

E-TENDER CDI4762P15

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

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

IFB No.	CDI4762P15
Description of Service	Seismic Survey Operations for acquiring high density 3D seismic data of 5000 shots in the areas lying North/south of river Brahmaputra in Assam and Arunachal Pradesh along with 3100±10% channels using manual dheki drilling and other associated activities.
Period of Sale of Bid Document	10.09.2014 TO 09.10.2014
Bid Closing / Opening Date & Time	16.10.2014 (11:00 HRS / 14:00 HRS : Server Time)
Cost of Bid Document	Rs. 5000.00
Bid Security (EMD)	Rs. 2,75,000.00 The Bid Security should be in the form of a BANK DRAFT / BANKER'SCHEQUE/ BANK GUARANTEE (valid for minimum 210 days from the date of Technical Bid opening) favouring OIL INDIA LIMITED, payable at DULIAJAN for the amount applicable and purchased from any Nationalised / Scheduled Bank. Original hard copy of Bid Security should reach the office of HEAD-CONTRACTS before Bid opening date and time. A scanned copy of this document should also be uploaded along with the Bid documents.

2.0 For participation, the interested Bidder(s) should submit / send application along with the requisite Cost of Bid Document to reach the following address within the period of sale (inclusive both the days i.e. start date& end date) of Bid document :

**HEAD-CONTRACTS, CONTRACTS DEPARTMENT, OIL INDIA LIMITED, DULIAJAN,
DISTRICT:DIBRUGARH, PIN- 786 602 (ASSAM)**

2.1 Cost of Bid Document (Non-Transferable and non-refundable) is to be paid to Oil India Limited, P.O.-Duliajan, Assam-786602 by way of Demand Draft / Banker's Cheque from any Nationalised / Scheduled Bank in favour of OIL INDIA LIMITED and payable at Duliajan.

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

Application & Tender Fees, IFB No.: **CDI4762P15**

Description of Services: **Seismic Survey Operations for acquiring high density 3D seismic.**

2.3 Amongst others, the Bidder(s) must also provide the following information in the application for request for Bid documents:

(i) Valid e-mail ID (ii) Registered Postal Address with PIN code (iii) Vendor Code with OIL (if available) (iv) Mobile No. /Telephone No. (v) Whether participated in OIL's e-tender prior to this tender.

3.0 No physical Bid documents will be provided. On receipt of requisite Bid Document Cost, USER_ID and initial PASSWORD will be communicated to the bidder through e-mail at the e-mail address provided along with request for Bid documents as mentioned in 2.3 (i) above and will be allowed to participate in the bidding through OIL's E-Procurement portal.

4.0 PSU's and SSI units registered with NSIC claiming exemption from payment of tender fee should submit their request with all credentials at least 7 days in advance to get access for participation in the tender.

E-TENDER CDI4762P15

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

6.0 The details of IFB / Bid Documents can be viewed using "Guest Login" provided in the E-Procurement portal of Oil India Limited (OIL)

DATE: 08.09.2014

HEAD- CONTRACTS
FOR RESIDENT CHIEF EXECUTIVE

COPY: GM (F&A) / GM (COMM.) / GM(GS)
HEAD – GEOPHYSICS: Ref. PR No. 2216479

**OIL INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
CONTRACTS DEPARTMENT, DULIAJAN**

OIL INDIA LIMITED invites ON-LINE BIDS from experienced / approved Contractors / Firms for the following mentioned work / service under **SINGLE STAGE TWO BID SYSTEM** through its e-Procurement site:

DESCRIPTION OF WORK/ SERVICE:

Seismic Survey Operations for acquiring high density 3D seismic data of 5000 shots in the areas lying North/south of river Brahmaputra in Assam and Arunachal Pradesh along with 3100±10% channels using manual dheki drilling and other associated activities.

LOCATION : OIL's operational areas lying North/South of river Brahmaputra in Assam and Arunachal Pradesh.

CONTRACT PERIOD : 1 (One) Year.

BID SECURITY : **Rs. 2,75,000.00** (RUPEES TWO LAKHS SEVENTY FIVE THOUSAND ONLY)

BID CLOSING/ OPENING DATE & TIME : **16.10.2014** (11:00 HRS/14:00 HRS)

a) **Bid Security** deposited vide Demand Draft / Banker's Cheque / Bank Guarantee

No. _____ dated _____ of _____

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

b) Bidders to confirm that in the event of the award of Contract will submit Performance Security Deposit @ **2.5% of contract value** and this will not earn any interest.

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

HEAD-CONTRACTS
CONTRACTS DEPARTMENT
OIL INDIA LIMITED
DULIAJAN - 786602
ASSAM

All bidders shall deposit the requisite **BID SECURITY DEPOSIT** in the form of **Demand Draft / Banker's Cheque / Bank Guarantee (should be valid for minimum 210 days from the date of opening of Technical Bid)** from a Nationalised Bank / Scheduled Bank in favour of M/s Oil India Limited and payable at DULIAJAN. This Bid Security Deposit shall be refunded to all unsuccessful bidders, but is liable to be forfeited in full or part, at Company's discretion, as per Clause No. 6.0 below. **Bids without Bid Security Deposit in the manner specified above will be summarily rejected.**

3.0 **Bid should be submitted online up to 11:00 AM (IST) (Server Time) on the date as mentioned and will be opened on the same day at 02:00 PM (IST) at Office of the Head-Contracts in presence of authorized representative of the bidder.**

4.0 **The rates shall be quoted per unit as specified in the “PRICE BIDDING FORMAT” attached under “Notes and Attachments” tab. Bidder should note that no pricing information is furnished in the “c-folder” (Un-priced Techno-Commercial Bid) otherwise the bid will be rejected.**

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

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

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

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

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

6.0 (a) No Bidder can withdraw his bid within the validity or extended validity of the bid. Withdrawal of any bid within validity period will lead to forfeiture of his / her / their Bid Security Deposit in full and debarred from participation in future tenders, at the sole discretion of the company and the period of debarment will not be less than 6 (six) months.

(b) Once a withdrawal letter is received from any bidder, the offer will be treated as withdrawn and no further claim / correspondence will be entertained in this regard.

7.0 The Bid must be valid for **120 (One hundred & twenty)** days from the date of opening of the tender.

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

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

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

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

10.2 In case of HUF, Copies of Telephone/Electricity/Mobile Bill, PAN card, latest Income Tax Return form, Family Arrangement indicating therein the name, residential address, E-

mail and telephone numbers of the owners in general and Karta in particular and copies of Service Tax and Central Excise Registration Certificate.

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

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

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

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

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

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

12.0 The successful bidder shall furnish a Performance Security Deposit in the form of Demand Draft / Banker's Cheque / Bank Guarantee as specified above before signing the formal contract. The Performance Security Deposit will be refunded to the Contractor after satisfactory completion of the work, but a part or whole of which shall be used by the Company in realization of liquidated damages or claims, if any or for adjustment of compensation or loss due to the Company for any reason. This Security Money shall not earn any interest.

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

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

15.0 **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 debarred for a period of 2(two) years from the date of withdrawal of bid.

16.0 **BACKING OUT BY L-1 BIDDER AFTER ISSUE OF LOA:** In case LOA issued is not accepted by the L1 bidder or the Performance Security is not submitted as per the terms of the contract within the time specified in the Bid Document, the Bid Security shall be forfeited and the bidder shall be debarred for 2 (two) years from the date of default.

17.0 **FURNISHING FRAUDULENT INFORMATION/DOCUMENT:** If it is found at any time that, a Bidder / Contractor has / had furnished fraudulent documents / information, the Bid Security / Performance Security shall be forfeited and the bidder / contractor shall be debarred for a period of three (03) years from the date of detection of such fraudulent act, besides legal action.

18.0 **The tender will be governed by:**

Forwarding Letter.

Instruction to Bidders

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

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

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

Part-III - Special Conditions of Contract (SCC)

Part-IV - Schedule of company's Plants, Materials and Equipments (SCPME) [Not Applicable for this Contract]

Part-V - Safety Measures (SM)

Part-VI - Integrity Pact

Proformas, Annexures

Price Bidding Format

SPECIAL NOTE:

Please note that all tender forms (Forwarding Letter, BRC-BEC – Bid Rejection Criteria & Bid Evaluation Criteria, Part – I / General Conditions of Contract / GCC, Part-II / Schedule of Work, Unit and Quantity / SOQ, Part-III / Special Conditions of Contract / SCC, Part-V / Safety Measures / SM, Part-VI / Integrity Pact, Price Bid and Price break-up) and supporting documents are to be submitted through OIL's E-Procurement site only except following documents which are to be submitted manually in sealed envelope superscribed with Tender No. and due date to The Head Contract, Contracts Department, Oil India Limited, Duliajan- 786602.

a) ORIGINAL BID SECURITY

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

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

19.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the "TECHNICAL" and "PRICED" bid through electronic form in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The Technical Bid is to be submitted as per Scope of Work & Technical Specification of the tender. **The Price Bid rates shall be quoted per unit as specified in the "PRICE BIDDING FORMAT" attached under "Notes and Attachments" tab in the main bidding engine of OIL's e-Tender portal. The price quoted in the "PRICE BIDDING FORMAT" will only be considered for evaluation.**

20.0 In Technical Bid opening, only Collaboration Folder (c-Folder) will be opened. Therefore, the bidder should ensure that Technical bid is uploaded in the c-Folder link (collaboration link) under "Technical RFx Response" Tab Page only. **No price should be**

given in above c-Folder; otherwise the offer will be rejected. Please go through the help document provided in OIL’s e-Portal, in detail before uploading the document.

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

21.0 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- Integrity Pact” 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. Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder 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 sign the Bid.

(Note: Shri N. Gopaldaswami, IAS (Retd), Ex-CEC, Phone No.: 91-44-2834-2444(Res), 91-9600144444(Cell); E-mail : gopaldaswamin@gmail.com; Shri R. C. Agarwal, IPS(Retd), Phone No. : 91-11-22752749(Res), 91-9810787089(Cell); E-mail: rcagarwal@rediffmail.com have been appointed as Independent External Monitors)

22.0 SCREEN SHOTS:

The screenshot shows the 'Display RFx Response' interface. At the top, there are tabs for 'Edit', 'Print Preview', 'Technical RFx Response', and 'Close'. Below this, a summary bar displays: RFx Response Number 60006452, RFx Number TEST2, Status Submitted, Submission Deadline 13.04.2013 11:00:00 INDIA, RFX Owner WIPRO_TEST1, Total Value 0.00 INR, RFx Response Version Number 2, and RFx Version Number 4. A navigation bar includes 'RFx Information', 'Items', 'Notes and Attachments', 'Conditions', 'Summary', and 'Tracking'. The 'Basic Data' section shows 'Event Parameters' with 'Currency' set to 'Indian Rupee', 'Detailed Price Information' set to 'Price with Conditions', and 'Terms of Payment' set to '9010' with a note '90% against despatch+10% after receipt'. A 'Partners and Delivery Information' section is at the bottom, with a table that is currently empty, displaying a message: 'The table does not contain any data'. Two callout boxes with red arrows point to the 'Technical RFx Response' and 'Notes and Attachments' tabs, providing instructions on where to upload specific bid components.

Go to this Tab “Technical RFx Response” for Uploading “Un-priced Techno-commercial Bid”.

Go to this Tab “Notes and Attachments” for Uploading “Price Bid” files.

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

Edit RFX Response:

Submit | Read Only | Print Preview | Check Technical RFX Response | Close | Save | Verify signature

BID ON "EDIT" MODE

RFX Response Number 60006452 RFX Number TEST2 Status Withdrawn Submission Deadline 13.04.2013 11:00:00 INDIA
RFX Owner WIPRO_TEST1 Total Value 0.00 INR RFX Response Number 5

RFX Information Items **Notes and Attachments** Conditions

▼ Notes

Add ▲ Clear

Assigned To	Category	Text Preview
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▼ Attachments

Sign Attachment Add Attachment Edit Description Versioning ▲ Delete Create Qualification

Assigned To	Category	Description	File Name	Version	Processor	Checked
The table does not contain any data						

Area for uploading Un-Priced Techno-Commercial Bid*

Area for uploading Priced Bid**

Note :

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

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

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

HEAD-CONTRACTS

**OIL INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
CONTRACTS DEPARTMENT, DULIAJAN
DISTRICT: DIBRUGARH (ASSAM), PIN-786602**

**IFB NO. CDI4762P15
INSTRUCTION TO BIDDERS**

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

2.0 BIDDING DOCUMENTS:

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

- a) A forwarding letter highlighting the following points
 - (i) Company's IFB No.
 - (ii) Description of Service
 - (iii) Bid closing date and time
 - (iv) Bid opening date, time and place
 - (v) Bid submission place
 - (vi) The amount of Bid Security
 - (vii) The amount of Performance Guarantee
 - (viii) Quantum of liquidated damages for default in timely mobilizations
- b) Instructions to Bidders
- c) BRC/BEC
- 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) Price Bidding Format (Attached under "**Notes and Attachments**" tab in the main bidding engine of OIL's e-Tender portal).
- k) Proformas & Annexures.

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

3.0 TRANSFERABILITY OF BID DOCUMENTS:

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

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

4.0 AMENDMENT OF BIDDING DOCUMENTS:

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

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

5.0 PREPARATION OF BIDS

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

5.2 DOCUMENTS COMPRISING THE BID:

(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 BRC / BEC part.
- (iv) Statement of Non-Compliance (if any).
- (v) Bid Security (scanned copy). Hard copy of Bid Security should be sent separately to reach on or before Bid opening date and time.
- (vi) Integrity Pact.

(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 price quoted in the "PRICE BIDDING FORMAT" will only be considered for evaluation.

Bidder must include all liabilities including statutory liabilities (**but excluding Service Tax**) in their quoted rates. 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.

6.0 PERIOD OF VALIDITY OF BIDS:

6.1 The Bid must be valid for **120 (One hundred & twenty)** days from the date of opening of the tender.

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 may refuse the request without forfeiting its Bid Security. 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 Bids are to be submitted online through OIL's E-procurement portal with digital signature. The bid and all attached documents should be digitally signed by the bidder using "Class 3 with organizations Name" digital certificates [e commerce application (Certificate with personal verification and Organisation Name)] as per Indian IT Act 2000 obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India before bid is uploaded.

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

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

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 E-mail/ Fax/ Telex/Telegraphic/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 AM (IST) (Server Time) on the Bid Closing date mentioned in the Forwarding Letter. Bidders will not be permitted by System to make any changes in their bid after the bid has been uploaded by the bidder. Bidder may however request the administrator through the system for returning their bids 03(three) days before the bid closing date and time for re-submission except in condition

mentioned in clause 12.1. But, no such request would be entertained once the due date 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 the Bid opening Date & Time mentioned in the "Forwarding Letter". Timely delivery of the same at the address mentioned in the Forwarding Letter is the responsibility of the Bidders.

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 The Bidder after submission of bid may modify or withdraw its bid by written notice before 03(Three) working days prior to bid closing date.

11.2 A withdrawal notice must also be sent by fax / e-mail but followed by a signed confirmation copy, postmarked not later than the deadline for submission of bids.

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

11.4 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 debarred 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. In case of receipt of only one Bid on the Bid Closing Date and Time, OIL may extend the Bid Closing / Opening Date by 2(two) weeks. However, the bidder whose bid has been received within the bid closing date and time will not be allowed to revise their Bid / prices. Withdrawal of such Bid will also not be permitted.

13.0 BID OPENING AND EVALUATION:

13.1 The Technical bid & 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.

In bid opening date, Collaboration Folder(C-Folder) & Price Bid will be opened. Bidders therefore should ensure that Un-priced Techno-Commercial bid is uploaded in

the C-Folder link under Technical RFx Tab Page & Price Bid is attached under **“Notes and Attachments”** tab in the main bidding engine of OIL’s e-Tender portal.

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 Bid for which an acceptable notice of withdrawal has been received pursuant to Clause 11.0 shall not be opened. OIL shall examine bids to determine whether they are complete, whether requisite Bid Securities have been furnished, whether documents have been properly signed and whether the bids are generally in order.

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

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

14.3 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.

14.4 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 2 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 Nationalised 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 six 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 within six 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 realisation 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 party shall also be debarred for a period of 2(two) years from the date of default.

20.0 FURNISHING FRAUDULENT INFORMATION / DOCUMENTS:

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

21.0 In the event of awarding contract the Contractor shall have to submit Invoice of Service Tax as per the following Format

(Format of Invoice (As per Rule 4A (1) of the Service Tax Rule's 1994)

TAX INVOICE

Name of the Service Provider.....
 Address of the Service Provider.....
 Service Tax Regn. No of the service provider.....

Name & address of the Service Receiver
 No..... Invoice
Oil India Limited, Duliajan, Assam Invoice
 Date..... Serial

Particulars	Amount (Rs)
Description of the service provided or agreed to be provided (e.g. AMC Bill against Contract No.....for the period.....)	A
Add service Tax 12.36 % on (A) above(In case of taxable value of service is not 100%, than specify the value of taxable service and apply 12.36 % of the qualifying amount) (e.g. if the value of service is only 40%, than service tax should be calculated at 12.36% on 40% of the value declared at (A) above.)	B
Total amount (Including service Tax) (A + B)	C
Less: Service Tax Payable by Oil India Limited under reverse charge	D
Net Bill Amount	E

Signature of Proprietor/partner

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

1.1 The bid shall conform generally to all the specifications and terms and conditions given in the tender documents. Notwithstanding the general conformity of the bid, the following requirement will have to be met by the bidders without which the same will be considered non-responsive and rejected:

1.2 The bidder shall be in the business of providing SIMILAR nature of jobs to Public Sector Undertaking (PSU) / Central Government / State Government (Organization/ Corporations) and /or with Geophysical service providers engaged by OIL or OIL's JV partners in blocks where OIL has participating interest, having the experience of successfully completed the following assigned similar nature of job during the last 7(seven) years ending on bid closing date:

- a) Three contracts of minimum value of Rs. 218.99 Lakhs each.
OR
- b) Two contracts of minimum value of Rs. 273.73 Lakhs each.
OR
- c) Single contract of minimum value of Rs. 437.97 Lakhs.

Note to above Clause 1.2:

A. "SIMILAR nature of job" means providing services for carrying out 2D/3D seismic surveys.

B. Documentary evidence in support of experience must be submitted along with the Un-Priced Techno-Commercial Bid. The documentary evidence must be in the form of copies (self-attested / attested) of Job Completion certificate / Gross Payment Certificate etc. as applicable showing gross value of job done including nature of job done and time period covering as per the NIT.

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

1.2.1 Mere award of contract(s) will not be counted towards experience. Successful completion of the awarded contract(s) to the extent of volume & value, as stipulated respectively under Clause Nos. 1.2 (a), 1.2 (b) & 1.2 (c) above, will only be treated as acceptable experience.

1.2.2 The bidders must furnish valid documentary evidence in support of meeting all the above eligibility criteria along with the bids. OIL reserves right to enquire from the bidders for clarifications including relevant documents during technical bid scrutiny. However, after queries, if all documentary evidences in support of meeting all the required criteria are not provided, then the bid will be rejected.

1.3 Average annual financial turnover of the bidder during the last 3 (Three) years, ending 31st March 2013 should be at least Rs. 164.24 Lakhs. Documentary evidence regarding average turnover proof must be submitted along with the Un-Priced Techno-Commercial bid. For proof of Annual Turnover, self-attested/ attested copy of any one of the following

documents/ photocopies must be submitted along with the Un-Priced Techno-Commercial bid

i) A certificate issued by a practicing Chartered / Cost Accountants Firm with membership no. and Firm Registration no. certifying the Annual Turnover and nature of business.

OR

ii) Audited Balance Sheet and Profit & Loss Account.

1.4 Bids submitted for part of the work will be rejected.

1.5 Bid security shall be furnished as a part of Un-priced Techno Commercial 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 210 days from the date of Technical bid opening.

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

1.7 Bids shall be typed or written in indelible ink. The bidder or their authorized representative shall sign on all pages, failing which the bid will be rejected.

1.8 Bid shall contain no inter-lineation, erasures or overwriting except as necessary to correct errors made by the bidders, in which case such corrections shall be initialed by the person(s) signing the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.

1.9 Any bid containing false statement shall be rejected and action will be taken by OIL as per Bid Document.

1.10 Bidders must quote clearly and strictly in accordance with the price schedule outlined in Price Bidding Format attached under "Notes and Attachments" tab in the main bidding engine of OIL's e-Tender portal; otherwise the bid will be rejected. All other techno-commercial documents other than price details to be submitted with Un-priced Techno-Commercial Bid as per tender requirement in the c-Folder link (collaboration link) under "Technical RFx Response" Tab Page only.

1.11 User-Id & Password for participation in the bid is not transferable. Offers made by the bidders who have not deposited the requisite tender fees for participation in the tender to OIL will be rejected.

1.12 Any bid received by OIL after the deadline for submission of bids prescribed by OIL will be rejected.

1.13 Prices quoted by the successful bidder must remain unchanged during its performance of the contract and not subject to variation on any account. A bid submitted with adjustable price quotations will be treated as non-responsive and rejected.

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

1.15 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarifications in respect of clauses covered under BEC/BRC and such clarifications must be received on or before the deadline given by OIL failing which the offer will be rejected.

1.16 If any of the clauses in the BRC contradict with other clauses of bidding document elsewhere, then the clauses in the BRC will prevail

1.17 The bids must be valid for acceptance upto 120 (One Hundred Twenty) days from the date of Technical Bid opening. Bidders to confirm the same. Bids received with validity of offer less than 120 (One Hundred Twenty) days will be rejected straightway.

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

- (i) Performance Guarantee Bond Clause
- (ii) Force Majeure Clause
- (iii) Tax liabilities clause
- (iv) Arbitration clause
- (v) Acceptance of jurisdiction and applicable law
- (vi) Liquidated damage cum penalty clause
- (vii) Integrity Pact clause

1.19 The bids are to be submitted in single stage under 2 (two) bid system i.e. Un-priced Techno-Commercial Bid and Price Bid together. Only the Price Bid should contain the quoted price.

1.20 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.

1.21 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 will be duly signed digitally by OIL's competent signatory. The proforma will have 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. Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder 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 sign the Bid.

1.22 Bidder(s) must note that requisite information(s)/financial values etc. as required in the BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise Bids shall be rejected.

1.23 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.

1.24 The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.

2.0 BID EVALUATION CRITERIA (BEC):

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

2.2 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total amount quoted for the items as per Price Bid Format of the tender and considering the catering charges as fixed by OIL.

2.3 Lottery for Identical bid price; if two or more bids have the same price, then the L1 bid will be decided by lottery system to be held in presence of concern parties.

NOTE: -

(i) The rate for catering charges for guest has been fixed by OIL.

Rates per Morning Tea per person (Unit: Tea/person)	: Rs. 40.00
Rates per Break Fast per person (Unit: B'fast/person)	: Rs. 200.00
Rates per Lunch per person (Unit: Lunch/person)	: Rs. 430.00
Rates per Evening Tea per person (Unit: Evng.Tea/person)	: Rs. 100.00
Rates per Dinner per person (Unit: Dinner/person)	: Rs. 430.00

(ii) Bidder must include all liabilities including statutory liabilities but excluding Service Tax in their quoted rates. Service Tax, if applicable, shall be to the Company's account. However, Service Tax portion payable directly by the Service Provider (if applicable) shall be reimbursed to the Contractor on the basis of the documentary evidence.

**OIL INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
CONTRACTS DEPARTMENT, DULIAJAN
DISTRICT: DIBRUGARH (ASSAM), PIN-786602
TEL: (91) 374-2800548, FAX: (91) 374-2803549
Website: www.oil-india.com**

DESCRIPTION OF WORK/SERVICES:-

Seismic Survey Operations for acquiring high density 3D seismic data of 5000 shots in the areas lying North/south of river Brahmaputra in Assam and Arunachal Pradesh along with 3100±10% channels using manual dheki drilling and other associated activities.

GENERAL CONDITIONS OF CONTRACT (GCC)

MEMORANDUM OF AGREEMENT made this _____ day of _____
Between OIL INDIA LIMITED a Company incorporated under the Companies Act 1956 and having its Registered Office at Duliajan in the District of Dibrugarh, Assam (hereinafter called Company) of the one part and Shri/Smti _____ and Shri/Smti _____ carrying on business as partners /proprietor under the firm name and style of M/s. _____ with the main Office at _____ in the District of _____ aforesaid (hereinafter called 'Contractor') on the other part.

WITNESSETH:

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

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

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

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

3. The Company's Engineer shall have power to:

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

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

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

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

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

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

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

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

- i) The Mines Act.
- ii) The Minimum Wages Act, 1948.
- iii) The Workman's Compensation Act, 1923.
- iv) The Payment of wages Act, 1963.
- v) The Payment of Bonus Act, 1965.
- vi) The Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed there under.
- vii) Employees Pension Scheme, 1995.
- viii) Inter-State Migrant (Regulation of Employment and Condition of Service) Act. 1979.
- ix) The Employees Provident Fund and Miscellaneous Provisions Act, 1952.
- x) AGST Act.
- xi) Service Tax Act.

or any other Acts or Statute not here in above specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work. The Contractor shall not make the Company liable to reimburse the Contractor for the statutory increase in

the wage rates of the Contract Labour appointed by the Contractor. Such Statutory increase in the wage rates of Contract Labour shall be borne by the contractor.

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

8. The duration of the contract shall be **52 weeks** from the commencement date mentioned in the work order. The Contractor must complete the work as mentioned in PART – III (SPECIAL CONDITIONS OF CONTRACT: SCC) within the contract period. During the currency of the job, the work progress must be commensurate with the time elapsed. In the event of any delay on the contractor's part, he/she will be liable to pay to the company liquidated damages at the rate of @0.5% (Half p.c) per week of the contract price of the item(s) delayed in completion and the maximum value of the liquidated damage will be 7.5% of the contract price of the item(s) delayed provided the item(s) delayed are not critical for commissioning and final utilization of the work. If, however, the item(s) delayed in completion are critical for commissioning and final utilisation of the work then the contractor will be liable to pay liquidated damages by way of penalty at the rate of 1/2% (Half percent) per week of delay of the total contract cost subject to a maximum of 7.5% of total contract cost.

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

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

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

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

10. The tendered all-inclusive Price (the Contract price) is ` _____ **(Not to be filled up by bidder while submitting the offer in c-Folder. This figure will be filled up by OIL at the time of award of the contract to the successful bidder.)** (_____ only) but the Company shall pay the Contract or only for actual work done at the all inclusive rates set down in the Schedule of work part II of this Contract.

On account payment may be made, not often than monthly, up to the amount of 92.5% of the value of work done. Final payment will be made only after satisfactory completion of the work. Such final payment shall be based on the work actually done allowing for

deviations and any deductions and the measurement shall be checked and certified correct by the Company's Engineer before any such final payment is made.

11. The contractor employing 20 (twenty) or more workmen on any day preceding 12 months shall be required to obtain requisite licence at his cost from the appropriate Licensing Officer before undertaking any Contract work. The Contractor shall also observe the rules & regulations framed under the Contract Labour (Regulation & Abolition) Act.

12. Wages shall be paid by the Contractor to the workmen directly without any intervention of any Jamadars or Thekadars and that the Contractor shall ensure that no amount by way of commission or otherwise be deducted/ recovered by the Jamadar from the wages of the workmen.

13. The Company for any reason whatsoever and of which the company shall be sole judge may terminate this Contract with a 24 hours notice in writing to the Contractor and in the event of Company's so doing the clause 5 here of shall prevail and the accounts between the parties will be in accordance therewith finalised.

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

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

16. All Statutory taxes levied by the Central and State Government or any other competent authority from time to time will be borne by Contractor and the amount of the contract specified in the contract is inclusive of all tax liabilities but excluding Service Tax. **Service Tax if applicable shall be, to the Company's account. However, Service Tax portion payable directly by the Service provider (if applicable) shall be reimbursed to the Contractor on the basis of the documentary evidence.**

17. The Contractor shall deploy local persons in all works.

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

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

20. Special Conditions

a) The amount of retention money shall be released after 6(six) months from the date of issue of completion certificate from concerned department.

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

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

21. ARBITRATION:

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

Place of Arbitration: Duliajan

22. FORCE MAJEURE:

Force Majeure (exemption) Clause of the International Chamber of Commerce (ICC Publication No. 421) is hereby incorporated in this contract.

23. I.B. VERIFICATION REPORT AND SECURITY REVIEW:

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

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

25. SET OFF CLAUSE:-

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

26.0 FURNISHING FRAUDULENT INFORMATION/DOCUMENT:

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

27.0 LIQUIDATED DAMAGES FOR DELAY IN MOBILISATION AND/ OR COMPLETION OF WORKS AND SERVICES

In normal case of works /service contracts, liquidated damages will be applicable @ 0.5% of the contract value per week or part thereof, for delay in contract completion date subject to a maximum ceiling of 7.5% of contract value .

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

SIGNED & DELIVERED FOR AND
ON BEHALF OF

(Signature of Contractor or his legal Attorney)

by the hand of

(Full Name of Signatory)

its Partner/Legal Attorney

(Seal of Contractor's Firm)

And in presence of

(Signature of witness)

Date : _____

(Full Name of Signatory)

Address:

(Signature of Acceptor)

SIGNED & DELIVERED FOR & ON
BEHALF OF OIL INDIA LIMITED

Designation _____

Date _____

**OIL INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
CONTRACTS DEPARTMENT, DULIAJAN**

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

Description of Work/ Service: Seismic Survey Operations for acquiring high density 3D seismic data of 5000 shots in the areas lying North/south of river Brahmaputra in Assam and Arunachal Pradesh along with 3100±10% channels using manual dheki drilling and other associated activities.

Item No.	Description of Services	UOM	Estimated Quantity
10	Cost/Shot for 3D survey	Number	5000
20	Cost of Uphole/LVL Survey	Number	60
30	Cost of Fixing Reference Pillars	Number	80
40	Force Majeure	Day	15
50	Standby for 48 hrs Notice Period	Number	7
60	standby for maintenance of equipment	Day	7
70	Experimental work	Day	7
80	C.T.V with Dish Antenna	Day	730
90	Catering Charges per Morning Tea	Number	600
100	Catering Charges per Break fast	Number	600
110	Catering Charges per Lunch	Number	600
120	Catering Charges per Evening Tea	Number	600
130	Catering Charges per Dinner	Number	600
<p>1. Bidder must include all liabilities including statutory liabilities but excluding Service Tax in their quoted rates. Service Tax, if applicable, shall be to the Company's account. However, Service Tax portion payable directly by the Service Provider (if applicable) shall be reimbursed to the Contractor on the basis of the documentary evidence.</p>			
<p>2. Contractors are required to raise monthly Service Tax Invoices for reimbursement of Service Tax against the contract. In absence of Service Tax Invoices, Service Tax will not be reimbursed and the consequences of the same shall entirely rest upon the Contractor.</p>			
<p>Note: The rate for catering charges (SI No 90 to 130) has been fixed by OIL</p> <p>Rates per Morning Tea per person (Unit: Tea/person) : Rs. 40.00 Rates per Break Fast per person (Unit: B'fast/person) : Rs. 200.00 Rates per Lunch per person (Unit: Lunch/person) : Rs. 430.00 Rates per Evening Tea per person (Unit: Evng.Tea/person) : Rs. 100.00 Rates per Dinner per person (Unit: Dinner/person) : Rs. 430.00</p>			

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

SPECIAL TERMS & CONDITIONS

1.00 PURPOSE OF SEISMIC SURVEY OPERATIONS

1.01 The purpose of survey operations is to lay out seismic profile on the ground as per the plan map. In this process, shot points and receiver points are marked on the ground at regular interval in respect of each profile using total stations for acquisition of high density 3D-seismic data. Co-ordinates and elevation of all shots and receiver points are collected for the purpose of processing of seismic data. GPS/ Total Station survey is carried out for connecting the shot/receiver points and crossing/reference points for preparation of the final map. Survey operations are the essential pre-requisites of data acquisition and data processing work and are carried out in phased manner. Acquisition of survey data for a seismic profile is over when above-mentioned chain of activities is completed. Maintaining proper shot-hole depth, proper planting of geophone/sensor have direct bearing on quality of data acquired and consequently on the processing and interpretation of seismic data.

1.02 The purpose of recording is to acquire the high density 3D seismic data along seismic profile and to store on magnetic tapes/cartridges for processing the data on computer for subsequent interpretation of these data. The quality and quantum of recording high density 3D seismic data solely depends upon various jobs under recording operations (described in the Part-III (SCC) of the agreement).

1.03 Separate LVL and Uphole crews are engaged for collecting data pertaining to static corrections to be applied while processing the data.

2.00 PARAMETERS TO BE USED

Based on present information the seismic survey is expected to be carried out using the following parameters:

- i) No. of receiver line : 10-16 lines
- ii) No. of Channels : 3100±10% (Active Channels)
- iii) Group interval : 20-40 mtrs
- iv) Shot point interval : 20-60 mtrs

The shot-point lines are orthogonal to the receiver lines.

3.00 COMMENCEMENT & DURATION OF WORK

3.01 This agreement shall commence and complete within 52 weeks of the written work order issued by Head Geophysics. The contractor will have to take charge of the high density seismic survey operation at site as per the order to commence work. During the currency of work, the progress must commensurate with the time elapsed. In the event of any delay on the contractor's part, he will be liable to pay to the company liquidated damage as per clause specified in the agreement.

3.02 Further volume extension, up to 100 percent, if felt necessary by the Company, shall be applicable under the same rates, terms & conditions.

4.00 POLLUTION & CONTAMINATION

4.01 The contractor shall exercise utmost caution and shall strictly comply with the laws and practices to avoid pollution & contamination. Any pollution & contamination arising out of this contract shall be the sole responsibility of the contractor and shall bear all direct & indirect damages within reasonable time on this account. The contractor further indemnifies the company from all claims arising out of the pollution & contamination.

5.00 POWER OF COMPANY REPRESENTATIVE

Company representative shall have the power to:

5.01 Refuse/reduce the rates at which payment shall be made if the quality of work is not up to the required standard set forth for the 'Purpose of survey work' due to faulty execution of work carried out by the contractor which has been perused and fully understood by the contractor.

5.02 Order the contractor to remove any inferior material/goods etc. from the site/camp and to demolish or rectify any work of inferior workmanship, failing which the Company representative may arrange for any such work to be demolished or rectified by any other means at the contractor's expenses.

5.03 Order the contractor to remove any contractor personnel whom he considers incompetent or unsuitable. The company representative's opinion as to the competence and suitability shall be final and binding on the contractor.

5.04 Issue to contractor from time to time during the progress of work such further drawings/instructions as shall be necessary for the purpose of proper execution of the survey work and the contractor shall be bound by the same.

5.05 Order deviations in Chapters II and III of this contract. All such deviations shall be in writing and will show the financial effect, if any.

6.00 DESCRIPTION OF SURVEY WORK

6.01 The contractor shall provide minimum 04 (Four) SURVEYORS. The minimum qualification of surveyor must be intermediate with survey diploma holder from ITI or equivalent institute. The survey operation consists of (i) Fixing of GPS and Reference pillars (ii) GPS / Control Traverse Survey (iii) Implantation Survey. The jobs needed to be carried out pertaining to each operation are detailed below.

6.02 If the contractor fails to provide personnel as specified above, the company will have the authority to penalize the contractor Rs. 600/-per day per person on prorata basis.

6.03 FIXING OF GPS/REFERENCE PILLARS

Before starting the control traverse survey, the contractor has to fix GPS/Reference pillars at specified locations as per the advice of the company representative. He has to supply

and carry sand, cement, gravel, water and carry other items/materials required for the fixing of the pillars at the specified points as per the advice of the company representative and to fix the pillars with the suitable description engraved on it and paint properly as per the instructions to the complete satisfaction of the OIL's representative.

6.04 CONTROL TRAVERSE SURVEY

(a) To carry the GPS / Total Stations including its accessories such as prism holders, survey umbrellas etc. and to place the same at different positions as per operational requirement.

(b) To clean/clear obstructions, if any, along the control traverse survey line and mark control points on a paintable surface by paint as per instructions of OIL's representative.

(c) To supply wooden/Bamboo pegs (4 to 6 ft long), paints, brush, permanent marker pens as per instructions of OIL's representative.

(d) To write down the control points on every road crossing, trees, electric posts, houses, culverts and any other structures as per the advice of the company's representative.

6.05 IMPLANTATION SURVEY

(a) The job will be to lay out lines on the surface, each of about 10-20 km length or as advised by OIL's representative, accurately using total stations or RTK DGPS. Since survey is most vital in 3D seismic survey and the trace line spacing is about 200-500 metres and the shot line interval is about 200-500 metres, no more than 1 metre of tolerance in every 1 km will be acceptable. The ground stations are to be properly marked on ground at every 20-40 metres in-line with a symbol, and every 20-60 metres in cross-line direction with a symbol at every 200-500 metres.

(b) To cut/clear the undergrowth along the oriented seismic profile.

(c) To prepare bamboo pegs for trace/shot points and fix them at the measured trace/shot points with numerical markings by permanent red/black marker pen on the red/white painted pegs as per instructions of OIL's representative.

(d) Red and white paints are to be used for painting the top edge of the bamboo pegs of trace/shot points and the same to be written on a nearby paintable surface in big letters. A wooden /bamboo peg of 4 to 6 ft long will be required at each trace/shot point.

(e) The contractor shall supply shovels, spades etc. to mark the ground and fix the pegs. In case of thick bush and tea gardens contractor shall provide jute ropes to tie the pegs with the bushes.

(f) To carry all line survey instruments/material viz. total stations, tripods, prisms, staff rods, measuring tape, ranging rods, survey pins, survey umbrella, spades, shovels, ropes, etc. along the profile and place them at different positions as per the instructions of OIL's representative.

(g) In case the fixed points are disturbed, removed by miscreants or there is significant survey error due to whatsoever the reason, the contractor shall arrange re-pegging of all such points without any additional cost to the company. The responsibility of the company as well as the contractor in such cases shall remain unchanged.

(h) On any particular day any discrepancies observed in survey work viz. in fixing of GPS satellite point /Reference pillars or Control Traverse survey or Implantation survey, the contractor will arrange to re-survey the same to correct the discrepancies on the following day up to OIL's satisfaction.

7.00 DESCRIPTION OF LVL WORK

7.01 This will be carried out at 500m to 2 km interval in the area or as directed by the OIL's representative. The contractor shall have:

- (a) To carry all the equipments to the position as per instruction of OIL's representative.
- (b) To drill shot holes up to 3-5 mtrs at every selected location.
- (c) To carry and load explosive in above holes as per instruction of OIL's representative
- (d) To lay down cable and geophone as per instruction of OIL's representative.
- (e) To pick up cables, geophones etc. and carry them back to camp along with the equipment and store them properly as per the instruction of OIL's representative
- (f) To return the unused explosives and detonators with security to the magazine safely as per the instruction of OIL's representative in case of explosives and detonators are being used for LVL survey.
- (g) To operate properly, the hammer and associated accessories, contractor has to provide sufficient manpower in case of hammer is being used for LVL survey.

8.0 UPHOLE SURVEY

8.01 The Up-hole survey will be carried out in the area as decided by the OIL's representative. The contractor shall have:

- (a) To drill and provide shot holes up to 25-40 meters depth at every selected location. All labourers, materials, related to drilling, washing of such holes at various depths shall be contractor's responsibility.
- (b) To carry all the equipments including cables and geophones/sensors to the position as per the instruction of OIL's representative.
- (c) To carry and load explosives in the above holes as per instructions of OIL's representative.
- (d) To carry the equipment along with cables and geophones/sensors back to the camp and store them properly as per the instructions of OIL's representative.
- (e) To return the unused explosives and detonators with security to the magazine safely as per the instructions of OIL's representative.

9.00 DESCRIPTION OF SHOOTING/RECORDING WORK

9.01 The recording operations consist of (A) Manual dheki shot hole drilling (B) Instrument placing (C) Layout and packing of cables, jumpers, batteries, field electronics (LAUL's, LAUX's Laser Link, antennas etc.) and geophones/sensors with security both during day and night at field site for instrument van, generator van, cables, geophones/sensors, stations units etc. (D) Loading of explosives and blasting of loaded holes

The jobs to be carried out pertaining to each of above operations are detailed below:

9.02 SHOT HOLE DRILLING

(a) The contractor shall provide the shot holes as per the specifications and instructions given by the OIL's representative from time to time. Shot hole specification will be decided by OIL's representative based on the shallow subsurface condition of the area.

(b) However, otherwise the normal working in general requires drilling shot holes of upto 18 meters depth for manual dheki drilling of diameter 63-70 mm. at specified interval along the lines of shooting as per specification and instruction of OIL's representative. The diameter of the hole may be decided at the field depending upon the diameter of the explosive to be used for the shooting operation.

(c) The contractor shall drill the shot hole using his own equipment, tools etc. Moreover, contractor shall provide cow dung etc. in order to prevent the collapsing of shot holes.

(d) The shot hole depth drilled along seismic profile will be acceptable only after loading with the explosive.

(e) Any collapse of drilled shot hole will not be accepted and the contractor shall ensure that the drilling depth is as specified by the OIL's representative at the work-site. The contractor may have to wash the holes in case the desired depth is not available at the time of loading the explosives. Materials such as cow dung etc. shall have to be used to prevent collapse of shot holes in sandy formations so that the required depth is maintained. These materials must be arranged by the contractor at his own cost.

(f) If a shot point is skipped because of logistics, the contractor shall, if required by the Company, make recovery of the shot at the specified point as per the instruction of company's representative.

(g) In areas where a single shot hole using manual dheki drilling system cannot be drilled to the prescribed depth as stipulated in the relevant clauses of 9.02 (a to f), the contractor has to drill 3 to 5 pattern holes having a total depth of 25 meters as per the instruction of the company's representative. But this alternative should be avoided as far as possible.

(h) Every day the Company will issue the drilling programme of the following day. It is contractor's responsibility to collect the same from the company's representative. The contractor should have sufficient no. of representatives on line to supervise drilling and in case of shortage of water for drilling, the contractor shall arrange drums, tube wells/water tank etc. for adequate supply of water.

9.03 INSTRUMENT PLACING

(a) The contractor will collect the instruments and related accessories every day in the morning from OIL's representative at the camp. He will also be responsible for loading the

same in the vehicles identified by the company's representative and transport them to specified work-site (upto nearest motorable points). The labourers engaged in the loading of the equipment in the camp will travel with the equipment and will also carry them manually from the nearest motorable point to the work-site.

(b) To pack up the equipment and accessories and shift them to next position (if required) as specified by OIL's representative.

(c) To pack the equipment and accessories, carry them to the nearest motorable point, load them in the identified vehicle at the end of the day and transport them to the base camp on instructions from OIL's representative.

(d) To unload and place back in the instrument and accessories as specified by OIL's representative in the base camp.

9.04 LAYOUT OF CABLES AND GEOPHONES

(a) To collect cables, geophones, field electronics (LAULs, LAUXs, Laser Links and antennas), jumpers, station units and other related materials from field camp on a working day at the start of line and properly place in the vehicle for transportation to the work site. The cables, geophones, field electronics (LAULs, LAUXs, Laser Links and antennas), jumpers and other related materials will be issued to the contractor at the start of survey and receipt of the materials shall be taken.

(b) To unload cables, geophones, jumpers and related materials from the vehicles at the nearest transportable point from the actual work-site and then subsequently carry these manually to actual work site.

(c) To lay out cables and geophones in accordance with the layout plan issued by OIL's representative and to make necessary inter connections among cables and geophone as per the instructions of OIL's representative.

(d) To plant individual geophones vertically at specified ground stations on line as per instructions of OIL's representative.

(e) To check and ensure continuity of cable-geophone connection and proper planting of geophones using equipment/materials and replace defective/faulty cables, batteries and field electronics etc. on line.

(f) The contractor should provide minimum 36 (Thirty Six) Nos. of CABLE SUPERVISORS and 108 (One Hundred and Eight) Nos. ASSISTANT SUPERVISORS for the jobs mentioned from (a) to (e) who will be trained by OIL's representative at camp/field before starting of the shooting operation. The CABLE SUPERVISOR/ ASSISTANT SUPERVISOR will also be responsible for providing defect free line of active channels /line shifting as directed by OIL's representative.

(g) If the contractor fails to provide personnel as specified above, the company will have the authority to penalize the contractor Rs.600/-per day per person on prorata basis.

(h) To maintain constant vigil on the line during operations to ensure that the laid out cables, geophones and other related ground electronics etc. are not disturbed in any manner and no unnecessary movement of man & material is taking place along the line.

(i) On receiving instructions from OIL's representative at the end of the day's operation, the cables, geophones, batteries, jumpers, etc. are to be picked up, coiled properly and carried manually to the fly camps on the seismic lines or to the designated vehicles. Any of OIL's equipment viz. cables, geophones, batteries, field electronics (LAULs, LAUXs, Laser Links and antennas etc.) and other equipment lost/stolen/damaged in the field/fly camps, the replacement cost of the equipment as administrative charges will be recovered from the contractor.

(j) To lay the cables, geophones, station units, antennae, other field electronics etc. as per the layout plan supplied by OIL in the morning as described above and to complete the lay out by around 09.00 AM in the morning. After the cables, geophones, LAULs, LAUXs, other field electronics etc. are laid; OIL will require around 2 to 3 hours for trouble shooting to clear the line. Any delay in laying the line will have adverse effect on the minimum production.

(k) To ensure safety of cables , geophones and field electronics(LAULs, LAUXs, Laser Links and antennas etc.) on reaching the camp whenever required and to keep them at specified places as per the instruction of OIL's representative.

(l) To provide sufficient manpower (as per instructions of OIL's representative) at the instrument location for carrying, placing and watching equipment such as batteries, field electronics, for carrying spares to lines & do other jobs related to operation.

(m) OIL shall provide cables, geophones, field electronics etc. for 70 shots per day. However depending upon the field conditions and logistic challenges number of cables may be increased or decreased by the OIL's representative in the interest of the company.

9.05 LOADING OF SHOT HOLES AND BLASTING OF LOADED HOLES

(a) To collect explosives, detonators, blaster, uphole geophone, loading poles and other related materials required for the day's work from OIL's representative at camp/explosive magazine.

(b) To transport explosives, detonators and other materials under proper security provided by OIL to the actual work-site by OIL's vehicles and then manually from point to point along the line.

(c) To prepare the charge of specified size, priming of the charge and loading it in the holes at the bottom as per the instruction of OIL's representative.

(d) To tamp the loaded hole with water/mud (if necessary) prior to blasting as per instruction of OIL's representative.

(e) To assist in blasting the loaded hole as per instruction of OIL's representative.

(f) To fill the blasted hole completely as per instruction of OIL's representative.

(g) To pick up the firing line of uphole geophone after each blast. The labours engaged by the Contractor should carry the used and unused leftover materials back to camp and to keep these at a specified place.

(h) To transport all the materials (including left over explosives and detonators, blaster, uphole geophone & loading poles etc.) under security, manually from work site to parking

place and transport to base camp and to connect the batteries for recharging for next day's operations as per the instructions of OIL's representative.

(i) To follow all the safety and security rules as stipulated by Explosives Rules under supervision of OIL's representative.

(j) Necessary precautions to be taken by the contractor in case of misfired holes / reloading under supervision of OIL's representative.

(k) The contractor must provide minimum 06 (Six) Nos. of SHOT FIRERS with valid SHOT FIRERS License.

(l) If the contractor fails to provide personnel as specified above the company will have the authority to penalize the contractor Rs 600/- per day per person on prorata basis.

10.00 EXPERIMENTAL WORK

Before and during the field operations, the company may decide to carryout experimental work in order to decide / modify the field parameters. The field layout and other technical details will be explained to contractor and its personnel by OIL's representative. Charges equivalent to experimental rates will be paid as per actuals. The experimental work will not be more than 07 (seven) days under normal circumstances during the contractual period.

11.00 CATERING & ENTERTAINMENT SERVICES

11.01 The contractor shall provide food for company guests at the site/camp etc. at any time during the contractual period. The number of guests will be at the discretion of OIL. The utensils, cooking gas/fire wood etc. will be provided by the company and the food is to be prepared/arranged in a good hygienic environment in the camp/site etc. The contractor has provision a total of 600 each for Morning tea, Breakfast, Lunch, Evening tea and Dinner as catering charges for OIL's guest. However, the payments will be made as per actuals.

NOTE: -

The rate for catering charges for guest has been fixed by OIL.

Rates per Morning Tea per person (Unit: Tea/person)	: Rs. 40.00
Rates per Break Fast per person (Unit: B'fast/person)	: Rs. 200.00
Rates per Lunch per person (Unit: Lunch/person)	: Rs. 430.00
Rates per Evening Tea per person (Unit: Evng.Tea/person)	: Rs. 100.00
Rates per Dinner per person (Unit: Dinner/person)	: Rs. 430.00

11.02 The contractor shall provide and install three set of colour T.V and DTH set top box along with antenna and other accessories at the places specified by OIL representative. The contractor has to provide one Set of T.V and DTH for 365 days and 2 Set of T.V and DTH for 180 days each. The total T.V day is for 730 days. The contractor shall deploy its personnel to operate and maintain the same.

12.0 MINIMUM PRODUCTION REQUIREMENT PER DAY FOR SURVEY WORK

12.01 In high density 3-D seismic survey operation, the shooting is carried out 'swath-wise'. In this case a swath will mean 10-16 lines laid out at 200-500 metres interval, with stations marked at every 20-40 metres in in-line direction and every 20-60 metres in the cross-line direction at 200-500 metres cross-line interval, extending along the block of 10-20 km. Each swath may be divided into two smaller swaths for operational convenience. The whole block will be divided into many such swaths across the block of 10-20 km. length and shooting will be carried out with 30-90 % overlap between adjacent swaths across the block.

12.02 The minimum production requirement per day pertaining to survey operation in different terrain is as follows:

Area	Control Point (Kms)	Implantation (Kms)
Forest area	2.00	0.75
Tea garden & paddy field area	3.00	2.00
Boulder bed, sandy & marshy area	3.00	2.00

12.03 For starting of shooting operations in the area, the minimum requirement of Implantation Survey to be covered is 1-3 swaths in the area. This, however, may change at the discretion of the company. OIL may change technical specifications of survey work as and when required.

12.04 The contractor is required to ensure that the survey operations are sufficiently ahead of recording operations and recording operations are not hampered because of shortage of survey points.

12.05 The contractor will be liable to pay penalty as per penalty clauses in cases of recording operations getting affected because of shortage of survey progress.

13.0 MINIMUM PRODUCTION REQUIREMENT PER DAY FOR SHOOTING / RECORDING

13.01 The production of recording operations is number of good quality records acquired and recorded in the field. The minimum number of such records to be taken by the party per day will be as under:

i) In light forest, paddy or tea gardens, a minimum 70 shots per day will be required for recording.

ii) OIL's representative will be issuing daily work program at the camp to the contractor. The quantum of daily work program as specified in the clause 13.01 (i) may be increased or decreased by the OIL's representative based on the field conditions and logistic challenges present in the Line/swath/Operational area in the interest of the company.

13.02 The contractor shall lay the cables, geophones and other associated equipment and peripherals along seismic profile as per the technical requirement for taking the number of shots as specified in the daily work program issued to the contractor.

13.03 The contractor must ensure the minimum production as per clause 13.01 of Part III (SCC). Any shortfall in production needs to be compensated in such a way that if average of entire contract period meets the daily production, then no penalty will be levied as per the term of this contract. Otherwise, contractor will be penalized as per penalty clauses 19.03 of Part III (SCC).

14.00 COMPANY'S OBLIGATION

14.01 The company will arrange for transport for carrying recording equipment, explosives/detonators and accessories from base camp to the nearest point of access by vehicles leading to the work site.

14.02 The company will arrange for transport for OIL's men and materials for above job from camp to the nearest motorable approach to work-site and back.

14.03 The company will transport company staff and survey equipment for survey operations.

14.04 The Company will supply explosives and detonators, as per shooting requirement.

14.05 Before the start of operations, OIL's representative shall demonstrate the procedure of operations to the contractor's supervisors and labourers.

14.06 Company shall provide all equipment and accessories in workable condition except for the materials/equipment listed under contractor's obligations.

14.07 Any assistance / advice of technical nature or safety nature shall be provided by the company representative pertaining to above operation.

14.08 Company shall provide security for explosives while in transportation.

15.00 CONTRACTOR'S OBLIGATION

15.01 The contractor's obligations pertaining to the operations are as follows:

15.02 The contractor shall provide torch lights for night security in camp and on the lines. After the end of the day's operation, the cables, geophones, jumpers, station units etc. are to be picked up and the cables to be coiled properly and carried manually to a fly camp on the seismic line for the night and lay them on the lines as per the layout plan by 09.00 A.M./in-time next day morning. These fly camps should be made & manned by the contractor by engaging the local people of the area. Any loss/damage/theft of OIL's equipment & accessories from the fly camp will be recovered from the contractor's outstanding bill.

15.03 The contractor shall arrange for transportation of his own people and materials to the work site and back. The contractor is required to keep sufficient nos. of vehicles for the entire period of operations in good running condition, at the field site for the above purpose.

15.04 The contractor shall provide the necessary implements viz. dao, spade, wooden hammer, bamboo/wooden pegs, fung, crossing pillars, flexible wire, sutlee and all other consumables required for operation and services for fly camp maintenance.

15.05 The contractor shall also supply cement, sand, karni, water etc. and arrange to carry the same to the crossing points for fixing the crossing pillars. The contractor shall provide the container for carrying water for above purpose.

15.06 The bamboo/wooden pegs to be provided by the contractor should be of 4 to 6 ft. length and 1.5 to 2 inch. in width along the seismic profile.

15.07 The contractor shall provide necessary safety clothes to his work persons engaged in above operations and shall follow the statutory norms applicable to such operations under labours laws.

15.08 The contractor shall follow explosive safety rules as applicable to such type of operations. OIL shall render necessary advice in this regard.

15.09 The contractor shall ensure safety of company equipment and materials under his custody.

15.10 The contractor shall not misuse company's equipment and materials under his custody.

15.11 The contractor shall pay compensation for any type of damage and will be responsible to promptly sort out all types of disputes pertaining to damage or compensation payment because of works carried out by the contractor under this contract ensuring minimum production per day. The contractor shall also pay necessary compensation for damages caused to paddy fields, tea garden, cultivable land etc. for taking shots and for carrying out other works under this contract. The contractor shall also be responsible to sort out all disputes arising out of employment and other demands while carrying out work under this contract. The contractor shall make every attempt to avoid damage to nearby structures, crops, garden, etc. during the operation. For such problems, if field operations get affected, penalty as applicable will be imposed on the contractor. OIL will not allow to linger any such cases arising out of genuine compensation claims for more than 30 days from the receipt of such claims/complaints.

15.12 The contractor must report to OIL in writing, after solving the problems/ disputes within 30 days of receipt of complaint failing which OIL shall set its inquiry and pay the compensation. The compensation paid will be deducted from the contractor's claim. The contractor shall also furnish a list of dispute/problems sorted out every month indicating type of problems, complainants, their addresses and steps taken to sort out the problem.

15.13 The contractor shall ensure recruitment of 80% of labourers from operational areas and also ensure the payment for each complete month to all his labourers by the 12th day of the succeeding months unless there is any convincing dispute between him & labourers.

15.14 The contractor shall remove any undesirable work person deployed by him as and when asked by OIL's representative and shall provide replacement within 24 hours.

15.15 The contractor shall follow the time schedule decided by the OIL's representative. It is required that the contractor has to provide the line and the drilled holes as per the work program.

15.16 The contractor shall ensure a noise free spread during the actual recording period and shall ensure the safety of cables and geophones in layout.

15.17 Contractor's representative shall remain in contact with OIL's representative (observer) at recording site during the shooting operation and shall arrange for checking and subsequent replacement of bad cables/geophones/field electronics etc. Contractor's representative shall also be available at base camp/fly camp/field site/instrument place on a 24 hours basis. Contractor's representative shall receive daily shooting programme and other instructions for the following day from OIL's representative.

15.18 The contractor shall ensure proper coiling of cables, geophones/sensors and packing of instruments and field electronics in specified manner on completion of the day's operation.

15.19 The contractor shall ensure to return left over explosives, detonators and other consumable used in loading and blasting shot holes, to the company's representative at site only.

15.20 The bamboo pegs with marking should be available at the measured shot points and geophone/ground stations at the time of shooting along the particular seismic line. The contractor will provide personnel to show any point on surveyed line as and when required during the tenure of the contract.

15.21 The contractor shall dress and fill the drilled holes/craters after the shooting/recording of the hole is complete.

15.22 The contractor shall arrange valid passes/permits for all his employees to be deployed under this contract to work and enter to all the relevant areas of operation and shall be fully responsible against any misdeed of his employees.

15.23 The contractor shall provide medical benefits, insurance, first aid box at site etc. while deploying the labourers under this agreement.

15.24 The Contractor's representatives shall be present at various sites e.g. fly camps, fields, on lines, base camp etc. They shall be available for discussion, if required by OIL's representative.

15.25 The Contractor shall supply the labours to various crews engaged for the above 3D seismic survey operation as per the requirement of the company.

15.26 The Contractor must start the survey and shooting operations on the date stipulated by the Company. Any delay by the contractor regarding starting of survey operations and/or shooting operations will not be acceptable by the Company and penalty as per clause 19.07 of Part III (SCC) will be levied.

15.27 The contractor must supply 4 (Four) nos. of surveyors for line survey operation at his own expenditure. The minimum qualification of surveyor must be survey diploma holder from ITI or equivalent institute.

15.28 The contractor must supply 36 (Thirty Six) Nos. of CABLE SUPERVISORS and 108 (One Hundred and Eight) Nos. ASSISTANT SUPERVISORS for trouble shooting and noise control during layout of ground electronics while shooting is going on. They must be experienced and well trained on ground electronics of field equipment.

15.29 The contractor must supply 06 (Six) nos. of SHOT FIRERS for blasting of shot holes during seismic recording at his own expenditure. Contractor should also ensure that they possess a valid SHOT FIRERS License.

16.00 GENERAL TERMS AND CONDITIONS

16.01 The contractor shall be responsible to carry out the field's operation such as survey, crossing pillars, uphole/LVL survey, laying of geophones, cables and field electronics and drilling, loading, blasting of shot-holes etc. as per OIL's instructions, daily.

16.02 The contractor shall observe the working hours from 7.00 a.m. to 4.00 p.m. excluding travel time to and fro from the work-site. Contractor must ensure that daily work continue upto 4.00 pm. However, the security service in camp and on lines/fly camps will be required on 24-hours basis.

16.03 During the contractual period the quantum of work is expected to be 5000 shots. However, at the discretion of the company the quantum of the work may be increased/ decreased under the same rates, terms and conditions during this contractual period.

16.04 If the contractor is not able to complete the assigned quantum of work during the contractual period, he will not be eligible for time extension to accommodate the balance quantum of work unless otherwise desired by the company.

16.05 If a shot point is skipped because of logistics, the contractor shall try to make recovery of the shot at the nearest possible shot /geophone points as per instruction of OIL's representative.

16.06 Along with production, no data quality will be compromised under any circumstances.

16.07 During the performance of the work, company may make certain changes in the work within the general scope of this contract including but not limited to: change in methodology, change of equipment which may be of different model or type, minor addition to or deletion from the work to be performed. The contractor shall perform the work as changed. Such change(s) will be effected by written order of the company.

16.08 The contractor or its authorized representative must be in constant touch with concerned OIL's personnel during operation. They must be physically present in the field to supervise the labourers in their works. The authorized representatives must have power of attorney.

16.09 Labour disputes must be promptly settled by the contractor to avoid any effect on operations.

16.10 Any genuine compensation problem must be properly settled by the contractor without delay.

16.11 Pattern hole shooting will be carried out as and when required by OIL.

16.12 No sub-contract will be allowed during the period of seismic survey operations.

16.13 Labours engaged by the contractor have to be paid as per the Wage Act promulgated by the Govt. from time to time. He must provide every month to OIL the details of his

payments to the labourers. A certificate to this effect has to be furnished by the contractor every month after such payment(s) are made. If the contractor does not abide by the same, any further payment due to him will not be released.

16.14 The contractor should maintain a register of labours indicating name, age, father's name, full postal address, passport size photograph for skilled etc. One copy of the same should be provided to the local police station.

16.15 The contractor should attend a meeting with OIL's personnel at Company's premises at least once in a week to sort out any problems which may arise during the operations.

16.16 The contractor must provide PAN, VAT registration Number, Bank A/C Number, Vendor code with OIL, service tax registration certificate and PF registration certificate/declaration.

17.00 PAYMENT TERMS AND CONDITIONS

17.01 The scheduled rate for shots is based on the number of good shots taken, which will be certified by company representative. However the no. of required shots will be decided solely by OIL's representative. Contractor will not be allowed to shoot more than number of shots as specified in clause no 13.01 of Part-III (SCC) in a day unless OIL's representative desires so in the interest of the company.

17.02 Those shots will be considered as good shots where all the channels are alive (or as many number of live channels as handed over to the contractor before start of the operation), free of noise, free of leakage, cross feed, reverse polarity and recorded with correct layout. However, records with upto 2% dead or noisy channels will be accepted as good shot. Beyond that the shot will not be acceptable for payment.

17.03 If field parameters such as cable / geophone layout, group interval, geophone planting, shot-hole depth, shot-hole interval etc. as explained by OIL's representative are not implemented by the contractor's labours, such records (shots) will be considered as bad records and will not be accepted by OIL. These bad records will be reshot with correct parameters at the discretion of the company and payment will be made to the contractor only for the good and acceptable shots. Any bad records for bad cables/geophones and instrument problem (within OIL's control) will be OIL's responsibility.

17.04 If operations are stopped by the company on any particular day for the instrument problems or the work is interrupted due to heavy rain, thunder storm, etc. the contractor will be entitled for the following:

If the no. of shots taken is less than the programmed shots as per clause no 13.01 then, the contractor will be paid for the actual no. of shots plus 50% of the cost of the remaining no. of shots programmed.

17.05 Payment for fixing of crossing pillars will be made on fulfillment of services as defined in clause 6.03 of Part-III (SCC) at actual.

17.06 The company reserves the right to have minimum two days of maintenance of equipment in a calendar month. It will be carried out by OIL's personnel using contractor's labours and payment will be made as per schedule of services at actual.

17.07 OIL will have the right to give the contractor 48 hours' notice for shut down of operations which may be of temporary or permanent nature. However, contractor will be paid stand-by charges for one day in case there is no operation. Contractor will not be paid any amount for shut down of operations beyond 48 hours. However, the contractor will be given a maximum of 48 hours' notice to resume the operation.

17.08 The payment for catering charges and entertainment services will be made at actual on fulfillment of services as described in clause 11.0 of Part-III (SCC).

17.09 The payment for Uphole/LVL survey will be made at actual on fulfillment of services as described in clause 7.0 & 8.0 of Part-III (SCC).

17.10 Contractor shall send his invoices in triplicate to OIL's representative for the work performed during the preceding month on or before 5th of every month. The contractor shall also furnish a list of dispute/problems sorted out during the month indicating type of problem, complainant's names with addresses and steps taken to sort out the problem.

17.11 Monthly payment upto the amount of 90% of the value of work done in the preceding month will be made on undisputed bills, provided the bills are duly certified by the concerned OIL's representative as per the standard norms of the company.

17.12 Final payment will be made only after 6 (six) months of satisfactory completion of work. Such final payment will be based on the work actually done allowing for deviations and any deduction before such final payment. The entire assigned targets have to be completed by the contractor to quality for final payment for the services rendered.

17.13 For resumption of work, a minimum of 48 hrs advance notice, will be given by the company irrespective of length of suspension of work whatsoever be the reason.

18.00 FORCE MAJEURE

18.01 Notwithstanding anything herein to the contrary, the contractor shall not be liable for forfeiture of its performance security, payment of penalties or termination for default if, and to the extent that, or delay in performance or other failure to perform its obligation under the contract is result of an event of Force Majeure.

18.02 In the event of either party being rendered unable by Force Majeure to perform any obligation required to be performed by them under the contract, the relative obligation of the party affected by such 'Force Majeure' will stand suspended as provided herein. The word 'Force Majeure' as employed herein shall mean acts of God, War, Revolt, Agitation, Strike, Riot, Fire, Heavy Rain, Flood, Sabotage, Civil Commotion, Road Barricade, etc. (but not due to interference due to employment problem by the contractor).

18.03 Upon occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing within seventy two (72) hours of the alleged beginning and ending thereof, giving full particulars and satisfactory evidence in support of its claim.

18.04 Time for performance of the relative obligation suspended due to Force majeure shall stand extended by the period for which such cause lasts.

18.05 Should 'Force Majeure' conditions as stated above occur and should the same be notified within seventy two (72) hours, after its occurrence, the 'Force Majeure' rate shall apply for the first 15 days. Either party will have the right to terminate the contract, if

such 'Force Majeure' conditions continue beyond 15 days with prior written notice. Should either party decided not to terminate the contract even under such conditions, no payment would apply after expiry of the 15 days period unless otherwise agreed to.

19.00 LIQUIDATED DAMAGE/PENALTY

19.01 In case the contractor fails to fulfill any of its contractual obligation at any point of time, OIL may get the job done through third party (by the standard lay down procedure in OIL), and the contractor will reimburse the differential cost(if differential cost becomes more) for the remaining actual job done plus 10% extra towards handling charges. Here, the differential cost means the difference between new work cost minus old work cost.

19.02 Contractor shall be responsible for loss/damage to the company's equipment/materials in his custody. In case of loss, the actual replacement cost/book value of the equipment lost plus additional penalty upto 10% of the cost of affected equipment shall be charged to the contractor depending on the importance of the lost equipment. In case of partial damage, the contractor shall pay the actual repairing cost of the equipment/materials plus an additional penalty of 10% of the repairing cost. The decision by OIL's representative in this regard will be final and binding on the contractor.

19.03. The contractor has to maintain the minimum production specified under clause 13.01 of Part-III (SCC). If not achieved, then the penalty will be 20% of the cost of the shot not recorded during the day. However if he compensates the production loss within the contract period this penalty will stand cancelled.

19.04 In case the contractor could not carry out operation on a particular day or could partially complete the programmed number of shots, contractor shall be levied penalty of 20% of the total cost of the number of shots programmed or balance number of shots not recorded as the case may be. However, if he compensates the production loss within the current and the next calendar months this penalty will stand cancelled.

19.05 In case the company gives to the contractor 48 hours' notice for shut down of operations which may be of temporary or permanent nature and the contractor fails to resume operations on the effective date, penalty will be levied at the rate of 20% of 70 shots i.e. 14 shots per day.

19.06 If any shot is skipped due to contractor's failure, the contractor has to pay penalty as per shot rate of each shot not taken due to the problem.

19.07 If operations are affected because of non-availability / poor condition of the contractor's vehicles (clause 15.03 of Part-III(SCC)), or if the Contractor fails to provide the suitable vehicle, company may use its own vehicle considering the exigencies & the availability of the vehicle. However actual cost incurred in providing such services will be deducted from the contractor's bill.

19.08 If the contractor fails to start either survey or shooting operations on a date stipulated by the company, then the contractor will be liable to be penalized equivalent to Force Majeure rate for each day of delay. This is also applicable for start of operations after any temporary break e.g Bihu break etc.

19.09 If the contractor fails to provide 04 (Four) nos. of SURVEYORS, 36 (Thirty Six) nos. of CABLE SUPERVISORS, 108 (One Hundred and Eight) nos. of ASST. SUPERVISORS and

6 (Six) nos. of SHOT FIRERS then company will have authority to penalize the contractor Rs. 600/-per day per person on Prorata Basis.

20.00 TERMINATION

20.01 Termination on expiry of the term:

This contract shall be deemed to have been automatically terminated on the expiry of the contractual period unless the company has exercised its option to extend the contract in accordance with the provisions of the agreement.

20.02 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 this agreement.

20.03 Termination on account of Insolvency:

In the event that the contractor at any time during the term of this contract becomes insolvent or makes a voluntary assignment of its assets for the benefit of its 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 right and privileges hereunder shall stand terminated forthwith. In such eventuality, the company shall pay the contractor the applicable day rate if due upon the date of termination of the contract.

As soon as petition, if any, is made for declaration of insolvency to the court, the contractor shall keep the company informed of the fact in writing.

20.04 Termination for Unsatisfactory Performance:

i) If the company considers that the performance of the contract is unsatisfactory or not upto the expected standard, the company shall notify the contractor in writing and specify in detail the cause of dissatisfaction.

ii) The company shall have the option to terminate the contract if the contractor fails to comply with the requisitions contained in the said written notice issued by the company to the contractor within 10 (ten) days of receipt thereof.

20.05 Termination at the sole discretion of the Company:

Notwithstanding anything contained herein, the company may at its sole discretion, terminate this contract by giving to the contractor 60 (sixty) days written notice to that effect without assigning any reason whatsoever.

20.06 Termination due to change of ownership and assignment:

In case the contractor's right or obligation under this contract or the contractor's right title and interest to the company is transferred or assigned without the company's written consent, the company may at its absolute discretion terminate this contract as per the provisions elsewhere in the agreement.

20.07 Consequence of termination:

i) In all cases of termination herein set forth, the obligation of the company to pay the operating rate or any other charges shall be limited to the period of termination date only.

ii) Notwithstanding the termination of this contract, the contractor shall reasonably be bound by the provisions of this contract that reasonably require some action or forbearance after such termination. The contractor shall hand over to the company representative in writing the equipment along with a list with status and latest action by him for fulfillment of purpose of work.

21.00 NOTICES

21.01 Any notice given by one party to the other pursuant to this contract shall be sent in writing and confirmed in writing to Head-Contracts and copy to Head-Geophysics.

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

21.03 For resumption of work a minimum of 48 hours advance notice time will be given by the company irrespective of length of suspension of work whatsoever be the reason.

**To,
HEAD-CONTRACT
OIL INDIA LIMITED
DULIAJAN-786602**

SUB: SAFETY MEASURES

Description of work/service:

Seismic Survey Operations for acquiring high density 3D seismic data of 5000 shots in the areas lying North/south of river Brahmaputra in Assam and Arunachal Pradesh along with 3100±10% channels using manual dheki drilling and other associated activities.

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:

1. It will be solely the Contractor's responsibility to fulfill all the legal formalities with

- respect to the Health, Safety and Environmental aspects of the entire job (namely; the person employed by him, the equipment, the environment, etc.) under the jurisdiction of the district of that state where it is operating. . Ensure that all sub-contractors hired by him comply with the same requirement as the contractor himself and shall be liable for ensuring compliance all HSE laws by the sub or sub-sub contractors.
2. Every person deployed by the contractor in a mine must wear safety gadgets to be provided by the contractor. The Contractor shall provide proper Personnel Protective Equipment as per the hazard identified and risk assessed for the job and conforming to statutory requirement and company PPE schedule. Safety appliances like protective footwear, Safety Helmet and Full Body harness has to be DGMS approved. Necessary supportive document shall have to be submitted as proof. If the Contractor fails to provide the safety items as mentioned above to the working personnel, the Contractor may apply to the Company (OIL) for providing the same. OIL will provide the safety items, if available. But in turn, OIL will recover the actual cost of the items by deducting from Contractor's Bill. . However, it will be the Contractor's sole responsibility to ensure that the persons engaged by him in the mines use the proper PPE while at work. All the safety gears mentioned above are to be provided to the working personnel before commencement of the work.
 3. The Contractor shall prepare written Safe Operating Procedure (SOP) for the work to be carried out, including an assessment of risk, wherever possible and safe methods to deal with it/them. The SOP should clearly state the risk arising to men, machineries & material from the mining operation / operations to be done by the contractor and how it is to be managed.
 4. The contractor shall provide a copy of the SOP to the person designated by the mine owner who shall be supervising the contractor's work.
 5. Keep an up to date SOP and provide a copy of changes to a person designated by the Mine Owner /Agent /Manager.
 6. Contractor has to ensure that all work is carried out in accordance with the Statute and SOP and for the purpose he may deploy adequate qualified and competent personnel for the purpose of carrying out the job in a safe manner. For work of a specified scope/nature, he should develop and provide to the mine owner a site specific code of practice in line.
 7. All persons deployed by the contractor for working in a mine must undergo Mines Vocational Training, initial medical examination, PME. They should be issued cards stating the name of the contractor and the work and its validity period, indicating status of MVT, IME & PME.
 8. The contractor shall submit to DGMS returns indicating - Name of his firm, Registration number, Name and address of person heading the firm, Nature of work, type of deployment of work persons, Number of work persons deployed, how many work persons hold VT Certificate, how many work persons undergone IME and type of medical coverage given to the work persons.

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

10. It will be entirely the responsibility of the Contractor/his Supervisor/representative to ensure strict adherence to all HSE measures and statutory rules during operation in OIL's installations and safety of workers engaged by him. The crew members will not refuse to follow any instruction given by company's Installation Manager / Safety Officer / Engineer / Official / Supervisor/Junior Engineer for safe operation.

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

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

13. The contractor shall have to report all incidents including near miss to Installation Manager / departmental representative of the concerned department of OIL.

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

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

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

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

18. Records of daily attendance, accident report etc. are to be maintained in Form B, E, J (as per Mines Rules 1955) by the contractor.

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

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

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

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

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

24. The contractor should prevent the frequent change of his contractual employees as far as practicable.

25. The contractor should frame a mutually agreed bridging document between OIL & the contractor with roles and responsibilities clearly defined.

26. For any HSE matters not specified in the contract document, the contractor will abide the relevant and prevailing Acts/rules/regulations/ pertaining to Health, Safety and Environment.

(Seal)

Yours Faithfully

Date _____

M/s _____

FOR & ON BEHALF OF CONTRACTOR

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 **Seismic Survey Operations for acquiring high density 3D seismic data of 5000 shots in the areas lying North/south of river Brahmaputra in Assam and Arunachal Pradesh along with 3100±10% channels using manual dheki drilling and other associated activities.** 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 Organisation "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 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.

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

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

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

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.
4. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.

Section 4 - Compensation for Damages

1. If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to 3 % of the value of the offer or the amount equivalent to Earnest Money Deposit/Bid Security, whichever is higher.
2. If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit/Performance Bank Guarantee, whichever is higher.
3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/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 Bidder/Contractor undertakes to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.
2. The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.

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
(three in number depending on the size of the contract)
(to be decided by the Chairperson of the Principal)**

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

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

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

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

5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

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.
2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.
4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

For the Principal

For the Bidder/Contractor

Place. Duliajan.

Witness 1:

Date.

Witness 2:

PROFORMA - I
BID FORM

To
THE HEAD (CONTRACTS)
OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. DULIAJAN
DIST. DIBRUGARH
ASSAM # 786 602

Sub: IFB No. : **CDI4762P15**

Dear Sir,

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

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

We agree to abide by this Bid for a period of 180 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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

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

Dated this _____ day of _____ 2014.

Signature and seal of the Bidder : _____

(In the capacity of) : _____

Name of Bidder : _____

PROFORMA – II**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 tender 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

Authorised Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bidder:

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

FORMAT OF BID SECURITY (BANK GUARANTEE)
OR ANY OTHER FORMAT ACCEPTABLE TO OIL

To:
M/s. OIL INDIA LIMITED
For Head (Contracts)
Duliajan, Assam, India, Pin - 786 602.

WHEREAS, (Name of Bidder) _____ (hereinafter called "the Bidder") has submitted their offer Dated _____ the provision of certain services (hereinafter called "the Bid") against OIL INDIA LIMITED, Duliajan, Assam, India (hereinafter called the Company)'s **IFB No. CDI4762P15**.

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 common seal of the said Bank this _____ day of _____ 2014.

THE CONDITIONS of these obligations are:

- (1) If the Bidder withdraws their Bid during the period of Bid validity specified by the Bidder; or
- (2) If the Bidder, having been notified of acceptance of their Bid by the Company during the period of Bid validity:
 - (a) Fails or refuses to execute the form of agreement in accordance with the Instructions to Bidders; or
 - (b) Fails or refuses to furnish the Performance Security in accordance with the Instructions to Bidders;

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 one or both of the two conditions, specifying the occurred condition or conditions.

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

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 valid for minimum 210 days from the date of Technical Bid opening.

ANNEXURE- I

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

Name :

FULL Address :

Phone Number :

Mobile Number :

E-mail address :

Fax Number :

Bank Account Number (in which the Bidder wants remittance against invoices) :

Bank Name :

Branch :

Address of the Bank :

Bank Code :

IFSC/RTGS Code of the Bank :

NEFT Code of the Bank :

PAN Number :

Service Tax Registration Number :

Signature of Vendor with Official Seal