



OIL INDIA LIMITED
(A Govt. of India Enterprise)

CONTRACTS DEPARTMENT
P.O. DULIAJAN, DIST - DIBRUGARH
ASSAM, INDIA, PIN-786602
TEL: (91) 374-2800548
E-mail: contracts@oilindia.in
Website: www.oil-india.com

FORWARDING LETTER

Sub: IFB No. CDI3493P20 – Comprehensive maintenance contract for Window air conditioners, Refrigerators, Water coolers and Deep fridges.

Dear Sir(s),

1.0 OIL INDIA LIMITED (OIL), a “Navaratna” Category, Government of India Enterprise, is a premier oil Company engaged in exploration, production and transportation of crude oil & natural gas with its Headquarters at Duliajan, Assam. Duliajan is well connected by Air with nearest Airport being at Dibrugarh, 45 km away.

2.0 In connection with its operations, OIL invites Local Competitive Bids (LCB) from competent and experienced Contractors through OIL’s e-procurement Portal: <https://etender.srm.oilindia.in/irj/portal> for **“Comprehensive maintenance contract for Window air conditioners, Refrigerators, Water coolers and Deep fridges.”** One complete set of Bid Document covering OIL's IFB for hiring of above services is uploaded in OIL’s e-procurement portal. You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through OIL’s e-procurement portal. For your ready reference, few salient points of the IFB (covered in detail in the Bid Document) are highlighted below:

(i)	IFB No. /E-Tender No.	:	CDI3493P20
(ii)	Type of Bidding	:	Online – Single-Stage Composite-Bid System
(iii)	Bid Closing Date & Time	:	As mentioned in OIL’s e-Procurement Portal
(iv)	Technical Bid Opening Date & Time	:	As mentioned in OIL’s e-Procurement Portal
(v)	Price Bid Opening Date & Time	:	As mentioned in OIL’s e-Procurement Portal
(vi)	Bid Submission Mode	:	Bids must be uploaded online in OIL’s E-procurement portal
(vii)	Bid Opening Place	:	Office of CGM-Contracts (HoD) Contracts Department, Oil India Limited, Duliajan-786602, Assam, India.

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(viii)	Bid Validity	:	90 days from the date of Bid Closing
(ix)	Mobilization Time	:	02 (Two) weeks from the date of issue of Work order.
(x)	Bid Security Amount	:	<p>Rs. 1,60,500.00</p> <p>Note:</p> <ol style="list-style-type: none"> The Bid Security should be submitted only in the form of Bank Guarantee (in specified format) issued by Nationalized/Scheduled Bank. Alternately, Bid Security can also be paid through the online payment gateway against this tender. In case of Bidder(s) submitting Bid Security in the form of Bank Guarantee, the original hard copy of Bid Security should reach the office of <u>CGM-CONTRACTS (HoD)</u> on or before 12.45 p.m. (IST) on the bid closing/opening date otherwise bid will be rejected. A scanned copy of Bid Security document should also be uploaded along with the Unpriced Techno-Commercial Bid documents. <p>No other mode of payment will be accepted by the Company. The Bid Security shall not earn any interest to the bidder from the Company.</p> <p><u>Notes:</u></p> <p>Bidders claiming waiver of Bid Security shall upload supporting documents as mentioned in Para No. 6.0 below along with technical bid.</p> <p>Any offer not accompanied with the Bid Security shall be treated as invalid and summarily rejected. Any subsequent deposit of Bid Security after the bid closing date shall not be permitted. Also, adjustment of Bid Security due against the instant tender, against dues from the Company or on any account shall not be permitted.)</p>
(xi)	Bid Security Validity	:	As mentioned in OIL's e-Procurement Portal
(xii)	Original Bid Security to be submitted	:	Office of CGM-CONTRACTS (HoD), CONTRACTS DEPARTMENT, OIL INDIA LIMITED, DULIAJAN, ASSAM-786 602, INDIA
(xiii)	Amount of Performance Security	:	10% of annualized contract value.
(xiv)	Validity of Performance Security	:	15 (fifteen) months beyond contract period/duration.

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(xv)	Duration of the Contract	:	03 (Three) years from the date of issue of work order.
(xvi)	Quantum of Liquidated Damage for Default in Timely Mobilization	:	Refer General Conditions of Contract
(xvii)	Integrity Pact	:	Must be digitally signed & uploaded along with the Techno-commercial Bid.
(xviii)	Bids to be addressed to	:	CGM-Contracts (HoD), Contracts Department, Oil India Limited, Duliajan-786602, Assam, India.
(xix)	Pre-Bid conference	:	Not Applicable
(xx)	Last Date of receipt of Queries	:	Not Applicable

3.0 Integrity Pact: The Integrity Pact must be uploaded in OIL's E-procurement portal along with the Technical Bid digitally 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. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who signs the Bid.

(Note: OIL has appointed Shri Rajiv Mathur, IPS (Retd.), Shri Rudhra Gangadharan, IAS (Retd.) and Shri Jagmohan Garg, Ex-Vigilance Commissioner as Independent Monitors (IEM) for a period of 03 (three) years to oversee implementation of Integrity Pact in OIL. Bidders may contact the Independent External Monitors for any matter relating to Integrity Pact (please refer **PART-VI INTEGRITY PACT** attached to this Tender) for the same:

- a. Shri Rajiv Mathur, IPS (Retd.), Former Director, IB, Govt. of India
E-mail: rajivmathur23@gmail.com
- b. Shri Rudhra Gangadharan, IAS (Retd.), Ex-Secretary, Ministry of Agriculture
E-mail: rudhra.gangadharan@gmail.com
- c. Shri Jagmohan Garg, Ex-Vigilance Commissioner, CVC
E-Mail id: jagmohan.garg@gmail.com

4.0 A. Bid Security: Bidders can submit Bid Security either on on-line mode through OIL's electronic Payment Gateway or submission of Bank Guarantee from any Scheduled Indian Bank **as per BG format enclosed herewith (Proforma-VII).**

B. Performance Security: In case the bidders submit performance Security in the form of Bank Guarantee, then the BG should be issued by any Scheduled Indian Bank **as per BG format enclosed herewith (Proforma-VI).**

Note:

The Bank Guarantee issuing bank branch shall ensure the following:

- a) The Bank Guarantee issued by the bank shall be routed through SFMS platform as per the following details:
 - i) “MT 760/MT 760 COV” for issuance of bank guarantee.
 - ii) “MT 760/MT 767 COV” for amendment of bank guarantee.

The above message / intimation shall be sent through SFMS (indicating the Contract Number) by the BG issuing bank branch to HDFC Bank, Duliajan Branch; IFS Code – HDFC0002118; SWIFT Code – HDFCINBBAL; Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar, Duliajan, Dibrugarh, PIN – 786602.

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

5.0 GUIDELINES FOR PARTICIPATING IN OIL’S E-PROCUREMENT:

5.1 In order to bid for OIL e-tenders all the bidders are required to obtain a legally valid Digital Certificate Class 3 [Organization] along with Encryption Certificate as per Indian IT Act from the licensed Certifying Authorities (CA) operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. Digital Signature Certificate comes in a pair of Signing/verification and Encryption/decryption certificate. Bidder should have both the Signing/verification and Encryption/decryption certificate for Signing and encryption, decryption purpose respectively. The driver needs to be installed once, without which the DSC will not be recognized. While participating on e-Tendering the DSC token should be connected to your system.

Encryption certificate is mandatorily required for submission of bid. In case bidder created response with one certificate (using encryption key) and bidder change his Digital Signature Certificate then old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of the response. Once decryption is done, bidder may use new DSC certificate for uploading and submission of their offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of the certificate, OIL INDIA LTD is not responsible.

The authenticity of above digital signature shall be verified through authorized CA after bid opening. If the digital signature used for signing is not of “Class - 3” with Organizations name, the bid will be rejected.

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.

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

Duly authorized representative of the bidding company shall digitally sign the bid including all uploaded documents.

5.2 For participation, applicants already having User ID & Password for OIL's E-Procurement Portal need to register against the IFB. New vendors/existing vendors not having User ID & Password for OIL's E-Procurement Portal shall obtain User ID & password through online vendor registration system in E-Portal.

5.2.1 Bidders without having E-Tender Login ID and password should complete their online registration at least 07 (Seven) days prior to the scheduled Bid Closing Date and time of the tender. For online registration, bidder may visit OIL's E-Tender site <https://etender.srm.oilindia.in/irj/portal>.

5.2.2 Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.

5.3 Parties, who do not have a User ID, can click on **Guest** login button in the E-portal to view and download the tender. **The detailed guidelines are available in OIL's e-procurement site (Help Documentation).** For any clarification in this regard, bidders may contact E-Tender Support Cell at Duliajan at erp_mm@oilindia.in, Ph.: 0374-2807178/4903.

5.4 Details of process for submission of Bid Security (EMD) 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>).

5.5 The link to OIL's E-Procurement portal has been provided through OIL's web site (www.oil-india.com).

6.0 EXEMPTION OF BID SECURITY:

In case any bidder is exempted from paying the Bid security, they should request OIL with supporting documents. The detailed guidelines for exemption of the Bid security are given below.

6.1 MSEs Units (manufacturers/Service Providers only and not their dealers / distributors) who are already registered with District Industry Centers or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of MSME are exempted from payment of Bid Security (EMD) irrespective of monetary limit mentioned in their registration.

6.2 Central Government Departments and Central Public Sector Undertakings (CPSUs) are also exempted from submitting bid security.

6.3 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.

6.4 Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority.

7.0 IMPORTANT NOTES:

Bidders shall take note of the following important points while participating in OIL's e-procurement tender:

i) The bid along with all supporting documents must be submitted through OIL's e-procurement site only except 'Original Bid Security' (if submitted in the form of BG) which shall be submitted manually by the bidder in a sealed envelope super-scribed with OIL's IFB No./E-Tender No., Bid Closing date and marked as "Original Bid Security" and addressed to CGM-Contracts (HoD), Contracts Department, Oil India Limited, Duliajan-786602, Assam (India), **failing which the bid shall be rejected.**

Additionally, following documents are to be submitted in hard form:

- a) Power of Attorney for signing the bid.
- b) Printed catalogue and Literature, if called for in the tender.
- c) Any other document required to be submitted in original as per tender requirement.

The above documents including the Original bid security, must be received at OIL's CGM-Contract's office at Duliajan on or before 12.45 p.m. (IST) on the technical bid closing date. A scanned copy of the Bid Security shall also be uploaded by the bidder along with their Technical Bid in OIL's E-procurement site.

ii) Bid should be submitted online in OIL's E-procurement site up to 11.00 a.m. (IST) (Server Time) on the date as mentioned and will be opened on the same day at 2.00 p.m. (IST) at the office of the CGM-Contracts (HoD) in presence of the authorized representatives of the bidders.

iii) If the digital signature used for signing is not of "Class - 3" with Organizations name, the bid will be rejected.

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

v) (a) No Bidder can withdraw his bid within the validity or extended validity of the bid. Withdrawal of any bid within validity period will lead to forfeiture of his / her / their Bid Security Deposit in full and debar from participation in future tenders, at the sole discretion of the company

(b) Once a bid is withdrawn, the offer will be treated as withdrawn and no further claim / correspondence will be entertained in this regard.

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

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

viii) The bidders are required to furnish the composition and status of ownership of the firm in whose name bid documents have been purchased / issued along with one or more of the following documentary evidences (which are applicable to the bidder) in support of the same and scanned copies of the same should be uploaded along with the Technical Bid.

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A. In case of Sole Proprietorship Firm, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form indicating therein the name, business and residential address, E-mail and telephone numbers of the owner and copy of GST Registration Certificate.

B. In case of HUF, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form, Family Arrangement indicating therein the name, residential address, E-mail and telephone numbers of the owners in general and Karta in particular and copy of GST Registration Certificate.

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

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

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

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

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

ix) The selected bidder will be required to enter into a formal contract, which will be based on their bid and OIL's Standard Form of Contract.

x) The Bid Security / Performance Security Money shall not earn any interest.

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

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

xiii) **BACKING OUT BY BIDDER:** In case any bidder withdraws their bid within the bid validity period, Bid Security will be forfeited and the party will be put on Holiday as per the Banning Policy (available in OIL's website) of Company.

xiv) **BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA:** In case LOA issued is not accepted by the L1 bidder or the Performance Security is not submitted as per the terms of the contract within the time specified in the Bid Document, the Bid Security shall be forfeited and the bidder shall be dealt as per the Banning Policy (available in OIL's website) of Company.

xv) **FURNISHING FRAUDULENT INFORMATION/DOCUMENT:** The information and documents furnish by the bidder/ contractor in respect of the subject tender/contract are accepted to be true and genuine. However, if it is detected during technical scrutiny or after award of the contract or after expiry of the contract, that the bidder had submitted any fake/fraudulent document or furnished false statement, the offer/contract shall be rejected/ cancelled, as the case may be and the bidder (if fake document/false statement pertains to such bidder) shall be dealt as per the Banning Policy (available in OIL's website) of Company.

With regards to this, the bidder has to provide an undertaking also as per the format attached in **PROFORMA-IX**.

xvi) **ERRING / DEFAULTING AGENCIES:** Erring and defaulting agencies like bidder, contractor, supplier, vendor, service provider will be dealt as per OIL's Banning Policy dated 6th January, 2017 available in OIL's website: www.oil-india.com.

xvii) **The tender will be governed by:**

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Instruction to Bidders

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

Part-I - General Conditions of Contract (GCC)

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

Part-III - Special Conditions of Contract (SCC)

Part-IV - Schedule of company's Plants, Materials and Equipments - **Not Applicable**

Part-V - Safety Measures (SM)

Part-VI - Integrity Pact

Annexures & Proformas

Price Bidding Format

Technical Evaluation Sheet for BEC-BRC & others

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

xix) The tender is invited under **SINGLE-STAGE COMPOSITE-BID SYSTEM**. The bidders shall submit both the "TECHNICAL" and "PRICED" bids through electronic

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form in the OIL's e-Procurement portal within the Bid Closing Date and Time stipulated in the E-Tender. The Technical Bid should be submitted as per Scope of Work & Technical Specifications along with all technical documents related to the tender and uploaded under **“Technical Attachment” Tab only**. **Bidders to note that no price details should be uploaded in “Technical Attachment” Tab Page. Details of prices as per Price Bid format/Priced bid to be uploaded under “Notes and Attachment” Tab. A screen shot in this regard is shown below. Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria. In Bid opening, both Technical & Priced Bids will be opened.**

SCREEN SHOT:

Go to this Tab **“Notes and Attachments”** for Uploading “Priced Bid”

Go to this Tab **“Technical Attachment”** for Uploading “Technical Bid”.

On “EDIT” Mode, bidders are advised to upload “Technical Bid” and “Priced Bid” in the respective places as indicated above.

Note:

- The “Technical Bid” shall contain all techno-commercial details **except the prices**.
- The “Priced bid” must contain the price schedule and the bidder’s commercial terms and conditions, if any. For uploading Priced Bid, first click on Add Attachment, a browser window will open, select the file from the PC and name the file under Description, Assigned to General Data and click on OK to digitally sign and upload the File. Please click on Save Button of the Response to Save the uploaded files.

8.0 MAINTENANCE OF TOTAL BID VALUE IN THE RESPONSE

The rates / costs quoted by bidders against the e-tender shall be available for online viewing after price bid opening to those bidders whose price bids have been opened in the system. For tenders where **Detailed Price Information** under **“RFx Information”** Tab Page is **“No price”**, the bidders shall have to enter the **Total Cost (including GST)** as per their price bid in the data field **“Total Bid Value”** under **“RFx Information”** Tab Page in addition to uploading their pricing as per the “Price Bid format” under **“Notes & Attachment”** Tab Page.

The screenshot shows the 'Create RFX Response' interface. At the top, there are tabs: **Submit**, **Read Only**, **Print Preview**, **Check**, **Technical RFX Response**, and **Close**. Below these, a summary bar displays: **RFX Response Number** 60038748, **RFX Number** 1396, **Status** In Proce, **RFX Owner** BHARALI, **Total Value** 0.00 INR, and **RFX Response Version Nu**. A navigation bar includes **RFX Information** (selected), **Items**, **Notes and Attachments**, and **Conditions**. Below this is another bar with **Basic Data** (selected), **Questions**, and **Technical Attachments**. The main section is titled **Event Parameters** and contains three fields: **Currency:** Indian Rupee (dropdown), **Detailed Price Information:** No Price (dropdown), and **Terms of Payment:** (text field with a calendar icon). The **Total Bid Value:** field is highlighted with a yellow background. Two blue callout boxes provide instructions: one points to the 'No Price' dropdown stating '“Total Bid Value” is mandatory in “No Price” RFX only.', and the other points to the 'Total Bid Value' field stating '“Total Bid Value” considering all the taxes & duties.'

The Total Amount (inclusive of GST) as entered by the bidders against “Total Bid Value” in their on-line response shall be displayed in the e-tender portal amongst the bidders whose price bids have been opened and Company will not take any responsibility whatsoever towards incorrect information furnished by the bidders in the “Total Bid Value” field.

It is to be noted that amount mentioned in the “Total Bid Value” field will not be considered for bid evaluation and evaluation will be purely based on the Price bid submitted as per the Price Bid Format.

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

Thanking you.

Yours faithfully,
OIL INDIA LIMITED

(TANUSHREE AGRAWAL)
MANAGER - CONTRACTS
For **CGM – CONTRACTS (HoD)**
For **RESIDENT CHIEF EXECUTIVE**

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

2.0 BIDDING DOCUMENTS:

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

- a. A forwarding letter highlighting the following points
 - i Company's IFB No.
 - ii Description of Service
 - iii Bid closing date and time
 - iv Bid opening date, time and place
 - v Bid submission place
 - vi The amount of Performance Guarantee
- b. Instructions to Bidders
- c. BEC/BRC
- d. General Conditions of Contract (GCC): **Part-I**
- e. Schedule of Work, Unit, Quantities (SOQ): **Part- II**
- f. Special Conditions of Contract (SCC): **Part-III**
- g. Schedule of Company's Plants, Materials and Equipments (SCPME): **Part-IV** [Not applicable for this Tender]
- h. Safety Measures (SM): **Part-V**
- i. Integrity Pact: **Part-VI**
- j. Annexures & Proformas
- k. Price Bidding Format (Attached under “**Notes and Attachments**” tab in the main bidding engine of OIL's e-Tender portal).
- l. Technical Evaluation Sheet for BEC-BRC & others

2.2 The bidder is expected to examine all instructions, forms, terms and specifications in the Bid document. Failure to furnish all information required in the Bidding Documents or submission of a bid not substantially responsive to the Bidding Documents in every respect will be at the Bidder's risk & responsibility and may result in the rejection of its bid without seeking any clarifications.

3.0 TRANSFERABILITY OF BID DOCUMENTS:

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

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

4.0 AMENDMENT OF BIDDING DOCUMENTS:

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

4.2 The Addendum will be uploaded in OIL's E-Tender Portal in the Tab “Technical RFx” and External Area – “Amendments” folder. The company may, at its discretion, extend the deadline for bid submission. Bidders are expected to take the Addendum into account in preparation and submission of their bid. **Bidders**

are to check from time to time the E-Tender portal [“Technical RFx” Tab and under the folder “Amendments”] for any amendments to the bid documents before submission of their bids. No separate intimation shall be sent to the Bidders.

5.0 PREPARATION OF BIDS

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

5.2 DOCUMENTS COMPRISING THE BID:

(A) UN-PRICED TECHNO-COMMERCIAL BID:

- (i) Bid Documents duly filled up as indicated.
- (ii) Complete technical details / specifications of the equipment with catalogue, etc. as per tender requirement.
- (iii) Documentary evidence established in accordance with BEC / BRC part.
- (iv) Statement of Non-Compliance (if any).
- (v) Bid Security (scanned copy). Hard copy of original Bid Security (Only in case of bidder(s) submitting bid security in the form of Bank Guarantee) should be sent separately to reach **on or before 12.45 p.m. (IST) on the bid closing date failing which the bid shall be rejected.**
(Bidders can submit bid security on-line through OIL’s electronic Payment Gateway)
- (vi) Any other document as per tender requirement (scanned copy). Hard copy(ies) of the same, if called for in the tender, should be sent separately to reach on or before **12.45 p.m. (IST) on the bid closing date failing which the bid shall be rejected.**
- (vii) Integrity Pact

Note: Please note that no price details should be uploaded in UN-PRICED TECHNO-COMMERCIAL BID under “Technical Attachment” Tab.

(B) PRICED BID:

The Priced Bid shall contain the rates / prices along with the currency and any other commercial information pertaining to the rates / prices. Bidder shall quote their rates / prices in the “PRICE BIDDING FORMAT” attached under **“Notes and Attachments”** tab in the main bidding engine of OIL’s e-Tender portal. The bidder must quote their price as per the attached “PRICE BIDDING FORMAT” under **“Notes and Attachments”** tab. Any other format will not be considered for evaluation.

Bidder must include all liabilities except GST in their quoted rates and indicate the applicable GST percentage separately as per the “PRICE BIDDING FORMAT”. The rates shall be fixed and firm for the entire tenure of the contract and shall be binding on both the parties. No changes in these rates shall be allowed

under any circumstances during the tenure of this service agreement except as mentioned in the Bid Document.

The bidder shall also have to enter the **Total Cost (including GST)** as per their price bid in the data field **“Total Bid Value”** under **“RFx Information”** Tab Page in addition to uploading their pricing as per the “Price Bid format” under “Notes & Attachment” Tab Page.

6.0 PERIOD OF VALIDITY OF BIDS:

6.1 The Bid must be valid for **90 (Ninety) days** from the actual date of bid closing.

6.2 In exceptional circumstances, OIL may solicit the Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing (or by Fax). A Bidder granting the request will neither be required nor permitted to modify their bid.

7.0 FORMAT AND SIGNING OF BID:

7.1 The original and all copies of the bid shall be typed or written in indelible inks and shall be signed digitally by the Bidder to bind the Bidder to the contract.

8.0 SUBMISSION OF BIDS:

8.1 The tender is processed under **Single-Stage Composite-Bid System**. Bidder shall submit the Technical bid and Priced bid along with all the Annexures and Proformas (wherever applicable) and copies of documents in electronic form through OIL's e-procurement portal within the Bid Closing Date & Time stipulated in the e-tender. For submission of Bids online at OIL's E-Tender Portal, detailed instructions are available in “User Manual” available in OIL's E-Tender Portal. Guidelines for bid submission are also provided in the “Forwarding Letter”. The Technical Bid is to be submitted as per Terms of Reference/Technical Specifications of the bid document and Priced Bid as per the Price Schedule. The Technical Bid should be uploaded in the “Technical Attachment” Tab only. Prices to be quoted as per Price Bid Format should be uploaded as attachment in the Attachment link under “Notes & Attachments” Tab under General Data in the e-portal. No price should be given in the “Technical Attachment”, otherwise bid shall be rejected. The priced bid should not be submitted in physical form which shall not be considered.

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

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

8.4 Physical Bid/ E-mail/ Fax /Telephonic offers will not be accepted.

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

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

9.0 DEADLINE FOR SUBMISSION OF BIDS:

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

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

9.3 The documents in physical form must be received by Company at the address specified in the "Forwarding Letter" on or before **12:45 p.m. (IST) on the bid closing date**. Timely delivery of the same at the address mentioned in the Forwarding Letter is the responsibility of the Bidders.

10.0 LATE BIDS:

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

11.0 MODIFICATION AND WITHDRAWAL OF BIDS:

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

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

11.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of any bid within validity period will lead to forfeiture of his / her / their Bid Security Deposit in full and debar from participation in future tenders, at the sole discretion of the company.

12.0 EXTENSION OF BID SUBMISSION DATE:

12.1 Normally no request for extension of Bid Closing Date & Time will be entertained. However, OIL at its discretion, may extend the Bid Closing Date and / or Time due to any reasons.

13.0 BID OPENING AND EVALUATION:

13.1 Both Technical & Price bid will be opened on scheduled Bid opening date & time in the presence of any attending Bidder(s) or their Authorized Representative, if any. However, an authorized letter (format given in Proforma Section) from the Bidder must be produced by Bidder's representative at the time of opening of Tender, without which such representative won't be allowed to attend the opening of Tenders. Only one representative against each Bid will be allowed to attend the bid opening. Attending Bidder(s) & Authorized Representative(s) will have to sign a register evidencing their presence.

13.2 In case it happens to be a bundh / holiday, the tender will be opened on the next working day (except Saturday). Accordingly, Bid Closing Date / time will get extended up to the next working day and time (except Saturday).

13.3 Bids which have been withdrawn pursuant to Clause 11.0 will not be allowed to be opened by the system. OIL shall examine bids to determine whether they are complete, whether requisite Bid Securities have been furnished, whether documents have been properly signed and whether the bids are generally in order.

13.4 OIL shall prepare, for its own records, minutes of bid opening including the information disclosed to those present in accordance with the sub-clause 13.3.

13.5 To assist in the examination, evaluation and comparison of bids, normally no clarifications shall be sought from the Bidders. However, for assisting in the evaluation of the bids especially on the issues where the Bidder confirms compliance in the evaluation and contradiction exists on the same issues due to lack of required supporting documents in the Bid (i.e. document is deficient or missing), or due to some statement at other place of the Bid (i.e. reconfirmation of confirmation) or vice versa, clarifications may be sought by OIL at its discretion. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.

13.6 Prior to the detailed evaluation, OIL will determine the substantial responsiveness of each bid to the requirement of the Bidding Documents. For purpose of these paragraphs, a substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Document without material deviations or reservation. A material deviation or reservation is one which affects in any substantial way the scope, quality, or performance of work, or which limits in any substantial way, in-consistent way with the bidding documents, the Company's right or the bidder's obligations under the contract, and the rectification of which deviation or reservation would affect unfairly the competitive position of other bidders presenting substantial responsive bids. OIL's determination of bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

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

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

14.0 EVALUATION AND COMPARISON OF BIDS:

14.1 OIL will evaluate and compare the bids as per Bid Evaluation Criteria (BEC) of the bidding documents.

14.2 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total amount quoted inclusive of all liabilities and GST for the items of Part-II (i.e. schedule of works, units, quantity, rates) of the tender.

14.3 DISCOUNTS / REBATES: Unconditional discounts / rebates, if any, given in the bid or along with the bid will be considered for evaluation.

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

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

15.0 CONTACTING THE COMPANY:

15.1 Except as otherwise provided in Clause 14.0 above, no Bidder shall contact OIL on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded except as required by OIL vide sub-clause 13.5.

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

16.0 AWARD CRITERIA:

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

17.0 OIL' S RIGHT TO ACCEPT OR REJECT ANY BID:

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

18.0 NOTIFICATION OF AWARD:

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

19.0 SIGNING OF CONTRACT:

19.1 The successful bidders(s) shall be notified by the Company of its intention to enter into an Agreement with him/her/them on the basis of his/her/their acceptance of the offer. Such notification shall be treated as a "Letter of Award (LOA)".

19.2 Within 02 Weeks from the date of issue of Letter of Award (LOA), the successful Bidder(s) will be required to pay an interest free Performance Security by way of Demand Draft / Banker's Cheque / Bank Guarantee (in specified format) favouring "OIL INDIA LIMITED" payable at "DULIAJAN" from any Nationalized Bank. Upon furnishing of the Performance Security, the successful Bidder(s) will be required to enter into a formal Service Agreement based on the instant tender on the OIL Standard forms of agreement.

19.3 This Performance Security must be valid for **15 months** after the date of expiry of the tenure of the contract. In the event of contract being extended within the provisions of the contract agreement, the contractor will have to extend suitably the validity of the "Security Deposit" for the extended period.

19.4 The "Performance Security" will be refunded to the contractor after **15 months** of satisfactory completion of works under the contract (including extension, if any), but part or whole of which shall be used by the Company in realization of liquidated damages or claims, if any or for adjustment of compensation or loss due to the Company for any reason.

19.5 Failure of the successful bidders to comply with the conditions as specified in Para 19.2 above would render him liable for rejection and in turn forfeiture of Bid Security apart from any other actions the Company may take against him at its sole discretion. The bidder shall be dealt as per the Banning Policy (available in OIL's website) of Company.

*******End of ITB*******

BID EVALUATION CRITERIA (BEC) – BID REJECTION CRITERIA (BRC)**1.0 BID EVALUATION CRITERIA:**

The bid shall conform to the specifications and terms and conditions given in the Bidding Documents. Bids will be rejected in case material and services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and will not be considered for evaluation. All the documents related to BEC shall be submitted along with the Technical Bid.

1.1 Technical Criteria:

1.1.1 Bidder must have experience of successfully completing at least one **SIMILAR work** of value **Rs. 13,35,000.00 (Thirteen Lakh Thirty-Five Thousand)** only in previous 07 (seven) years reckoned from the original bid closing date with PSUs / Central Government / State Government Organization / Public Limited Company.

1.1.2 Bidder must have P.F. & ESIC Registration. Documentary evidence for the same should be submitted along with technical bid.

OR

In case bidder doesn't have P.F. & ESIC Registration at the time of bidding then the bidder shall have to submit an undertaking that they shall get registered with P.F. and ESIC Authority and shall produce the documentary evidence for the same before issue of Work Order by OIL.

1.1.3 Bidder must submit an undertaking as enclosed in **PROFORMA-XI** regarding compliance of Minimum wage, P.F., Bonus & ESIC as per the applicable Acts. Bids submitted without this undertaking will be summarily rejected without assigning any reasons.

Notes to BEC Clause No. 1.1:

1. “**SIMILAR work**” mentioned above means “Experience in carrying out Maintenance and servicing activities / procedures for up-keepment of air conditioners / HVAC system.”

2. If the prospective bidder has executed contract(s) in which **SIMILAR work** is a component, and the Similar work executed satisfies the minimum criteria prescribed in the BEC Clause No. 1.1.1, then such experience will also be taken into consideration provided that the bidder submits the breakup of the works executed under such contract(s) clearly indicating the value of **SIMILAR work**, which must be certified by the end user.

3. For proof of requisite experience of **SIMILAR work**, self-attested photocopies of following documents must be submitted along with the bid: Contract document / Work order showing details of work supported with Completion Certificate issued by PSUs / Govt. Organisation / Public Limited Companies for the similar work mentioned above confirming the following:

- a. Gross value of Similar work done
- b. Nature of Job done.
- c. Contract start and completion date.

4. **SIMILAR work** executed by a bidder for its own organization / subsidiary will not be considered as experience for the purpose of meeting BEC.

1.2 Financial Criteria:

1.2.1 Annual Financial Turnover of the bidder in any of preceding 03 (three) financial / accounting years, reckoned from the original bid closing date should be at least **Rs. 13,35,000.00 (Thirteen Lakh Thirty-Five Thousand)** only.

1.2.2 Net worth of bidder must be positive for preceding financial/ accounting year.

Note: The Net worth to be considered against the clause above, should be read in conjunction with the definition of Net worth as mentioned in Section 2 (57) of The Companies Act, 2013.

Notes to BEC Clause No. 1.2:

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 **PROFORMA-I**.

OR

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

*Note:

- Mention of UDIN (Unique Document Identification Number) is mandatory for all Certificates issued w.e.f. February 1, 2019 by Chartered Accountant in Practice.

- 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 evidences for the same.

B. 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 _____ have actually not been audited so far, as per format prescribed in **PROFORMA-X**.

C. In case the bidder is a Government Department, they are exempted from submission of documents mentioned under para **A.** and **B.** above.

- 1.3** Both Technical & Price bid will be opened on scheduled Bid opening date & time. However, Price bids shall be evaluated of only the techno-commercially acceptable bidders, whose bids have been found to be substantially responsive. A substantially responsive bid one that meets the terms and conditions of the Tender and / or the acceptance of which bid will not result in indeterminate liability on OIL.
- 1.4** Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.
- 1.5** If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- 1.6** The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor will be paid on the basis of the actual number of days/parameter, as the case may be.
- 1.7** **Price Bids of techno-commercially qualified bidders will be evaluated on overall lowest cost basis (L-1 offer) i.e. considering the Total quoted price inclusive of all liabilities and GST as per the PRICE BID FORMAT.**
- 1.8** Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to the L-1 bidder.
- 1.9** The bidders are advised not to offer any discount/rebate separately and to offer their prices in the Price Bid Format after considering discount/rebate, if any.
- 1.10** Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price.
- 1.11** In case of identical overall lowest offered rate by more than 01 (one) bidder, the selection will be made by draw of lot between the parties offering the same overall lowest price.

- 1.12 PURCHASE PREFERENCES** allowed as per Government Guidelines in Vogue and PPP [Public Procurement policy] for Micro and Small Enterprises is not applicable for this tender (being works contract tender).

2.0 BID REJECTION CRITERIA (BRC):

- 2.1** The bids are to be submitted in **Single-Stage Composite Bid System** i.e. Un-priced Techno-Commercial Bid and Price Bid together. Only the Price Bid should contain the quoted price.
- 2.2** The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-responsive and rejected.
- 2.3** Bid security shall be furnished as a part of the Techno Commercial Un-priced Bid. The amount of bid security should be as specified in the forwarding letter. Any bid not accompanied by a proper bid security will be rejected.

Note: In case the Bidder submits Bid security in the form of Bank Guarantee (BG); the BG must be valid for minimum **120 days** from the date of Technical bid opening.

For availing EMD exemption, the interested MSE Bidders must ensure that their technical offer must include a valid copy of relevant MSE Certificate issued by appropriate authority. If the technical offer does not include a valid copy of relevant MSE Certificate, then the Bid without EMD shall be rejected.

- 2.4** Bid Documents / User Id & Password for OIL's E-Tender portal are not transferable.
- 2.5** Any bid received in the form of Physical document/Telex/Cable/Fax/E-mail will not be accepted.
- 2.6** Bids shall be typed or written in indelible ink. The bidder or his authorized representative shall sign the bid digitally, failing which the bid will be rejected.
- 2.7** Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initiated by the persons(s) signing (digitally) the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.
- 2.8** Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document.
- 2.9** Bids are invited under **Single-Stage Composite Bid System**. Bidders must submit both "Technical" and "Price" Bids in electronic form through online OIL's e-Tender portal accordingly within the Bid Closing Date and time

stipulated in the e-Tender. The Technical Bid is to be submitted as per Scope of Work & Technical Specifications of the tender under “Technical Attachment” Tab and the Priced Bid under “Notes and Attachments” Tabas per the **PRICE BID FORMAT**.

2.10 Bidder must accept and comply with the following provisions as given in the Tender Document in toto, failing which offer will be rejected:

- (i) Firm price
- (ii) EMD / Bid Bond
- (iii) Period of validity of Bid
- (iv) Price Schedule
- (v) Performance Bank Guarantee / Security deposit
- (vi) Delivery / Completion Schedule
- (vii) Scope of work
- (viii) Guarantee of material / work
- (ix) Liquidated Damages clause
- (x) Tax liabilities
- (xi) Arbitration / Resolution of Dispute Clause
- (xii) Force Majeure
- (xiii) Applicable Laws
- (xiv) Specifications
- (xv) Integrity Pact

2.11 There should not be any indication of price in the Un-priced Techno-Commercial Bid. A bid will be straightway rejected if this is given in the Un-priced Techno-Commercial Bid.

2.12 Bid received with validity of offer less than **90 (Ninety) days** from the date of Technical Bid opening will be rejected.

2.13 The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **Part-VI** of 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 the Un-priced Techno-Commercial Bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder’s authorized signatory who sign the Bid.

3.0 GENERAL:

3.1 In case bidder takes exception to any clause of bidding document not covered under BEC-BRC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw / modify the deviation when / as advised by company. The loading so done by the company will be final and binding on the bidders. No deviation will however be accepted in the clauses covered under BEC-BRC.

3.2 Bidders should provide self-attested copies of GST Registration Certificate, PAN Card, ESIC registration (if applicable), P.F. Registration Number OR Declaration (Declaration by applicant that provisions of Provident Fund Act

are not applicable to them. In case P.F. is required to be deposited later on, the same will be deposited by the bidder (Applicant). In case successful bidder doesn't have P.F. Code at the time of bidding and PF Act is applicable on him/her, the same has to be provided by him/her before signing of contract agreement and issue of Work Order by OIL.

- 3.3** To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification in respect of clauses covered under BEC-BRC also and such clarifications fulfilling the BEC-BRC clauses in toto must be received or before the deadline given by the company, failing which the offer will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.
- 3.4** If any of the clauses in the BEC-BRC contradict with other clauses of bidding document elsewhere, the clauses in the BEC-BRC shall prevail.
- 3.5** Bidder(s) must note that requisite information(s)/financial values etc. as required in the BEC-BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise Bids shall be rejected.
- 3.6** OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard.
- 3.7** The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.
- 4.0** **CHECKLIST FOR BEC-BRC:** Enclosed as ***TECHNICAL EVALUATION SHEET***. To be submitted along with the technical bid.

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

GENERAL CONDITIONS OF CONTRACT (GCC)

A. DEFINITIONS: In the contract, the following terms shall be interpreted as indicated:

- (a) "**The Contract**" means agreement entered into between Company and Contractor, as recorded in the contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
- (b) "**The Contract Price**" means the price payable to Contractor under the contract for the full and proper performance of its contractual obligations;
- (c) "**The Work**" means each and every activity required for the successful performance of the services described in Section II, the Terms of Reference.
- (d) "**Company**" or "**OIL**" means Oil India Limited;
- (e) "**Contractor**" means the Contractor performing the work under this Contract.
- (f) "**Contractor's Personnel**" means the personnel to be provided by the Contractor to provide services as per the contract.
- (g) "**Company's Personnel**" means the personnel to be provided by OIL or OIL's Contractor (other than the Contractor executing the Contract). The Company representatives of OIL are also included in the Company's personnel.
- (h) "**Gross Negligence**" means any act or failure to act (whether sole, joint or concurrent) by a person or entity which was intended to cause, or which was in reckless disregard of or wanton indifference to, avoidable and harmful consequences such person or entity knew, or should have known, would result from such act or failure to act. Notwithstanding the foregoing, Gross negligence shall not include any action taken in good faith for the safeguard of life or property.
- (i) "**Wilful Misconduct**" means intentional disregard of good and prudent standards of performance or proper conduct under the Contract with knowledge that it is likely to result in any injury to any person or persons or loss or damage of property.

WITNESSETH:

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

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

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

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

3.0 The Company's Engineer shall have power to:

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

b) Order the Contractor to remove any inferior material from the site and to demolish or rectify any work of inferior workmanship, failing which the Company's Engineer may arrange for any such work to be demolished or rectified by any other means at the Contractor's expenses.

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

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

e) Order deviations in Part II and III of this Contract. All such deviation orders shall be in writing and shall show the financial effect, if any, of such deviation and whether any extra time is to be allowed.

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

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

Contractor fails to turn up despite reasonable notice which will be binding on the Contractor.

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

- i) The Mines Act.
- ii) The Minimum Wages Act, 1948.
- iii) The Workman's Compensation Act, 1923.
- iv) The Payment of wages Act, 1936.
- v) The Payment of Bonus Act, 1965.
- vi) The Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed there under.
- vii) Employees' Pension Scheme, 1995.
- viii) Inter-State Migrant (Regulation of Employment and Condition of Service) Act. 1979.
- ix) The Employees Provident Fund and Miscellaneous Provisions Act, 1952.
- xi) GST Act.
- xii) Assam Professional Trades, Callings and Employment Taxation Act, 1947 and its Rules as amended

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

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

8.0 The duration of the contract shall be for a period of **03 (Three) years** from the date of issue of Work Order. The mobilization period shall be for a period of **02 (Two) weeks** from the date of issue of Work Order. The Contractor must complete the work abiding by the time frame as mentioned in PART – III (SPECIAL CONDITIONS OF CONTRACT: SCC) within the contract period. In the event of there being undue delay in execution of the Contract, the Company reserves the right to cancel the Contract and/or levy such additional damages as it deems fit based on the actual loss suffered by the company attributable to such delay. The company's decision in this regard shall be final.

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

10.0 The total estimated Contract Price as indicated in Schedule of work, quantities & rates - Part II of this Contract is inclusive of all statutory liabilities viz. Corporate Income Tax, Personal Tax, etc. and GST. The Company shall pay the

Contractor only for actual work done at the all-inclusive rates set down in Part-II of this Contract.

Payment will be made, not often than monthly, up to **100%** of the value of work done. Final payment will be made only after satisfactory completion of the work. Such final payment shall be based on the work actually done allowing for deviations and any deductions and the measurement shall be checked and certified correct by the Company's Engineer before any such final payment is made.

Note: All Invoices are to be sent to the following address:

Chief General Manager – Electrical (HoD)

Oil India Limited,

P.O. Duliajan-786602

Dist. Dibrugarh, Assam.

11.0 The contractor employing **20 (twenty)** or more workmen on any day preceding 12 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 & regulations framed under the Contract Labour (Regulation & Abolition) Act.

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

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

14.0 The Contractor shall deploy local persons in all works.

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

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

17.0 GENERAL OBLIGATIONS OF COMPANY:

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

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

18.0 SPECIAL CONDITIONS:

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

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

19.0 ARBITRATION:

19.1 ARBITRATION (APPLICABLE FOR SUPPLIERS/CONTRACTORS OTHER THAN PSU)

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

a) A party wishing to commence arbitration proceeding shall invoke Arbitration Clause by giving 30 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.

b) The number of arbitrators and the appointing authority will be as under:

Claim amount (excluding claim for interest and counter claim, if any)	Number of Arbitrator	Appointing Authority
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.

c) The parties agree that they shall appoint only those persons as arbitrators who accept the conditions of the arbitration clause. No person shall be appointed as Arbitrator or Presiding Arbitrator who does not accept the conditions of the arbitration clause.

d) Parties agree that there will be no objection if the Arbitrator appointed holds equity shares of OIL and/or is a retired officer of OIL/any PSU. However, neither party shall appoint its serving employees as arbitrator.

e) If any of the Arbitrators so appointed dies, resigns, becomes incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned

party/arbitrators to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left if both parties consent for the same; otherwise, he shall proceed de novo.

f) Parties agree that neither shall be entitled for any pre-reference or pendent-lite interest on its claims. Parties agree that any claim for such interest made by any party shall be void.

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

Amount of Claims and counter claims(excluding interest)	Period for making and publishing of the award (counted from the date of first meeting of the Arbitrators)
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.

h) If after commencement of the arbitration proceedings, the parties agree to settle the dispute mutually or refer the dispute to conciliation, the arbitrators shall put the proceedings in abeyance until such period as requested by the parties.

i) Each party shall be responsible to make arrangements for the travel and stay etc. of the arbitrator pointed by it. Claimant shall also be responsible for making arrangements for travel/stay arrangements of the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties.

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.

j) The Arbitration shall be held at **Duliajan, Assam**. However, parties to the contract can agree for a different place for the convenience of all concerned.

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

l) 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.

19.2 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 19.1 & 19.2 will be **Duliajan, Assam**. The award made in pursuance thereof shall be binding on the parties.

20.0 FORCE MAJEURE:

20.1 In the event of either party being rendered unable by 'Force majeure' to perform any obligations required to be performed by them under the contract 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 force majeure event lasts. The cost and loss sustained by the either party shall be borne by the respective parties.

The term 'Force Majeure' as employed herein shall mean acts of God, earthquake, war (declared/undeclared) revolts, riots, fires, floods, rebellions, explosions, hurricane, sabotage, civil commotions, and acts and regulations of respective Govt. of the two parties, namely the Company and the contractor.

20.2 Upon the occurrence of such cause(s) and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing immediately but not later than 72 (Seventy-two) hours of the alleged beginning and ending thereof giving full particulars and satisfactory evidence in support of its claim.

Time for performance of the relative obligations suspended by the force majeure shall then extended by the period for which such cause lasts.

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

21.0 TERMINATION:

21.1 TERMINATION ON EXPIRY OF THE TERMS (DURATION): The contract shall be deemed to have been automatically terminated on the expiry of duration of the Contract or the extension period, if exercised by Company under the provision of the Contract.

21.2 TERMINATION ON ACCOUNT OF FORCE MAJEURE: Either party shall have the right to terminate this Contract on account of Force Majeure as set forth in Article 20.0 above.

21.3 TERMINATION ON ACCOUNT OF INSOLVENCY: In the event that the Contractor or its collaborator at any time during the term of the Contract, becomes insolvent or makes a voluntary assignment of its assets for the benefit of creditors or is adjudged bankrupt, then the Company shall, by a notice in writing have the right to terminate the Contract and all the Contractor's rights and privileges hereunder, shall stand terminated forthwith.

21.4 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 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.

21.5 TERMINATION DUE TO CHANGE OF OWNERSHIP & ASSIGNMENT: In case the Contractor's rights and/or obligations under this Contract and/or the Contractor's rights, title and interest to the equipment/material, are transferred or assigned without the Company's consent, the Company may at its absolute discretion, terminate this Contract.

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

21.7 Notwithstanding any provisions herein to the contrary, the Contract may be terminated at any time by the Company on giving 30 (thirty) days written notice to the Contractor due to any other reason not covered under the above clause from 21.1 to 21.6 and in the event of such termination the Company shall not be liable to pay any cost or damage to the Contractor except for payment for services as per the Contract up to the date of termination including the De-mob cost, if any.

22.0 CONSEQUENCES OF TERMINATION:

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

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

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

23.0 I.B. VERIFICATION REPORT AND SECURITY REVIEW:

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

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

25.0 SET OFF CLAUSE:

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

26.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:

The information and documents furnished by the bidder/contractor in respect of the subject tender/contract are expected to be true and genuine. However, if it is detected during technical scrutiny or after award of the contract or after expiry of the contract, that the bidder had submitted any fake/fraudulent document or furnished false statement, the offer/contract shall be rejected/cancelled, as the case may be and the bidder (if fake document/false statement pertains to such bidder) shall be dealt as per the Banning Policy (available in OIL's website) of Company.

27.0 PROVISION FOR ACTION IN CASE OF ERRING/DEFAULTING AGENCIES:

Action against erring and defaulting agencies like bidder, contractor, supplier, vendor, service provider will be as per OIL's Banning Policy dated 6th January, 2017 available in OIL's website www.oil-india.com.

28.0 LIQUIDATED DAMAGES FOR DELAY IN MOBILIZATION/COMPLETION OF WORKS AND SERVICES:

In the event of the Contractor's default in timely mobilization/completion within the stipulated period, the Contractor shall be liable to pay liquidated damages @ 0.5% of contract value, per week or part thereof of delay subject to maximum ceiling of 7.5% of contract value.

29.0 SUBCONTRACTING:

Contractor shall not subcontract, transfer or assign the contract, in full or any part under this contract, to any third party. Except for the main services under this contract, Contractor may sub-contract the petty support services subject to Company's prior approval. However, Contractor shall be fully responsible for complete execution and performance of the services under the Contract.

30.0 MISCELLANEOUS PROVISIONS:

Contractors shall conform in all respects with the provisions of any Statute, Ordinance of Law 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 OIL indemnified against all penalties and liability of every kind for breach of any such Statute, Ordinance or Law, regulation or byelaw.

31.0 LIABILITY:

31.1 Except as otherwise expressly provided, neither Company nor its servants, agents, nominees, Contractors, or sub-contractors shall have any liability or responsibility whatsoever to whomsoever for loss of or damage to the equipment and/or loss of or damage to the property of the Contractor and/or their Contractors or sub-contractors, irrespective of how such loss or damage is caused and even if caused by the negligence of Company and/or its servants, agent, nominees, assignees, contractors and sub-contractors. The Contractor shall protect, defend, indemnify and hold harmless Company from and against such loss or damage and any suit, claim or expense resulting there from.

31.2 Neither Company nor its servants, agents, nominees, assignees, Contractors, sub-contractors shall have any liability or responsibility whatsoever for injury to, illness, or death of any employee of the Contractor and/or of its contractors or sub-contractor irrespective of how such injury, illness or death is caused and even if caused by the negligence of Company and/or its servants, agents nominees, assignees, Contractors and sub-contractors. Contractor shall protect, defend, indemnify and hold harmless Company from and against such liabilities and any suit, claim or expense resulting there from.

31.3 The Contractor hereby agrees to waive its right to recourse and further agrees to cause their underwriters to waive their right of subrogation against Company and/or its underwrites, servants, agents, nominees, assignees, Contractors and sub-contractors for loss or damage to the equipment of the Contractor and/or its sub-contractors when such loss or damage or liabilities arises out of or in connection with the performance of the contract.

31.4 The Contractor hereby further agrees to waive its right of recourse and agrees to cause its underwriters to waive their right of subrogation against Company and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for injury to, illness or death of any employee of the Contractor and of its contractors, sub-contractors and/or their employees when such injury, illness or death arises out of or in connection with the performance of the contract.

31.5 Except as otherwise expressly provided, neither Contractor nor its servants, agents, nominees, Contractors or sub-contractors shall have any liability or responsibility whatsoever to whomsoever for loss of or damage to the equipment and/or loss or damage to the property of the Company and/or their Contractors or sub-contractors, irrespective of how such loss or damage is caused and even if caused by the negligence of Contractor and/or its servants, agents, nominees, assignees, Contractors and sub-contractors. The Company shall protect, defend, indemnify and hold harmless Contractor from and against such loss or damage and any suit, claim or expense resulting therefrom.

31.6 Neither Contractor nor its servants, agents, nominees, assignees, Contractors, sub-contractors shall have any liability or responsibility whatsoever to whomsoever or injury or illness, or death of any employee of the Company and/or of its contractors or sub-contractors irrespective of how such injury, illness or death is caused and even if caused by the negligence of Contractor and/or its servants, agents, nominees, assignees, contractors and sub-contractors. Company shall protect, defend indemnify and hold harmless Contractor from and against such liabilities and any suit, claim or expense resulting there from.

31.7 The Company agrees to waive its right of recourse and further agrees to cause its underwriters to waive their right of subrogation against Contractor and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for loss or damage to the equipment of Company and/or its contractors or sub-contractors when such loss or damage or liabilities arises out of or in connection with the performance of the contract.

31.8 The Company hereby further agrees to waive its right of recourse and agrees to cause it underwriters to waive their right of subrogation against Contractor and/or its underwriters, servants, agents, nominees, assignees, Contractors and sub-contractors for injury to, illness or death of any employee of the Company and of its Contractors, sub-contractors and/or their employees when such injury, illness or death arises out of or in connection with the performance of the Contract.

31.9 LIMITATION OF LIABILITY

Notwithstanding any other provisions except only in cases of willful misconduct and/or criminal acts,

(a) Neither the Contractor nor the Company (OIL) shall be liable to the other, whether in Contract, tort, or otherwise, for any consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs.

(b) Notwithstanding any other provisions incorporated elsewhere in the contract, the aggregate liability of the Contractor in respect of this contract, whether under Contract, in tort or otherwise, shall not exceed 100% of the Contract price, provided however that this limitation shall not apply to the cost of repairing or replacing defective equipment by the Contractor, or to any obligation of the Contractor to indemnify the Company with respect to Intellectual Property Rights.

Company shall indemnify and keep indemnified Contractor harmless from and against any and all claims, costs, losses and liabilities in excess of the aggregate liability amount in terms of clause (b) above.

32.0 CONSEQUENTIAL DAMAGE:

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

33.0 INDEMNITY AGREEMENT:

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

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

34.0 APPLICABLE LAW:

34.1 This 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 at Dibrugarh in Assam.

34.2 The Bidders shall ensure full compliance of various Indian Laws and Statutory Regulations, to the extent applicable for performing under this Contract.

35.0 TAXES:

35.1 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.

36.0 SUBSEQUENTLY ENACTED LAWS:

36.1 In the event of introduction of any new legislation or any change or amendment or enforcement of any Act or Law, rules or regulations of Government of India or State Government(s) or Public Body which becomes effective after the date of submission of Price Bid or revised price bid, if any, for this CONTRACT and which results in increased/decreased cost of the works under the CONTRACT through increased/decreased liability of taxes, (other than personnel and Corporate taxes), duties, the Parties shall agree to a revision in pricing to reflect such change subject to the production of documentary proof to the satisfaction of the COMPANY/CONTRACTOR as applicable to the extent which directly is attributable to such introduction of new legislation or change or amendment as mentioned above and adjudication by the competent authority (applicable when disputed by COMPANY) & the courts wherever levy of such taxes/duties are disputed by COMPANY/CONTRACTOR.

36.2 Any increase in net amount of the duties and taxes (i.e. the amount of taxes/duties payable minus eligible credit of taxes/duties paid on input services/inputs) after the contractual completion/mobilization date during the extended period will be to the contractor's account, where delay in completion /mobilization period is attributable to the CONTRACTOR. However, any decrease in net amount of the duties and taxes (i.e. the amount of taxes/duties payable minus eligible credit of taxes / duties paid on input services/inputs) after the contractual completion/mobilization date will be to COMPANY's account.

36.3 The Contract Price and other prices given in the Schedule of Prices are based on the applicable tariff as indicated by the CONTRACTOR in the Schedule of Prices. In case this information subsequently proves to be wrong, incorrect or misleading, COMPANY will have no liability to reimburse/pay to the CONTRACTOR the excess duties, taxes, fees, if any finally levied/imposed by the concerned authorities. However, in such an event, COMPANY will have the right to recover the difference in case the rate of duty/tax finally assessed is on the lower side.

36.4 Notwithstanding the provision contained in clause 36.1 to 36.2 above, the COMPANY shall not bear any liability in respect of:

- i. Personal taxes on the personnel deployed by CONTRACTOR, his sub-contractor / sub-sub-contractors and Agents etc.
- ii. Corporate taxes and Fringe benefit tax in respect of contractor and all of their sub-contractors, agents etc.
- iii. Other taxes & duties including Customs Duty, Excise Duty and Service Tax in addition to new taxes etc. in respect of sub-contractors, vendors, agents etc. of the CONTRACTOR.

36.5 In order to ascertain the net impact of the revisions/enactment of various provisions of taxes / duties, the CONTRACTOR is liable to provide following disclosure to COMPANY:

- i. Details of each of the input services used in relation to providing service to COMPANY including estimated monthly value of input service and service tax amount.
- ii. Details of Inputs (material/consumable) used/required for providing service to Company including estimated monthly value of input and excise duty/CVD paid/payable on purchase of inputs.

37.0 GOODS AND SERVICES TAX:

37.1 GENERAL REMARKS ON TAXES & DUTIES:

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

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

37.3 “GST” shall mean Goods and Services Tax charged on the supply of material(s) and services. The term **“GST”** shall be construed to include the Integrated Goods and Services Tax (hereinafter referred to as “IGST”) or Central Goods and Services Tax (hereinafter referred to as “CGST”) or State Goods and Services Tax (hereinafter referred to as “SGST”) or Union Territory Goods and Services Tax (hereinafter referred to as “UTGST”) depending upon the import / interstate or intrastate supplies, as the case may be. It shall also mean GST compensation Cess, if applicable.

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

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

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

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

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

37.6 Where the OIL is not entitled to avail/take the full Input Tax Credit of GST:

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

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

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

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

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

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

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

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

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

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

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

37.16 In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference ~~and~~ in case the rate of duty/ taxes finally assessed is on the lower side.

37.17 Notwithstanding anything mentioned elsewhere in the Bidding Document the aggregate liability of OIL towards Payment of GST shall be limited to the volume

of GST declared by the bidder in its bid & nothing shall be payable extra except for the statutory variation in GST.

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

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

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

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

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

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

The base date for the purpose of applying statutory variation shall be the Bid Opening Date.

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

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

37.23 OIL will prefer to deal with registered supplier of goods/ services under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet. However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document.

37.24 Procurement of Specific Goods: Earlier, there is no tax incidence in case of import of specified goods (i.e. the goods covered under List-34 of Customs Notification no. 12/2012-Cus dated. 17.03.2012 as amended). Customs duty is not payable as per the policy. However, under GST regime, IGST Plus GST

compensation cess (if applicable) would be liveable on such imports. Bidders should quote GST as inclusive considering IGST component for the imported Materials portion while quoting their prices on destination basis. However, GST rate to be specified in the price bid format.

37.25 Documentation requirement for GST:

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

Any invoice issued shall contain the following particulars:

- a. Name, address and GSTIN of the supplier;
- b. Serial number of the invoice;
- c. Date of issue;
- d. Name, address and GSTIN or UIN, if registered of the recipient;
Note: OIL GSTIN numbers are as follows:
Assam: 18AAACO2352C1ZW
Arunachal Pradesh: 12AAACO2352C1Z8
- e. Name and address of the recipient and the address of the delivery, along with the State and its code,
- f. HSN code of goods or Accounting Code of services[SAC];
- g. Description of goods or services;
- h. Quantity in case of goods and unit or Unique Quantity Code thereof;
- i. Total value of supply of goods or services or both;
- j. Taxable value of supply of goods or services or both taking into discount or abatement if any;
- k. Rate of tax (IGST, CGST, SGST/ UTGST, cess);
- l. Amount of tax charged in respect of taxable goods or services (IGST, CGST, SGST/UTGST, cess);
- m. Place of supply along with the name of State, in case of supply in the course of interstate trade or commerce;
- n. Address of the delivery where the same is different from the place of supply and
- o. Signature or digital signature of the supplier or his authorised representative.

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

- (i) The original copy being marked as ORIGINAL FOR RECIPIENT;
- (ii) The duplicate copy being marked as DUPLICATE FOR TRANSPORTER and
- (iii) The triplicate copy being marked as TRIPLICATE FOR SUPPLIER.

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

37.26 ANTI-PROFITEERING CLAUSE:

As per Clause 171 of GST Act it is mandatory to pass on the benefit due to reduction in rate of tax or from input tax credit to the consumer by way of

commensurate reduction in prices. The Supplier of Goods / Services may note the above and quote their prices accordingly.

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

38.0 WITHHOLDING:

Company may withhold or nullify the whole or any part of the amount due to Contractor, after informing the Contractor of the reasons in writing, on account of subsequently discovered evidence in order to protect Company from loss on account of:

- a. For non-completion of jobs.
- b. Contractor's indebtedness arising out of execution of this Contract.
- c. Defective work not remedied by Contractor.
- d. Claims by sub-Contractor of Contractor or others filed or on the basis of reasonable evidence indicating probable filing of such claims against Contractor.
- e. Failure of Contractor to pay or provide for the payment of salaries/ wages, contributions, unemployment compensation, taxes or enforced savings withheld from wages etc.
- f. Failure of Contractor to pay the cost of removal of unnecessary debris, materials, tools, or machinery.
- g. Damage to another Contractor of Company.
- h. All claims against Contractor for damages and injuries, and/or for non-payment of bills etc.
- i. Any failure by Contractor to fully reimburse Company under any of the indemnification provisions of this Contract. If, during the progress of the work Contractor shall allow any indebtedness to accrue for which Company, under any circumstances in the opinion of Company may be primarily or contingently liable or ultimately responsible and Contractor shall, within five days after demand is made by Company, fail to pay and discharge such indebtedness, then Company may during the period for which such indebtedness shall remain unpaid, with-hold from the amounts due to Contractor, a sum equal to the amount of such unpaid indebtedness.

Withholding will also be effected on account of the following:

- i Order issued by a Court of Law in India.
- ii Income-tax deductible at source according to law prevalent from time to time in the country.
- iii Any obligation of Contractor which by any law prevalent from time to time to be discharged by Company in the event of Contractor's failure to adhere to such laws.
- iv Any payment due from Contractor in respect of unauthorized imports. When all the above grounds for withholding payments shall be removed, payment shall thereafter be made for amounts so with-hold.

Notwithstanding the foregoing, the right of Company to withhold shall be limited to damages, claims and failure on the part of Contractor, which is directly/indirectly related to some negligent act or omission on the part of Contractor.

39.0 PERFORMANCE SECURITY:

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

Note: If the performance security is submitted in the form of bank guarantee then in the event of extension of the contract period, the validity of the bank guarantee shall be suitably extended by the Contractor. The bank guarantee will be discharged by Company not later than 30 days following its expiry.

40.0 NOTICES:

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

Company

a) **For contractual matters**

CGM-Contracts (HoD)
OIL INDIA LIMITED
PO DULIAJAN - 786602
ASSAM, INDIA
Phone No. 91-374-2808650
Email: contracts@oilindia.in

b) **For technical matters**

CGM-Electrical (HoD)
OIL INDIA LIMITED
PO DULIAJAN - 786602,
ASSAM, INDIA
Email: jbordoloi@oilindia.in

Contractor

Phone No.:

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

*******End of GCC*******

(SOQ) Schedule of Work, Unit and Quantity			
Item No.	Description of Services	UOM	Quantity
10	Servicing / Maintenance of Air conditioners: Annual comprehensive maintenance / Servicing of Window Air conditioners of different makes upto 2 Ton capacity, including cleaning of condenser coil, evaporator coil, front cover and air filter. Cleaning, checking tightening of loose connection in electrical circuit as is where is basis as per enclosed list (Annexure - I to Part-II SOQ). (To quote AMC cost of 1 machine for 1 year)	Number	2,931.00
20	Servicing / Maintenance of Refrigerator: Annual comprehensive maintenance / Servicing of Refrigerators of different makes and capacity as is where is basis as per enclosed list (Annexure - II to Part-II SOQ) including cleaning of condenser coil, drain water tray, Evaporator Chamber and cabinet. Checking, Cleaning tightening of electrical circuit. (To quote AMC cost of 1 machine for 1 year)	Number	366.00
30	Servicing / Maintenance of Water Cooler: Annual comprehensive maintenance / Servicing of Water cooler of different makes and capacity as is where is basis as per enclosed list (Annexure - III to Part-II SOQ) including cleaning of condenser coil, water storage tank, overhauling of condenser fan motor. Checking of Electrical circuit cleaning, tightening of loose connection if any. (To quote AMC cost of 1 machine for 1 year)	Number	369.00
40	Servicing / Maintenance of Deep fridge: Annual comprehensive maintenance/ Servicing of Deep fridges of different makes and capacity as is where is basis as per enclosed list (Annexure-IV to Part-II SOQ) including checking, cleaning of condenser coil , evaporator chamber, overhauling of condenser fan motor. Checking cleaning and tightening of loose connection of electrical circuit. (To quote AMC cost of 1 machine for 1 year)	Number	81.00
1. The rates shall be quoted per unit as specified in the "PRICE BIDDING FORMAT" attached under "Notes and Attachments" tab.			
2. Tenure of Agreement: 03 (Three) years from the date of issue of Work order.			
3. Mobilisation Period: 02 (Two) weeks from the date of issue of Work order.			
4. The quantity mentioned is purely for evaluation purpose only. However, payment shall be made on actuals.			

SL NO.	OIL NO.	MAKE	DEPARTMENT	LOCATION
1	1097	CARRIER	AC&R	AC&R SECTION
2	758	VOLTAS	ADMIN	RCE OFFICE ROOM NO-002
3	595	VOLTAS	ADMIN	RCE OFFICE ROOM NO-009
4	1114	CARRIER	ADMIN	R&D CMD ROOM
5	35	VOLTAS	ADMIN	ZALONI CLUB BARBAR ROOM
6	748	VOLTAS	ADMIN	CENTRAL SCHOOL (VICE PRINCIPAL)
7	661	VOLTAS	ADMIN	ZALONI CLUB MANAGER ROOM
8	952	USHA	ADMIN	R&D DEPTT DIRECTOR PERSONNEL
9	763	VOLTAS	ADMIN	GENERAL OFFICE ROOM NO-58
10	1015	USHA	ADMIN	SECURITY HUT MAIN OFFICE
11	1169	VOLTAS	ADMIN	GENERAL OFFICE ROOM NO-17
12	1194	VOLTAS	ADMIN	GENERAL OFFICE ROOM NO-19
13	1199	CARRIER	ADMIN	GENERAL OFFICE ROOM NO-21
14	1239	VOLTAS	ADMIN	RCE OFFICE ROOM NO-015
15	1242	VOLTAS	ADMIN	GENERAL OFFICE ROOM NO-56
16	1243	VOLTAS	ADMIN	RCE OFFICE ADMINISTRATIVE OFFICE ROOM NO-17A
17	1244	VOLTAS	ADMIN	RCE OFFICE ROOM NO-017
18	1247	VOLTAS	ADMIN	GENERAL OFFICE ROOM NO-13 (GM S)
19	1248	VOLTAS	ADMIN	RCE OFFICE ROOM NO-003
20	1348	BLUE STAR	ADMIN	CENTRAL SCHOOL PRINCIPAL
21	1352	BLUE STAR	ADMIN	GENERAL OFFICE ROOM NO-44
22	1366	BLUE STAR	ADMIN	CENTRAL SCHOOL COMPUTER ROOM
23	1386	BLUE STAR	ADMIN	CENTRAL SCHOOL COMPUTER ROOM
24	1388	BLUE STAR	ADMIN	EXECUTIVE ASSOCIATION
25	1391	BLUE STAR	ADMIN	EXECUTIVE ASSOCIATION
26	1449	VOLTAS	ADMIN	DULIAJAN CLUB SECRETARY ROOM
27	1452	VOLTAS	ADMIN	DULIAJAN CLUB SECRETARY ROOM
28	1462	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-5 FF-225
29	1463	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-5 FF-227
30	1464	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-4 FF-1
31	1465	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-5 FF-4
32	1466	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-5 FF-2
33	1467	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-5 FF-229
34	1468	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-2 FF-207
35	1469	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-2 FF-209
36	1470	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL FF-218
37	1471	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-2 FF-208
38	1472	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-4 FF-223
39	1473	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-3 FF-215
40	1475	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-4 FF-224
41	1476	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-4 FF-221
42	1477	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-2 FF-211
43	1478	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL FF-216
44	1479	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL FF-210
45	1480	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-3 FF-3
46	1481	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-3 FF-213
47	1491	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-1 FF-203
48	1492	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-1 FF-202
49	1493	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-1 FF-204
50	1494	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL FF-215
51	1495	BLUE STAR	ADMIN	L&D MTDC ET HOSTEL BLOCK NO-1 FF-216
52	1505	VOLTAS	ADMIN	RCE OFFICE ROOM NO-005
53	1566	VOLTAS	ADMIN	D+190
54	1610	VOLTAS	ADMIN	ZALONI CLUB LIBRARY ROOM
55	1611	VOLTAS	ADMIN	ZALONI CLUB LIBRARY ROOM
56	1612	VOLTAS	ADMIN	ZALONI CLUB LIBRARY ROOM
57	1613	VOLTAS	ADMIN	ZALONI CLUB VIP ROOM
58	1614	VOLTAS	ADMIN	ZALONI CLUB GENERAL SEC. ROOM
59	1615	VOLTAS	ADMIN	ZALONI CLUB BAR STORE ROOM
60	1695	LG	ADMIN	RCE OFFICE ROOM NO-013
61	1696	LG	ADMIN	RCE OFFICE ROOM NO-012
62	1697	LG	ADMIN	RCE OFFICE ROOM NO-205
63	1699	LG	ADMIN	RCE OFFICE ROOM NO-210
64	1702	LG	ADMIN	RCE OFFICE ROOM NO-209
65	1703	LG	ADMIN	RCE OFFICE ROOM NO-208
66	1704	LG	ADMIN	RCE OFFICE ROOM NO-014
67	1705	LG	ADMIN	RCE OFFICE ROOM NO-019
68	1706	LG	ADMIN	RCE OFFICE ROOM NO-020
69	1707	LG	ADMIN	RCE OFFICE ROOM NO-018
70	1708	LG	ADMIN	RCE OFFICE ROOM NO-010
71	1709	LG	ADMIN	RCE OFFICE ROOM NO-103
72	1710	LG	ADMIN	RCE OFFICE ROOM NO-104
73	1711	LG	ADMIN	RCE OFFICE ROOM NO-106
74	1712	LG	ADMIN	RCE OFFICE ROOM NO-108
75	1713	LG	ADMIN	RCE OFFICE ROOM NO-111
76	1715	VOLTAS	ADMIN	H. S. SCHOOL
77	1736	VOLTAS	ADMIN	ZALONI CLUB LADIES ROOM
78	1737	VOLTAS	ADMIN	ZALONI CLUB GREEN ROOM (ROOM NO-7)
79	1738	VOLTAS	ADMIN	ZALONI CLUB CARD ROOM
80	1739	VOLTAS	ADMIN	ZALONI CLUB CARD ROOM
81	0	LG	ADMIN	RCE OFFICE ROOM NO-203
82	2211	VOLTAS	ADMIN	D P SCHOOL

83	2212	VOLTAS	ADMIN	D P SCHOOL
84	2213	VOLTAS	ADMIN	D P SCHOOL
85	2214	VOLTAS	ADMIN	D P SCHOOL
86	2215	VOLTAS	ADMIN	D P SCHOOL
87	2216	VOLTAS	ADMIN	D P SCHOOL
88	2217	VOLTAS	ADMIN	D P SCHOOL
89	2218	VOLTAS	ADMIN	D P SCHOOL
90	2219	VOLTAS	ADMIN	D P SCHOOL
91	1019	BLUE STAR	ADMIN	E-80
92	1156	VOLTAS	ADMIN	F-11
93	1426	BLUE STAR	ADMIN	PLANNING DEPTT
94	1446	VOLTAS	ADMIN	F-51
95	1506	VOLTAS	ADMIN	F-10
96	1510	VOLTAS	ADMIN	D+203
97	1511	VOLTAS	ADMIN	D+137
98	1512	VOLTAS	ADMIN	E-86
99	1513	VOLTAS	ADMIN	MART EXCHANGE
100	1514	VOLTAS	ADMIN	D+28
101	1518	VOLTAS	ADMIN	D+128
102	1520	VOLTAS	ADMIN	D+134
103	1521	VOLTAS	ADMIN	D+92
104	1522	VOLTAS	ADMIN	D+109
105	1523	VOLTAS	ADMIN	D+29
106	1524	VOLTAS	ADMIN	D+60
107	1525	VOLTAS	ADMIN	D+139
108	1527	VOLTAS	ADMIN	E-23 (GUEST HOUSE)
109	1528	VOLTAS	ADMIN	E-56
110	1529	VOLTAS	ADMIN	D+192
111	1530	VOLTAS	ADMIN	D+84
112	1531	VOLTAS	ADMIN	D+80
113	1533	VOLTAS	ADMIN	D+129
114	1534	VOLTAS	ADMIN	D+141
115	1535	VOLTAS	ADMIN	E-90
116	1536	VOLTAS	ADMIN	D+65
117	1537	VOLTAS	ADMIN	F-49
118	1538	VOLTAS	ADMIN	D+61
119	1540	VOLTAS	ADMIN	D+75
120	1544	VOLTAS	ADMIN	D+81
121	1547	VOLTAS	ADMIN	D+195
122	1552	VOLTAS	ADMIN	E-92
123	1553	VOLTAS	ADMIN	D+64
124	1554	VOLTAS	ADMIN	E-78
125	1556	VOLTAS	ADMIN	F-33
126	1557	VOLTAS	ADMIN	D+201
127	1558	VOLTAS	ADMIN	D+125
128	1560	VOLTAS	ADMIN	F-8
129	1562	VOLTAS	ADMIN	D+110
130	1564	VOLTAS	ADMIN	D+71
131	1565	VOLTAS	ADMIN	E-6
132	1567	VOLTAS	ADMIN	D+142
133	1568	VOLTAS	ADMIN	D+73 (SOUTH BANK)
134	1569	VOLTAS	ADMIN	D+82
135	1570	VOLTAS	ADMIN	E-85
136	1571	VOLTAS	ADMIN	D+67
137	1574	VOLTAS	ADMIN	D+187 (GUEST HOUSE)
138	1575	VOLTAS	ADMIN	E-41
139	1577	VOLTAS	ADMIN	F-48
140	1578	VOLTAS	ADMIN	F-31
141	1579	VOLTAS	ADMIN	D+101
142	1580	VOLTAS	ADMIN	D+124
143	1581	VOLTAS	ADMIN	E-58
144	1583	VOLTAS	ADMIN	F-32
145	1584	VOLTAS	ADMIN	D+27
146	1585	VOLTAS	ADMIN	F-32 (GUEST HOUSE)
147	1586	VOLTAS	ADMIN	E-87
148	1587	VOLTAS	ADMIN	D+205
149	1588	VOLTAS	ADMIN	D+111
150	1590	VOLTAS	ADMIN	F-12
151	1591	VOLTAS	ADMIN	F-50
152	1592	VOLTAS	ADMIN	D+102
153	1593	VOLTAS	ADMIN	D+136
154	1595	VOLTAS	ADMIN	D+86
155	1596	VOLTAS	ADMIN	F-81
156	1599	VOLTAS	ADMIN	F-52
157	1601	VOLTAS	ADMIN	D+131
158	1605	VOLTAS	ADMIN	D+89
159	1606	VOLTAS	ADMIN	D+69
160	1607	VOLTAS	ADMIN	D+185
161	1608	VOLTAS	ADMIN	D+96
162	1754	VOLTAS	ADMIN	E-89 (GUEST HOUSE)
163	1755	VOLTAS	ADMIN	F-16
164	1756	VOLTAS	ADMIN	D+160 (GUEST HOUSE)
165	1757	VOLTAS	ADMIN	E-89 (GUEST HOUSE)

166	1758	VOLTAS	ADMIN	D+155 (GUEST HOUSE)
167	1770	GODREJ	ADMIN	D+78
168	1771	GODREJ	ADMIN	D+196
169	1772	GODREJ	ADMIN	D+135
170	1773	GODREJ	ADMIN	F-12
171	1774	GODREJ	ADMIN	D+173
172	1775	GODREJ	ADMIN	F-9
173	1776	GODREJ	ADMIN	E-25
174	1777	GODREJ	ADMIN	E-93
175	1778	GODREJ	ADMIN	E-26
176	1779	GODREJ	ADMIN	D+79
177	1780	GODREJ	ADMIN	E-80
178	1781	GODREJ	ADMIN	F-32 (GUEST HOUSE)
179	1782	GODREJ	ADMIN	E-77
180	1783	GODREJ	ADMIN	D+186
181	1784	GODREJ	ADMIN	D+163
182	1785	GODREJ	ADMIN	D+184
183	1786	GODREJ	ADMIN	E-46
184	1787	GODREJ	ADMIN	D+145
185	1788	GODREJ	ADMIN	D+213
186	1789	GODREJ	ADMIN	E-35
187	1790	GODREJ	ADMIN	E-42
188	1791	GODREJ	ADMIN	D+85
189	1792	GODREJ	ADMIN	D+169
190	1793	GODREJ	ADMIN	D+130
191	1794	GODREJ	ADMIN	F-28
192	1795	GODREJ	ADMIN	D+204
193	1796	GODREJ	ADMIN	E-36
194	1797	GODREJ	ADMIN	D+179
195	1798	GODREJ	ADMIN	E-2
196	1799	GODREJ	ADMIN	D+178
197	1800	GODREJ	ADMIN	E-4
198	1801	GODREJ	ADMIN	F-47
199	1802	GODREJ	ADMIN	F-54
200	1803	GODREJ	ADMIN	E-55
201	1804	GODREJ	ADMIN	E-38
202	1805	GODREJ	ADMIN	F-29
203	1817	VOLTAS	ADMIN	D+155 (GUEST HOUSE)
204	1840	HAIER	ADMIN	E-82
205	2008	HAIER	ADMIN	D+210
206	2009	HAIER	ADMIN	D+212
207	2010	HAIER	ADMIN	D+146
208	2011	HAIER	ADMIN	E-5
209	2012	HAIER	ADMIN	D+159
210	2013	HAIER	ADMIN	E-23
211	2014	HAIER	ADMIN	D+198
212	2015	HAIER	ADMIN	E-7
213	2016	HAIER	ADMIN	D+200
214	2017	HAIER	ADMIN	D+148
215	2018	HAIER	ADMIN	F-9
216	2019	HAIER	ADMIN	E-56
217	2020	HAIER	ADMIN	D+93
218	2021	HAIER	ADMIN	AC&R SECTION
219	2022	HAIER	ADMIN	F-33
220	2023	HAIER	ADMIN	F-52
221	2024	HAIER	ADMIN	E-2
222	2025	HAIER	ADMIN	E-24
223	2026	HAIER	ADMIN	F-32
224	2027	HAIER	ADMIN	E-43
225	2028	HAIER	ADMIN	F-16
226	2029	HAIER	ADMIN	F-34
227	2030	HAIER	ADMIN	F-31
228	2031	HAIER	ADMIN	D+209
229	2032	HAIER	ADMIN	F-10
230	2033	HAIER	ADMIN	E-37
231	2034	HAIER	ADMIN	F-30
232	2035	HAIER	ADMIN	F-16
233	2036	HAIER	ADMIN	E-82
234	2037	HAIER	ADMIN	F-8
235	2038	HAIER	ADMIN	E-83
236	2039	HAIER	ADMIN	E-4
237	2040	HAIER	ADMIN	D+156
238	2041	HAIER	ADMIN	E-44
239	2042	HAIER	ADMIN	E-79
240	2043	HAIER	ADMIN	E-84
241	2044	HAIER	ADMIN	E-91
242	2045	HAIER	ADMIN	F-49
243	2046	HAIER	ADMIN	F-28
244	2047	HAIER	ADMIN	E-41
245	2048	HAIER	ADMIN	F-54
246	2049	HAIER	ADMIN	F-51
247	2050	HAIER	ADMIN	F-11
248	2051	HAIER	ADMIN	E-53

249	2052	HAIER	ADMIN	E-58
250	2053	HAIER	ADMIN	E-45
251	2054	HAIER	ADMIN	E-93
252	2055	HAIER	ADMIN	E-89
253	2056	HAIER	ADMIN	E-38
254	2057	HAIER	ADMIN	AC&R SECTION
255	2058	HAIER	ADMIN	D+32
256	2059	HAIER	ADMIN	D+97
257	2060	HAIER	ADMIN	E-23
258	2061	HAIER	ADMIN	F-29
259	2062	HAIER	ADMIN	D+147
260	2063	HAIER	ADMIN	F-30
261	2064	HAIER	ADMIN	AC&R SECTION
262	2065	HAIER	ADMIN	E-3
263	2066	HAIER	ADMIN	F-27
264	2067	HAIER	ADMIN	F-48
265	2068	HAIER	ADMIN	D+150
266	2069	HAIER	ADMIN	F-11
267	2070	HAIER	ADMIN	AC&R SECTION
268	2071	HAIER	ADMIN	F-27
269	2072	HAIER	ADMIN	F-34
270	2073	HAIER	ADMIN	F-47
271	2074	HAIER	ADMIN	AC&R SECTION
272	2075	HAIER	ADMIN	F-34
273	2076	HAIER	ADMIN	D+88
274	2077	HAIER	ADMIN	E-36
275	2078	HAIER	ADMIN	F-81
276	2079	HAIER	ADMIN	D+149
277	2080	HAIER	ADMIN	AC&R SECTION
278	2081	HAIER	ADMIN	E-3
279	2082	HAIER	ADMIN	D+206
280	2083	HAIER	ADMIN	D+191
281	2084	HAIER	ADMIN	D+181
282	2085	HAIER	ADMIN	D+182
283	2086	HAIER	ADMIN	D+144
284	2087	HAIER	ADMIN	D+166
285	2088	HAIER	ADMIN	D+174
286	2089	HAIER	ADMIN	D+143
287	2090	HAIER	ADMIN	D+183
288	2091	HAIER	ADMIN	D+170
289	2092	HAIER	ADMIN	D+176
290	2093	HAIER	ADMIN	D+132
291	2094	HAIER	ADMIN	D+133
292	2095	HAIER	ADMIN	D+167
293	2096	HAIER	ADMIN	D+155
294	2097	HAIER	ADMIN	D+153
295	2098	HAIER	ADMIN	D+151
296	2099	HAIER	ADMIN	D+138
297	2100	HAIER	ADMIN	D+126
298	2101	HAIER	ADMIN	D+105
299	2102	HAIER	ADMIN	D+87
300	2103	HAIER	ADMIN	D+76
301	2104	HAIER	ADMIN	E-46
302	2105	HAIER	ADMIN	D+177
303	2106	HAIER	ADMIN	D+99
304	2107	HAIER	ADMIN	D+83
305	2108	HAIER	ADMIN	D+175
306	2109	HAIER	ADMIN	D+171
307	2110	HAIER	ADMIN	D+77
308	2111	HAIER	ADMIN	D+66
309	2112	HAIER	ADMIN	D+72
310	2113	HAIER	ADMIN	D+6
311	2114	HAIER	ADMIN	D+70
312	2115	HAIER	ADMIN	D+74
313	2116	HAIER	ADMIN	D+68
314	2117	HAIER	ADMIN	D+30
315	2118	HAIER	ADMIN	D+24
316	2119	HAIER	ADMIN	D+199
317	2120	HAIER	ADMIN	D+127
318	2121	HAIER	ADMIN	D+94
319	2122	HAIER	ADMIN	D+197
320	2123	HAIER	ADMIN	D+208
321	2124	HAIER	ADMIN	D+140
322	2125	HAIER	ADMIN	D+202
323	2126	HAIER	ADMIN	E-25
324	2127	HAIER	ADMIN	E-88
325	2128	HAIER	ADMIN	E-88
326	2129	HAIER	ADMIN	F-50
327	2130	HAIER	ADMIN	D+188
328	2131	HAIER	ADMIN	AC&R SECTION
329	2132	HAIER	ADMIN	D+114
330	2133	HAIER	ADMIN	D+180
331	2185	VOLTAS	ADMIN	D+31

332	2186	VOLTAS	ADMIN	D+161
333	2187	VOLTAS	ADMIN	
334	2188	VOLTAS	ADMIN	D+162
335	2189	VOLTAS	ADMIN	D+207
336	2190	VOLTAS	ADMIN	D+154
337	2191	VOLTAS	ADMIN	D+168
338	2192	VOLTAS	ADMIN	D+158
339	2193	VOLTAS	ADMIN	D+213
340	2194	VOLTAS	ADMIN	D+62
341	2195	VOLTAS	ADMIN	D+211
342	2196	VOLTAS	ADMIN	D+157
343	2197	VOLTAS	ADMIN	D+63
344	2198	VOLTAS	ADMIN	D+162
345	2199	VOLTAS	ADMIN	D+206
346	2200	VOLTAS	ADMIN	D+172
347	2201	VOLTAS	ADMIN	D+165
348	1113	CARRIER	ADMIN	D+121
349	1204	CARRIER	ADMIN	AC&R SECTION
350	1205	CARRIER	ADMIN	AC&R SECTION
351	1230	CARRIER	ADMIN	AC&R SECTION
352	1253	CARRIER	ADMIN	AC&R SECTION
353	1255	CARRIER	ADMIN	D+214
354	1257	CARRIER	ADMIN	AC&R SECTION
355	1258	CARRIER	ADMIN	D+168
356	1260	CARRIER	ADMIN	D+63
357	1261	CARRIER	ADMIN	AC&R SECTION
358	1264	CARRIER	ADMIN	GENERAL OFFICE HINDI SECTION
359	1751	LLOYD	ADMIN	E-84
360	1752	LLOYD	ADMIN	AC&R SECTION
361	1753	LLOYD	ADMIN	D+187
362	1458	VOLTAS	BP	B.P. COACH CO-ORDINATOR ROOM
363	1012	USHA	C&D	C&D (CHIEF MANAGER CONTRACT)
364	929	VOLTAS	C&D	C&D TENDER ROOM
365	1013	USHA	C&D	C&D CONFERENCE ROOM
366	1118	CARRIER	C&D	C&D
367	1119	CARRIER	C&D	C&D ROOM NO-23 (SM CC)
368	1225	GODREJ	C&D	C&D CONFERENCE ROOM
369	1282	CARRIER	C&D	C&D CONFERENCE ROOM
370	1360	BLUE STAR	C&D	C&D HEAD (CONTRACT)
371	1978	LG	C&D	C&D DEPTT
372	1979	LG	C&D	C&D DEPTT
373	1980	LG	C&D	C&D DEPTT
374	1981	LG	C&D	C&D DEPTT
375	1982	LG	C&D	C&D DEPTT
376	1983	LG	C&D	C&D DEPTT
377	1984	LG	C&D	C&D DEPTT (TENDER ROOM)
378	1985	LG	C&D	C&D DEPTT
379	1986	LG	C&D	C&D DEPTT (FIRST FLOOR)
380	1987	LG	C&D	C&D DEPTT
381	1988	LG	C&D	C&D DEPTT
382	1265	CARRIER	CHEMICAL	POWER HOUSE LCR-1
383	1648	LG	CHEMICAL	CHEMICAL ROOM NO-11
384	2159	HAIER	CHEMICAL	CHEMICAL DEPTT
385	2160	HAIER	CHEMICAL	CHEMICAL DEPTT
386	2161	HAIER	CHEMICAL	CHEMICAL DEPTT
387	2162	HAIER	CHEMICAL	CHEMICAL DEPTT
388	2163	HAIER	CHEMICAL	CHEMICAL DEPTT
389	2164	HAIER	CHEMICAL	CHEMICAL DEPTT
390	2165	HAIER	CHEMICAL	CHEMICAL DEPTT
391	2166	HAIER	CHEMICAL	CHEMICAL DEPTT
392	2173	HAIER	CHEMICAL	CHEMICAL ROOM NO-12
393	2174	HAIER	CHEMICAL	CHEMICAL ROOM NO-04
394	2175	HAIER	CHEMICAL	CHEMICAL ROOM NO-11
395	621	VOLTAS	CIVIL	CIVIL (UTPAL SHARMA)
396	1726	VOLTAS	CIVIL	CIVIL DEPTT
397	1821	GODREJ	CIVIL	CIVIL DRAWING OFFICE (CE CIVIL)
398	2176	HAIER	CIVIL	CIVIL ENGG ROOM NO -22
399	2177	HAIER	CIVIL	CIVIL ENGG ROOM NO -23
400	2178	HAIER	CIVIL	CIVIL ENGG ROOM NO -19
401	2179	HAIER	CIVIL	CIVIL ENGG ROOM NO -06
402	2180	HAIER	CIVIL	CIVIL ENGG ROOM NO -10
403	2181	HAIER	CIVIL	CIVIL ENGG ROOM NO -11
404	2182	HAIER	CIVIL	CIVIL ENGG ROOM NO -21
405	2183	HAIER	CIVIL	CIVIL ENGG ROOM NO -04
406	2184	HAIER	CIVIL	CIVIL ENGG
407	1730	VOLTAS	CMT	CMT DEPTT
408	1731	VOLTAS	CMT	CMT DEPTT
409	570	VOLTAS	DIGBOI	DIGBOI TELEPHONE EXCHANGE
410	1359	BLUE STAR	DIGBOI	DIGBOI HEAD-EP
411	1235	CARRIER	DRILLING	DRILLING DEVIATION CABIN
412	1236	CARRIER	DRILLING	DRILLING EQUIPMENT

413	1284	CARRIER	DRILLING	DRILLING NIA HEAD DRILLING SUPPORT
414	1286	CARRIER	DRILLING	DRILLING NIA CE (DRILLING)
415	1288	CARRIER	DRILLING	DRILLING NIA CE DRILLING (OPERATION)
416	1289	CARRIER	DRILLING	DRILLING NIA CE DRILLING (OPERATION)
417	1297	CARRIER	DRILLING	DRILLING NIA HEAD (DRILLING)
418	1301	CARRIER	DRILLING	DRILLING NIA HEAD DRILLING (PLANNING)
419	1302	CARRIER	DRILLING	DRILLING NIA CHIEF ENGINEER (EQUIPMENT)
420	1304	CARRIER	DRILLING	DRILLING NIA SE DRILLING
421	1317	VOLTAS	DRILLING	DRILLING NIA
422	1327	CARRIER	DRILLING	DRILLING GENERAL OFFICE ROOM NO-4
423	04N	LG	DRILLING	DRILLING NIA COMPUTER ROOM NAT-110-(MA) Rig
424	1482	CARRIER	DRILLING	DRILLING NIA DRILLING DEPTT
425	24N	SAMSUNG	DRILLING	NIA OFFICE
426	2202	HAIER	DRILLING	DRILLING NIA(GM DRILLING PLANNING)
427	2203	HAIER	DRILLING	DRILLING NIA (GM DRILLING EQUIPMENT)
428	2204	HAIER	DRILLING	DRILLING NIA (GM DRILLING RIG BUILDING)
429	2205	HAIER	DRILLING	DRILLING EQUIPMENT
430	2206	HAIER	DRILLING	DRILLING NIA (CGM DRILLING SERVICE)
431	2207	HAIER	DRILLING	DRILLING NIA (GM DRILLING SUPPORT SERVICE)
432	2208	HAIER	DRILLING	DRILLING NIA (GM WORKOVER)
433	2209	HAIER	DRILLING	DRILLING EQUIPMENT
434	2210	HAIER	DRILLING	DRILLING NIA (GM DRILLING CEMENTING)
435	739	VOLTAS	ELECTRICAL	ELECTRICAL POWER HOUSE INSTRUMENTATION
436	774	VOLTAS	ELECTRICAL	ELECTRICAL P/HOUSE CENTRAL CONTROL ROOM
437	1065	BLUE STAR	ELECTRICAL	ELECTRICAL ELECTRONIC LAB
438	1090	CARRIER	ELECTRICAL	ELECTRICAL ELECTRONIC LAB
439	1202	CARRIER	ELECTRICAL	ELECTRICAL POWER HOUSE LCR-2
440	1256	CARRIER	ELECTRICAL	ELECTRICAL POWER HOUSE LCR-1
441	1268	CARRIER	ELECTRICAL	ELECTRICAL POWER HOUSE LCR-2
442	1269	CARRIER	ELECTRICAL	ELECTRICAL POWER HOUSE LCR-1
443	1369	BLUE STAR	ELECTRICAL	ELECTRICAL
444	1370	BLUE STAR	ELECTRICAL	BOKPARA OCS ON LOAN
445	1374	BLUE STAR	ELECTRICAL	ELECTRICAL DY CEE (F-O&M)
446	1387	BLUE STAR	ELECTRICAL	ELECTRICAL DY CEE (SSD)
447	1393	BLUE STAR	ELECTRICAL	AC&R SPARE
448	1412	BLUE STAR	ELECTRICAL	MEDICAL ROOM NO-8 (FOR TEMPORARY BASIS)
449	1413	BLUE STAR	ELECTRICAL	ELECTRICAL CEE(WS)
450	1424	BLUE STAR	ELECTRICAL	ELECTRICAL P/HOUSE (GM GENERATION)
451	1427	BLUE STAR	ELECTRICAL	ELECTRICAL NEW BUILDING
452	1428	BLUE STAR	ELECTRICAL	ELECTRICAL BUILDING
453	1429	BLUE STAR	ELECTRICAL	ELECTRICAL NEW BUILDING
454	1947	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING ROOM NO-12
455	1948	HAIER	ELECTRICAL	ELECTRICAL GM BUNGLOW E-82
456	1949	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING MEDITATION ROOM
457	1950	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
458	1951	HAIER	ELECTRICAL	CEE (P&A)
459	1952	HAIER	ELECTRICAL	CGM ENINEERING SERVICE NORTH BLOCK
460	1953	HAIER	ELECTRICAL	CGM ENINEERING SERVICE NORTH BLOCK
461	1954	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
462	1955	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
463	1956	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
464	1957	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
465	1958	HAIER	ELECTRICAL	R&D IT BATTERY ROOM
466	1959	HAIER	ELECTRICAL	ELECTRICAL POWER HOUSE CENTRAL CONTROL ROOM
467	1960	HAIER	ELECTRICAL	POWER HOUSE NEW CONTROL ROOM
468	1961	HAIER	ELECTRICAL	ELECTRICAL DGM-E (WS)
469	1962	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING ROOM NO-10
470	1963	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
471	1964	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
472	1965	HAIER	ELECTRICAL	ELECTRICAL P/HOUSE CONTROL ROOM ENNEXURE
473	1966	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
474	1967	HAIER	ELECTRICAL	POWER HOUSE NEW CONTROL ROOM
475	1968	HAIER	ELECTRICAL	ELECTRICAL POWER HOUSE
476	1969	HAIER	ELECTRICAL	ELECTRICAL NEW BUILDING
477	1970	HAIER	ELECTRICAL	ELECTRICAL POWER HOUSE CENTRAL CONTROL ROOM
478	1971	HAIER	ELECTRICAL	ELECTRICAL P/HOUSE CONTROL ROOM
479	830	USHA	ELECTRICAL AC&R	SECURITY HUT
480	1198	CARRIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION FOR REPAIR
481	1035	USHA	ELECTRICAL AC&R	G&R ROOM NO-7
482	1252	CARRIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
483	1259	CARRIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
484	1833	HAIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
485	1834	HAIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
486	1835	HAIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
487	1836	HAIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
488	1837	HAIER	ELECTRICAL AC&R	ELECTRICAL NEW BUILDING
489	1838	HAIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
490	1839	HAIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
491	1841	HAIER	ELECTRICAL AC&R	E-55
492	1842	HAIER	ELECTRICAL AC&R	ELECTRICAL AC&R SECTION
493	1038	BLUE STAR	ER	ER CONFERANCE ROOM
494	509	VOLTAS	ER	ER DEPTT
495	1430	BLUE STAR	ER	ER PRIVATE SEC. ROOM

496	1433	BLUE STAR	ER	ER HEAD (ER)
497	1972	VOLTAS	ER	D+158 ROOM-04
498	1973	VOLTAS	ER	D+158 ROOM-03
499	1974	VOLTAS	ER	D+158 ROOM-02
500	1975	VOLTAS	ER	D+158
501	1976	VOLTAS	ER	D+158 ROOM-5 A
502	1977	VOLTAS	ER	D+158 ROOM-5 B
503	2149	HAIER	ER	ER DEPARTMENT
504	2150	HAIER	ER	ER DEPARTMENT
505	813	USHA	ERP	R&D ERP FICO ROOM
506	1190	VOLTAS	ERP	GENERAL OFFICE ERP FICO ROOM NO-2
507	1384	BLUE STAR	ERP	GENERAL OFFICE ERP FICO ROOM NO-2
508	1442	VOLTAS	ERP	R&D ERP AROHAN ROOM
509	1451	VOLTAS	ERP	AC&R SECTION
510	2000	HAIER	ERP	ERP MM MUDULE
511	2001	HAIER	ERP	ERP MM MUDULE
512	2002	HAIER	ERP	ERP
513	2003	HAIER	ERP	ERP PM MODULE
514	2004	HAIER	ERP	ERP HEAD
515	2005	HAIER	ERP	ERP
516	947	USHA	F&A	GENERAL OFFICE ROOM NO-9
517	600	VOLTAS	F&A	GENERAL OFFICE ROOM NO-35 (CVG)
518	560	VOLTAS	F&A	GENERAL OFFICE ROOM NO-39
519	566	VOLTAS	F&A	CHEMICAL ROOM NO-04 (S GOGOI)
520	645	VOLTAS	F&A	GENERAL OFFICE ROOM NO-25
521	1049	BLUE STAR	F&A	GENERAL OFFICE ROOM NO-30
522	1104	VOLTAS	F&A	GENERAL OFFICE ROOM NO-36
523	1137	VOLTAS	F&A	GENERAL OFFICE ROOM NO-38
524	1431	BLUE STAR	F&A	GENERAL OFFICE ROOM NO-7
525	1714	LG	F&A	RCE OFFICE ROOM NO-112 (F&A DEPTT)
526	1727	VOLTAS	F&A	GENERAL OFFICE ROOM NO-29
527	1728	VOLTAS	F&A	GENERAL OFFICE ROOM NO-37
528	1729	VOLTAS	F&A	GENERAL OFFICE ROOM NO-15 (HEAD F&A)
529	2006	VOLTAS	F&A	AC&R SECTION
530	2007	VOLTAS	F&A	AC&R SECTION
531	977	USHA	FIELD COMMUNICATION	TELEPHONE EXCHANGE
532	855	USHA	FIELD COMMUNICATION	TELEPHONE EXCHANGE
533	565	VOLTAS	FIELD COMMUNICATION	TELEPHONE EXCHANGE NIA
534	612	VOLTAS	FIELD COMMUNICATION	TELEPHONE EXCHANGE MTDC
535	1063	BLUE STAR	FIELD COMMUNICATION	TELEPHONE EXCHANGE
536	1121	CARRIER	FIELD COMMUNICATION	TELEPHONE EXCHANGE
537	1170	VOLTAS	FIELD COMMUNICATION	TELEPHONE EXCHANGE
538	1219	GODREJ	FIELD COMMUNICATION	TELEPHONE EXCHANGE MDF SWITCH ROOM
539	1345	BLUE STAR	FIELD COMMUNICATION	TELEPHONE EXCHANGE MDF SWITCH ROOM
540	1351	BLUE STAR	FIELD COMMUNICATION	TELEPHONE EXCHANGE MDF SWITCH ROOM
541	1644	LG	FIELD COMMUNICATION	TELEPHONE MART EXCHANGE
542	1645	LG	FIELD COMMUNICATION	TELEPHONE MART EXCHANGE
543	1904	HAIER	FIELD COMMUNICATION	FIELD COMMUNICATION
544	1905	HAIER	FIELD COMMUNICATION	NIA TELEPHONE EXCHANGE
545	1944	LG	FIELD COMMUNICATION	SERVER ROOM TELEPHONE EXCHANGE
546	1945	LG	FIELD COMMUNICATION	ET HOSTAL- 4 EXCHANGE
547	1946	LG	FIELD COMMUNICATION	TDX TELEPHONE EXCHANGE
548	1006	USHA	FIELD ENGINEERING	FIELD ENGINEERING CE FE& PROJECT
549	1432	BLUE STAR	FIELD ENGINEERING	FIELD ENGINEERING CENTRAL WORK SHOP
550	1723	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING DEPTT ROOM NO. 11 & 12
551	1724	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING DEPTT HEAD - FE
552	1725	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING DEPTT DY. CE-GWS
553	1740	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING ACTUATOR TESTING ROOM
554	1741	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING ACTUATOR TESTING ROOM
555	1865	VOLTAS	FIELD ENGINEERING	ICE FUEL INJECTION ROOM
556	1866	VOLTAS	FIELD ENGINEERING	FEILD ENGG.
557	1867	VOLTAS	FIELD ENGINEERING	ICE FUEL INJECTION ROOM
558	1868	VOLTAS	FIELD ENGINEERING	FEILD ENGG ROOM NO -10
559	1869	VOLTAS	FIELD ENGINEERING	CHIEF ENGINEER
560	1870	VOLTAS	FIELD ENGINEERING	CHIEF ENGINEER
561	2151	HAIER	FIELD ENGINEERING	FIELD ENGINEERING
562	2152	HAIER	FIELD ENGINEERING	FIELD ENGINEERING
563	1007	USHA	G&R	G&R E&P DATA BANK
564	1276	CARRIER	G&R	G&R ROOM NO-11
565	1344	BLUE STAR	G&R	G&R (HEAD-OPP.)
566	1504	VOLTAS	G&R	G&R
567	1719	VOLTAS	G&R	G&R WORK OVER SECTION ROOM NO-7
568	1720	VOLTAS	G&R	G&R WORK OVER SECTION ROOM NO-7
569	1721	VOLTAS	G&R	G&R WORK OVER SECTION
570	1734	VOLTAS	G&R	G&R R&D COMPLEX G&R SERVER ROOM
571	1735	VOLTAS	G&R	G&R R&D COMPLEX G&R SERVER ROOM
572	1846	LG	G&R	G&R ROOM NO-17
573	1847	LG	G&R	G&R ROOM NO-15 GAS & FIELD SECTION
574	1848	LG	G&R	G&R FIRST FLOOR
575	1849	LG	G&R	G&R ROOM NO-16
576	1850	LG	G&R	G&R FIRST FLOOR
577	1851	LG	G&R	G&R ROOM NO-03
578	1852	LG	G&R	G&R ROOM NO-15

579	1853	LG	G&R	G&R ROOM NO-01
580	1854	LG	G&R	G&R ROOM NO-05
581	1855	LG	G&R	G&R ROOM NO-10 (VISITORS ROOM)
582	1856	LG	G&R	G&R ROOM NO-13
583	1857	LG	G&R	G&R ROOM NO-20 E&P DATA BANK
584	2154	HAIER	G&R	G&R ROOM NO-20
585	2155	HAIER	G&R	G&R ROOM NO-11
586	738	VOLTAS	GEOPHYSICS	GDAP BTS ROOM
587	956	USHA	GEOPHYSICS	GDAP
588	940	USHA	GEOPHYSICS	GDAP ROOM NO-20 A
589	882	USHA	GEOPHYSICS	GDAP BTS ROOM
590	798	USHA	GEOPHYSICS	GDAP R&D DATA ROOM G/FLOOR
591	942	USHA	GEOPHYSICS	GDAP ROOM NO-20 A
592	943	USHA	GEOPHYSICS	GDAP
593	904	USHA	GEOPHYSICS	GDAP INSTRUMENT VAN
594	1279	CARRIER	GEOPHYSICS	GDAP DRAWING ROOM NO-4
595	1280	CARRIER	GEOPHYSICS	GDAP ROOM NO-2
596	1281	CARRIER	GEOPHYSICS	GDAP ROOM NO-1 (HEAD GEOPHYSICS)
597	1627	LG	GEOPHYSICS	GDAP ROOM NO-20
598	1628	LG	GEOPHYSICS	GDAP ROOM NO-5
599	1629	LG	GEOPHYSICS	GDAP ROOM NO-6
600	1630	LG	GEOPHYSICS	GDAP ROOM NO-20
601	1631	LG	GEOPHYSICS	GDAP CONFERENCE HALL
602	1632	LG	GEOPHYSICS	GDAP ROOM NO-3
603	1633	LG	GEOPHYSICS	GDAP CONFERENCE HALL
604	1634	LG	GEOPHYSICS	GDAP CONFERENCE HALL
605	1635	LG	GEOPHYSICS	GDAP ROOM NO-11
606	1636	LG	GEOPHYSICS	GDAP ROOM NO-10
607	1811	LG	GEOPHYSICS	GDAP ROOM NO-21
608	1812	LG	GEOPHYSICS	GDAP ROOM NO-20 A
609	1813	LG	GEOPHYSICS	GDAP ROOM NO-7
610	820	USHA	INSTRUMENTATION	INSTRUMENTATION ROOM NO-17
611	847	USHA	INSTRUMENTATION	INSTRUMENTATION ROOM NO-07
612	1270	CARRIER	INSTRUMENTATION	INSTRUMENTATION ROOM NO-10
613	1824	VOLTAS	INSTRUMENTATION	INSTRUMENTATION PNEUMATIC WORKSHOP
614	1828	VOLTAS	INSTRUMENTATION	INSTRUMENTATION
615	1826	VOLTAS	INSTRUMENTATION	INSTRUMENTATION ELECTRONIC WORKSHOP
616	1827	VOLTAS	INSTRUMENTATION	INSTRUMENTATION ELECTRONIC WORKSHOP
617	1825	VOLTAS	INSTRUMENTATION	INSTRUMENTATION
618	1116	VOLTAS	INTERNAL AUDIT	INTERNAL AUDIT HEAD (IA)
619	1357	BLUE STAR	INTERNAL AUDIT	INTERNAL AUDIT
620	2158	HAIER	INTERNAL AUDIT	INTERNAL AUDIT
621	729	ACCAIRE	IT	IT EDP SECTION NORTH BLOCK
622	779	VOLTAS	IT	IT WORK SHOP NORTH BLOCK
623	989	USHA	IT	IT EDP NORTH BLOCK IO ROOM
624	1132	VOLTAS	IT	R&D ROOM NO-9
625	1179	VOLTAS	IT	IT WORK SHOP NORTH BLOCK
626	1438	VOLTAS	IT	IT OFFICE R&D BUILDING
627	1759	GODREJ	IT	IT STORE ROOM
628	2134	HAIER	IT	IT WORKSHOP - II
629	2135	HAIER	IT	IT WORKSHOP - I
630	2136	HAIER	IT	IT WORKSHOP - I
631	2137	HAIER	IT	IT WORKSHOP - I
632	2138	HAIER	IT	IT WORKSHOP - I
633	2139	HAIER	IT	IT WORKSHOP - I
634	2140	HAIER	IT	R&D IT OFFICE
635	2141	HAIER	IT	R&D IT RADIO ROOM
636	2142	HAIER	IT	IT WORKSHOP - I
637	2143	HAIER	IT	IT NORTH BLOCK RECEIVE & DELIVERY ROOM
638	2144	HAIER	IT	IT NORTH BLOCK
639	2145	HAIER	IT	IT NORTH BLOCK DGM-IT
640	2146	HAIER	IT	IT WORKSHOP - II
641	2147	HAIER	IT	IT WORKSHOP - II
642	2148	HAIER	IT	IT WORKSHOP - I
643	812	USHA	L&D	L&D MTDC GUEST HOUSE GF-108
644	829	USHA	L&D	L&D MTDC GUEST HOUSE GF-115
645	1053	BLUE STAR	L&D	L&D MTDC GUEST HOUSE GF-114
646	1058	BLUE STAR	L&D	L&D MTDC GUEST HOUSE SPARE
647	880	USHA	L&D	L&D MTDC GUEST HOUSE GF-101
648	1485	VOLTAS	L&D	L&D MTDC GUEST HOUSE GF-109
649	1489	VOLTAS	L&D	L&D MTDC GUEST HOUSE GF-112
650	1363	BLUE STAR	LAND	BD & TPP
651	1365	BLUE STAR	LAND	LAND HSE (GM)
652	1732	VOLTAS	LAND	LAND DEPTT : ROOM NO. 15
653	1733	VOLTAS	LAND	LAND DEPTT. ROOM NO. 13
654	2169	HAIER	LAND	LAND DEPTT ROOM NO-13
655	2170	HAIER	LAND	LAND DEPTT ROOM NO-G
656	2171	HAIER	LAND	LAND DEPTT ROOM NO-D
657	1356	BLUE STAR	LEGAL CELL	GENERAL OFFICE ROOM NO-3
658	737	VOLTAS	LPG	LPG OLD CONTROL ROOM
659	1103	VOLTAS	LPG	LPG FILLING PLANT
660	1106	VOLTAS	LPG	LPG NEW CONTROL ROOM
661	1107	VOLTAS	LPG	LPG NEW CONTROL ROOM

662	1420	BLUE STAR	LPG	LPG UPS ROOM
663	1500	VOLTAS	LPG	LPG OLD CONTROL ROOM
664	1507	VOLTAS	LPG	LPG CONTROL ROOM
665	1508	VOLTAS	LPG	LPG NEW CONTROL ROOM
666	1509	VOLTAS	LPG	LPG NEW BATTERY ROOM
667	1864	LG	LPG	LPG RECOVERY LABORATORY
668	1939	LG	LPG	LPG DEPARTMENT
669	1940	LG	LPG	LPG DEPARTMENT
670	1941	LG	LPG	LPG DEPARTMENT
671	1619	LG	MATERIALS	MATERIALS RECEIVING
672	1620	LG	MATERIALS	MATERIALS COMPUTER ROOM
673	1621	LG	MATERIALS	MATERIALS
674	1746	LLOYD	MATERIALS	MATERIALS FOREIGN PURCHASE
675	1899	HAIER	MATERIALS	MATERIALS (CMM) ROOM NO-3
676	1900	HAIER	MATERIALS	MATERIALS ROOM NO-6
677	1901	HAIER	MATERIALS	HEAD MATERIALS
678	1902	HAIER	MATERIALS	MATERIALS CONFERENCE ROOM
679	1903	HAIER	MATERIALS	MATERIALS CONFERENCE ROOM
680	1942	LG	MATERIALS	MATERIALS FOREIGN PURCHASE
681	1943	LG	MATERIALS	MATERIALS OFFICE ROOM NO 1
682	1989		MATERIALS	MATERIALS RECEIVING SECTION
683	1990		MATERIALS	MATERIALS RECEIVING SECTION
684	1991		MATERIALS	MATERIALS RECEIVING SECTION
685	1992		MATERIALS	MATERIALS RECEIVING SECTION
686	1068	USHA	MEDICAL	MEDICAL ULTRA SOUND ROOM
687	256	VOLTAS	MEDICAL	MEDICAL MINOR OT
688	1652	LG	MEDICAL	MEDICAL EX. WARD NO - 5
689	1653	LG	MEDICAL	MEDICAL EX. WARD NO - 10
690	1654	LG	MEDICAL	MEDICAL EX. WARD NO - 1
691	1655	LG	MEDICAL	MEDICAL EX. WARD NO - 6
692	1656	LG	MEDICAL	MEDICAL EX. WARD NO - 11
693	1657	LG	MEDICAL	MEDICAL EX. WARD NO - 9
694	1658	LG	MEDICAL	MEDICAL EX. WARD NO - 8
695	1659	LG	MEDICAL	MEDICAL EX. WARD NO - 2
696	1660	LG	MEDICAL	MEDICAL EX. WARD NO - 7
697	1661	LG	MEDICAL	MEDICAL EX. WARD NO - 4
698	1662	LG	MEDICAL	MEDICAL EX. WARD NO - 3
699	1747	LLOYD	MEDICAL	MEDICAL MALE SURGICAL ROOM
700	1748	LLOYD	MEDICAL	MEDICAL BURN UNIT
701	1749	LLOYD	MEDICAL	MEDICAL MEMMOGRAPHY ROOM
702	1750	LLOYD	MEDICAL	MEDICAL INDOOR DRUG STORE
703	1871	HAIER	MEDICAL	MEDICAL INDOOR DRUG STORE
704	1872	HAIER	MEDICAL	MEDICAL INDOOR DRUG STORE COMPUTER
705	1873	HAIER	MEDICAL	MEDICAL SURGICAL WARD
706	1874	HAIER	MEDICAL	MEDICAL
707	1875	HAIER	MEDICAL	MEDICAL OPERATION THEATER
708	1876	HAIER	MEDICAL	MEDICAL MALE ICU
709	1877	HAIER	MEDICAL	MEDICAL (DGM-H&H)
710	1878	HAIER	MEDICAL	MEDICAL EYE CLINIC
711	1879	HAIER	MEDICAL	MEDICAL ROOM NO-12
712	1880	HAIER	MEDICAL	MEDICAL PLASTER ROOM
713	1881	HAIER	MEDICAL	MEDICAL LABOUR ROOM
714	1882	HAIER	MEDICAL	MEDICAL BLOOD COLLECTING ROOM
715	1883	HAIER	MEDICAL	MEDICAL BLOOD GROUPING ROOM
716	1884	HAIER	MEDICAL	MEDICAL GYNAE WARD
717	1885	HAIER	MEDICAL	MEDICAL BLOOD DONATING ROOM
718	1886	HAIER	MEDICAL	MEDICAL MALE ICU
719	1887	HAIER	MEDICAL	MEDICAL OPD HEALTH EDUCATION
720	1888	HAIER	MEDICAL	MEDICAL ENDROSCOPY ROOM
721	1889	HAIER	MEDICAL	MEDICAL
722	1890	HAIER	MEDICAL	MEDICAL NEO NATLE ICU ROOM
723	1891	HAIER	MEDICAL	MEDICAL MEMMOGRAPHY ROOM
724	1892	HAIER	MEDICAL	MEDICAL OPERATION THEATER
725	1893	HAIER	MEDICAL	MEDICAL GYNAE WARD
726	1894	HAIER	MEDICAL	MEDICAL POST NATLE WARD
727	1895	HAIER	MEDICAL	MEDICAL OPD HEALTH EDUCATION
728	1896	HAIER	MEDICAL	MEDICAL
729	1897	HAIER	MEDICAL	MEDICAL SCREENING ROOM
730	1898	HAIER	MEDICAL	MEDICAL
731	1039	BLUE STAR	MORAN	MORAN POWER STN-3 OLD CONTROL ROOM
732	1040	BLUE STAR	MORAN	MORAN POWER STN-2 OLD CONTROL ROOM
733	1041	BLUE STAR	MORAN	MORAN POWER STN-1 NEW CONTROL ROOM
734	1043	BLUE STAR	MORAN	MORAN POWER STN-1 OLD CONTROL ROOM
735	1044	BLUE STAR	MORAN	MORAN POWER STN-2 NEW CONTROL ROOM
736	571	VOLTAS	MORAN	MORAN
737	637	VOLTAS	MORAN	MORAN D+19
738	764	VOLTAS	MORAN	MORAN
739	931	VOLTAS	MORAN	MORAN TELEPHONE EXCHANGE
740	1183	VOLTAS	MORAN	MORAN PS-2 CONTROL ROOM-1 MORAN
741	1187	VOLTAS	MORAN	MORAN TELEPHONE EXCHANGE
742	1188	VOLTAS	MORAN	MORAN PS-2 RADIO ROOM-2 MORAN
743	1191	VOLTAS	MORAN	MORAN PS-2 RADIO ROOM-3 MORAN
744	1222	GODREJ	MORAN	MORAN HEAD MORAN OFFICE ROOM

745	1223	GODREJ	MORAN	MORAN POWER HOUSE
746	1266	CARRIER	MORAN	MORAN CHEMICAL OFFICE
747	1333	BLUE STAR	MORAN	MORAN HEAD MORAN OFFICE CONFRANCE ROOM
748	1355	BLUE STAR	MORAN	MORAN DY CEE (GENERATION)
749	1375	BLUE STAR	MORAN	MORAN POWER STN-3 NEW CONTROL ROOM
750	1379	BLUE STAR	MORAN	MORAN POWER STN-5 NEW CONTROL ROOM
751	1415	BLUE STAR	MORAN	MORAN POWER STN-4 NEW CONTROL ROOM
752	1450	VOLTAS	MORAN	MORAN GUEST HOUSE NEW ROOM
753	1455	VOLTAS	MORAN	MORAN GUEST HOUSE NEW ROOM
754	1542	VOLTAS	MORAN	MORAN F-1
755	1550	VOLTAS	MORAN	MORAN TELEPHONE EXCHANGE
756	1559	VOLTAS	MORAN	MORAN F-2
757	1561	VOLTAS	MORAN	MORAN D+3
758	1594	VOLTAS	MORAN	MORAN F-1
759	1597	VOLTAS	MORAN	MORAN D+29
760	1600	VOLTAS	MORAN	MORAN TELEPHONE EXCHANGE
761	1671	LG	MORAN	MORAN
762	1672	LG	MORAN	MORAN
763	1673	LG	MORAN	MORAN
764	1674	LG	MORAN	MORAN
765	1675	LG	MORAN	MORAN
766	1676	LG	MORAN	MORAN
767	1677	LG	MORAN	MORAN
768	1678	LG	MORAN	MORAN
769	1679	LG	MORAN	MORAN
770	1680	LG	MORAN	MORAN
771	1681	LG	MORAN	MORAN
772	1682	LG	MORAN	MORAN
773	1683	LG	MORAN	MORAN
774	1684	LG	MORAN	MORAN
775	1685	LG	MORAN	MORAN
776	1686	LG	MORAN	MORAN
777	1687	LG	MORAN	MORAN
778	1688	LG	MORAN	MORAN
779	1689	LG	MORAN	MORAN
780	1690	LG	MORAN	MORAN
781	1691	LG	MORAN	MORAN
782	1692	LG	MORAN	MORAN
783	1693	LG	MORAN	MORAN
784	1694	LG	MORAN	MORAN
785	1832	VOLTAS	MORAN	MORAN
786	0	GODREJ	MORAN	MORAN
787	0	SAMSUNG	MORAN	MORAN
788	0	SAMSUNG	MORAN	MORAN
789	1845	GODREJ	MORAN	MORAN
790	1298	CARRIER	NEF	NEF
791	1436	VOLTAS	NEF	NEF PROJECT
792	1437	VOLTAS	NEF	NEF PROJECT
793	1439	VOLTAS	NEF	NEF PROJECT
794	1440	VOLTAS	NEF	NEF PROJECT SR PURCHESE OFFICER
795	1441	VOLTAS	NEF	NEF PROJECT DY CE (NEF)
796	1444	VOLTAS	NEF	NEF PROJECT HEAD GEO SCIENCE
797	1459	VOLTAS	NEF	NEF PROJECT CONFERENCE HALL
798	1461	VOLTAS	NEF	NEF PROJECT CHIEF GEO-SCIENTIST
799	1669	LG	NEF	NEF
800	1670	LG	NEF	NEF
801	1844	LG	NEF	NEF
802	2167	LG	NEF	NEF
803	2168	LG	NEF	NEF
804	809	USHA	OGPL	OGPL DY CE (PLF)
805	1088	CARRIER	OGPL	OGPL CE (PLF)
806	1350	BLUE STAR	PERSONNEL	PERSONNEL CM PERSONNEL
807	1405	BLUE STAR	PERSONNEL	RCE OFFICE ROOM NO-212 (PERSONNEL DEPTT)
808	1421	BLUE STAR	PERSONNEL	RCE OFFICE ROOM NO-207 (PERSONNEL DEPTT)
809	1423	BLUE STAR	PERSONNEL	RCE OFFICE ROOM NO-201 (PERSONNEL DEPTT)
810	1454	VOLTAS	PERSONNEL	PERSONNEL GGM HR&A
811	1626	LG	PERSONNEL	PERSONNEL DEPTT
812	1698	LG	PERSONNEL	RCE OFFICE ROOM NO-211 (PERSONNEL DEPTT)
813	1700	LG	PERSONNEL	RCE OFFICE ROOM NO-202 (PERSONNEL DEPTT)
814	1701	LG	PERSONNEL	RCE OFFICE ROOM NO-204 (PERSONNEL DEPTT)
815	973	USHA	PLANNING	GENERAL OFFICE ROOM NO - 82
816		VOLTAS	PLANNING	GENERAL OFFICE ROOM NO-6 (GM PLANNING)
817	1617	LG	PLANNING	GENERAL OFFICE CHIEF MANAGER PLANNING
818	1618	LG	PLANNING	GENERAL OFFICE PLANNING ROOM NO-79
819	1829	VOLTAS	PLANNING	GENERAL OFFICE ROOM NO-31 (CM PLG)
820	1830	VOLTAS	PLANNING	GENERAL OFFICE ROOM NO-81
821	1831	VOLTAS	PLANNING	GENERAL OFFICE ROOM NO-41
822	1997	VOLTAS	PLANNING	AC&R SECTION
823	1998	VOLTAS	PLANNING	AC&R SECTION
824	1999	VOLTAS	PLANNING	GENERAL OFFICE PLANNING
825	1080	CARRIER	PROD (GAS)	SCADA COMPUTER ROOM
826	1221	GODREJ	PROD (GAS)	AC&R SECTION
827	1278	CARRIER	PROD (GAS)	AC&R SECTION

828	1649	LG	PROD (GAS)	PROD (GAS)
829	1112	CARRIER	PROD (OIL)	PROD (OIL) CEP (OIL) (EOR) ROOM NO-8
830	1010	USHA	PROD (OIL)	PROD (OIL) SERVICES
831	1111	CARRIER	PROD (OIL)	PROD (OIL)
832	1081	CARRIER	PROD (OIL)	PROD (OIL) ROOM NO-9
833	832	USHA	PROD (OIL)	GENERAL OFFICE CENTRAL ASSET
834	1117	CARRIER	PROD (OIL)	PROD (OIL) (GM)
835	1208	VOLTAS	PROD (OIL)	PROD (OIL)
836	1209	VOLTAS	PROD (OIL)	PROD (OIL) CEP (OIL) (UTILITIES) ROOM NO-10
837	1215	GODREJ	PROD (OIL)	PROD (OIL)
838	1358	BLUE STAR	PROD (OIL)	PROD (OIL) MAKUM OCS CONTROL ROOM
839	1367	BLUE STAR	PROD (OIL)	PROD (OIL) TENGAKHAT POWER HOUSE CONTROL ROOM
840	1377	BLUE STAR	PROD (OIL)	PROD (OIL) TENGAKHAT POWER HOUSE CONTROL ROOM
841	1396	BLUE STAR	PROD (OIL)	PROD (OIL) TENGAKHAT POWER HOUSE CONTROL ROOM
842	1401	BLUE STAR	PROD (OIL)	PROD (OIL) TENGAKHAT POWER HOUSE CONTROL ROOM
843	1404	BLUE STAR	PROD (OIL)	PROD (OIL) TENGAKHAT POWER HOUSE CONTROL ROOM
844	1416	BLUE STAR	PROD (OIL)	PROD (OIL) TENGAKHAT POWER HOUSE CONTROL ROOM
845	1616	LG	PROD (OIL)	PROD (OIL)
846	1622	LG	PROD (OIL)	PROD (OIL) DIGBOI
847	1623	LG	PROD (OIL)	PROD (OIL) TENGAKHAT OCS
848	1624	LG	PROD (OIL)	PROD (OIL) TENGAKHAT OCS
849	1625	LG	PROD (OIL)	PROD (OIL) DIGBOI
850	1762	GODREJ	PROD (OIL)	PROD (OIL) WSS SECTION
851	1763	GODREJ	PROD (OIL)	PROD (OIL) WSS SECTION
852	1764	GODREJ	PROD (OIL)	PROD (OIL) MAKUM OCS
853	1765	GODREJ	PROD (OIL)	PROD (OIL) C&WORK OVER OCS-5 COMPLEX
854	1766	GODREJ	PROD (OIL)	PROD (OIL) C&WORK OVER OCS-5 COMPLEX
855	1767	GODREJ	PROD (OIL)	PROD (OIL) KOTHALONI OCS
856	744	VOLTAS	PROD PROJECT	PROD PROJECT CHIEF ENGG
857	1069	USHA	PROD PROJECT	PROD PROJECT HEAD
858	788	VOLTAS	PROD PROJECT	PRODUCTION PROJECT
859	1650	LG	PROD PROJECT	BHOGPARA OCS
860	1651	LG	PROD PROJECT	BHOGPARA OCS
861	1843	HAIER	PROD PROJECT	PROD PROJECT
862	1072	CARRIER	PS-1	PS-1 DIGBOI UHF
863	1186	VOLTAS	PS-1	PS-1 DIGBOI UHF
864	1189	VOLTAS	PS-1	PS-1 MANABHUM UHF (SPARE)
865	1227	CARRIER	PS-1	PS-1 KHARSANG UHF (SPARE)
866	1228	CARRIER	PS-1	PS-1 CONTROL ROOM
867	1229	CARRIER	PS-1	PS-1 MANABHUM UHF
868	1231	CARRIER	PS-1	PS-1 CONTROL ROOM
869	1232	CARRIER	PS-1	PS-1 CONTROL ROOM
870	1254	CARRIER	PS-1	PS-1 KHARSANG UHF
871	1768	LG	PS-1	PS-1 MANABHUM UHF
872	1769	LG	PS-1	PS-1 KHARSANG
873	1814	VOLTAS	PS-1	PS-1 UHF ROOM
874	1815	VOLTAS	PS-1	PS-1 UHF ROOM
875	1816	VOLTAS	PS-1	PS-1 WELL LOGGING DEPTT
876	1031	USHA	PUBLIC RELATION	GENERAL OFFICE ROOM NO-50
877	775	VOLTAS	PUBLIC RELATION	GENERAL OFFICE ROOM NO-52 (M PUB REL)
878	893	USHA	PUBLIC RELATION	GENERAL OFFICE ROOM NO-53 (M PUB REL)
879	1993	HAIER	PUBLIC RELATION	PUBLIC RELATION
880	1994	HAIER	PUBLIC RELATION	PUBLIC RELATION
881	873	USHA	R&D	R&D
882	1637	LG	R&D	R&D LAB-9
883	1643	LG	R&D	R&D LAB-7
884	1663	LG	R&D	R&D LAB-8
885	1665	LG	R&D	R&D LAB-8
886	1906	HAIER	R&D	R&D LAB - 4
887	1907	HAIER	R&D	R&D LAB - 6
888	1908	HAIER	R&D	R&D LAB - 4
889	1909	HAIER	R&D	R&D LAB - 8
890	1910	HAIER	R&D	R&D LAB - 8
891	1911	HAIER	R&D	R&D LAB - 6
892	1912	HAIER	R&D	R&D LAB - 7
893	1913	HAIER	R&D	R&D LAB - 3
894	1914	HAIER	R&D	R&D LAB -12
895	1915	HAIER	R&D	R&D LAB - 6
896	1916	HAIER	R&D	R&D LAB - 2
897	1917	HAIER	R&D	R&D ROOM NO- 35
898	1918	HAIER	R&D	R&D 1ST FLOOR
899	1919	HAIER	R&D	R&D 1ST FLOOR ROOM NO- 29
900	1920	HAIER	R&D	R&D LAB - 9
901	1921	HAIER	R&D	R&D ROOM - 31
902	1922	HAIER	R&D	R&D ROOM NO -32
903	1923	HAIER	R&D	R&D LAB - 2
904	1924	HAIER	R&D	R&D LAB - 9
905	1925	HAIER	R&D	R&D LAB - 9
906	1926	HAIER	R&D	R&D 1ST FLOOR ROOM NO-20 (GM R&D)
907	1927	HAIER	R&D	R&D LAB - 12
908	1928	HAIER	R&D	R&D LAB - 9
909	1929	HAIER	R&D	R&D ROOM NO- 34
910	1930	HAIER	R&D	R&D LAB - 12

911	1931	HAIER	R&D	R&D ROOM NO - 33
912	1932	HAIER	R&D	R&D 1ST FLOOR ROOM NO-27
913	1933	HAIER	R&D	R&D LAB - 7
914	1934	HAIER	R&D	R&D LAB - 4
915	1935	HAIER	R&D	R&D 1ST FLOOR ROOM NO-25
916	1936	HAIER	R&D	R&D LAB - 2
917	1937	HAIER	R&D	R&D DR. GILFILON ROOM
918	1938	HAIER	R&D	R&D 1ST FLOOR ROOM NO-28
919	753	VOLTAS	S&E	S&E FIRE SERVICE DEPTT
920	930	VOLTAS	S&E	NORTH BLOCK 2ND FLOOR
921	1173	VOLTAS	S&E	S&E (CM)
922	1214	GODREJ	S&E	S&E DISESTER CONTROL ROOM
923	17N	VOLTAS	S&E	S&E CHIEF ENGG
924	785	VOLTAS	SECURITY	SECURITY HUT MAIN OFFICE
925	1026	USHA	SECURITY	SECURITY INDUSTRIAL GATE
926	1004	F/LLOYDS	SECURITY	SECURITY CISF CONFERENCE ROOM (SURAKSHA NAGAR)
927	1062	BLUE STAR	SECURITY	SECURITY CISF (SURAKSHA NAGAR)
928	801	USHA	SECURITY	SECURITY CISF CONFERENCE ROOM (SURAKSHA NAGAR)
929	1267	CARRIER	SECURITY	SECURITY CISF COMMANDENT ROOM (SURAKSHA NAGAR)
930	1460	VOLTAS	SECURITY	SECURITY
931	1496	VOLTAS	SECURITY	SECURITY CONFERENCE ROOM
932	1498	VOLTAS	SECURITY	SECURITY CONFERENCE ROOM
933	1722	VOLTAS	SECURITY	SECURITY DEPTT
934	1818	GODREJ	SECURITY	SECURITY DEPTT
935	1819	GODREJ	SECURITY	SECURITY OFFICE CONFERENCE ROOM
936	1820	GODREJ	SECURITY	ADDL. SP SICURITY OFFICE NEAR POLICE STN.
937	1822	GODREJ	SECURITY	SECURITY DEPTT
938	1823	GODREJ	SECURITY	INDUSTRIAL GATE CCTV ROOM
939	2153	HAIER	SECURITY	SECURITY OFFICE CONFERENCE ROOM
940	1326	CARRIER	TECHNICAL AUDIT	GENERAL OFFICE ROOM NO-14
941	2156	HAIER	TECHNICAL AUDIT	TECHNICAL AUDIT
942	2157	HAIER	TECHNICAL AUDIT	TECHNICAL AUDIT
943	1646	LG	TRANSPORT	TRANSPORT ROOM NO - 03
944	1760	GODREJ	TRANSPORT	TRANSPORT
945	1761	GODREJ	TRANSPORT	TRANSPORT FIELD OFFICE ROOM NO - 05
946	1858	LG	TRANSPORT	TRANSPORT FIELD OFFICE ROOM NO - 17
947	1859	LG	TRANSPORT	TRANSPORT (DY CE-TPT i&c)
948	1860	LG	TRANSPORT	TRANSPORT FIELD OFFICE ROOM NO - 14
949	1861	LG	TRANSPORT	TRANSPORT ROOM NO - 01
950	1862	LG	TRANSPORT	ELECTRICAL AC&R SECTION
951	1863	LG	TRANSPORT	TRANSPORT ROOM NO-4
952	1342	BLUE STAR	TS DRILLING	TS DRILLING HEAD DRILLING (TECHNICAL SERVICE)
953	1361	BLUE STAR	TS DRILLING	TS DRILLING
954	1716	VOLTAS	TS DRILLING	TS DRILLING
955	1717	VOLTAS	TS DRILLING	TS DRILLING
956	1718	VOLTAS	TS DRILLING	TS DRILLING
957	1742	LLOYD	TS DRILLING	TS DRILLING ROOM NO-16
958	1743	LG	TS DRILLING	TS DRILLING BUNK HOUSE
959	1744	LG	TS DRILLING	TS DRILLING BUNK HOUSE
960	1745	LG	TS DRILLING	TS DRILLING
961	2172	HAIER	TS DRILLING	TS DRILLING
962	1995	GODREJ	VIGILANCE	VIGILANCE
963	1996	GODREJ	VIGILANCE	VIGILANCE
964	1086	CARRIER	WELL LOGGING	WELL LOGGING INSTRUMENT ROOM
965	1109	CARRIER	WELL LOGGING	WELL LOGGING INSTRUMENT ROOM
966	1110	CARRIER	WELL LOGGING	WELL LOGGING INSTRUMENT ROOM
967	359	VOLTAS	WELL LOGGING	WELL LOGGING INTERPRETATION ROOM
968	999	VOLTAS	WELL LOGGING	WELL LOGGING (CE MAINTENANCE)
969	1217	GODREJ	WELL LOGGING	WELL LOGGING (CE)
970	1666	LG	WELL LOGGING	WELL LOGGING X-ROX ROOM
971	1667	LG	WELL LOGGING	WELL LOGGING
972	1668	LG	WELL LOGGING	WELL LOGGING
973	1806	LG	WELL LOGGING	WELL LOGGING
974	1807	LG	WELL LOGGING	WELL LOGGING
975	1808	LG	WELL LOGGING	WELL LOGGING
976	1809	LG	WELL LOGGING	WELL LOGGING
977	1810	LG	WELL LOGGING	WELL LOGGING CHIEF ENGR

SL NO.	OIL NO.	MAKE	DEPARMENT	LOCATION
1	0		ADMIN	ZALONI CLUB
2	0		ADMIN	MAIN GUEST HOUSE
3	0		ADMIN	F-1
4	0	LG	ADMIN	PERCY EVANS HOUSE
5	0	LG	ADMIN	PERCY EVANS HOUSE
6	995	Godrej	ADMIN	DULIAJAN CLUB
7	1018	Samsung	ADMIN	PERCY EVANS HOUSE
8	1020	Samsung	ADMIN	MAIN GUEST HOUSE
9	1023	Samsung	ADMIN	DX-35
10	1025	LG	ADMIN	DX-36
11	1030	BPL	ADMIN	F-32
12	1038		ADMIN	ET HOSTEL NO-4
13	1039		ADMIN	ET HOSTEL NO-4
14	1044	LG	ADMIN	MAIN GUEST HOUSE
15	1045		ADMIN	VVIP GUEST HOUSE
16	1046	HAIER	ADMIN	VVIP GUEST HOUSE
17	1047	FRIGOREX	ADMIN	ZALONI CLUB
18	1048	Samsung	ADMIN	F-1
19	1049	HAIER	ADMIN	VVIP GUEST HOUSE ROOM NO-2
20	1050	HAIER	ADMIN	VVIP GUEST HOUSE ROOM NO-3
21	1051	HAIER	ADMIN	VVIP GUEST HOUSE ROOM NO-1
22	1052	LG	ADMIN	E-89
23	1053	LG	ADMIN	PERCY EVANS STORE ROOM
24	1054	LG	ADMIN	SANGINI CLUB
25	1055	Samsung	ADMIN	GOLFERS DEN
26	1056	WESTERN	ADMIN	ZALONI CLUB
27	1057	LG	ADMIN	F-1
28	1062	LG	ADMIN	E-23
29	1063	LG	ADMIN	D+155
30	1064	Godrej	ADMIN	D+155
31	1065	LG	ADMIN	D+160
32	1068	LG	ADMIN	GUEST HOUSE TD+167
33	1070	LG	ADMIN	TD+126
34	1071	LG	ADMIN	E-84
35	1088	LG	ADMIN	RCE OFFICE
36	1091	LG	ADMIN	ET HOSTEL-4
37	935	Godrej	C&D	C&D Deptt
38	1019	Samsung	CHEMICAL	CHEMICAL
39	1011	Electrolux	DIGBOI	DIGBOI OIL CANTEEN
40	1031	Godrej	ELECTRICAL	AC&R SECTION
41	1032	Godrej	ELECTRICAL	AC&R SECTION
42	1033	Godrej	ELECTRICAL	ELECT. NEW BUILDING TEA ROOM
43	1034	Godrej	ELECTRICAL	AC&R SECTION
44	994	Godrej	ER	IRM WELFAIR OFFICE
45	1040	Samsung	ER	OIL CANTEEN
46	1090	HAIER	ER	ER DEPTT (UNION OFFICE)
47	1026	Godrej	GEOPHYSICS	GEOPHYSICS DEPTT
48	1027	Godrej	GEOPHYSICS	GEOPHYSICS DEPTT
49	1028	Godrej	GEOPHYSICS	GEOPHYSICS DEPTT
50	996	Godrej	L&D	MTDC
51	1041	LG	L&D	
52	1042	LG	L&D	
53	1058	Samsung	L&D	MTDC
54	1059	GODREJ	L&D	MTDC DINING
55	1060	LG	L&D	MTDC KITCHEN
56	1061	LG	L&D	MTDC STORE ROOM
57	1089	LG	L&D	L&D KITCHEN
58	535	Godrej	MEDICAL	MEDICAL
59	571	Kelvinator	MEDICAL	MEDICAL DEPTT DRUG STORE
60	899	Godrej	MEDICAL	MEDICAL DEPTT DRUG STORE
61	908	Godrej	MEDICAL	MEDICAL INJ. ROOM
62	910	Godrej	MEDICAL	MEDICAL DEPTT DRUG STORE
63	940	Godrej	MEDICAL	MEDICAL KITCHEN
64	972	Godrej	MEDICAL	MEDICAL CLASS ROOM
65	973	Godrej	MEDICAL	MEDICAL DEPTT PATH LAB
66	977	Godrej	MEDICAL	MEDICAL DEPTT
67	978	Godrej	MEDICAL	MEDICAL DEPTT DRUG STORE
68	997	Godrej	MEDICAL	MEDICAL DEPTT DRUG STORE
69	998	Godrej	MEDICAL	MEDICAL DEPTT GMT SCHOOL
70	1000	Electrolux	MEDICAL	MEDICAL DEPTT MALE SURGICAL
71	1001	Electrolux	MEDICAL	MEDICAL DEPTT BURN UNIT
72	1002	Electrolux	MEDICAL	MEDICAL DEPTT LABOUR ROOM
73	1006	Electrolux	MEDICAL	MEDICAL OT

74	1007	Electrolux	MEDICAL	MEDICAL INJECTION ROOM
75	1010	Electrolux	MEDICAL	MEDICAL DEPTT
76	1014	Samsung	MEDICAL	MEDICAL DEPTT
77	1015	Samsung	MEDICAL	MEDICAL DEPTT
78	1016	Samsung	MEDICAL	MEDICAL DEPTT
79	1017	Samsung	MEDICAL	MEDICAL DEPTT DRUG STORE
80	1024	LG	MEDICAL	MEDICAL SCREENING ROOM
81	1029	Samsung	MEDICAL	MEDICAL DEPTT DRUG STORE
82	1035	Godrej	MEDICAL	MEDICAL DEPTT
83	1036	Godrej	MEDICAL	MEDICAL DEPTT
84	1037	Godrej	MEDICAL	MEDICAL DEPTT
85	1067	GODREJ	MEDICAL	MEDICAL DEPTT DRUG STORE
86	1103	HAIER	MEDICAL	MEDICAL NURSES HOSTAL
87	1104	HAIER	MEDICAL	MEDICAL NUTRITION LAB/DRUG STORE
88	1012	Electrolux	MORAN	MORAN DISPENSARY
89	1021	Samsung	MORAN	MORAN
90	1043	LG	MORAN	MORAN MEDICAL
91	1072	LG	MORAN	CISF UNIT
92	1066	Samsung	NEF	NEF KITCHEN ROOM
93	1073	Samsung	PROD (OIL)	PROD (OIL)
94	1074	Samsung	PROD (OIL)	PROD (OIL)
95	1075	Samsung	PROD (OIL)	PROD (OIL)
96	1076	Samsung	PROD (OIL)	PROD (OIL)
97	1077	Samsung	PROD (OIL)	PROD (OIL)
98	1078	Samsung	PROD (OIL)	PROD (OIL)
99	1079	Samsung	PROD (OIL)	PROD (OIL)
100	1080	Samsung	PROD (OIL)	PROD (OIL)
101	1081	Samsung	PROD (OIL)	PROD (OIL)
102	1082	Samsung	PROD (OIL)	PROD (OIL)
103	1083	Samsung	PROD (OIL)	PROD (OIL)
104	1084	Samsung	PROD (OIL)	PROD (OIL)
105	1085	Samsung	PROD (OIL)	PROD (OIL)
106	1086	Samsung	PROD (OIL)	PROD (OIL)
107	1087	Samsung	PROD (OIL)	PROD (OIL)
108	1092	LG	PROD (OIL)	PROD (OIL)
109	1093	LG	PROD (OIL)	PROD (OIL)
110	1094	LG	PROD (OIL)	PROD (OIL)
111	1095	LG	PROD (OIL)	PROD (OIL)
112	1096	LG	PROD (OIL)	PROD (OIL)
113	1097	LG	PROD (OIL)	PROD (OIL)
114	1098	LG	PROD (OIL)	PROD (OIL)
115	1099	LG	PROD (OIL)	PROD (OIL)
116	1100	LG	PROD (OIL)	PROD (OIL)
117	1101	LG	PROD (OIL)	PROD (OIL)
118	1102	LG	PROD (OIL)	PROD (OIL)
119	955	Godrej	R&D	R&D LAB-10
120	1069	Samsung	R&D	R&D LAB-11
121	1003	Electrolux	SECURITY	CISF OFFICE(SURAKSHA NAGAR)
122	1004	Electrolux	SECURITY	CISF OFFICE(SURAKSHA NAGAR)

SL NO.	OIL NO.	MAKE	DEPARTMENT	LOCATION
1	242	USHA	ADMIN	ADMIN MAIN GUEST HOUSE
2	274	VOLTAS	ADMIN	ZALONI CLUB
3	166	BLUE STAR	C&D	C&D
4	297	VOLTAS	CHEMICAL	CHEMICAL DEPTT
5	320	USHA	CHEMICAL	CHEMICAL DEPTT
6	307	USHA	DIGBOI	DIGBOI
7	308	USHA	DIGBOI	DIGBOI
8	309	USHA	DIGBOI	DIGBOI
9	310	USHA	DIGBOI	DIGBOI
10	311	USHA	DIGBOI	DIGBOI
11	200	USHA	DRILLING	DRILLING DGM (DRILLING)
12	203	BLUE STAR	DRILLING	DRILLING Rig Building NIA
13	204	BLUE STAR	DRILLING	DRILLING Equipment Industrial
14	205	BLUE STAR	DRILLING	DRILLING Equipment Industrial
15	202	BLUE STAR	ELECTRICAL	ELECTRICAL WORKSHOP
16	199	USHA	F&A	F&A PROJECT
17	282	VOLTAS	FIELD COMMUNICATION	FIELD COMMUNICATION
18	157	BLUE STAR	FIELD ENGINEERING	FIELD ENGINEERING General Work Shop
19	258	USHA	FIELD ENGINEERING	FIELD ENGINEERING ICE SHOP
20	303	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING
21	304	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING
22	305	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING
23	306	VOLTAS	FIELD ENGINEERING	FIELD ENGINEERING
24	243	USHA	L&D	T&D DEPARTMENT
25	293	USHA	LPG	LPG BOTTLING PLANT
26	294	USHA	LPG	LPG RECOVERY PLANT
27	296	VOLTAS	MATERIALS	MATERIALS FOREIGN PURCHASE
28	196	USHA	MEDICAL	MEDICAL
29	241	USHA	MEDICAL	MEDICAL BURN UNIT
30	244	USHA	MEDICAL	MEDICAL FEMAL WARD
31	206	VOLTAS	MORAN	MORAN COCP
32	223	USHA	MORAN	MORAN TRANSPORT (MORAN)
33	277	VOLTAS	MORAN	MORAN FIRE SERVICE
34	298	VOLTAS	MORAN	ADMIN
35	299	VOLTAS	MORAN	MORAN GCS 2
36	300	VOLTAS	MORAN	CISF UNIT
37	225	USHA	PRODUCTION GAS	PRODUCTION GAS GCS-5 FIELD OFFICE
38	178	USHA	PRODUCTION OIL	PRODUCTION OIL OCS Kathaloni
39	209	BLUE STAR	PRODUCTION OIL	PRODUCTION OIL
40	210	BLUE STAR	PRODUCTION OIL	PRODUCTION OIL
41	211	BLUE STAR	PRODUCTION OIL	PRODUCTION OIL
42	212	BLUE STAR	PRODUCTION OIL	PRODUCTION OIL
43	213	USHA	PRODUCTION OIL	PRODUCTION OIL MAKUM OCS
44	214	USHA	PRODUCTION OIL	PRODUCTION OIL
45	215	USHA	PRODUCTION OIL	PRODUCTION OIL
46	216	USHA	PRODUCTION OIL	PRODUCTION OIL OCS-5 SECN.RECOVERY
47	217	USHA	PRODUCTION OIL	PRODUCTION OIL DIKOM OCS
48	218	USHA	PRODUCTION OIL	PRODUCTION OIL
49	219	USHA	PRODUCTION OIL	PRODUCTION OIL
50	220	USHA	PRODUCTION OIL	PRODUCTION OIL
51	221	USHA	PRODUCTION OIL	PRODUCTION OIL
52	226	USHA	PRODUCTION OIL	PRODUCTION OIL NAGAJAN OCS.
53	227	USHA	PRODUCTION OIL	PRODUCTION OIL JORAJAN OCS.
54	228	USHA	PRODUCTION OIL	PRODUCTION OIL HATIALI
55	229	USHA	PRODUCTION OIL	PRODUCTION OIL OCS-3
56	230	USHA	PRODUCTION OIL	PRODUCTION OIL BALIJAN
57	231	USHA	PRODUCTION OIL	PRODUCTION OIL BHEKULAJAN
58	232	USHA	PRODUCTION OIL	PRODUCTION OIL DIAN EPS
59	233	USHA	PRODUCTION OIL	PRODUCTION OIL OCS-4
60	234	USHA	PRODUCTION OIL	PRODUCTION OIL DBUS (DIKOM
61	235	USHA	PRODUCTION OIL	PRODUCTION OIL CBUS
62	236	USHA	PRODUCTION OIL	PRODUCTION OIL HJC
63	237	USHA	PRODUCTION OIL	PRODUCTION OIL BOILER BATTERY - 1
64	238	USHA	PRODUCTION OIL	PRODUCTION OIL OCS-1
65	239	USHA	PRODUCTION OIL	PRODUCTION OIL BOILER BATTERY - 4
66	240	USHA	PRODUCTION OIL	PRODUCTION OIL USHAPUR OCS
67	248	USHA	PRODUCTION OIL	PRODUCTION OIL KUMCHAI EPS
68	249	USHA	PRODUCTION OIL	PRODUCTION OIL WATER
69	250	USHA	PRODUCTION OIL	PRODUCTION OIL WSS SECTION
70	251	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
71	252	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
72	253	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
73	254	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
74	255	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
75	256	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
76	257	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
77	259	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
78	260	USHA	PRODUCTION OIL	PRODUCTION OIL OCS-1 (SOUTH BANK)
79	261	USHA	PRODUCTION OIL	PRODUCTION OIL SHALMARI OCS
80	262	USHA	PRODUCTION OIL	PRODUCTION OIL WATER INJ. OCS-5 COMPLEX
81	263	USHA	PRODUCTION OIL	PRODUCTION OIL WSS SECTION
82	264	USHA	PRODUCTION OIL	PRODUCTION OIL BOILER & MSG

83	265	USHA	PRODUCTION OIL	PRODUCTION OIL BOILER & MSG
84	266	USHA	PRODUCTION OIL	PRODUCTION OIL C&WO
85	267	USHA	PRODUCTION OIL	PRODUCTION OIL C&WO
86	268	USHA	PRODUCTION OIL	PRODUCTION OIL (P&D)
87	269	USHA	PRODUCTION OIL	PRODUCTION OIL OCS-5
88	270	USHA	PRODUCTION OIL	PRODUCTION OIL LOC-NKF
89	271	USHA	PRODUCTION OIL	PRODUCTION OIL JAIPUR OCS
90	272	USHA	PRODUCTION OIL	PRODUCTION OIL BAREKURI QPS
91	275	VOLTAS	PRODUCTION OIL	PRODUCTION OIL UTILITY (OCS-5)
92	276	VOLTAS	PRODUCTION OIL	PRODUCTION OIL UTILITY (OCS-5)
93	279	VOLTAS	PRODUCTION OIL	PRODUCTION OIL (HATIALI EPS)
94	280	VOLTAS	PRODUCTION OIL	PRODUCTION OIL (ITF TENGAKHAT)
95	281	VOLTAS	PRODUCTION OIL	PRODUCTION OIL (BAREKURI EPS)
96	283	VOLTAS	PRODUCTION OIL	PRODUCTION OIL SR SECTION
97	284	VOLTAS	PRODUCTION OIL	PRODUCTION OIL SR SECTION
98	285	VOLTAS	PRODUCTION OIL	PRODUCTION OIL (CTF DULIAJAN)
99	286	VOLTAS	PRODUCTION OIL	PRODUCTION OIL (KATHALONI OCS)
100	287	VOLTAS	PRODUCTION OIL	PRODUCTION OIL (MORAN OCS)
101	288	VOLTAS	PRODUCTION OIL	PRODUCTION OIL SR SECTION
102	289	VOLTAS	PRODUCTION OIL	PRODUCTION OIL (BHOGPARA OCS)
103	290	VOLTAS	PRODUCTION OIL	PRODUCTION OIL SR SECTION
104	291	VOLTAS	PRODUCTION OIL	PRODUCTION OIL SR SECTION
105	295	VOLTAS	PRODUCTION OIL	OCS 5
106	278	VOLTAS	S&E	FIRE SERVICE
107	312	VOLTAS	SECURITY	SECURITY DEPARTMENT
108	313	VOLTAS	SECURITY	SECURITY DEPARTMENT
109	314	VOLTAS	SECURITY	SECURITY DEPARTMENT
110	315	VOLTAS	SECURITY	SECURITY DEPARTMENT
111	316	VOLTAS	SECURITY	SECURITY DEPARTMENT
112	317	VOLTAS	SECURITY	SECURITY DEPARTMENT
113	318	VOLTAS	SECURITY	SECURITY DEPARTMENT
114	319	VOLTAS	SECURITY	SECURITY DEPARTMENT
115	224	USHA	TECHNICAL AUDIT	TECHNICAL AUDIT DEPTT
116	222	USHA	TRANSPORT	TRANSPORT FIELD
117	245	VOLTAS	TRANSPORT	TRANSPORT
118	246	VOLTAS	TRANSPORT	TRANSPORT
119	247	VOLTAS	TRANSPORT	TRANSPORT
120	301	VOLTAS	TRANSPORT	TRANSPORT DEPTT
121	302	VOLTAS	TRANSPORT	TRANSPORT DEPTT
122	207	BLUE STAR	WEL LOGGING	WEL LOGGING
123	208	BLUE STAR	WEL LOGGING	WEL LOGGING

SL NO	OIL NO	MAKE	DEPARTMENT	LOCATION
1	5	Voltas	ADMIN	MAIN GUEST HOUSE
2	16	Voltas	ADMIN	DULIAJAN CLUB
3	17	VOLTAS	ADMIN	GOLF CLUB
4	22	Voltas	ADMIN	MORAN EXECUTIVE CLUB
5	0	SAMSUNG	ADMIN	PERCY EVENS HOUSE
6	0		ADMIN	PERCY EVENS HOUSE
7	0	BLUE STAR	ADMIN	BILLIARDS ROOM
8	0	BLUE STAR	ADMIN	BILLIARDS ROOM
9	23	VOLTAS	DIGBOI FIELD	DIGBOI GUEST HOUSE KITCHEN
10	4	Voltas	ER	NEHRU STADIUM
11	6	Voltas	ER	ER DEPTT FOR W/SITE CANTN
12	7	Voltas	ER	ER DEPTT FOR W/SITE CANTN
13	8	Voltas	ER	ER DEPTT FOR W/SITE CANTN
14	9	Voltas	ER	ER DEPTT FOR W/SITE CANTN
15	10	Voltas	ER	ER DEPTT FOR W/SITE CANTN
16	11	Voltas	ER	ER DEPTT FOR W/SITE CANTN
17	12	Voltas	ER	ER DEPTT FOR W/SITE CANTN
18	13	Voltas	ER	ER DEPTT FOR W/SITE CANTN
19	14	Voltas	ER	ER DEPTT FOR W/SITE CANTN
20	15	Voltas	ER	ER DEPTT FOR W/SITE CANTN
21	24	VOLTAS	L&D	L&D KITCHEN
22	25	VOLTAS	L&D	L&D KITCHEN
23	18	Voltas	ZALONI CLUB	ZALONI CLUB
24	19	BLUE STAR	ZALONI CLUB	ZALONI CLUB WINE BAR
25	20	BLUE STAR	ZALONI CLUB	ZALONI CLUB WINE BAR
26	21	HAIER	ZALONI CLUB	ZALONI CLUB
27	0	VOLTAS	ZALONI CLUB	ZALONI CLUB BAR ROOM

SPECIAL CONDITIONS OF CONTRACT (SCC)

(A) SCOPE AND DEFINITION OF THE CONTRACT:

1.1 Comprehensive maintenance (window Air conditioner) includes attending both maintenance services and breakdown reports of 977 nos. window type air conditioners up to 2 ton capacity of different makes for 3 years with minimum 1 preventive maintenance / servicing per year in various locations under Duliajan, Moran, Digboi and AP Fields, industrial and civic areas under OIL's operation.

1.2 Comprehensive maintenance (Refrigerator) includes attending both maintenance services and breakdown reports of 122 nos. Refrigerators of different make and capacity up to 420 Litre for 3 years with minimum 1 preventive maintenance / Servicing per year in various locations under Duliajan, Moran, Digboi and AP Fields, industrial and civic areas under OIL's operation.

1.3 Comprehensive maintenance (Water Cooler) includes attending both maintenance services and breakdown reports of 123 nos. water coolers of different make and capacity up to 120 Litre(Storage & Cooling) for 3 years with minimum 1 preventive maintenance/ Servicing per year in various locations under Duliajan, Moran, Digboi and AP Fields, industrial and civic areas under OIL's operation.

1.4 Comprehensive maintenance (Deep Fridge) includes attending both maintenance services and breakdown reports of 27 nos. deep fridges of different make and capacity up to 500 Litre for 3 years with minimum 1 preventive maintenance/ Servicing per year in various locations under Duliajan, Moran, Digboi and AP Fields, industrial and civic areas under OIL's operation.

1.5 Comprehensive maintenance includes supply and replacement of all defective / damaged parts / components, consumables including gas filling etc. required for equipment / machines mentioned in above Para 1.1 to 1.4.

1.6 Comprehensive maintenance includes breakdown maintenance of all equipment mentioned in Para 1.1 to 1.4.

1.7 On site comprehensive maintenance / servicing of all equipment mentioned above as listed in Annexure - I, II, III and IV to Part-II SOQ. Each and every equipment mentioned in these annexure shall be serviced / maintained at least once in a period of 12 (twelve) months for ensuring good health and running condition of the equipment. Equipment / Machines not included in the above list but installed as replacement of any machine shall also to be maintained / serviced by the Contractor.

1.8 The civil jobs necessary for carrying out the maintenance job is excluded from the scope of the contract.

Contractor will have to take over the entire equipment "AS IS WHERE IS" basis as listed in Annexure - I, II, III and IV to Part-II SOQ attached in the Contract.

(B) JOB DESCRIPTION:

The following jobs shall be carried out yearly (Every year) over & above breakdown maintenance of the equipment / machines by the contractor:

1. General cleaning of all the components of the machines.
2. Detect refrigerant gas leakages and rectification.
3. Checking of sound level of compressors.
4. Replacement of compressor with evacuation, refilling and pressure testing (leakage test) of required gas with required length of piping jobs if required.
5. Vibration monitoring and rectification.
6. Cleaning & replacement (if needed) of air filters for air conditioner.
7. Checking and cleaning of evaporator coils & replacement (if needed).
8. Checking and cleaning of condensate coil for any clogging & replacement (if needed).
9. Checking of blower motors, fan blades and other accessories etc. thoroughly. Replace, if required.
10. Balancing of Fan / blower motor, tightness of mounting boots & replacement (if needed)
11. Checking of all electrical circuitry for adequate tightness, replace components if required.
12. Checking and blocking of air passage around AC frame.
13. Painting of base plates of machines whenever required.
14. Any other job as recommended by O&M for a particular machine.

15. Any other job which has not been specified in the Contract but required for the smooth & trouble free operation/performance of a machine shall be carried out by the contractor.
- (C) Submission of Daily Maintenance report in OIL's prescribed format.
- (D) Submission of reports for attending breakdown jobs in OIL's prescribed format.
- (E) In addition to yearly preventative maintenance / servicing & breakdown jobs, the jobs necessary on the machines shall be carried out by the Contractor as & when required as per the instruction of OIL's Engineer.
- (F) **BREAKDOWN MAINTENANCE:**
1. The contractor shall ensure that the equipment / machines included in the service contract are in satisfactory working condition at all the times.
 2. All the breakdown reports / calls shall have to be attended and make the equipment into operation within 24 hours from the receipt / intimation of the report.
 3. Major repairs / replacement relating to parts like Compressor, Condenser coil, Fan Motor, PCBs, Gas leak testing and Gas charging, the maximum permissible time / period will be 120 hours on intimation by OIL.
 4. If the contractor fails to complete major repair / breakdown maintenance job within stipulated time period of 120 hours as stated in Para (F) 3., OIL reserves the right to carry out the same using OIL's resources and shall recover the expenses from the contractor's bill.

In turn OIL will deduct the cost on the basis of the following from the Contractor's bill.
 - i) Actual cost of material & spares.
 - ii) Manpower cost as per OIL employee wages.
 - iii) Supervision cost @ 20% on total of (i) & (ii)
 5. In case of delay in attending the breakdown reports and completing the repairing / replacement jobs, OIL will reserve the right to take appropriate action against the contractor as deemed fit.

(G) CONDITION OF ALL THE MACHINES AT THE BEGINNING AND AT THE END OF CONTRACT:

1. At the beginning of the contract all equipment / machines will be handed over by OIL to the contractor in normal operating condition.
2. At the end of the contract, the contractor shall hand over all machines to OIL in serviced and good working condition.
3. At the end of the contract if any machines are found defective or in non-operative condition, the same must be repaired and its proper performance / functioning must be ensured by the contractor, otherwise contractor's final bill will not be processed by OIL.

(H) SPECIAL INSTRUCTION TO THE CONTRACTOR:

1. The contract is not transferable. The Contractor shall not be allowed to engage sub-Contractors.
2. Contractor shall replace defective parts / components etc. with components of same capacity, make and type.
3. The Contractor shall maintain stock of different refrigerant gases in sufficient quantity used in different machines.
4. New compressors of same capacity make and type shall be used to replace defective compressors as per the instruction of OIL's Engineer.
5. If different make / types of components are to be used, prior permission / approval from OIL's Engineer / In-Charge shall be obtained by the contractor.
6. No modification will be allowed in the refrigerant circuit and electrical circuit.
7. In case of major breakdown, where the machines are required to be taken to workshop, the removal of machine and replacement / refitting of the machine with a healthy one shall be done by the Contractor.
8. The to & fro movement of machine from workshop to site and vice-versa shall be done by the Contractor with his / her own conveyance.

9. The quoted rates against individual items shall include the following –
- (a) Labour wages as per Minimum Wages Act and notifications issued by the Central Govt. thereon from time to time, including P.F, ESI and Bonus.
 - (b) PPE cost.
 - (c) Other charges / cost including overheads, profit, insurance and handling charge.

(I) QUALIFICATION & APPROVAL OF CONTRACTOR PERSONNEL:

- 1. The personnel in supervisor and technician level engaged by the Contractor shall have full knowledge of various makes / types of window type Air Conditioners up to 2 ton capacity, Water Cooler, Refrigerator and Deep fridge of different make, capacity and components used.
- 2. The personnel engaged by the contractor shall be competent enough to detect and rectify fault in any equipment/ machine under the contract.
- 3. Qualification & Experience:

The following categories of Contractor personnel are envisaged against this contract:

- a) Supervisor: Highly Skilled
- b) Technician/Electrician/Mechanic: Skilled
- c) Helper/Tradesman: Unskilled

3.1 Supervisor:

The supervisor engaged shall have minimum 3 years Diploma in Mechanical / Electrical Engineering with minimum 1 year experience in the field of air conditioning and refrigeration or ITI in Air Conditioning and Refrigeration trade with minimum 5 (Five) years' practical experience in the field.

3.2 Mechanic (air conditioning & refrigeration):

The Mechanic (air conditioning & refrigeration) engaged shall possess ITI certificate passing from recognized institution in air conditioning and refrigeration trade with minimum 2 years' experience in a recognised organization.

3.3 Technician / Electrician (Electrical):

The Technician/Electrician (Electrical) engaged shall possess ITI certificate passing from recognized institution in electrical trade with minimum 2 years' experience in recognised organization. He must possess valid workman permit having Part-I, II.

3.4 Helper:

Helper shall be qualified enough to understand safety rules and instructions that might be necessary to perform jobs safely.

4. Contractor shall obtain OIL's approval for the personnel to be engaged before signing the contract. Accordingly Bio-data of all the personnel must be submitted for approval to OIL.
5. Extra helper if required shall have to be engaged by the Contractor.

NOTE: The Contractor shall ensure that no job shall get delayed in absence of Contractor personnel, otherwise penalty will be imposed on the contractor by OIL as deemed fit.

6. Contractor shall furnish a written undertaking before commencement of job, expressing commitment to deploy only those personnel whose profiles have been pre-examined & approved by OIL or personnel with equivalent profiles after obtaining approval from OIL and to replace any of their personnel(s) at any point of time during the contractual period if, in the opinion of the Company, found not suitable for any reason.

(J) PAYMENT TO WORKPERSONS:

1. The Contractor must pay his / her work persons and supervisor the prevailing minimum wages at the rates as specified by Central Government of India from time to time and deposit the applicable provident fund and ESI contributions with the concerned authorities. Any non-compliance of the same will lead to termination of the contract without any written notice.
2. The Contractor shall also have to pay the bonus as per the provision of the Payment of Bonus Act, 1965 to his/her work persons and supervisor under the Contract every year.
3. The Contractor must ensure that payments have been made to his / her personnel in time for smooth functioning of the Contract.
4. Any dispute regarding payment shall be resolved by the Contractor with his / her employees. OIL will not be a party to any dispute of this type at any stage.
5. The Contractor deploying workmen as contract labour shall have to obtain Labour & other applicable Licenses from the Labour Commissioner, Government of Assam or such other licensing authority as may be declared by competent authority.

6. Provisions of all the relevant Statutes / Acts will have to be complied by the Contractor, more particularly, Payment of Wages Act, Minimum Wages Act, Provident Fund, Insurance, ESI, Bonus etc. The contractor shall indemnify the Company against any payments to be made under and for the observance of the provisions of the aforesaid acts / statutes. In the event of the contractor committing a default or breach of any of the provisions of the aforesaid acts as amended from time to time, of furnishing any information or submitting or filling and form / register / slip under the provisions of these acts which is materially incorrect, then the Company shall at its discretion, impose penalty on the Contractor. The decision of the CGM-ELECTRICAL or his authorize representative in this respect shall be final and binding.

(K) TRANSPORTATION, LOADING & UNLOADING:

1. The Contractor shall arrange his / her own arrangement for transportation of his / her personnel to maintenance site at various locations as mentioned in the contract.
2. Transportation to and from various locations for Contractor's crew and materials shall be in the scope of the Contractor.
3. Loading and unloading of materials / machines shall be the scope of the Contractor.

(L) TOOLS AND TACKLES:

1. The Contractor shall be ready with the adequate number of following tools and tackles in good working condition during the contract period. All tools and tackles shall be of standard make and should conform to IS or relevant standard.
2. Whenever OIL inspector / Engineer wishes to inspect, Contractor shall produce the tools and tackles for inspection. Any additional Tools / Instruments required for working shall have to be arranged by the Contractor. However, the tools and tackles used by the Contractor shall be taken away by them after expiry of the contractual period.
3. List of Tools & Instrument
 - a. High Pressure Gauge
 - b. Low Pressure Gauge.
 - c. Gas Charging Pipe.
 - d. Pipe bender.

- e. Vacuum Pump.
- f. Leak Detector Unit.
- g. Gas welding and Cutting Set.
- h. Digital Multi meter.
- i. Insulation Tester.
- j. Temperature Meter
- k. Box wrench set
- l. Soldering and De-soldering Unit and crimping tool.
- m. Digital Sound level meter.
- n. Refrigerant Gas Cylinder
- o. Nitrogen Gas Cylinder with double stage regulator
- p. Acetylene Gas Cylinder
- q. Oxygen Gas Cylinder
- r. Refrigerant charging Cylinder
- s. Cable Crimping tool, 1.5 square mm to 4 square mm.
- t. Any other equipment / tool which may be required for satisfactory completion / performance of works.

(M) PERSONAL PROTECTIVE EQUIPMENT (PPE):

- 1. Contractor shall provide adequate safety gadgets to his work-persons. The condition of all PPE and other safety gadgets provided by the Contractor to his work persons shall be in proper / good condition. List of minimum PPE's are listed below:
 - a. Safety shoe.
 - b. Safety Helmet.
 - c. Hand Gloves.
 - d. Gas Musk.
- 2. Safe and proper working procedure shall be followed while carrying out jobs to ensure safety of equipment and personal.
- 3. Contractor shall ensure compliance of all safety and statutory rules regulations.
- 4. The Contractor's personnel while on duty / work must use adequate personal protective equipment. Personnel without PPE will not be allowed to work and will be marked absent.
- 5. Shortfall of safety gadgets per day / per person will lead to deduction of 0.5% of the total contract value.

(N) SPARES AND COMPONENTS:

1. The contractor shall have to provide all spares and consumables required for maintenance and repairing of Air conditioners of different makes up to 2 ton capacity, Water Coolers, Refrigerators and Deep fridges of different ratings, makes and capacity as stated in Para (A) 1.1, 1.2, 1.3 & 1.4. All spares shall be brand new having same capacity, same make and type, whenever replacement is done while carrying out the necessary maintenance jobs.
2. The spares mentioned below, have been CATAGORIZED from Sl. No. "a" to "l" as MANDATORY SPARES and estimated minimum quantity of these spares shall be kept / stocked at contractor's site for breakdown / routine maintenance of the air conditioners during the contract period of 3 (three) years.
3. The Contractor shall keep adequate quantity of these spares of different makes in stock so as to complete the works in time to the satisfaction of OIL.
4. List of Spares for 3 (three years)-Indicative only.

a. Rotary Compr. for 1.0 TR AC:	20 Nos.
b. Rotary Compr. for 1.5 TR AC:	220 Nos.
c. Rotary Compr. for 2.0 TR AC:	4 Nos.
d. 1/8 HP Compr. for Refrigerator:	10 Nos.
e. 1/6 HP Compr. for Refrigerators:	18 Nos.
f. 1/3 HP Compr. for w/cool & Deep Fridge:	7 Nos.
g. PCB for window AC:	130 Nos.
h. Fan Motor for window AC:	130 Nos.
i. Fan Motor for water cooler:	10 Nos.
j. Copper tube of all size:	120 Meter.
k. Relay for air conditioner:	160 Nos.
l. Relay for refrigerator:	30 Nos.
m. 100-120 mfd Starting Capacitor:	160 Nos.
n. 30 mfd Running capacitor:	160 Nos.
o. 36 mfd Running capacitor:	160 Nos.
p. 45 mfd Running capacitor:	160 Nos.
q. 50 mfd Running capacitor:	160 Nos.
r. 4 mfd Fan capacitor:	160 Nos.
s. 6/10 mfd Fan capacitor:	160 Nos.
t. Thermo switch small for AC:	160 Nos.
u. Thermo switches for refrigerator:	20 Nos.
v. Thermo switches for water cooler:	15 Nos.
w. Thermo switches for deep fridge:	5 Nos.

x.	Selector Switch:	150 Nos.
y.	Air filter:	470 Nos.
z.	5A, 3 -Pin plug:	90 Nos.
aa.	20A Metal clad plug:	60 Nos.
bb.	Brazing Materials:	190 Nos.

Note: At the end of the Contract period the unused mandatory spares listed above shall be handed over to OIL.

5. If additional quantity of mandatory spares, more than that specified in Para (N) (4) is required during execution of contract, then the contractor shall have to arrange the same. OIL shall reimburse the cost of the additional mandatory spares on actuals on submission of relevant documentary evidence.
6. Additional quantities of the spares other than the mandatory spares mentioned in Para (N) (4) shall be arranged by the Contractor.
7. If different capacity / make / types of mandatory spares are to be used for any technical reasons then prior permission from OIL's Engineer in-charge shall be obtained.
8. In case of motors, if new motor of same dimension is not available in the market and also mounting of the motor becomes a problem, repair may be considered. However, permission from OIL's Engineer in charge shall be obtained for doing so.
9. Supply of all other spares and consumables irrespective of their value, which do not appear in the above list (Para N 4), shall be in the scope of the contractor and quantity shall be as per actual requirement and there shall be no maximum limit. Contractor shall quote for comprehensive maintenance Contract taking the above into consideration.
10. The list of equipment / machines, their make, rating, models is attached in Annexure - I, II, III and IV to Part-II SOQ. Contractor shall have to maintain sufficient stock of essential spares / consumables of superior quality in his site store at Duliajan for replacement of defective / worn out parts expeditiously.
11. Supply / replacement of mandatory spares like compressors, fan motors etc. should be accompanied by relevant documents to prove genuineness of the item.
12. If replacement of any defective parts is supplied by OIL (mainly mandatory spares from Sl. No: "a" to "I" of Para N 4 after exhausting the Contract quota)

then those defective parts shall have to be handed over to OIL after replacement.

(O) OFFICE / WORKSHOP / STORAGE:

Contractor should have / arrange proper works cum storage facility at Duliajan (within a radius of 5 Km from OIL industrial area), where he can be contacted in case of requirement / emergency (24 hours a day) with a permanent telephone / contact number, without which the Contractor will not be allowed to start the Contract.

(P) OIL reserves the right to inspect and verify the compliance of point under Para "N 4" & Para "O" before awarding the Work Order.

(Q) Contractor shall arrange boarding and lodging for his / her persons. All logistics arrangements shall be in the scope of the Contractor.

(R) QUALITY OF WORK:

1. Contractor shall abide by all instructions of OIL engineer and shall carry out standard quality jobs / works to the satisfaction of OIL Engineer-in Charge.
2. OIL shall reserve the right to ask the Contractor to re-do poor quality job if found / reported, at no extra cost to OIL.

(S) GUARANTEES OF WORKS & SERVICES:

The replacement / repair of major spares like compressor, fan motors, condenser coils etc. should be guaranteed for a period of minimum one year from the date of replacement / repair undertaken by the Contractor. Warranty card for new compressor replaced by the contractor shall be duly signed and submitted to Electrical Department. In such a case, failure of component during guarantee period shall be replaced by the Contractor without any additional cost to OIL.

(T) COLLECTION / ATTENDING OF REPORT:

1. The Contractor or his authorised personnel/representative shall visit the office of Dy. General Manager Electrical-Workshop service on all working days at 7:00 AM to collect report of machines.
2. Report shall be attended on daily basis.

3. Report attended thereof shall have to be handed over to OIL Engineer-in Charge in the prescribed format.

(U) SAFETY AND SECURITY AT WORK SITE:

1. The Contractor shall take necessary work permits before starting any job from the owner or IM of respective installation.
2. The Contractor shall take necessary precautionary measures like switching off of electrical circuit before starting their job.
3. The Contractor shall not operate any other equipment other than the one for which he has been given permit to work.
4. While testing the equipment before attending or after completion of the job, the maintenance personnel must ensure that no other person is working on the same circuit or machine.
5. During gas charging, the Contractor must follow the standard safety guidelines, approved SOP and use personnel protective equipment required for the job.
6. Supervisor engaged by the contractor shall conduct tool box meeting before starting any job.
7. Contractor personnel shall carry his/her identity cards during their duty hours.

(V) MARKING / NUMBERING AND RECORD KEEPING:

1. The Contractor personnel attending any maintenance / breakdown reports shall note-down name plate details of the machines.
2. The Contractor shall mark / nomenclature all the machines as and when required and as directed by Engineer-In-Charge. The Contractor shall place tags depicting OIL no. and servicing date in semi-permanent manner so as to identify the machine that maintenance has been done.

(W) PAYMENTS TERMS:

1. Payment will be made to the Contractor on Monthly basis against Preventive maintenance / Servicing of the machine. Measurement of Jobs / Works shall be taken by the Contractor in consultation with OIL's Engineer. The Service Entry Sheet shall be prepared based on service Line Items rates and the actual measurement of machine serviced per Month. However, the Contractor will be

fully responsible for trouble-free operation and smooth functioning of the machine for 12 Months from the date of PM / Servicing of the machine i.e. 1 year (365 days).

2. The measurement sheet shall be submitted latest by 25th day of every month.

(X) CONTRACTOR'S SAFETY OBLIGATION (GENERAL HSE POINTS):

Contractor shall abide by the HSE (Health, Safety & Environmental) POINTS as listed in SAFETY MEASURES (PART-V of NIT).

(Y) SUB-CONTRACTING: Sub-contracting of Petty Support Services against this contract is not applicable.

*******End of SCC*******

**To,
CGM-CONTRACTS (HoD)
OIL INDIA LIMITED
DULIAJAN-786602**

SUB: SAFETY MEASURES

Description of work/service: Comprehensive maintenance contract for Window air conditioners, Refrigerators, Water coolers and Deep fridges.

Sir,

We hereby confirm that we have fully understood the safety measures to be adopted during execution of the above contract and that the same have been explained to us by the concerned authorities. We also give the following assurances.

a) Only experienced and competent persons shall be engaged by us for carrying out work under the said contract.

b) The names of the authorized persons who would be supervising the jobs on day to day basis from our end are the following:

i) _____

ii) _____

iii) _____

The above personnel are fully familiar with the nature of jobs assigned and safety precautions required.

c) Due notice would be given for any change of personnel under item(b) above.

d) We hereby accept the responsibility for the safety of all the personnel engaged by us and for the safety of the Company's personnel and property involved during the course of our working under this contract. We would ensure that all the provisions under the Oil Mines Regulations, 1984 and other safety rules related to execution of our work would be strictly followed by our personnel. Any violation pointed out by the Company's Engineers would be rectified forthwith or the work suspended till such time the rectification is completed by us and all expenditure towards this would be on our account.

e) We confirm that all persons engaged by us would be provided with the necessary Safety Gears at our cost.

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

g) We shall abide by the following HSE (Health, Safety & Environmental) POINTS:

GENERAL HEALTH, SAFETY & ENVIRONMENT (HSE) POINTS:

i) The Contractor shall strictly comply with the applicable and prevailing provisions of the Mines Act 1952, OISD Guidelines, and 10th Conference Recommendations of Safety in Mines. A copy of provisions of 10th Conference Recommendations in the form of "General HSE Points" is available in the office which may be issued to successful bidders at the time of need.

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

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

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

v) Contractor has to ensure that all work is carried out in accordance with the Statute and SOP and for the purpose he may deploy adequate qualified and competent personnel for the purpose of carrying out the job in a safe manner. For work of a specified scope/nature, he should develop and provide to the mine owner a site specific code of practice in line.

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

vii) The return shall be submitted quarterly (by 10th of April, July, October & January) for Contracts of more than one year. However, for Contracts of less than one year, returns shall be submitted monthly.

viii) It will be entirely the responsibility of the Contractor/his Supervisor/ representative to ensure strict adherence to all HSE measures and statutory rules during operation in OIL's installations and safety of workers engaged by him. The crew members will not refuse to follow any instruction given by company's

PART-V SAFETY MEASURE (SM)

Installation Manager/Safety Officer/Engineer/Official/ Supervisor/Junior Engineer for safe operation.

ix) 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.

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

xi) The Contractor shall have to report all incidents including near miss to Installation Manager / Departmental representative of the concerned Department of OIL.

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

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

xiv) The health check-up of Contractor's personnel is to be done by the Contractor in authorized Health Centre's 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.

xv) To arrange daily tool box meeting and regular site safety meetings and maintain records.

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

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

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

xix) In case Contractor is found non-compliant of HSE laws as required company will have the right for directing the Contractor to take action to comply with the requirements, and for further non-compliance, the Contractor will be penalized prevailing relevant Acts/Rules/Regulations.

xx) When there is a significant risk to health, environment or safety of a person or place arising because of a non-compliance of HSE Measures Company will have the right to direct the Contractor to cease work until the non-compliance is corrected.

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

PART-V SAFETY MEASURE (SM)

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

xxiii) 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.

xxiv) Most of the above provisions are from the 10th conference Recommendation of safety in Mines.

(Seal)

Yours Faithfully,

Date_____

M/s._____
FOR & ON BEHALF OF CONTRACTOR

INTEGRITY PACT

Between

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

And

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

Preamble:

The Principal intends to award, under laid down organizational procedures, contract/s for **“Comprehensive maintenance contract for Window air conditioners, Refrigerators, Water coolers and Deep fridges.”**

(IFB No. CDI3493P20)

The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

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

Section: 1 - Commitments of the Principal

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

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

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a

Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section: 2 - Commitments of the Bidder/Contractor

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

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

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

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

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

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

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

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

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

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract

award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

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

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

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

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

Section 4 - Compensation for Damages

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

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

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

Section 5 - Previous transgression

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

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

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

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

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

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

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

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

Section: 8 - External Independent Monitor/Monitors

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

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.

(3) The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.

PART-VI INTEGRITY PACT

(4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

(5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the Independent External Monitor shall give an opportunity to the bidder / contractor to present its case before making its recommendations to the Principal.

(6) The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

(7) If the Monitor has reported to the Chairperson of the Board a Substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

(8) The word 'Monitor' would include both singular and plural.

Section: 9 - Pact Duration

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

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

Section: 10 - Other provisions

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

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

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

PART-VI INTEGRITY PACT

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

.....
For the Principal

.....
For the Bidder/Contractor

Place:

Witness 1:

Date:

Witness 2:

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

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

TO WHOM IT MAY CONCERN

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

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

Place:

Date:

Seal:

Membership Code & Registration No.:

Signature

BID FORM

To,
M/s. Oil India Limited,
P.O. Duliajan, Assam, India

Sub.: IFB No. CDI3493P20

Gentlemen,

Having examined the General and Special Conditions of Contract and the Terms of Reference including all attachments thereto, the receipt of which is hereby duly acknowledged, we the undersigned offer to perform the services in conformity with the said conditions of Contract and Terms of Reference for the sum quoted in the Price Bid Format 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 as per the terms & conditions set out in the subject tender.

If our Bid is accepted, we will submit the Performance Security Deposit as specified in the tender document for the due performance of the Contract.

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

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

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

Dated this _____ day of _____ 20__.

Authorised Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bidder:

STATEMENT OF NON-COMPLIANCE (IF ANY)

(Only exceptions/deviations to be rendered)

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

Section No.	Clause No. (Page No.)	Non-Compliance	Remarks

Signature of Bidder: _____

Name: _____

NOTE:

OIL INDIA LIMITED expects the bidders to fully accept the terms and conditions of the bid document. However, should the bidders still envisage some exceptions/deviations to the terms and conditions of the bid document, the same should be indicated as per above format and submit along with their bids. If the **“Statement of Non-Compliance”** in the above Proforma is left blank (or not submitted along with the Bid), then it would be constructed that the bidder has not taken any exception/deviation to the IFB requirements.

LETTER OF AUTHORITY FOR ATTENDING BID OPENING

TO
CGM – CONTRACTS (HoD)
OIL INDIA LIMITED
P.O. Duliajan - 786602
Assam, India

Sir,

Sub: **OIL's IFB No. CDI3493P20**

I / We _____ confirm that Mr. _____
(Name and address) as authorized to represent us during bid opening on our behalf
with you against IFB Invitation No. **CDI3493P20** for **“Comprehensive
maintenance contract for Window air conditioners, Refrigerators, Water
coolers and Deep fridges.”**

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

Yours Faithfully,

Authorised Person's Signature: _____

Name: _____

Signature of Bidder: _____

Name: _____

Date: _____

PROFORMA-V

DETAILS OF BIDDER
(WHEREVER APPLICABLE, TO BE FILLED BY THE BIDDER)

a.	<u>Name of the Bidder / Firm:</u>		
b.	<u>Registered postal address with PIN code:</u>		
c.	<u>Telephone No:</u>		
d.	<u>Mobile No:</u>		
e.	<u>E-mail ID:</u>		
f.	<u>Fax No:</u>		
g.	<u>Contact Person:</u>		
h.	<u>Contact person's contact No:</u>		
i.	<u>PAN No:</u>		
j.	<u>Bidder's Bank details:</u>	Name: Address: A/c Type: A/c No.: IFSC/RTGS Code: NEFT Code:	
k.	<u>EMD / Bid Security Details:</u>		
	EMD / Bid Security Deposited vide: (Tick ✓ whichever is applicable)	ONLINE PAYMENT	BANK GUARANTEE (BG)
	EMD Instrument No. & Date:		
	Validity of BG: (If EMD submitted vide BG)		
	Name & Address of EMD issuing Bank / Branch (only in case of EMD submitted in the form of BG)		
l.	GST Regn. No. (If not available then to be submitted on issuance of LOA)		
m.	PF code no. (Or a declaration by the applicant that provisions of Provident Fund Act is not applicable to them. In case P.F. is required to be deposited later on, the same will be deposited by the bidder)		
n.	Vendor code with OIL (if available)		

Signature: _____

Name in Block letters _____

For M/S. _____

PROFORMA-VI

STANDARD FORMAT OF PERFORMANCE SECURITY (BANK GUARANTEE)
(TO BE FURNISHED BY THE CONTRACTOR IN CASE OF SUBMITTING
PERFORMANCE SECURITY IN THE FORM OF BANK GUARANTEE AFTER
ISSUE OF LOA)

To,
M/s. OIL INDIA LIMITED,
CONTRACTS DEPARTMENT
DULIAJAN, ASSAM, INDIA, PIN - 786 602.

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

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

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

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

This guarantee is valid until the _____ day of _____

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

A. Issuing Bank:

BANK FAX NO:

BANK EMAIL ID:

BANK TELEPHONE NO.:

IFSC CODE OF THE BANK:

Contd.....P/2

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

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

SIGNATURE AND SEAL OF THE GUARANTORS _____

Designation _____

Name of Bank _____

Address _____

Witness _____

Address _____

Date _____

Place _____

Note:

The Bank Guarantee issuing bank branch shall ensure the following:

a. The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:

(i) MT 760 / MT 760 COV for issuance of Bank Guarantee

(ii) MT 760 / MT 767 COV for amendment of Bank Guarantee

The above message / intimation shall be sent through SFMS (indicating the Contract Number) by the BG issuing bank branch to HDFC Bank, Duliajan Branch; IFS Code – HDFC0002118; SWIFT Code – HDFCINBBAL; Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar, Duliajan, Dibrugarh, PIN – 786602.

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

c. Further correspondence against BG towards Performance Security must contain the Contract Number.

FORM OF BID SECURITY (BANK GUARANTEE)

To:
M/s. OIL INDIA LIMITED,
CONTRACTS DEPARTMENT,
DULIAJAN, ASSAM, INDIA, PIN - 786 602.

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

SEALED with the said Bank this ____ day of _____ 20_____.

THE CONDITIONS of these obligations are:

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

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

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

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

A. Issuing Bank:

BANK FAX NO:
BANK EMAIL ID:
BANK TELEPHONE NO.:
IFSC CODE OF THE BANK:

Contd.....P/2

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

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

SIGNATURE AND SEAL OF THE GUARANTORS _____

Name of Bank & Address _____

Witness _____

Address _____

(Signature, Name and Address)

Date: _____

Place: _____

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

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

Note:

The Bank Guarantee issuing bank branch shall ensure the following:

a. The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:

- (i) MT 760 / MT 760 COV for issuance of Bank Guarantee
- (ii) MT 760 / MT 767 COV for amendment of Bank Guarantee

The above message / intimation shall be sent through SFMS (indicating the Tender Number) by the BG issuing bank branch to HDFC Bank, Duliajan Branch; IFS Code – HDFC0002118; SWIFT Code – HDFCINBBCAL; Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar, Duliajan, Dibrugarh, PIN – 786602.

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

c. Further correspondence against BG towards Bid Security must contain the Tender Number.

AGREEMENT FORM

This Agreement is made on ____ day of _____ between Oil India Limited, a Government of India Enterprise, incorporated under the Companies Act 1956, having its registered office at Duliajan in the State of Assam, hereinafter called the "Company" which expression unless repugnant to the context shall include executors, administrators and assignees on the one part, and M/s. _____ (Name and address of Contractor) hereinafter called the "Contractor" which expression unless repugnant to the context shall include executors, administrators and assignees on the other part,

WHEREAS the Company desires that Services _____ (brief description of services) should be provided by the Contractor as detailed hereinafter or as Company may requires;

WHEREAS, Contractor engaged themselves in the business of offering such services represents that they have adequate resources and equipment, material etc. in good working order and fully trained personnel capable of efficiently undertaking the operations and is ready, willing and able to carry out the said services for the Company as per Section-II attached herewith for this purpose and

WHEREAS, Company had issued a firm Letter of Award No. _____ dated _____ based on Offer No. _____ dated _____ submitted by the Contractor against Company's IFB No. _____ and the Contractor accepted the same vide Letter No. _____ dated _____.

WHEREAS, the Contractor has furnished to Company the performance security in the form of DD / BC / BG for Rs. _____ (being 10% of Annualized Contract value).

All these aforesaid documents shall be deemed to form and be read and construed as part of this agreement/contract. However, should there be any dispute arising out of interpretation of this contract in regard to the terms and conditions with those mentioned in Company's tender document and subsequent letters including the Letter of Intent and Contractor's offer and their subsequent letters, the terms and conditions attached hereto shall prevail. Changes, additions or deletions to the terms of the contract shall be authorized solely by an amendment to the contract executed in the same manner as this contract.

NOW WHEREAS, in consideration of the mutual covenants and agreements hereinafter contained, it is hereby agreed 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 referred to.

2. In addition to documents herein above, the following Sections and Annexures attached herewith shall be deemed to form and be read and construed as part of this agreement viz.:

(a) PART-I indicating the General Conditions of this Contract;

Contd.....P/2

PROFORMA-IX

Format of undertaking to be submitted by Bidders towards submission of authentic information/documents as per **Clause No. xv under Important Notes of the Forwarding Letter** of tender document (To be typed on the letter head of the bidder)

Ref. No.: _____

Date: _____

Sub.: Undertaking of authenticity of information/documents submitted

Ref.: Your tender No. CDI3493P20

To,
The CGM-Contracts (HoD)
Contracts Department,
OIL, Duliajan

Sir,

With reference to our quotation against your above referred tender, we hereby undertake that no fraudulent information/documents have been submitted by us.

We take full responsibility for the submission of authentic information/documents against the above cited bid.

We also agree that, during any stage of the tender/contract agreement, in case any of the information/documents submitted by us are found to be false/forged/fraudulent, OIL has right to reject our bid at any stage including forfeiture of our EMD and/or PBG and/or cancel the award of contract and/or carry out any other penal action on us, as deemed fit.

Yours faithfully,
For (type name of the firm here)

Signature of Authorized Signatory

Name:

Designation:

Phone No.:

Place:

Date:

(Affix Seal of the Organization here, if applicable)

PROFORMA-X

**(TO BE EXECUTED BY THE AUTHORIZED SIGNATORY OF THE BIDDER ON
THE OFFICIAL LETTER HEAD OF THE BIDDER)**

CERTIFICATE OF COMPLIANCE TO FINANCIAL CRITERIA

**Ref.: Note 'b.' under Clause 1.2 Financial Criteria of BEC-BRC of Tender No.
CDI3493P20**

I _____ the authorized signatory(s) of _____
(Company or firm name with address) do hereby solemnly affirm and declare /
undertake as under:

**The balance sheet/Financial Statements for the financial year _____
have actually not been audited as on the Original Bid Closing Date.**

Yours faithfully,

For (type name of the firm here)

Signature of Authorized Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

Note: Please note that any declaration bearing date after the Original Bid Closing Date will not be considered and will be rejected. This certificate is to be issued only considering the time required for preparation of Financial Statements i.e. if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the Original Bid Closing Date.

FORMAT FOR UNDERTAKING
(IN TERMS OF BEC CLAUSE NO. 1.1.3 OF TENDER NO. CDI3493P20)
(On Non-Judicial Stamp Paper of Rs. 100/-)
TO BE NOTORISED UNDER NOTARY ACT, 1952

To,

CGM-CONTRACTS (HoD)
OIL INDIA LIMITED
DULIAJAN

Dear Sir(s),

UNDERTAKING/DECLARATION BY THE BIDDER IN RESPECT OF TENDER NO
CDI3493P20

This is in connection with the Bid submitted by me/us, (Name of Bidder), against Tender No. CDI3493P20 for “**Comprehensive maintenance contract for Window air conditioners, Refrigerators, Water coolers and Deep fridges.**”

I/We, the afore mentioned Bidder against the subject tender, hereby declare that my/our quoted rates against Line Item Nos. 10, 20, 30 & 40 of PART-II SOQ include the following -

- (a) Labour wages as per Minimum Wages Act and notifications issued by the Central Govt. thereon from time to time, including P.F, ESI and Bonus.
- (b) PPE cost.
- (c) Other charges / cost including overheads, profit, insurance and handling charge.

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

I/We, the afore mentioned Bidder against the subject tender, further undertake that I/We will pay my/our workers as a minimum the existing Daily wages as notified under the Minimum Wages Act from time to time by the Central Govt. and such statutory or any other increase in the wages rates including consequent increase in statutory contributions like PF, bonus & ESI etc. of contract labours engaged by me/us shall be borne solely by me/us during the entire period of the contract, including extension if any, without any cost implication whatsoever upon the Company.

Contd. P/2

Page No. 2

I/We further agree and undertake that in case of any violation of the above undertaking, Oil India Limited (OIL) shall be at liberty to take appropriate action against me/us in terms of the Tender/Contract including but not limited to termination of contract and debarment from future business with OIL. I/We shall duly comply with all the statutory obligations, more particularly under applicable labour laws. I/We further agree and undertake that in case of any dispute or claims arise out of my non-compliance of statutory obligations under

the Contract, by the Labourers engaged by me or by any statutory authorities, I/We shall solely be responsible for the same and hold the Company harmless against such dispute or claims. I/We further authorize the Company, in the event of my default or non-compliance of any statutory obligations, to deduct/recover and adjust such amount or claim against my Bills due under the Contract or against any other existing or future Contracts with the Company including performance security.

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

Yours faithfully,

1. Authorized Signatory with Seal

(Bidder)

Place:

Date:

<p align="center">OIL INDIA LIMITED (A Government of India Enterprise) Duliajan, Assam</p>					
DESCRIPTION OF WORK/SERVICE: Comprehensive maintenance contract for Window air conditioners, Refrigerators, Water coolers and Deep fridges.					
<p align="center">PRICE BIDDING FORMAT</p>					
NAME OF BIDDER					
Bidder's GSTIN No.					
SAC Code					
Item No.	Description of Services	UOM	Estimated Quantity	Rate (Rs.) to be quoted Excluding GST	Amount (Rs.) Excluding GST
			A	B	D = A * B
10	Servicing / Maintenance of Air conditioners	NO	2931.00		-
20	Servicing / Maintenance of Refrigerator	NO	366.00		-
30	Servicing / Maintenance of Water Cooler	NO	369.00		-
40	Servicing / Maintenance of Deep fridge	NO	81.00		-
Total (Rs.) (exclusive of GST)					-
Applicable GST Rate in %		Applicable GST#		Total (Rs.) (inclusive of GST)	-
*Please select from Drop Down list.					
1. The price/rate(s) quoted by the Bidders will be inclusive of all taxes except GST (i.e. IGST or CGST and SGST/UTGST as applicable in case of interstate supply or intra state supply respectively and Cess on GST, if applicable) on the final services. However, GST rate (including cess) to be provided in the respective places in the Price Bid.					
2. Price Bids shall be evaluated on overall lowest cost to OIL (L-1 offer) basis i.e. considering total quoted price for all services including applicable GST (CGST & SGST/UTGST or IGST)					
3. OIL will prefer to deal with registered bidder under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet. However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document.					
4. Price Bid uploaded without giving any of the details of the taxes (Including rates and amounts) will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder.					
5. Input Tax Credit on GST (Goods & Service Tax) for this service is NOT available to OIL & The bids will be evaluated based on total price including GST.					
6. Refer to GCC for detail of GST.					
7. Refer to SOQ & SCC for Item detail Description.					
8. Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.					

This cost is to be maintained under the "Total Bid Value" in the e-tender portal. Refer **Clause 8.0** of Forwarding Letter for details.

TECHNICAL EVALUATION SHEET FOR BEC/BRC

Sl. No.	Clause No of BEC/BRC	Description	Bidders Remarks (Complied / Not Complied / Deviation)	Bidder to indicate the following to support the remarks/ compliance	
				Name of File as uploaded in E-Tender portal	Relevant Page No. of the file
1	BEC Clause No. 1.1	1.1 Technical Criteria: 1.1.1 Bidder must have experience of successfully completing at least one SIMILAR work of value Rs. 13,35,000.00 (Rupees Thirteen Lakh Thirty-Five Thousand) only in previous 07 (seven) years reckoned from the original bid closing date with PSUs / Central Government / State Government Organization / Public Limited Company			
		1.1.2 Bidder must have P.F. & ESIC Registration. Documentary evidence for the same should be submitted along with technical bid. OR In case bidder doesn't have P.F. & ESIC Registration at the time of bidding then the bidder shall have to submit an undertaking that they shall get registered with P.F. and ESIC Authority and shall produce the documentary evidence for the same before issue of Work Order by OIL.			
		1.1.3 Bidder must submit an undertaking as per PROFORMA-XI in their letter head along with the technical bid without which the bid shall be straightway rejected.			
2	Notes to BEC Technical Criteria Clause 1.1.1	1. " SIMILAR work " mentioned above means – 'Experience in carrying out Maintenance and servicing activities / procedures for up-keepment of air conditioners / HVAC system.			

TECHNICAL EVALUATION SHEET FOR BEC/BRC

	above:	2. If the prospective bidder has executed contract(s) in which SIMILAR work is a component, and the Similar work executed satisfies the minimum criteria prescribed in the BEC Clause No. 1.1.1, then such experience will also be taken into consideration provided that the bidder submits the breakup of the works executed under such contract(s) clearly indicating the value of SIMILAR work , which must be certified by the end user.			
		3. For proof of requisite experience of SIMILAR work , self-attested photocopies of following documents must be submitted along with the bid: <u>Contract document / Work order showing details of work supported with Completion Certificate issued by PSUs / Govt. Organisation / Public Limited Companies</u> for the similar work mentioned above confirming the following: a. Gross value of Similar work done b. Nature of Job done. c. Contract start and completion date.			
		4. SIMILAR work executed by a bidder for its own organization / subsidiary will not be considered as experience for the purpose of meeting BEC.			
3	BEC Clause No. 1.2	Financial Criteria: (i) Annual Financial Turnover of the bidder in any of preceding 03 (three) financial / accounting years, reckoned from the original bid closing date should be at least Rs. 13,35,000.00 (Rupees Thirteen Lakh Thirty-Five Thousand) only.			

TECHNICAL EVALUATION SHEET FOR BEC/BRC

		<p>(ii) Net worth of bidder must be positive for preceding financial / accounting year.</p> <p>Note: The Net worth to be considered against the clause above, should be read in conjunction with the definition of Net worth as mentioned in Section 2 (57) of The Companies Act, 2013.</p>			
4	Note to BEC Clause No. 1.2	<p>A. For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:</p> <p>(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 PROFORMA-I.</p> <p align="center">OR</p> <p>(ii) Audited Balance Sheet along with Profit & Loss account.</p> <p>*Note:</p> <ul style="list-style-type: none"> • Mention of UDIN (Unique Document Identification Number) is mandatory for all Certificates issued w.e.f. February 1, 2019 by Chartered Accountant in Practice. • 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 evidences for the same. 			

TECHNICAL EVALUATION SHEET FOR BEC/BRC

		<p>B. 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 Statement for the financial year have actually not been audited so far, as per format prescribed in PROFORMA-X.</p> <p>C. In case the bidder is a Government Department, they are exempted from submission of documents mentioned under para A. and B. Above.</p>			
5	BEC Clause No. 1.4	Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.			
6	BRC Clause No. 2.2	The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-responsive and rejected			
7	BRC Clause No. 2.3	Bid security shall be furnished as a part of the Techno Commercial Un-priced Bid. The amount of bid security should be as specified in the forwarding letter. Any bid not accompanied by a proper bid			

TECHNICAL EVALUATION SHEET FOR BEC/BRC

		<p>security will be rejected.</p> <p><u>Note:</u> In case the Bidder submits Bid security in the form of Bank Guarantee (BG); the BG must be valid for minimum 120 days from the date of Technical bid opening.</p> <p>For availing EMD exemption, the interested MSE Bidders must ensure that their technical offer must include a valid copy of relevant MSE Certificate issued by appropriate authority. If the technical offer does not include a valid copy of relevant MSE Certificate, then the Bid without EMD shall be rejected.</p>			
8	BRC Clause No. 2.9	<p>Bids are invited under Single-Stage Composite Bid System. Bidders must submit both “Technical” and “Price” Bids in electronic form through online OIL’s e-Tender portal accordingly within the Bid Closing Date and time stipulated in the e-Tender. The Technical Bid is to be submitted as per Scope of Work & Technical Specifications of the tender under “Technical Attachment” Tab and the Priced Bid under “Notes and Attachments” Tab as per the PRICE BID FORMAT.</p>			
9	BRC Clause No. 2.10	<p>Bidder must accept and comply with the following provisions as given in the Tender Document in toto, failing which offer will be rejected:</p> <ul style="list-style-type: none"> (i) Firm price (ii) EMD / Bid Bond (iii) Period of validity of Bid (iv) Price Schedule (v) Performance Bank Guarantee / Security deposit (vi) Delivery / Completion Schedule (vii) Scope of work (viii) Guarantee of material / work 			

TECHNICAL EVALUATION SHEET FOR BEC/BRC

		(ix) Liquidated Damages clause (x) Tax liabilities (xi) Arbitration / Resolution of Dispute Clause (xii) Force Majeure (xiii) Applicable Laws (xiv) Specifications (xv) Integrity Pact			
10	BRC Clause No. 2.11	There should not be any indication of price in the Un-priced Techno-Commercial Bid. A bid will be straightway rejected if this is given in the Un-priced Techno-Commercial Bid.			
11	BRC Clause No. 2.12	Bid received with validity of offer less than 90 (Ninety) days from the date of Technical Bid opening will be rejected.			