIL INDIA LIMITED (OIL) invites Bids from experienced Service Providers through its E-procurement portal <https://etender.srm.oilindia.in/irj/portal> for the following services.

IFB No.	<b>CDI0572P16</b>
Description of Service	<b>Hiring services of 02(two) Nos. brand new tractor trailer units built on 35MT GCW capacity TATA LPS 3518 TC or ASHOK LEYLAND 3518 or any other equivalent make &amp; model tractor meeting specification as in the tender and coupled with 20MT (20,000 Kg) payload capacity double axle flat bed semi trailer with all standard fittings &amp; accessories, to be stationed at any place of OIL's activities in Assam &amp; Arunachal Pradesh for a period of 04(four) years.</b>
Period of Sale of Bid Document	<b>From 06.06.2016 to 05.07.2016 (upto 15:30 HRS, Server Time)</b>
Bid Closing / Opening Date & Time	<b>12.07.2016 (11:00 HRS / 14:00 HRS, Server Time)</b>
Cost of Bid Document	<b>Rs. 1,000/-</b>
Bid Security (EMD)	<p><b>Rs.3,72,000/-</b></p> <p>The Bid Security should be in the form of a <b>BANK DRAFT / BANKER'S CHEQUE/ BANK GUARANTEE (valid for minimum 150 days from the date of Technical bid opening)</b> favouring OIL INDIA LIMITED, payable at Duliajan for the amount applicable and purchased from any Nationalised / Scheduled Bank. Alternatively, the Bid Security can be deposited on-line in the e- procurement portal through the online payment gateway.</p> <p><b>Notes:</b></p> <p><b>a.</b> In case of Bidder(s) submitting Bid Security in the form of Bank Draft / Banker's Cheque/ Bank Guarantee, the original hard copy of Bid Security should reach the office of DGM-CONTRACTS (HoD) on or before <b>12.45 PM (IST)</b> on the bid closing/opening date.</p> <p><b>b.</b> A scanned copy of Bid Security document should also be uploaded along with the Un-priced Techno-Commercial Bid documents.</p>

**2.0** Bidders must have a valid User ID to access OIL e-Procurement site for participation. Bidders can click on **Guest login** button to view the available open tenders in the E-portal. Vendors having user ID & password can purchase bid documents on-line through OIL's electronic Payment Gateway. New Vendors shall obtain User ID & password through online vendor registration system in e-portal and can purchase bid documents subsequently in the similar manner. Alternatively, parties can write to DGM-CONTRACTS, Contracts Department, Oil India Limited, P.O. Duliajan, Assam-786602 along with the cost of bid document (non transferable & non refundable) in the form of Demand Draft / Banker's Cheque from any Nationalised / Scheduled Bank in favour of OIL INDIA LIMITED, payable at Duliajan. Cost of bid document can also in the form of Indian Postal Orders payable to OIL INDIA LIMITED at Duliajan. The written request by the bidder(s) along with the cost of bid document as specified must reach office of the DGM-CONTRACTS on or before the last date & time of sale of Bid Document. The bidder should provide their details like valid e-mail ID, address with PIN code, telephone number, mobile number etc. in their request letter. User ID and initial password will be communicated to the bidder through e-mail (e-mail ID as mentioned in the request letter).

**2.1** In case the Bidder(s) send their application for Bid Documents in sealed envelopes, the following should be super scribed on the envelope along with the name & registered postal address of the bidder in typed format or in clear legible handwriting:

Application & Tender Fees, IFB No.: **CDI0572P16 (02 Nos. brand new tractor trailer)**

### **3.0 SALIENT ELIGIBILITY CRITERIA:**

#### **3.1 FINANCIAL CRITERIA:**

**3.1.1** The bidder should have annual turnover of minimum **Rs. 13.94 lakhs (Rupees Thirteen Lakh Ninety Four Thousand Only)** in any of preceding 03(three) financial / accounting years to be reckoned from the original bid closing date.

**3.1.2** The bidder should have **positive net worth** for preceding financial/accounting year to be reckoned from the original bid closing date.

**3.1.3** For proof of annual turnover and net worth (**Clause No. 3.1.1 & 3.1.2** above), any one of the following document must be submitted along with the Un-Priced Techno-Commercial Bid:

**i)** A certificate issued by a practicing Chartered / Cost Accountant Firm with Membership Number and Firm Registration Number certifying the annual turnover and net worth.

**Or**

**ii)** Audited Balance Sheet and Profit & Loss account.

**3.1.4 Note to Clause No. 3.1.1, 3.1.2 & 3.1.3 above:** 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 also be considered. In such cases, the net worth of the previous financial / accounting year excluding the preceding financial/accounting year will be considered.

#### **3.2 TECHNICAL CRITERIA:**

**3.2.1** The bidder shall have experience of **01 (one) similar work** of minimum **Rs. 23.23 lakhs (Rupees Twenty Three Lakh Twenty Three Thousand Only)** in Public Sector Undertaking (PSU) / Central Government Organization / State Government Organization/ Corporations in previous 07 (seven) years to be reckoned from the original bid closing date.

Documentary evidence must be submitted along with the Un-Priced Techno-Commercial Bid. The documentary evidence must be in the form of Job Completion Certificate / Gross Payment Certificate / Work Execution Certificate etc. as applicable showing:

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

Letter of Intent (LOI) / Letter of Award (LOA) and/ or Work Order(s) are not acceptable as evidence.

**Note to clause 3.2.1:**

(i) **“Similar Work” means-** Services of providing Tractor-Trailers or any other Transport Services involving Heavy Vehicles / Logistic equipment.

(ii) The bidder must have experience of providing similar services to Public Sector Undertaking (PSU) / Central Government Organization / State Government Organization/ Corporations for any length of time during the last 07(seven) years ending on **12.07.2016** i.e. for any length of time within the period **13.07.2009 to 12.07.2016** (both days inclusive). During this period of 07(seven) years, bidder must have successfully carried out **one similar work of minimum Rs. 23.23 lakhs**. Accordingly, the Starting Date and /or the Job Completion Date of the work need not necessarily fall within the seven years period of **13.07.2009 to 12.07.2016**; but the value of work done must be of requisite amount within the period.

Bidder(s) executing similar nature of work which is still running will also be taken into consideration if the bidder(s) meets the prescribed value within the period as mentioned above in one similar work.

(iii) Similar work executed by a bidder for its own organization / subsidiary shall not be considered as experience for the purpose of meeting the experience.

**3.2.2** The offered tractor-trailer units must meet the tendered technical specifications as detailed in Part-III of the tender document and accordingly the bidder(s) must give an undertaking (as per prescribed format enclosed in **Annexure-B (available in Annexure part of bid documents)**) declaring that if awarded with the contract by OIL, he/she/they would supply 02(Two) numbers tractor-trailer units strictly as per the tendered technical specifications (detailed in PART-III of this tender document) and all other terms & conditions of the tender document.

**4.0** Details of process for submission of Tender Fee (Cost of Bid Document) & Bid Security through the online payment gateway are available in Vendor User Manual under e- procurement portal. (Note: Important Points for on-line Payment can be viewed at Oil India's website at url: <http://oil-india.com/pdf/ETenderNotification.pdf>).

**5.0 Exemption of Tender Fee:** Micro and Small Enterprises (MSEs) registered with District Industry Centres 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 are exempted from payment of tender fee irrespective of the monetary limit mentioned in their registration certificate provided they furnish evidence that they are registered for the items they intend to quote against OIL tenders. Central Government Departments and Central Public Sector Undertakings (CPSUs) are also exempted from the payment of tender fee. Parties registered with DGS&D, having valid certificates are exempted from payment of tender fee. In case of MSEs/CPSUs/ Government Bodies/eligible institutions etc. claiming waiver of tender fees, they shall apply to Contracts Department, Oil India Limited, Duliajan with documentary evidence before 07 (seven) days of bid closing date.

**6.0 Exemption from Submission of Bid Security:** Central Government Departments and Central Public Sector undertakings are exempted from submitting Bid Security. If the 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, then they are also exempted from submitting Bid Security. Bidding MSEs shall have to submit a Copy of valid Registration Certificate clearly indicating 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.

**E-TENDER NO. CDI0572P16**

**7.0** The link to OIL's e-procurement portal has been also provided through OIL's web site ([www.oil-india.com](http://www.oil-india.com)).

**8.0** The details of IFB / Bid Documents can be viewed using "Guest Login" provided in the e-procurement portal.

**9.0** All corrigenda, addenda, amendments, time extension, clarifications etc. to the tender will be hosted on the website and in the e-portal only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website and e-portal to keep themselves updated.

**10.0** To participate in OIL's e-procurement tender, bidders should have a legally valid "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. Digital Signature Certificates having "Organization Name" field other than Bidder's Name are not acceptable. However, aforesaid Digital Signature Certificates having Bidder's Name in the "Organization Name" field are acceptable.

**Date: 02.06.2016**

**DGM- CONTRACTS (HoD)**  
**FOR RESIDENT CHIEF EXECUTIVE**