

**E-TENDER NO. CDI9716P16**

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

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

IFB No.	<b>CDI9716P16</b>
Description of Service	<b>HIRING SERVICES OF 3(THREE) NOS. BRAND NEW 6X4 DRIVE TRUCK UNITS OF MINIMUM 16000 KG PAYLOAD CAPACITY COMPLETE WITH LOADING PLATFORM AND ALL STANDARD FITTINGS &amp; ACCESSORIES AS PER SPECIFICATIONS IN THE TENDER DOCUMENT, TO BE STATIONED AT ANY PLACE OF OIL'S ACTIVITIES IN ASSAM &amp; ARUNACHAL PRADESH FOR A PERIOD OF 4(FOUR) YEARS.</b>
Period of Sale of Bid Document	<b>12.01.2016 TO 16.02.2016</b>
Bid Closing / Opening Date & Time	<b>23.02.2016 (11:00 HRS / 14:00 HRS : Server Time)</b>
Cost of Bid Document	<b>Rs. 5000.00</b>
Bid Security (EMD)	<b>Rs. 1,09,000.00</b> The Bid Security should be in the form of a <b>BANK DRAFT / BANKER'S CHEQUE/ BANK GUARANTEE (valid for minimum 210 days from the date of Technical bid opening i.e minimum up to 19.09.2016)</b> favouring OIL INDIA LIMITED, payable at DULIAJAN for the amount applicable and purchased from any Nationalised / Scheduled Bank. Alternatively, the Bid Security can be deposited on-line in the E- procurement portal through the online payment gateway. <b>Notes:</b> <b>a.</b> In case of Bidder(s) submitting Bid Security in the form of BANK DRAFT / BANKER'S CHEQUE/ BANK GUARANTEE, the Original hard copy of Bid Security should reach the office of HEAD-CONTRACTS on or before 12.45 PM (IST) on the Bid closing/opening date and time. <b>b.</b> A scanned copy of Bid Security document should also be uploaded along with the Unpriced Techno-Commercial Bid documents.

**2.0** For participation, Cost of Bid Document (Non-Transferable and Non-refundable) by way of Demand Draft / Banker's Cheque from any Scheduled Bank in favour of OIL INDIA LIMITED and **payable at Duliajan,** along with the application(s) on applicant's letter pad with a request for USER ID & PASSWORD is to be submitted /sent to reach the Office of **Head-Contracts, Contracts Department, Oil India Limited, P.O. Duliajan, Assam-786602** within the period of sale (inclusive both the days i.e. start date & end date) of Bid document. Alternatively, applicants already having User ID & Password for OIL's E-procurement portal can register against the IFB and pay the requisite Bid Document cost through the online payment gateway provided in the E- procurement portal .

**2.1** 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.: CDI9716P16

Description of Services: Hiring services of 03 Nos. brand new 6x4 drive Truck Units of  
Minimum 16000 Kg Payload Capacity.

**2.2** 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 2.2 (i) above and will be allowed to participate in the bidding through OIL's E-Procurement portal.

**4.0 SALIENT ELIGIBILITY CRITERIA:**

**4.1** The average Annual financial turnover of the bidder during the last 3(three) accounting years reckoned from the bid closing date must be minimum of **Rs. 65.32 Lakh (Rupees Sixty Five Lakh Thirty Two Thousand)**.

Documentary evidence must be submitted along with the Un-Priced Techno-Commercial Bid. The proof of annual turnover should be either in the form of audited Profit & Loss account and Balance Sheet or certification from Chartered / Cost Accountant firm indicating the Code No.

**4.2** The bidder shall be in the business of providing similar services to Public Sector Undertaking (PSU) / Central Government / State Government Organization/ Corporations having the experience of successfully executing the following assigned SIMILAR work(s) during the last 7(seven) years ending on **31.12.2015**. Documentary evidence must be submitted along with the Un-priced Techno-Commercial Bid. The documentary evidence must be in the form of Job Completion certificate / Gross Payment Certificate etc. as applicable showing:

(a) Gross value of job done; and

(b) Nature of job done; and

(c) Time period covering as per the NIT.

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

(a) Single contract of minimum value of **Rs. 174 Lakh (Rupees One Hundred Seventy Four Lakh)**

or

(b) Two contracts of minimum value of **Rs. 109 Lakh (Rupees One Hundred Nine Lakh) each**

or

(c) Three contracts of minimum value of **Rs. 87 Lakh (Rupees Eighty Seven Lakh) each**

**NOTE FOR BIDDER(S) TO ABOVE CLAUSE 4.2:**

**1. Similar Work(s) means-** Services of providing Cranes or any other Transport Services involving Heavy Vehicles / Logistic equipment.

**2.** The bidder must be in the business of providing similar services to Public Sector Undertaking(PSU) / Central Government / State Government Organization/ Corporations for any length of time during the last 7(seven) years ending on **31.12.2015**, i.e. for any length of time within the period **01.01.2009 to 31.12.2015 (both days inclusive)**. During this period of 7(seven) years, bidder must have successfully carried out SIMILAR jobs of value either **Rs. 174 lakh under a single contract** or **Rs. 109 lakh each under 2(two) separate contracts** or **Rs. 87 lakh each under 3(three) separate contracts**. Accordingly, the Starting Date and /or the Job Completion Date of respective contract/s need not necessarily fall within the seven years period of **01.01.2009 to 31.12.2015**; but the value of job/s done must be of requisite amount as above.

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

**6.0 Exemption of Tender Fee:**

If the bidder is a Micro or Small Enterprise under the Micro, Small and Medium Enterprises Development Act, 2006 and is registered with District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises, then they are exempted from payment of tender fees for the items/services for which they are registered. Copy of valid Registration Certificate, must be enclosed along with the application for issuing tender documents and the Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies.

**6.1** Public Sector Units (PSU) are also exempted from payment of tender fee.

**6.2** 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 within bid selling period to get access for participation in the tender.

**7.0 Exemption from Submission of Bid Security:**

**7.1** Central Govt. offices and Central Public Sector undertakings are exempted from submitting Bid Security.

**7.2** If the bidder is a Micro or Small Enterprises (MSE) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME, then they are also exempted from submitting Bid Security. Bidding MSEs shall have to submit a Copy of valid Registration Certificate clearly indicating the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies.

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

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

**9.0** The details of IFB / Bid Documents can be viewed using "Guest Login" provided in the E-Procurement portal.

**10.0** All corrigenda, addenda, amendments, time extension, clarifications etc. to the tender will be hosted on the website and in the e-portal <https://etenders.srm.oilindia.in/irj/portal> only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website and e-portal to keep themselves updated.

**11.0** In order to bid for OIL's e-tenders; all the bidders are requested to obtain a legally valid Digital Certificate (Class III with Organisation) as per Indian IT Act from the licensed Certifying Authorities (CA) operating under Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. (**Note:** Digital Signature Certificates having "Organization Name" field other than Bidder's Name are not acceptable. However, aforesaid Digital Signature Certificates having Bidder's Name in the "Organization Name" field are acceptable.)

**DATE:** XXXXXXXXXX

**HEAD- CONTRACTS**  
**FOR RESIDENT CHIEF EXECUTIVE**