



OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. DULIAJAN, DIST - DIBRUGARH
ASSAM, INDIA, PIN-786602

CONTRACTS DEPARTMENT
TEL: (91) 374-2800548
E-mail: contracts@oilindia.in
Website: www.oil-india.com
FAX: (91) 374-2803549

FORWARDING LETTER

Sub: IFB No. CDO3712P20 – Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items.

Dear Sir(s),

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

2.0 In connection with its operations, OIL invites Local Competitive Bids (LCB) from competent and experienced/approved Contractors/Firms for the mentioned work/service under **OPEN E-TENDER, SINGLE STAGE TWO BID SYSTEM** through OIL’s E-Procurement Portal: “<https://etender.srm.oilindia.in/irj/portal>” for **Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items**. One complete set of Bid Document covering OIL’s IFB for hiring of above services is uploaded in OIL’s E-Procurement Portal. You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through OIL’s E-Procurement Portal. For your ready reference, few salient points of the IFB (covered in detail in the Bid Document) are highlighted below:

(i)	IFB No./E-Tender No.	:	CDO3712P20
(ii)	Type of Bid	:	Open Indigenous E-Tender, Single Stage Two Bid System.
(iii)	Bid Closing Date & Time	:	As mentioned in the E-procurement portal.
(iv)	Technical Bid Opening Date & Time	:	As mentioned in the E-procurement portal.
(v)	Price Bid Opening Date & Time	:	As mentioned in the E-procurement portal.
(vi)	Bid Submission Mode	:	Bids must be uploaded online in OIL’s E-Procurement Portal.
(vii)	Bid Opening Place	:	Office of CGM (Contracts)-HoD Contracts Department, Oil India Limited, Duliajan-786602,

		Assam, India.
(viii)	Bid Validity	<p>: Minimum 120 (One Hundred Twenty) days from Original Bid Closing Date.</p> <p>Note: 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.</p>
(ix)	Mobilization Period	: 30 (thirty) days from date of issue of LOA
(x)	Bid Security/EMD Amount	<p>: Rs. 3,60,500.00 (Rupees Three Lakh Sixty Thousand and Five Hundred only).</p> <p>a. The Bid Security should be submitted only in the form of Bank Guarantee as per BG format enclosed herewith (Proforma-V) issued by Nationalized/Scheduled Bank in favour of M/s Oil India Limited and payable at DULIAJAN.</p> <p>b. Alternately, Bid Security can also be paid through the online payment gateway against this tender.</p> <p>c. In case of Bidder(s) submitting Bid Security in the form of Bank Guarantee, the original hard copy of Bid Security should reach the office of CGM (CONTRACTS)-HoD on or before 12.45 PM (IST) on the bid closing/opening date otherwise bid will be rejected.</p> <p>d. A scanned copy of Bid Security document should also be uploaded along with the Un-priced Techno-Commercial Bid documents.</p> <p>e. 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. 9.0 below. Bids without Bid Security Deposit in the manner specified above will be summarily rejected.</p> <p>No other mode of payment will be accepted by</p>

			<p>the Company. The Bid Security shall not earn any interest to the bidder from the Company.</p> <p>Notes:</p> <p>Bidders claiming waiver of Bid Security shall upload supporting documents as mentioned in Para. No. 4.0 below.</p> <p>Any offer not accompanied with the Bid Security shall be treated as invalid and summarily rejected. Any subsequent deposit of Bid Security after the bid closing date shall not be permitted. Also, adjustment of Bid Security due against the instant tender, against dues from the Company or on any account shall not be permitted.</p>
(xi)	Bid Security/EMD Validity	:	<p>As mentioned in the E-procurement portal.</p> <p>(Minimum 150 days from original bid closing date).</p>
(xii)	Original Bid Security to be submitted	:	<p>Office of CGM (CONTRACTS)-HoD, CONTRACTS DEPARTMENT, OIL INDIA LIMITED, DULIAJAN, ASSAM-786602, INDIA</p>
(xiii)	Amount of Performance Security	:	<p>10% of annualized Contract value.</p> <p>a. Bidders can submit performance Security in the form of Bank Guarantee from any Scheduled Indian Bank as per BG format enclosed herewith (Proforma-VII) or in the form of Demand Draft.</p> <p>b. Performance Security Money shall not earn any interest.</p>
(xiv)	Validity of Performance Security	:	<p>90 (Ninety) days beyond defect liability period.</p>
(xv)	Location of job		<p>Well Logging Department, Duliajan</p>
(xvi)	Duration of the Contract	:	<p>300 (Three hundred) days</p>
(xvii)	Quantum of Liquidated Damage for Default in Timely Mobilization/ Completion	:	<p>Refer clause No. 28 of General Conditions of Contract.</p>
(xviii)	Bids to be addressed to	:	<p>CGM (Contracts)-HoD,</p>

			Contracts Department, Oil India Limited, Duliajan-786602, Assam, India.
(xix)	Pre-Bid conference	:	Not Applicable
(xx)	Last Date of receipt of Queries	:	Not Applicable

Note:

a. The Bank Guarantee issuing bank branch shall ensure the following:

The Bank Guarantee issued by the bank shall be routed through SFMS platform as per the following details:

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

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

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

3.0 GUIDELINES FOR PARTICIPATING IN OIL'S E-PROCUREMENT

3.1 Bids are to be submitted online through OIL's E-Procurement Portal with digital signature. To participate in OIL's E-Procurement tender, bidders should have a legally valid digital certificate **of Class 3 with Organizations Name** and **Encryption Certificate** as per Indian IT Act from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India (<http://www.cca.gov.in>). 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.

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

The authenticity of above digital signature shall be verified through authorized CA after bid opening and in case the digital signature used for signing is not of "**Class 3 with Organizations Name** and **Encryption Certificate**", 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.

The bid including all uploaded documents shall be digitally signed by duly authorized representative of the Bidder/Bidding Company to bind the Bidder/Bidding company to the contract.

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

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

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

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

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

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

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

- a) MSEs Units (manufacturers/Service Providers only and not their dealers/ distributors) who are already registered with District Industry Centres or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME are exempted from payment of Bid Security (EMD) irrespective of monetary limit mentioned in their registration.
- b) Central Government Departments and Central Public Sector Undertakings (CPSUs) are also exempted from submitting bid security.

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

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

6.0 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 **"Technical Attachment"** (Un-priced Techno-Commercial Bid) otherwise the bid will be rejected.

7.0 The tender is invited under **OPEN E-TENDER 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. For submission of Bids online at OIL's E-Tender Portal, detailed instructions are available in "User Manual" available in OIL's E-Tender Portal. The Technical Bid should be submitted as per Scope of Work & Technical Specifications along with all technical documents related to the tender and uploaded under **"Technical Attachment"** Tab only. **Bidders to note that no price details should be uploaded in "Technical Attachment" Tab Page.** 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.

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

9.0 (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 debar from participation in future tenders, at the sole discretion of the company.

(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.

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

11.0 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.

11.1 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 GSTIN number.

11.2 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 GSTIN number.

11.3 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 GSTIN number.

11.4 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 GSTIN number.

11.5 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 GSTIN number.

11.6 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 GSTIN number.

11.7 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 GSTIN number.

12.0 BIDDING DOCUMENTS:

12.1 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
- b) BEC/BRC

- c) General Conditions of Contract (GCC): **Part-I**
- d) Schedule of Work, Unit, Quantities (SOQ): **Part- II**
- e) Special Conditions of Contract (SCC): **Part-III**
- f) Schedule of Company's Plants, Materials and Equipments (SCPME): **Part-IV**
[Not applicable for this Tender]
- g) Safety Measures (SM): **Part-V**
- h) Integrity Pact: **Part-VI**
- i) Price Bidding Format (Attached under “**Notes and Attachments**” tab in the main bidding engine of OIL’s E-Tender portal)
- j) Proformas and Annexures
- k) Technical Evaluation Sheet for BEC-BRC & others

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

SPECIAL NOTE: Please note that all tender forms (Forwarding Letter, (BEC-BRC) Bid Evaluation Criteria & Bid Rejection Criteria, Part-I: (GCC) General Conditions of Contract, Part-II: (SOQ) Schedule of Work, Unit and Quantity, Part-III: (SCC) Special Conditions of Contract, Part-V: (SM) Safety Measures, Part-VI: (IP) Integrity Pact, Price Bidding Format, Technical Evaluation Sheet for BEC-BRC & others) 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 super scribed with Tender No. and due date to The CGM (Contracts)-HoD, Contracts Department, Oil India Limited, Duliajan-786602.

a) ORIGINAL BID SECURITY (Only in case of Bidder(s) submitting Bid Security in the form of BANK GUARANTEE):

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

b) ANY OTHER DOCUMENT REQUIRED TO BE SUBMITTED IN ORIGINAL AS PER TENDER REQUIREMENT:

Scanned copy(s) of the same should also be uploaded along with the Un-priced Techno-Commercial Bid documents.

The above documents including the Original Bid Security (in case of bidders submitting Bid Security in the form of Bank Guarantee) must be received at OIL’s CGM (Contracts)-HoD’s office at Duliajan **on or before 12.45 PM (IST) on the bid closing date** failing which the bid shall be rejected.

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.

13.0 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. 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: OIL has appointed Shri Rajiv Mathur, IPS(Retd.), Shri Rudhra Gangadharan, IAS(Retd.) and Shri Jagmohan Garg, Ex-Vigilance Commissioner as Independent External Monitors (IEM) for a period of 03 (Three) years to oversee implementation of Integrity Pact in OIL. Bidders may contact the Independent External Monitors for any matter relating to the Integrity Pact at the following addresses:

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

14.0 PREPARATION OF BIDS:

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

14.2 DOCUMENTS COMPRISING THE BID:

(I) UN-PRICED TECHNO-COMMERCIAL BID:

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

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

(II) 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.

15.0 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.

16.0 TRANSFERABILITY OF BID DOCUMENTS:

16.1 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.

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

17.0 FORMAT AND SIGNING OF BID:

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.

18.0 AMENDMENT OF BIDDING DOCUMENTS:

18.1 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.

18.2 The Addendum will be uploaded in OIL’s E-Tender Portal in the Tab “Technical RFx” and External Area – “Amendments” folder. The company may, at its discretion, extend the deadline for bid submission. Bidders are expected to take the Addendum into account in preparation and submission of their bid. **Bidders are to check from time to time the E-Tender Portal [“Technical RFx” Tab and under the folder “Amendments”] for any amendments to the bid documents before submission of their bids. No separate intimation shall be sent to the Bidders.**

19.0 SUBMISSION OF BIDS:

19.1 The bid including all uploaded documents shall be digitally signed by duly authorized representative of the bidder to bind the Bidder to the contract.

19.2 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.

19.3 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.

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

19.5 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.

20.0 SCREEN SHOTS

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

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

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

Note:

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

21.0 MAINTENANCE OF TOTAL BID VALUE IN THE RESPONSE: For convenience of the Bidders and to improve transparency, the rates/costs quoted by bidders against the E-tender shall be available for online viewing after price bid opening to those bidders whose price bids have been opened in the system. For tenders where **Detailed Price Information under RFx Information Tab is “No price”**, the Price Bid is invited through attachment form under **“Notes & Attachment”**. As per the existing process, Bidders must upload their pricing as per the **“Price Bidding Format”** under **“Notes & Attachment”**. Additionally the bidders must fill

up the **on-line field “Total Bid Value”** under Tab Page **“RFx Information”** with the Total Cost (Including the GST component) as per the amount of the Price Bid in attachment form.

The screenshot shows the 'Create RFx Response' interface. At the top, there are tabs: **Submit**, **Read Only**, **Print Preview**, **Check**, **Technical RFx Response**, and **Close**. Below these, the form displays: **RFx Response Number** 60038748, **RFx Number**, **RFx Owner** BHARALI, and **Total Value** 0.00 INR. The main section is titled **RFx Information** and includes sub-tabs: **Basic Data**, **Questions**, and **Technical Attachments**. Under **Event Parameters**, the following fields are visible: **Currency:** Indian Rupee (with a dropdown arrow), **Detailed Price Information:** No Price, **Terms of Payment:** (with a checkbox), and **Total Bid Value:** (a text input field). Three blue callout boxes provide instructions: 1. 'Bidder to select the currency of the Response' points to the Currency dropdown. 2. '“Total Bid Value” is mandatory in “No Price” RFx only' points to the Detailed Price Information field. 3. '“Total Bid Value” considering all the taxes & duties.' points to the Total Bid Value input field.

The “Total Bid Value” as entered by the Bidder in the on-line response shall be displayed in the e-tender portal amongst the Techno-Commercially qualified bidders and Company will not take any responsibility whatsoever towards incorrect information furnished by the bidders in the “Total Bid Value” field.

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

22.0 DEADLINE FOR SUBMISSION OF BIDS:

22.1 Bids should be submitted on-line up to **11.00 a.m. (IST) (Server Time) on the Bid Closing date** mentioned in the Forwarding Letter. Bidders will be permitted by System to make any changes in their bid after the bid has been uploaded by the bidder prior to the Bid Closing date and time as mentioned in the bid except in condition mentioned in clause 25.0 below. But no changes would be allowed by the system once the due date and time for submission of bids has been reached and bids are opened.

22.2 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.

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

23.0 LATE BIDS: 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.

24.0 MODIFICATION AND WITHDRAWAL OF BIDS:

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

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

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

25.0 EXTENSION OF BID SUBMISSION DATE: 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.

26.0 BID OPENING AND EVALUATION:

26.1.1 The 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.

26.1.2 In case of two bid system, after the evaluation of the Technical Bids, the Price Bids of only the techno-commercially acceptable Bidders will be opened. The opening Date and Time will be intimated to the techno-commercially qualified Bidders in due course. Price bids will be opened in the same procedure as mentioned in Para 26.1.1 above.

26.2 In case it happens to be a bandh/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).

26.3 Bids which have been withdrawn pursuant to Clause 24.0 will not be allowed to be opened by the system. OIL shall examine bids to determine whether they are complete, whether requisite Bid Securities have been furnished, whether documents have been properly signed and whether the bids are generally in order.

26.4 OIL shall prepare, for its own records, minutes of bid opening including the information disclosed to those present in accordance with the sub-clause 26.3.

26.5 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.

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

26.7 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.

26.8 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.

27.0 EVALUATION AND COMPARISON OF BIDS:

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

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

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

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

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

28.0 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 put on Holiday as per the Banning Policy (available in OIL's website) of Company.

29.0 CONTACTING THE COMPANY:

29.1 Except as otherwise provided in Clause 27.0 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 26.5.

29.2 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.

30.0 AWARD CRITERIA: 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.

31.0 OIL' S RIGHT TO ACCEPT OR REJECT ANY BID: 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.

32.0 NOTIFICATION OF AWARD: 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.

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

34.0 The successful bidder shall furnish a Performance Security Deposit in the form of 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.

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

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

37.0 MOBILISATION ADVANCE PAYMENT:

37.1 Request for advance payment shall not be normally considered. However, depending on the merit and at the discretion of the Company, advance against mobilization charge may be given at an interest rate of 1% above the prevailing Bank rate (CC rate) of SBI, CAG Branch, Kolkata from the date of payment of the advance till recovery/refund.

37.2 Advance payment agreed to by the Company shall be paid only against submission of an acceptable bank guarantee whose value should be equivalent to the amount of advance plus the amount of interest covering the period of advance. Bank guarantee shall be valid for 02 months beyond completion of mobilization and the same may be invoked in the event of Contractor's failure to mobilize as per agreement.

37.3 In the event of any extension to the mobilization period, Contractor shall have to enhance the value of the bank guarantee to cover the interest for the extended period and also to extend the validity of bank guarantee accordingly.

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

39.0 SIGNING OF CONTRACT:

39.1 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)".

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

39.3 This Performance Security must be valid for 90 (Ninety) days after the date of expiry of the defect liability period 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.

39.4 The "Performance Security" will be refunded to the contractor after 90 (Ninety) days of satisfactory completion of works/defect liability period (if any) under the contract (including extension, if any), but part or whole of which shall be used by the Company in realization of liquidated damages or claims, if any or for adjustment of compensation or loss due to the Company for any reason.

40.0 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 liquidated damages and/or penalty from the Contractor as per terms of the tender/contract.

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

42.0 Failure of the successful bidders to comply with the conditions as specified in Para 39.2 above would render him liable for rejection and in turn forfeiture of Bid Security apart from any other actions the Company may take against him at its sole discretion. The bidder shall be dealt as per the Banning Policy (available in OIL's website) of Company.

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

Thanking you,

Yours faithfully,

OIL INDIA LIMITED

(NABAJYOTI RABHA)

SENIOR MANAGER CONTRACTS (OPERATIONS)

For **CGM (CONTRACTS)-HoD**

For **RESIDENT CHIEF EXECUTIVE**

Date: 04.02.2020

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

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

1.1 FINANCIAL CRITERIA

1.1.1 Annual Financial Turnover of the bidder during any of preceding 03 (Three) financial/accounting years from the original bid closing date should beat least **Rs. 54,06,500.00 (Rupees Fifty Four Lakh Six Thousand and Five Hundred only).**

1.1.2 Net worth of the bidder must be Positive for the preceding financial/accounting year.

Note: The Net worth to be considered against Clause 1.1.2 above, should be read in conjunction with the definition of Net worth as mentioned in Section 2 (57) of The Companies Act, 2013.

Notes to BEC Clause 1.1 above:

- a.** For proof of Annual Turnover & Net worth (refer clauses 1.1.1 & 1.1.2 above), any one of the following documents/photocopies must be submitted along with the bid:
 - (i) Audited Balance Sheet along with Profit & Loss account.
 - OR
 - (ii) A certificate issued by a practicing Chartered or Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in **Annexure-X**.

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

- b.** Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial/accounting year are not available with the bidder, then the financial turnover of the previous three financial/accounting years excluding the preceding financial/accounting year will be considered. In such cases, the Net worth of the previous financial/accounting year excluding the preceding financial/accounting year will be considered. However, the bidder has to submit an undertaking in support of the same along with their technical bid as per **Proforma-X**.

- c. In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.
- d. In case the bidder is a Government Department, they are exempted from submission of documents mentioned under para **a.** and **b.** above.
- e. Bid will be rejected if not accompanied with adequate documentary proof in support of Annual turnover & Net worth as mentioned in Para 1.1.1 & 1.1.2.

1.2 TECHNICAL CRITERIA:

The bidder must have experience in successfully executing/completing at least 01 (One) SIMILAR work of minimum value of **Rs. 90,10,800.00 (Rupees Ninety Lakh Ten Thousand and Eight Hundred only)** under single Contract in previous 07 (seven) years to be reckoned from the original bid closing date in Central Govt./State Govt./Public Sector Undertaking/State Govt. Enterprise/any E&P Company/Hotels (minimum 3 star)/Multi National Corporation (MNC).

Notes to BEC Clause 1.2 above:

- a. "SIMILAR" nature of work mentioned in 1.2 means: "Interior designing and decoration job including material supply".
- b. For proof of requisite Experience (refer Clause No. 1.2), the following documents/ photocopy (self-attested/attested) must be submitted along with the bid:
 - I. **In case work experience is against OIL's Contract:** Bidder must submit Job Completion Certificate issued by the company indicating the following:
 - A. Work order no./Contract no.
 - B. Gross value of job done
 - C. Period of Service
 - D. Nature of Service
 - II. **In case work experience is not against OIL's Contract:** Bidder must submit the following:
 - A. Contract document showing details of work,
AND
 - B. Job Completion Certificate showing:
 - (i) Gross value of job done
 - (ii) Nature of job done and Work order no./Contract no.
 - (iii) Contract period and date of completionOR
 - C. SES (Service Entry Sheet)/Certificate of Payment (COP) issued by the company indicating the following:
 - (i) Work order no./Contract no.
 - (ii) Gross value of jobs done
 - (iii) Period of Service
 - (iv) Nature of Service

- c. Only Letter of Intent (LOI)/Letter of Award (LOA), or Work Order(s) are not acceptable as evidence.
- d. 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 will only be treated as acceptable experience.
- e. Following work experience will also be taken into consideration:
 - (i) If the prospective bidder has executed contract in which similar work is also a component of the contract.
 - (ii) In case the start date of the requisite experience is beyond the prescribed 07 (seven) years reckoned from the original bid closing date but completion is within the prescribed 07 (seven) years reckoned from the original bid closing date.
 - (iii) If the prospective bidder is executing similar work which is still running and the contract value/quantity executed prior to original bid closing date is equal to or more than the minimum prescribed value in the BEC.

Proof of work experience against Para **e. (i) and (ii)** above, to satisfy a) similar work b) minimum prescribed value/qty c) prescribed period of 07 years, to be submitted as below:

- I. **In case requisite experience is against OIL's Contract:** Bidder must submit the breakup of similar work and its value/quantity mentioning SES No. and copies of all relevant SES.
- II. **In case requisite experience is NOT against OIL's Contract:** Bidder must submit the breakup of similar work and its value/quantity executed within the prescribed period of 07 (Seven) years reckoned from the original bid closing date. The breakup must be certified by the end user or a certificate issued by a practicing Chartered/Cost Accountant Firm (with Membership Number & Firm Registration Number).

Proof of work experience against Para **e. (iii)** above, to satisfy a) similar work b) minimum prescribed value/qty c) prescribed period of 07 years, to be submitted as below:

- I. **In case requisite experience is against OIL's Contract:** Bidder must submit the following:
 - A. Breakup of similar work
 - B. SES (Service Entry Sheet)/Certificate of Payment (COP) issued by the company indicating the following:
 - (i) Work order no./Contract no.
 - (ii) Gross value of job done
 - (iii) Period of Service
 - (iv) Nature of Service
- II. **In case requisite experience is not against OIL's Contract:** Bidder must submit the following:
 - A. Breakup of similar work

- B. Contract document showing details of work.
 - C. LOA/LOI/Work order showing:
 - (i) Gross value of awarded
 - (ii) Nature of job awarded
 - (iii) Contract no./Work order no.
 - (iv) Contract period and date of completion
 - D. Certificate of Payment (COP)/SES (Service Entry Sheet) up to the previous month of the original bid closing date of this tender issued by the company indicating the following:
 - (i) Work order no./Contract no.
 - (ii) Gross value of job done
 - (iii) Period of Work Done
- f.** In case of similar work executed through 'sub-contracting', the bidder shall submit relevant documents as mentioned under para 'b' and/or 'e' above, issued directly by the client organization/end user, along with confirmation towards consent of the client organization/end user for allowing 'sub-contracting'.
- g.** SIMILAR work executed by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC.
- h.** Bids submitted for part of the work will be rejected. Bid will be rejected if not accompanied with adequate documentary proof in support of Work experience as mentioned in Notes to BEC Clause 1.2 above.
- 1.3** In case the requisite experience of SIMILAR work is from Hotels (minimum 3 Star) then, self-attested copy of Classification Certificate in case of a Hotel rated 3 Star or above must also be submitted in addition to the documents to be submitted as per Notes to BEC Clause 1.2 above.
- 1.4** The Bidder should have valid Electrical Contractor's License issued or recognized by Govt. of Assam. Necessary documents [self-attested by the bidder] in this regard shall be submitted along with the bid.
- 1.5** Bidders are required to identify the make & model of various items offered and confirm the availability of the same at the time of submission of bid as per format enclosed **Annexure-IV** along with data sheets, specifications & necessary certifications from the OEMs/authorized dealers of the OEMs. Offers without the enclosed **Annexure-IV**, duly filled up will be rejected.

Notes to Clause 1.5 above:

- 1.** The decision of OIL with respect to equivalency of the offered make/model with the desired make/model listed out in the tender will be final & binding on the bidder/contractor.
- 2.** In case make/model of an item, as declared by the bidder at the time of bidding, is unavailable on account of being out-of-production at the time of execution of the job, then within 7 (seven) days from the date of issue of order by EIC regarding requirement of the item, bidder/contractor has to notify OIL regarding the same with necessary documentary proof and offer replacement make/model (with detailed specification sheet from the OEM/

authorized dealer of the OEM) without any cost escalation (if any) on account of increase in price. However, acceptance of such replacement make/model will solely be at the discretion of OIL/EIC.

1.6 Price bid shall be opened in respect of only the techno-commercially acceptable bidders whose bids have been found to be substantially responsive. A substantially responsive bid is one that meets the terms and conditions of the Tender and/or the acceptance of which bid will not result in indeterminate liability on OIL.

1.7 Bidders are required to quote for all the items as per Price Bid Format, otherwise the offer of the bidder will be straightway rejected.

1.8 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.

1.9 The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor will be paid on the basis of the actual number of days/parameter, as the case may be.

1.10 The bidders are advised not to offer any discount/rebate separately and to offer their prices in the Price Bid Format after considering discount/rebate, if any.

1.11 Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price.

1.12 In case of identical overall lowest offered rate by more than 1(one) bidder, the selection will be made by draw of lot between the parties offering the same overall lowest price.

1.13 PURCHASE PREFERENCE CLAUSE: Purchase Preference to Micro and Small Enterprises registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME:

1.13.1 In case participating MSEs Quote price within price band of L1+15%, such MSE shall be considered for award of contract by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE.

1.13.2 In case of more than one such MSE qualifying for 15% purchase preference, the contract shall be awarded to lowest eligible MSE amongst the MSEs qualifying for 15% purchase preference.

1.13.3 Documentation required to be submitted by MSEs: Copy of valid Registration Certificate, if bidder is a Micro or Small Enterprises(MSE) registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board

or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies. In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur should also be enclosed.

1.14 Price Bids shall be evaluated on overall lowest cost to OIL (L-1 offer) basis i.e. considering total quoted price for all services including applicable GST(CGST & SGST/UTGST or IGST).

1.15 OIL will prefer to deal with registered bidder under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet.

However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document.

1.16 Price Bid uploaded without giving any of the details of the taxes (Including rates and amounts) will be considered as inclusive of all taxes including GST.

When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/Contracts will be binding on the bidder.

1.17 Input Tax Credit on GST (Goods & Service Tax) for this service is NOT available to OIL & the bids will be evaluated based on total price including GST.

1.18 Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to L-1 bidder.

2.0 BID REJECTION CRITERIA (BRC):

2.1 The bids are to be submitted in single stage under Two Bid System i.e. Un-priced Techno-Commercial Bid and Price Bid together. Only the Price Bid should contain the quoted price.

2.2 The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-responsive and rejected.

2.3 Bid security shall be furnished as a part of the Techno Commercial Un-priced Bid. The amount of bid security should be as specified in the forwarding letter. Any bid not accompanied by a proper bid security will be rejected.

2.4 Bid Documents/User Id & Password for OIL's E-Tender portal are not transferable.

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

2.6 Bids shall be typed or written in indelible ink. The bidder or his authorized representative shall sign the bid digitally, failing which the bid will be rejected.

2.7 Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initiated by the persons(s) signing (digitally) the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.

2.8 Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document.

2.9 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 Unpriced Techno-Commercial Bid as per tender requirement under "Technical Attachment" Tab Page only.

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

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

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

2.12 Bid received with validity of offer less than 120 (one hundred twenty) days from the date of Technical Bid opening will be rejected.

2.13 The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **"Part-VI/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. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.

3.0 GENERAL:

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

3.2 To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification in respect of clauses covered under BEC/BRC also and such clarifications fulfilling the BEC/BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.

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

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

3.5 OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard.

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

GENERAL CONDITIONS OF CONTRACT (GCC)

DESCRIPTION OF WORK/SERVICES: Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items.

A. DEFINITIONS:

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

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

WITNESSETH:

1.0 a) The contractor hereby agrees to carry out the work set down in the Schedule of work which forms part-II of this Contract in accordance with the 1968 General Conditions of Contract of Oil India Limited and General Specifications read in conjunction with any drawings and Particular Specifications & instructions which forms Part-III of the contract

utilizing any materials/services as offered by the Company as per Part-IV of the contract in **Well Logging Department, Duliajan.**

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

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

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

3.0 The Company's Engineer shall have power to:

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

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

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

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

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

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

5.0 The Company reserves the right to cancel this Contract at any time upon full payment of work done and the value of the materials collected by the contractor for permanent incorporation in the work under this contract particularly for execution of this

contract up to the date of cancellation of the Contract. The valuation of the work done and the materials collected shall be estimated by the company's Engineer in presence of the contractor. The Contractor shall have no claim to any further payment whatsoever. The valuation would be carried out exparte if Contractor fails to turn up despite reasonable notice which will be binding on the Contractor.

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

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

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

8.0 The duration of the contract shall be initially for a period of **300 (three hundred) days** from the commencement of the same i.e. after completion of mobilization. The Contractor must complete the work as mentioned in PART – III (SPECIAL CONDITIONS OF CONTRACT: SCC) within the contract period. In the event of there being undue delay in execution of the Contract, the Company reserves the right to cancel the Contract and/or levy such additional damages as it deems fit based on the actual loss suffered by the company attributable to such delay. The company's decision in this regard shall be final.

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

10.0 The tendered price inclusive of all liabilities and GST (i.e. the Contract price) is Rs. _____ **(Not to be filled up by bidder while submitting the offer in Technical Attachments 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 **100%** of the value of work done. Final payment will be made only after satisfactory completion of the work. Such final payment shall be based on the work actually done allowing for deviations and any deductions and the measurement shall be checked and certified correct by the Company's Engineer before any such final payment is made.

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

CGM (HoD) – Well Logging Department
Oil India Limited,
P.O. Duliajan-786602
Dist. Dibrugarh, Assam.

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

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

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

14.0 The Contractor shall deploy local persons in all works.

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

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

17.0 GENERAL OBLIGATIONS OF COMPANY:

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

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

18.0 SPECIAL CONDITIONS:

- a) ~~The 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.

19.0 ARBITRATION:

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

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

- a) A party wishing to commence arbitration proceeding shall invoke Arbitration Clause by giving 30 days' notice to the other party. The notice invoking arbitration shall specify all the points of dispute with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter. If the claim is in foreign currency, the claimant shall indicate its value in Indian Rupee for the purpose of constitution of the arbitral tribunal.

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

Claim amount (excluding claim for interest and counter claim, if any)	Number of Arbitrator	Appointing Authority
Up to Rs. 5 Crore	Sole Arbitrator	OIL
Above Rs. 5 Crore	3 Arbitrators	One Arbitrator by each party and the 3 rd Arbitrator, who shall be the presiding Arbitrator, by the two Arbitrators.

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

- d) Parties agree that there will be no objection if the Arbitrator appointed holds equity shares of OIL and/or is a retired officer of OIL/any PSU. However, neither party shall appoint its serving employees as arbitrator.
- e) If any of the Arbitrators so appointed dies, resigns, becomes incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned party/arbitrators to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left if both parties consent for the same; otherwise, he shall proceed de novo.
- f) Parties agree that neither shall be entitled for any pre-reference or pendente-lite interest on its claims. Parties agree that any claim for such interest made by any party shall be void.
- g) The arbitral tribunal shall make and publish the award within time stipulated as under:

Amount of Claims and counter claims(excluding interest)	Period for making and publishing of the award (counted from the date of first meeting of the Arbitrators)
Up to Rs. 5 Crore	Within 8 months
Above Rs. 5 Crore	Within 12 months

The above time limit can be extended by Arbitrator, for reasons to be recorded in writing, with the consent of the other parties.

- h) If after commencement of the arbitration proceedings, the parties agree to settle the dispute mutually or refer the dispute to conciliation, the arbitrators shall put the proceedings in abeyance until such period as requested by the parties.
- i) Each party shall be responsible to make arrangements for the travel and stay etc. of the arbitrator pointed by it. Claimant shall also be responsible for making arrangements for travel/stay arrangements of the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties.
- In case of sole arbitrator, OIL shall make all necessary arrangements for his travel, stay and the expenses incurred shall be shared equally by the parties.
- j) The Arbitration shall be held at **Duliajan, Assam**. However, parties to the contract can agree for a different place for the convenience of all concerned.
- k) The Arbitrator(s) shall give reasoned and speaking award and it shall be final and binding on the parties.
- l) Subject to aforesaid, provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment thereof shall apply to the arbitration proceedings under this clause.

19.2 ARBITRATION (APPLICABLE IN CASE OF CONTRACT AWARDED ON PUBLIC SECTOR ENTERPRISE):

In the event of any dispute or difference relating to, arising from or connected with the Contract, such dispute or difference shall be referred by either party to the arbitration of one of the Arbitrators in the Department of Public Enterprises, to be nominated by the Secretary to the Government of India, In-Charge of the Bureau of Public Enterprises. The Arbitration and Conciliation Act 1996 shall not be applicable to the Arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided however; any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Deptt. of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference, the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, whose decision shall bind the parties finally and conclusively. The parties in the dispute will share equally the cost of the arbitration as intimated by the Arbitrator.

The venue of all arbitrations under both 19.1 & 19.2 will be **Duliajan, Assam**. The award made in pursuance thereof shall be binding on the parties.

20.0 FORCE MAJEURE:

20.1 In the event of either party being rendered unable by 'Force majeure' to perform any obligations required to be performed by them under the contract the relative obligations of the party affected by such 'Force Majeure' shall upon notification to the other party be suspended for the period during which force majeure event lasts. The cost and loss sustained by the either party shall be borne by the respective parties.

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

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

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

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

21.0 TERMINATION:

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

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

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

21.4 TERMINATION FOR UNSATISFACTORY PERFORMANCE: If the Company considers that, the performance of the Contractor is unsatisfactory, or not up to the expected standard, the Company shall notify the Contractor in writing and specify in details the cause of the dissatisfaction. The Company shall have the option to terminate the Contract by giving 15 days' notice in writing to the Contractor, if Contractor fails to comply with the requisitions contained in the said written notice issued by the Company.

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

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

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

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

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

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

23.0 I.B. VERIFICATION REPORT AND SECURITY REVIEW: Contractor will be required to submit the verification report to ascertain character and antecedents from the Civil Administration towards the persons engaged under this contract to the Head of the user Department before engagement.

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

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

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

27.0 PROVISION FOR ACTION IN CASE OF ERRING/DEFAULTING AGENCIES: Action against erring and defaulting agencies like bidder, contractor, supplier, vendor, service provider will be as per OIL's Banning Policy dated 6th January, 2017 available in OIL's website www.oil-india.com.

28.0 LIQUIDATED DAMAGES FOR DELAY IN MOBILIZATION/COMPLETION OF WORKS AND SERVICES: In the event of the Contractor's default in timely mobilization/completion within the stipulated period, the Contractor shall be liable to pay liquidated damages @ 0.5% of contract value, per week or part thereof of delay subject to maximum ceiling of 7.5% of contract value.

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

30.0 MISCELLANEOUS PROVISIONS: Contractors shall conform in all respects with the provisions of any Statute, Ordinance of Law and the regulations or bye-law of any local or other duly constituted authority which may be applicable to the services and with such rules and regulation public bodies and Companies as aforesaid and shall keep OIL indemnified against all penalties and liability of every kind for breach of any such Statute, Ordinance or Law, regulation or byelaw.

31.0 LIABILITY:

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

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

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

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

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

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

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

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

31.9 LIMITATION OF LIABILITY: Notwithstanding any other provisions except only in cases of willful misconduct and/or criminal acts,

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

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

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

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

33.0 INDEMNITY AGREEMENT:

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

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

34.0 APPLICABLE LAW:

34.1 This Contract shall be deemed to be a Contract made under, governed by and construed in accordance with the laws of India for the time being in force and shall be subject to the exclusive jurisdiction of Courts situated at Dibrugarh in Assam.

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

35.0 TAXES: Tax levied as per the provisions of Indian Income Tax Act and any other enactment/rules on income derived/payments received under the contract will be on Contractor's account.

36.0 SUBSEQUENTLY ENACTED LAWS:

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

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

the CONTRACTOR. However, any decrease in net amount of the duties and taxes (i.e. the amount of taxes/duties payable minus eligible credit of taxes/duties paid on input services/inputs) after the contractual completion/mobilization date will be to COMPANY's account.

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

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

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

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

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

37.0 GOODS AND SERVICES TAX:

37.1 GENERAL REMARKS ON TAXES & DUTIES:

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

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

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

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

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

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

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

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

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

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

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

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

37.8 Contractor/vendor shall be required to issue tax invoice in accordance with GST Act and/or Rules so that input credit can be availed by OIL. In the event that the

contractor/vendor fails to provide the invoice in the form and manner prescribed under the GST Act read with GST Invoicing Rules thereunder, OIL shall not be liable to make any payment on account of **GST** against such invoice.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

37.25 Documentation requirement for GST:

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

Any invoice issued shall contain the following particulars:

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

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

37.26 ANTI-PROFITEERING CLAUSE:

As per Clause 171 of GST Act it is mandatory to pass on the benefit due to reduction in rate of tax or from input tax credit to the consumer by way of commensurate reduction in prices. The Supplier of Goods/Services may note the above and quote their prices accordingly.

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

38.0 WITHHOLDING:

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

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

Withholding will also be effected on account of the following:

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

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

39.0 In case any part of the work is sub-contracted to a Micro or Small Enterprise as per contract conditions than the contractor shall provide complete details (i.e. name of the subcontractor, value of sub-contacted work, copy of valid registration certificate etc.) of the sub-contractor to OIL.

40.0 PERFORMANCE SECURITY: The Contractor has furnished to Company a Demand Draft/Bank Guarantee No. _____ dated _____ issued by _____ for _____ (being 10% of annualized contract value) with validity of 03 (Three) months beyond defect liability period. The performance security shall be payable to Company as compensation for any loss resulting from Contractor's failure to fulfill their obligations under the Contract. If the performance security is submitted in the form of bank guarantee then in the event of extension of the Contract period, the validity of the bank guarantee shall be suitably extended by the Contractor. The bank guarantee will be discharged by Company not later than 30 days following its expiry.

41.0 NOTICE:

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

Company

a) For contractual matters

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

b) For technical matters

CGM (HoD)-Well Logging Dept.
OIL INDIA LIMITED
PO DULIAJAN - 786602,
ASSAM, INDIA
Phone No. 91-374-2806480
Email: daulaguphu@oilindia.in

Contractor

Phone No.:

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

Schedule of Work, Unit and Quantity

DESCRIPTION OF WORK/SERVICE: Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items.

Item No.	Description of Services	UOM	Estimated Quantity
10	Demolishing brick work Demolishing brick work (in cement mortar) manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge.	M3 (CUBIC METER)	8.000
20	Dismantling doors, windows Dismantling doors, windows and clerestory windows (steel or wood) shutter including chowkhats, architrave, holdfasts etc. complete and stacking within 50 metres lead (of area 3 sq. metres and below)	EA (EACH)	10
30	Demolishing cement concrete. Demolishing cement concrete manually/ by mechanical means including disposal of material within 50 metres lead as per direction of Engineer - in - charge. Nominal concrete 1:3:6 or richer mix (i/c equivalent design mix).	M3 (CUBIC METER)	5.000
40	Demolishing R.C.C. work Demolishing R.C.C. work manually/ by mechanical means including stacking of steel bars and disposal of unserviceable material within 50 metres lead as per direction of Engineer - in-charge.	M3 (CUBIC METER)	5.000
50	Brick work Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in superstructure above plinth level up to floor V level in all shapes and sizes in Cement mortar 1:4 (1 cement : 4 coarse sand).	M3 (CUBIC METER)	8.000
60	Reinforced cement concrete work Reinforced cement concrete work in beams, suspended floors, roofs having slope up to 15° landings, balconies, shelves, chajjas, lintels, bands, plain window sills, staircases and spiral stair cases up to floor five level, excluding the cost of centering, shuttering, finishing and reinforcement, with 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size).	M3 (CUBIC METER)	3.000

70	Centering and shuttering Centering and shuttering including strutting, propping etc. and removal of form for Lintels, beams, plinth beams, girders, bressumers and cantilevers	M2 (SQUARE METER)	25
80	Centering and shuttering including strut Centering and shuttering including strutting, propping etc. and removal of form for Suspended floors, roofs, landings, balconies and access platform	M2 (SQUARE METER)	10
90	12 mm cement plaster 12 mm cement plaster of mix 1:4 (1 cement: 4 fine sand) at all heights upto 10 m	M2 (SQUARE METER)	200
100	Steel reinforcement for R.C.C. work Steel reinforcement for R.C.C. work including straightening, cutting, bending, placing in position and binding all complete above plinth level. Thermo-Mechanically Treated bars	KG (KILOGRAM)	200.000
110	Providing and fixing tiled false ceiling Providing and fixing tiled false ceiling of approved materials of size 595x595 mm in true horizontal level, suspended on inter locking metal grid of hot dipped galvanized steel sections (galvanized @ 120 grams/ sqm, both side inclusive) consisting of main "T" runner with suitably spaced joints to get required length and of size 24x38 mm made from 0.30 mm thick (minimum) sheet, spaced at 1200 mm center to center and cross "T" of size 24x25 mm made of 0.30 mm thick (minimum) sheet, 1200 mm long spaced between main "T" at 600 mm center to center to form a grid of 1200x600 mm and secondary cross "T" of length 600 mm and size 24x25 mm made of 0.30 mm thick (minimum) sheet to be interlocked at middle of the 1200x600 mm panel to form grids of 600x600 mm and wall angle of size 24x24x0.3 mm and laying false ceiling tiles of approved texture in the grid including, required cutting/making, opening for services like diffusers, grills, light fittings, fixtures, smoke detectors etc. Main "T" runners to be suspended from ceiling using GI slotted cleats of size 27 x 37 x 25 x 1.6 mm fixed to ceiling with 12.5 mm dia and 50 mm long dash fasteners, 4 mm GI adjustable rods with galvanised butterfly level clips of size 85 x 30 x 0.8 mm spaced at 1200 mm center to center along main T, bottom exposed width of 24 mm of all T-sections shall be pre-painted with polyester paint, all complete for all	M2 (SQUARE METER)	50

	heights as per specifications, drawings and as directed by Engineer-in-charge. 12.5 mm thick square edge PVC Laminated Gypsum Tile of size 595x595 mm, made of Gypsum plasterboard, manufactured from natural gypsum as per IS 2095 part I and laminated with white 0.16mm thick fire retardant PVC film on the face side and 12micron metalized polyester on the back side with all edges sealed with the face side PVC film which goes around and wraps the edges and is bonded to the edges and the back side metalized polyester film so as to make the tile a completely sealed unit.		
120	fitting and fixing work for wall panel Providing, fitting and fixing frame work for wall panelling with Hollock/Bonsum/Sundi battens of size 50mmx25mm fixed over tapering plugs made out of trapezoidal section having base 50mmx50mm at the bottom and 38mmx38mm at the top with depth of 50mm embedded in cement sand mortar in prop 1:3 and spaced 450mm to 500mm apart complete with counter sunk wood screw of 50mm length.	M2 (SQUARE METER)	90
130	Applying priming coat Applying priming coat With ready mixed pink or Grey primer of approved brand and manufacture on wood work (hard and soft wood)	M2 (SQUARE METER)	140
140	Providing and fixing Teak wood lining Providing and fixing Teak wood lining (25 mm thick) with tongue and groove joint leaving a gap of 10mm as per drawing (Annexure-III) including fitting and fixing with countersunk screws with the frame work complete (frame work to be measured and paid separately)	M2 (SQUARE METER)	90
150	Varnishing Varnishing with varnish of approved brand and manufacture: Two or more coats of glue sizing with copal varnish over an under coat of flatting varnish	M2 (SQUARE METER)	150
160	Polishing on wood work Polishing on wood work with ready mixed wax polish of approved brand and manufacture: New work	M2 (SQUARE METER)	140
170	Providing wood work in frames of doors Providing wood work in frames of doors, windows, clerestory windows and other frames, wrought framed and fixed in position with hold fast lugs or with dash fasteners of required dia& length.	M3 (CUBIC METER)	1.800

	Kiln seasoned and chemically treated hollock wood		
180	Providing and fixing door shutters Providing and fixing 35 mm thick factory made laminated veneer lumber door shutter conforming to IS : 14616 and TADS 15:2001 (Part B), including ISI marked M.S. pressed butt hinges bright finished of required size with necessary screws, all complete as per directions of Engineer-in-charge and panelling with panels of 12 mm thick pre-laminated particle board (decorative lamination on both sides) grade - 1, medium density flat pressed, three layer particle board FPT - I or graded wood particle board FPTI, conforming to IS : 3087, bonded with BWP type synthetic resin adhesive as per IS : 848 and pre-laminated conforming to IS : 12823, Grade 1, Type - II marked	M2 (SQUARE METER)	72
190	Providing and fixing bolts Providing and fixing aluminium tower bolts, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete: 200x10 mm	EA (EACH)	30
200	Providing and fixing aluminium handles Providing and fixing aluminium handles, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete : 125 mm	EA (EACH)	30
210	Providing and fixing door stoppers Providing and fixing aluminium hanging floor door stopper, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour and shade, with necessary screws etc. complete. Twin rubber stopper	EA (EACH)	30
220	Providing and fixing latch and locks Providing and fixing bright finished brass 100 mm mortice latch and lock with 6 levers and a pair of lever handles of approved quality with necessary screws etc. complete.	EA (EACH)	30
230	Providing and fixing door closers Providing and fixing aluminium extruded section body tubular type universal hydraulic door closer (having brand logo with ISI, IS : 3564, embossed on	EA (EACH)	30

	the body, door weight upto 36 kg to 80 kg and door width from 701 mm to 1000 mm), with double speed adjustment with necessary accessories and screws etc. complete.		
240	Providing and fixing double leaf doors Providing and fixing anodized aluminium frame double leaf doors of approved brand(HINDALCO/NALCO/BALCO/JINDAL) with style size 45mm x 48mm x 3.2mm, top rails 50mm x 45mm x 2.5mm, lock rails 48mm x 45mm x 2.5mm, bottom rails 100mm x 45mm x 2.5mm fitted with tapper clips of size 20mm x 15mm x 1.2mm complete with automatic floor mounted door closer, butterfly type handles, special cylindrical lock, concealed type aluminium tower bolt, neoprene dryset rubber gasket, door felt gasket, etc. complete as directed by the Department at all levels. Double leaf doors with 6mm clear glass	M2 (SQUARE METER)	17.640
250	Providing and fixing double leaf doors Providing and fixing anodized aluminium frame double leaf doors of approved brand(HINDALCO/NALCO/BALCO/JINDAL) with style size 45mm x 48mm x 3.2mm, top rails 50mm x 45mm x 2.5mm, lock rails 48mm x 45mm x 2.5mm, bottom rails 100mm x 45mm x 2.5mm fitted with tapper clips of size 20mm x 15mm x 1.2mm complete with automatic floor mounted door closer, butterfly type handles, special cylindrical lock, concealed type aluminium tower bolt, neoprene dryset rubber gasket, door felt gasket, etc. complete as directed by the Department at all levels. Double leaf doors with prelaminated board	M2 (SQUARE METER)	3.150
260	Providing and fixing partition Providing and fixing partition upto ceiling height consisting of G.I. frame and required board, including providing and fixing of frame work made of special section power pressed/ roll form G.I. sheet with zinc coating of 120 gms/sqm(both side inclusive), consisting of floor and ceiling channel 50mm wide having equal flanges of 32 mm and 0.50 mm thick, fixed to the floor and ceiling at the spacing of 610 mm centre to centre with dash fastener of 12.5 mm dia meter 50 mm length or suitable anchor fastener or metal screws with nylon plugs and the studs 48 mm wide having one flange of 34 mm and other flange 36 mm and 0.50 mm thick fixed vertically within flanges of floor and ceiling channel and placed at a spacing of 610 mm centre to centre by 6 mm dia bolts and nuts,	M2 (SQUARE METER)	15

	including fixing of studs along both ends of partition fixed flush to wall with suitable anchor fastener or metal screws with nylon plugs at spacing of 450 mm centre to centre, and fixing of boards to both side of frame work by 25 mm long dry wall screws on studs, floor and ceiling channels at the spacing of 300 mm centre to centre. The boards are to be fixed to the frame work with joints staggered to avoid through cracks, M.S. fixing channel of 99 mm width (0.9 mm thick having two flanges of 9.5 mm each) to be provided at the horizontal joints of two boards, fixed to the studs using metal to metal flat head screws, including jointing and finishing to a flush finish with recommended jointing compound, jointing tape, angle beads at corners (25 mm x 25 mm x 0.5 mm), joint finisher and two coats of primer suitable for board as per manufacture's specification and direction of engineer in charge all complete. 75 mm overall thickness partition with 12.5 mm thick double skin fire rated board conforming to IS: 2095: part I		
270	Providing and laying floor tiles Providing and laying vitrified floor tiles in different sizes (thickness to be specified by the manufacturer) with water absorption less than 0.08% and conforming to IS : 15622, of approved make, in all colours and shades, laid on 20mm thick cement mortar 1:4 (1 cement : 4 coarse sand), including grouting the joints with white cement and matching pigments etc., complete. (Size of Tile 600x600 mm)	M2 (SQUARE METER)	550
280	Providing and laying vitrified tiles Providing and laying Vitrified tiles in different sizes (thickness to be specified by manufacturer), with water absorption less than 0.08 % and conforming to I.S. 15622, of approved make, in all colours & shade, in skirting, over 12 mm thick bed of cement mortar 1:3 (1 cement: 3 coarse sand), including grouting the joint with white cement & matching pigments etc. complete. (Size of Tile 600x600 mm)	M2 (SQUARE METER)	90
290	Marble stone flooring Marble stone flooring with 18 mm thick marble stone, as per sample of marble approved by Engineer-in-charge, over 20 mm (average) thick base of cement mortar 1:4 (1 cement : 4 coarse sand) laid and jointed with grey cement slurry, including rubbing and polishing complete with Udaipur green marble for all type of slab, landing,	M2 (SQUARE METER)	60

	tread & riser including skirting.		
300	Extra for pre finished marble stones Extra for pre finished nosing to treads of steps of marble stone.	M (METER)	57
310	Providing, fitting partition walls Providing, fitting and fixing anodised aluminium framed glazed doors with partition walls partly glass and partlprelaminated board with anodized aluminium frame made of 100mm x 43mm x 2mm sections of approved brand (HINDALCO/NALCO/BALCO/JINDAL) with door styles of size 81mm x 43mm x 2mm, top rails 46mm x 43mm x 2mm, lock rails 81mm x 43mm x 2mm fitting with glazing clip, special type rubber gasket complete including hydraulic floor spring pivot, aluminium door handle lock, angles cleat etc. complete as directed by the department at all levels. 6mm thick glass panes	M2 (SQUARE METER)	13
320	Supplying, fitting and fixing MAC blinds Supplying, fitting and fixing MAC blinds (Regular Vertical blinds - 89mm) complete as specified and directed by the department at all levels.	M2 (SQUARE METER)	150
330	Distempering Distempering with oil bound washable distemper of approved brand and manufacture to give an even shade. Two or more coats and including water thinnable priming coat with cement primer including repairing and scrubbing of all surface for preparation before applying of priming coat & distemper	M2 (SQUARE METER)	1,850
340	Disposal of building waste materials Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-charge, beyond 50 m initial lead, for all leads including all lifts involved.	M3 (CUBIC METER)	50.000
350	Point Wiring Point wiring Wiring for light point/ fan point/ exhaust fan point/ call bell point with 3x1.5 sq.mm FRLS PVC insulated copper conductor single core cable in surface medium grade ISI approved 25mm size PVC Casing Capping, suitable Pvc casing box for fixing ceiling rose and earthing the point with 1.5 sq.mm. FRLS PVC	P (POINT)	190

	insulated copper conductor single core cable etc as required (identical size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T/Polycab, Make of PVC Casing Capping: AKG/Presto Plast or BIS approved make, Make of Modular switch: Legrand/L&T/MK/Schneider/Crabtree or Approved by Engineer in Charge.		
360	Light plug point wiring Light plug point wiring Wiring for light plug point with 3X1.5 sq. mm FRLS PVC insulated copper conductor single core cable in surface/ recessed medium grade ISI approved PVC Casing Capping alongwith FRLS PVC insulated copper conductor single core cable for loop earthing as required (identical size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T/Polycab, Make of PVC Casing Capping: AKG/Presto Plast or BIS approved make or Approved by the Engineer in Charge	M (METER)	750
370	Circuit wiring: 2x2.5 sqmm+1x2.5+B43 sqm Circuit wiring: 2x2.5 sqmm+1x2.5+B43 sqmm PVC wire Wiring for circuit/ submain/Power wiring alongwith earth wire with the 3x2.5 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface / recessed medium class ISI approved PVC Casing Capping as required. Wiring shall be done from MCB DB to desired Switch Board/power point (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/Presto Plast or BIS approved make or Approved by Engineer in Charge.	M (METER)	800
380	Power wiring: 2 x 4 sqmm PVC w+B44ire Power wiring: 2 x 4 sqmm PVC w+B44ire + 1x4 sqmm PVC wire Wiring for circuit/ submain/Power wiring alongwith earth wire with the 3x4 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface/ recessed medium class ISI approved PVC Casing Capping as required. Wiring shall be done from MCB DB to desired Switch Board/power point (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/Presto Plast or Equivalent or	M (METER)	1,150

	BIS approved or Approved by Engineer in Charge.		
390	Circuit wiring: 2x10 sqmm + 1x10 sq mm Circuit wiring: 2x10 sqmm + 1x10 sq mm PVC wire - Wiring for circuit Circuit wiring: 2x10 sqmm + 1x10 sq mm PVC wire Wiring for circuit/ submain wiring alongwith earth wire with the 2x 10 mmsq + 1 x 10 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface medium class ISI approved PVC Casing capping as required. Wiring shall be done from main MCB DB to SPN MCB DB or SB as required (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/PLaza/Presto or Approved by Engineer in Charge. Main panel to SPN DB.	M (METER)	450
400	Circuit wiring: 4x16 sqmm + 2x16 sqmm Circuit wiring: 4x16 sqmm + 2x16 sqmm PVC wire Wiring for circuit/ submain wiring alongwith earth wire with the 4x 16mmsq + 2 x 16 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface medium class ISI approved PVC Casing capping as required. Wiring shall be done from main DB to MCB DB or SB as required (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/PLaza/Presto or BIS approved make or Approved by Engineer in Charge. Main panel to MCB DB.	M (METER)	400
410	3 Module PVC box Supplying, fixing 3 Module PVC box Supplying, fixing and installation of 3 modules PVC Box along with modular base & cover plate for modular switches, blank plate in Surface etc as required. Internal connection of wire is included in the item. Make of Modular item: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge	NO (NUMBER)	60
420	8 Module PVC box Supplying, fixing 8 Module PVC box Supplying, fixing and installation of 8 modules PVC Box along with modular base & cover plate for modular switches, blank plate in Surface etc as required. Internal connection of wire is included in the item. Make of Modular item:	NO (NUMBER)	30

	Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge		
430	3 Module box with 6A 3 Module box with 6A S/S Supplying and fixing of 3 module PVC Box with modular plate and cover in front on surface, including providing and fixing 3 pin 6 amps modular socket outlet and 6 amps modular switch, connection etc. as required. Make of Modular item: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge	NO (NUMBER)	140
440	4 Module box with 16A 4 Module box with 16A S/S Supplying and fixing of 4 module PVC Box with modular plate and cover in front on surface or in recess, including providing and fixing 5 pin 6 & 16 amps modular socket outlet and 16 amps modular switch, connection etc. as required. Make of Modular item: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge.	NO (NUMBER)	40
450	20A Metallic S/Socket 20A Metallic S/Socket with RCBO Supplying and installation of Surface/recess type 20A metallic plug/socket DB complete with 20A Plug and Socket and 20 A DP RCBO, 30mA sensitivity for AC. Make: Merlin Gerin/Legrand/Siemens/Havells or Approved by Engineer in Charge	NO (NUMBER)	20
460	6A Modular Switch	NO (NUMBER)	190
470	Ceiling rose	NO (NUMBER)	8
480	Modular Regulator 120 W	NO (NUMBER)	40
490	Ceiling Fan, 1400 mm Ceiling Fan, 1400 mm Supply of 1400 mm sweep ceiling fan without modular step regulator, including wiring the down rods of standard length (upto 30 cm). Make of fan: Havell/Crompton Greaves/Bajaj/Orient or Approved by Engineer in Charge.	NO (NUMBER)	40
500	Exhaust Fan, 300 mm Exhaust Fan, 300 mm - Supply, installation and	NO	5

	commissioning of 300 mm sweep heavy duty metallic exhaust fan in the existing opening, including making the hole to suit the size of the above fan, making good the damage, connection, testing, commissioning etc. as required. Make of fan: Havell/Crompton Greaves/Bajaj/Orient or Approved by Engineer in Charge.	(NUMBER)	
510	36 W LED luminaire 36 W LED luminaire Supply, installation, testing and commissioning of suspended /recessed type 36 W LED luminaire similar to Crompton Greaves Cat Ref LCPL-36-CDL/TL (1x4) CT-6000K fitting, complete with all accessories etc., including supplying and fixing ball and socket arrangement, 2 no. down rods of 20 mm dia X 1.6 mm thick steel conduit upto 75 cm length, painting and wiring the down rods and connection with 1.5 sq. mm FR PVC insulated, copper conductor, single core cable and earthing etc. as required. B15	NO (NUMBER)	130
520	Extra Down Rod	NO (NUMBER)	40
530	Single phase 63A MCB DB Single phase 63A MCB DB, 16 way - Supplying, installation and fixing of 16 way as outgoing with double door, single pole and neutral, sheet steel, MCB distribution board, 240 volts, on surface, complete with 100 A tinned 12 way copper busbar, 12 way neutral busbar, 12 way earth bar, din bar, detachable gland plate, interconnections, phosphatized and powder painted including earthing etc. as required. DB shall have following as incoming: 63 A RCBO, sensitivity 100mA - 1 nos. Outgoings are 10 A MCB, C curve - 6 nos, 20 A MCB, C curve- 6 nos. Make of RCBO, MCBs and box shall be of same make and shall be Schneider/ Siemens/Indo Asian/Legrand or Approved by Engineer in Charge. DB shall be similar to Legrand cat no- 6077 13	NO (NUMBER)	15
540	160 A, 8 W, VTPN MCCB DB 160 A, 8 W, VTPN MCCB DB - Supply, installation, testing & commissioning of 3 Phase, 8 WAY, vertical TPN MCCB DB, as per the following specifications: A. Incoming: a. 160 A Thermal adjustable MCCB: 1 no	NO. (NUMBER)	4

	<p>b. Rating: 4 pole, 160 A, 25kA, 50Hz, 415VAC</p> <p>c. Protection: Thermal and Magnetic Protection</p> <p>d. Make & Model: Legrand, Cat no 4200 57 or equivalent</p> <p>B. Outgoing Feeders:</p> <p>a. 63 A TP C curve MCB: 4nos</p> <p>b. 63 A SP C curve MCB: 12 nos</p> <p>c. All outgoing MCBs shall be 'C' curve, 240v AC, 10kA breaking capacity, with DMC housing, suitable for class-II tropicalisation (as per IEC) & approved by ISI or IEC. MCBs shall have integrated label holder, biconnect upper & lower terminals & air channels for low temperature rise.</p> <p>C. Bus bar: 250 A, Tinned Copper</p> <p>D. Constructional details of DB: DB shall be as per IS-8623 with latest amendment. DB shall have external earth terminal & mounting holes. Cable ties & wire leads for wiring incomer MCCB to respective phase & neutral buses shall be supplied and wired with single core 35 sqmm stranded copper cable with tinned copper lugs. Enclosure shall be IP-43& IK-09 with double door. DB shall have detachable cable entry gland plate on top and bottom side for keeping spare length of cables. All wires inside DB shall have ferrules for identification of circuit number. All unused openings shall be fitted with Blanking Plates. The DB shall be provided with 250 amp tinned copper bus bar for phase & neutral. Neutral & Earth bar shall be 8 way each & suitable for termination of wires with pin type cable lugs (MAKE & Model No: Legrand, Cat no. 6079 14 or Equivalent Schneider/Siemens/Indo Asian/ABB/L&T)</p>		
550	200 x 250 x 48 mm PVC board	NO (NUMBER)	30
560	175 x 100 x 48 mm PVC board	NO (NUMBER)	60
570	Chemical Earth electrode	NO (NUMBER)	2
580	25mmx6mm GI strap	M (METER)	50
590	Electrical Panel	NO (NUMBER)	1
600	Wall mounted fan, 400mm	NO	4

		(NUMBER)	
610	Supply & fixing of RJ - 11 Jack modules Supply & fixing of RJ - 11 Jack modules conforming to product code 'W26490' of MK Brand or its equivalent or as approved by EIC	NO (NUMBER)	80
620	Supply & laying of 5-pair PVC Supply & laying of 5-pair PVC, Insulated, unarmored Telephone cable of nominal 0.5 mm each core diameter conforming to ITD specifications S/WS/113-C with latest amendments or its equivalent. One or more number of such cables shall be laid in the PVC channels as directed by EIC	M (METER)	900
630	Supply and installing perforated cable Supplying and installing perforated pre-painted M.S. cable trays of size 375 mm width X 62.5 mm depth X 2.0 mm thickness with perforation not more than 17.5%, in convenient sections, joined with connectors, suspended from the ceiling with M.S. suspenders including bolts & nuts, painting suspenders etc. as required	M (METER)	80
640	Supplying and installing perforated Supplying and installing perforated pre-painted M.S. cable trays bends of size 375 mm width X 62.5 mm depth X 2.0 mm thickness with perforation not more than 17.5%, joined with connectors, suspended from the ceiling with M.S. suspenders including bolts & nuts, painting suspenders etc. as required	EA (EACH)	2
650	Supply & Fixing of PVC conduits (1") Supply & Fixing of PVC conduits (1") including bends, elbows, connectors etc. as required.	M (METER)	600
660	Supply and Fixing of PVC Flat Chan Supply and Fixing of PVC Flat Channels (25mm) including bends, elbows, connectors, end caps etc. as required.	M (METER)	900
670	Supply & installation of Open frame Supply & installation of Open frame 2-post rack 42U with following specifications/components: a. Open Rack/2 post/42U/Powder Coated - 1 No. b. High Density Vertical Cable Organizer/6 inch/Front & Back/45U - 2 Nos c. Cantilever Shelt / Type1/250 - 3 Nos d. Hor. Cable Organiser/1U/Channel on Front - 1 No. e. 1Ph, 230V, 16A, 2U Standard rack mount PDU	NO (NUMBER)	1

	(Power Distribution Unit) with 6 X Indian Round Pin 5/15A, Inlet Plug type 16A Indian Round Pin, 16A MCB - PDU Rating 3.6 KVA - 2 Nos f. Run-Way Kit-12 Inch - 1 No g. Mounting Hardware - 1 No		
680	Providing, fixing of 3 seater lounge Providing, fitting and fixing in position 3-seater lounge seating system (Specifications with desired make & model as per Sl. No. 1.0 of Annexure-I)	EA (EACH)	2
690	Providing, fixing of 2 seater lounge Providing, fitting and fixing in position 2-seater lounge seating system (Specifications with desired make & model as per Sl. No. 2.0 of Annexure-I)	EA (EACH)	2
700	Glass top centre table Providing, fitting and fixing in position glass top centre table (Specifications with desired make & model as per Sl. No. 3.0 of Annexure-I)	EA (EACH)	1
710	Glass top side table Providing, fitting and fixing in position glass top side table (Specifications with desired make & model as per Sl. No. 4.0 of Annexure-I)	EA (EACH)	2
720	14-seater Modular Conference table Providing, fitting and fixing in position 14-seater Modular Conference table with wire manager in oval shape (Specifications with desired make & model as per Sl. No. 5.0 of Annexure-I)	EA. (EACH)	1
730	High Back Conference Chair Providing, fitting & fixing in position High Back Conference Chair (Specifications with desired make & model as per Sl. No. 7.0 of Annexure-I)	EA (EACH)	14
740	Very High Back Executive Chair Providing, fitting & fixing in position Very High Back Executive Chair (Specifications with desired make & model as per Sl. No. 8.0 of Annexure-I)	EA (EACH)	1
750	High Back Executive Chair - Type#1 Providing, fitting & fixing in position High Back Executive Chair - Type#1 (Specifications with desired make & model as per Sl. No. 9.0 of Annexure-I)	EA (EACH)	6

	model as per Sl. No. 9.0 of Annexure-I)		
760	High Back Executive Chair - Type#2 Providing, fitting & fixing in position High Back Executive Chair - Type#2 (Specifications with desired make & model as per Sl. No. 10.0 of Annexure-I)	EA (EACH)	10
770	Workstation Chair Providing, fitting & fixing in position Workstation Chair (Specifications with desired make & model as per Sl. No. 11.0 of Annexure-I)	EA (EACH)	32
780	Visitor Chair - Type#1 Providing, fitting & fixing in position Visitor Chair - Type#1 (Specifications with desired make & model as per Sl. No. 12.0 of Annexure-I)	EA (EACH)	25
790	Visitor Chair - Type#2 Providing, fitting & fixing in position Visitor Chair - Type#2 (Specifications with desired make & model as per Sl. No. 13.0 of Annexure-I)	EA (EACH)	50
800	Executive Desk Unit (Type#1) Providing, fitting and fixing of Executive Desk Unit (Type#1) comprising of a) Executive Desk with Mobile Pedestal - 1 no. & b) Side Return Unit - 1 no. (Specifications with desired make & model as per Sl. No. 14.0 of Annexure-I)	EA (EACH)	1
810	Executive Desk Unit (Type#2) Providing, fitting and fixing of Executive Desk Unit (Type#2) comprising of a) Executive Desk - 1 no., b) Mobile Pedestal - 1 no., c) Joining Top - 1 no. & c) Free Standing Return Desk - 1 no. (Specifications with desired make & model as per Sl. No. 15.0 of Annexure-I)	EA (EACH)	8
820	Executive Desk Unit (Type#2) Providing, fitting and fixing of Executive Desk Unit (Type#3) comprising of a) Executive Desk - 1 no. & b) Side Unit - 1 no. (Specifications with desired make & model as per Sl. No. 16.0 of Annexure-I)	EA (EACH)	12
830	Modular furniture system for 8workstatio Providing, fitting and fixing in position Panel Based modular furniture system for 8 workstations. (Specifications with desired make & model as per Sl. No. 17.0 of Annexure-I) [Note: The entire Panel Based modular furniture system for 8	SET (SET)	4

	workstations will be considered as 1 SET]		
840	Storage cabinet of size 930x40x90 cm Providing, fitting and fixing of floor mounted file storage cabinet of size 9300mm (L) x 400mm (B) x 900mm (H) with storage shelves and drawers (both lockable and open) and made 19mm and 12 mm thick ISI marked phenol bonded anti termite BWP grade ply board (Green Ply, National, NEFA or equivalent) and finished with 1.0mm thick laminate sheet and complete with internal painting after applying putty and primer, hardware fittings and accessories etc. All edges sealed with hot pressed PVC edge beading or with teak wood mouldings complete in all respect.	EA (EACH)	1
850	Storage cabinet of size 600x40x90 cm Providing, fitting and fixing of floor mounted file storage cabinet of size 6000mm (L) x 400mm (B) x 900mm (H) with storage shelves and drawers (both lockable and open) and made 19mm and 12 mm thick ISI marked phenol bonded anti termite BWP grade ply board (Green Ply, National, NEFA or equivalent) and finished with 1.0mm thick laminate sheet and complete with internal painting after applying putty and primer, hardware fittings and accessories etc. All edges sealed with hot pressed PVC edge beading or with teak wood mouldings complete in all respect.	EA (EACH)	3
860	Storage cabinet of size 3600x40x90 cm Providing, fitting and fixing of storage cum filing cabinet of size 3600mm (L) x 400mm (B) x 900mm (H) and made of 19mm and 12mm thick ISI mark BWP grade plywood (borer proof) of approved make (Green Ply, National, NEFA or equivalent) finished with 4.0mm thick veneer sheet and complete with melamine polish on the external facia and internal painting after applying putty and primer including all hardware fittings and accessories etc. All edges sealed with hot pressed PVC edge beading or with teak wood mouldings complete in all respect. The design of the cabinet will have a combination of double leaf shutters, drawers and open shelves.	EA (EACH)	4
870	Storage cabinet of size 195x40x90 cm Providing, fitting and fixing of floor mounted file storage cabinet of size 900mm (L) x 400mm (B) x 1950mm (H) with storage shelves (both lockable and open) and made 19mm and 12 mm thick ISI marked phenol bonded anti termite BWP grade ply	EA (EACH)	8

	board (Green Ply, National, NEFA or equivalent) and finished with 1.0mm thick laminate sheet and complete with internal painting after applying putty and primer, hardware fittings and accessories etc. All edges sealed with hot pressed PVC edge beading or with teak wood mouldings complete in all respect.		
880	Integrated Digital Podium with Visualise Supply, installation & commissioning of Integrated Digital Podium with Gooseneck Visualiser (Document Camera) (Specifications with desired make & model as per Sl. No. 18.0 of Annexure-I)	NO (NUMBER)	1
890	Wall mounted Paper Towel Dispenser Providing, fitting and fixing in position wall mounted Paper Towel Dispenser & wall mounted Waste Receptacle. Each Set to consist of 01 no. Paper Towel Dispenser & 01 no. wall mounted Waste Receptacle (Specifications with desired make & model as per Sl. No. 21.0 of Annexure-I)	SET (SET)	3
900	Auto feed shredder Supply, installation & commissioning of Auto feed shredder (Specifications with desired make & model as per Sl. No. 22.0 of Annexure-I)	NO (NUMBER)	4
910	32" LED TV Supply, installation & commissioning of 32" LED TV (Minimum desired specifications with make & model as per Sl. No. 24.0 of Annexure-I)	NO (NUMBER)	1
920	75" 4K LED TV with stand Supply, installation & commissioning of 75" 4K LED TV with stand (Minimum desired specifications with make & model as per Sl. No. 19.0 of Annexure-I)	NO (NUMBER)	1
930	6 Way Dual Arm Swivel Tilt Supply, installation & commissioning of 6 Way Dual Arm Swivel Tilt Wall mount for 32" LED TV having adjustable tilt +10 degrees and -2 degrees, 180 degree left and right adjustable. Make & Model: Tanotis TAN WVM 52A 600105 or equivalent	NO (NUMBER)	1
940	4-Socket Surge Protector Supply & installation of 4-Socket Surge Protector. Make & Model: Belkin F9E400zb1.5MGRY or equivalent	NO (NUMBER)	20

950	1.5 TR 5 star Window Air Conditioner3 Supply, installation, testing & commissioning of 1.5 TR 5 star Window Air Conditioner. Make & Model: LG- LWA5CP5F or equivalent.	NO (NUMBER)	10
960	1.5 TR 5 star Split Air Conditioner Supply, installation, testing & commissioning of 1.5 TR 5 star Split Air Conditioner (inclusive of outdoor unit wall hang bracket). Make & Model: Carrier-Octra or equivalent.	NO (NUMBER)	10
1. Tenure of Agreement: 300 (Three Hundred) days			
2. Mobilisation Period: 30 (thirty) days from date of issue of LOA			

SECTION-I: SPECIAL CONDITIONS OF CONTRACT**I. PART A: CIVIL WORK:**

1.0 GENERAL: All materials used in the work shall conform to the latest revision of the relevant Indian Standard Specifications to the extent practicable. Where no such specifications exist they shall be of the best quality available in the market. Wherever ISI certified materials and products are available these alone shall be used. All materials shall be stored at site in accordance with IS-4082-1996.

Unless specially provided for in the contract the tendered rates shall include the cost of carriage, transport, loading, unloading and stacking as directed for all materials required on the work. Where a tender provides a rate for transport of materials, it includes for all loading, unloading and stacking on the site in such position and manner as directed. Any materials found not conforming to specification must be removed from site within 48 hours.

The existing floor plan of Well Logging Department is enclosed as Annexure-II.

2.0 STORAGE: Materials shall be transported, handled and stored at site carefully to the approval of Engineer so as to prevent any damage of any kind to be kept at his own risk and cost.

Cement shall be stored in a weather proof shed, the floor of which shall be raised 300 mm clear from the ground and 600 mm away from the wall all round in order to protect from rain and moisture. Empty cement bag shall be returned to the Company in good condition.

3.0 CEMENT CONCRETE/ REINFRCED CEMENT CONCRETE WORK: All C.C. work in 1:3:6 proportions shall be done with 18 mm graded down broken stone. Broken stone shall be properly screened before use. All reinforced cement concrete work to be done in prop. 1:1.5:3 unless otherwise specified -- 18mm down to 12mm graded down broken stone as per related drawings and instructions of site Engineer to be followed in case of any discrepancies. Proper vibration to be done as per IS recommendation. Floor panelling to be done in the line of expansion joint as directed by Engineer In-charge.

Fine Aggregate - Fine aggregate shall be hard, durable, clean and free from adherent coating and organic matter. It shall not contain harmful impurities such as pyrites, coal, lignite, mica, shale or similar laminated material, clay, alkali, soft fragments, sea shells and organic impurities in such quality as to affect the strength or durability of the concrete. Fine aggregate to be used for reinforced concrete shall not contain any material liable to attack the steel reinforcement. Fine aggregate which is chemically reactive with alkalis of cement is harmful as cracking of concrete may take place.

Coarse Aggregate - Coarse aggregate shall be obtained from natural sources such as stone, gravel, etc crushed or un-crushed or a continuation thereof from approved quarries. This shall consist of coarse material most of which is retained on 4.75mm sieve. Aggregate shall be hard, strong, dense, durable, clean and free from veins and adherent coatings. It shall be free from soft, feeble, thin, elongated or laminated pieces and shall be roughly cubical in shape. It shall be clear and free from dirt and any other deleterious matter.

Reinforcement bars - The following types of steel for reinforcement shall be used in reinforced concrete construction and these shall conform to Indian Standards or as revised from time to time mentioned against each

- 1) Mild steel and medium tensile steel bars and hard drawn steel wire – IS: 432.
- 2) HYSD bars – IS: 1786.

Bending & Placing steel reinforcement in position-Bending shall be carried out as per relevant IS specification and direction of the Engineer-in-charge. All reinforcement bars shall be accurately placed in position with spacing and cover as shown in the drawing or as specified and firmly held so during the placing and vibrating and setting of concrete. Bars shall be thoroughly cleared of rust, seals, grease, oil and any other foreign matter before placing them in position. The overlap jointing shall be staggered. The bars shall be fixed with 22G binding wire. Precast cover blocks 1:2 (1 cement: 2sand) cement mortar 40 mm square and necessary thickness shall be used to keep the reinforcement bars in proper position. For this block, no extra payment to be made. Wire required for binding shall not be measured separately. Tack welding shall also be permitted in lieu of building with steel wire.

Proportioning of mix - Proportioning shall be done by volume. Boxes of suitable size shall be used for measuring sand and aggregates. The size of the boxes (internal) shall be 35 x 25cm and 40cm deep. The unit of measurement for cement, shall be a bag of cement weighting 50 Kg and this shall be taken as 0.035 cubic metre. While measuring the aggregate and sand the boxes shall be filled without shaking, ramming or hammering. The proportioning of sand shall be on the basis of its dry volume and in case of damp sand, allowances for bulkage shall be made.

Mixing - Mixing of reinforced cement concrete shall, as a rule be done in a mechanical mixer. However, the Engineer-in-charge may permit hand mixing in specific cases where in his opinion it is not practicable to resort to mechanical mixing, either on account of the quality of cement concrete required is small or for any other reason. In such cases, it should be ensured that the inferior quality of concrete produced by hand mixing will not adversely affect the structure.

Consistency - The quantity of water to be used for each batch containing 50 Kg of cement, to give the required consistency shall not be more than 34 litres for 1:3:6, mix 32 litres for 1:2:4 mix, 30 litres for 1:1.5:3 mix and 27 litres for 1:1:2 mix. In case of vibrated concrete, the above quantity shall be suitably reduced. The quantity of water shall be regulated by carrying out regular Slump Test.

Placing of concrete - Before placing the concrete the sub-base/form work shall be cleared of all injurious or foreign matter, watered and well consolidated. Formwork shall be clean and free from all foreign material. It is necessary that the time between mixing and placing of concrete does not exceed the initial setting process. Mixed concrete that has been left standing shall not be used after the initial set has commenced the addition of water (or cement) to make such a mixture more workable shall not be allowed. In foundation trenches or such other situations, the entire concrete used in the work shall be laid gently (not thrown) in layers not exceeding 15cm. The concrete so deposited shall be thoroughly vibrated by means of mechanical vibrators till dense concrete is obtained.

Curing - Concrete shall be carefully protected during first stage of hardening from harmful effects or excessive heat, drying winds, rain or running water and shock. After the concrete has begun to harden i.e. about 1 to 2 hours after its laying it shall be protected from quick drying with moist gunny bags or any other material approved by the Engineer-in-charge. After 24 hours of laying of concrete the surface shall be cured by flooding water upto 25mm depth or by covering with wet adsorbent materials. The curing

shall be done for a minimum period of 7 days from the date of pouring of concrete, unless otherwise specified.

Finishing - In case of roof slabs the top surface shall be finished even and smooth with wooden trowel, before the concrete begins to set. The surface of RCC slab on which the cement concrete or mosaic floor is to be laid shall be roughened with brushes while the concrete is green. This shall be done carefully without disturbing the concrete. Before laying the floor, the laitance shall be removed, the surface of slab hacked and a coat of cement slurry at 2.75 Kg of cement per square metre shall be applied, so as to get a good bond between RCC and concrete floor. The exposed surface which is to receive plaster or where it is to be joined with brick masonry wall, shall be properly roughened immediately after the removal of form work, taking care to remove the laitance completely without disturbing the concrete. Before the surface is plastered, it shall be cleaned and wetted so as to give good bond between concrete and plaster.

4.0 FORM WORK: The formwork shall be rigid and so corrected as to retain the shape and dimensions of the member being cast. Form work for concrete shall be seasoned timber/steel or other approved materials as per directions of the Engineer. It shall be sufficiently tightened to prevent loss of cement slurry and all holes and joints shall be chaulked with putty. It shall have sufficient strength and rigidity to withstand the load of concrete, and vibrations, movement of men, materials and plants and any other incidental loads without excessive deflection beyond permissible limits. The formwork shall be so constructed as to be removable in sections by inscribing or otherwise loosening – them without hammering or levering with force. Only wedges, clamps bolts or screws etc shall be used in preference to nails or spikes. All side pieces shall be easily removable without disturbing the bottom pieces. Where however, use of nails and spikes become unavoidable, these shall be left projecting so that they can easily be withdrawn.

Surface treatment for shuttering - Forms shall be cleaned of all dust, wood shavings, dirt and other matter by washing with water. This process is facilitated by providing draining holes in the shuttering. The surface shall then be coated with soap solution applied before concreting is done. Soap solution for the purpose shall be prepared by dissolving yellow soap in water to get consistency of paint. Alternatively a coat of raw linseed oil/refined pale paraffin mineral oil or form oil of approved manufacture may be applied. In case steel shuttering is used, soap solution or raw linseed oil shall be applied after thoroughly cleaning the surface. Care shall be taken that such approved composition is kept out of contact with the reinforcement.

In normal circumstances (temperature not below 15 degree C) and where ordinary Portland cement is used form may generally be removed after the expiry of the following periods.

- a) Vertical form work to columns, walls, beams = (16-24) hours
- b) Slabs side (props left under): 3 days
- c) Beam soffits (props. left under): 7 days
- d) Removal of props under slabs
 - i) Spanning up to 4.5 m: 7 days
 - ii) Spanning over 4.5 m: 14 days
- e) Removal of props under beams and arches:
 - i) Spanning up to 6 m: 14 days

- ii) Spanning above 6 m: 21 days

In no circumstances shall forms be struck until the concrete reaches a strength of at least twice the stress to which concrete may be subjected at the time of removal of form work. All form works shall be removed without such shock or vibration as would damage the concrete. Form work for long span deep beams to be supported by MS props or Bhaluka Bamboo props as required based on the design for the formwork to take care the massive load of the green concrete.

5.0 BRICKWORK:

- a) All bricks shall be of 75 class designation quality locally available as approved by the Site Engineer.
- b) Bricks shall be of size as specified in the item of work or of nominal size where no particular size is mentioned.
- c) Bricks shall be well burnt, sound, hard with sharp edges of uniform size and shape free from cracks, stones or particles of lime and other defects, shall be kiln burnt and satisfy the following requirement:
- i) They shall give a clear metallic sound when struck
 - ii) They shall be of uniform colour and size
 - iii) They shall not be cracked, stratified or under or over burnt
 - iv) The tolerance in dimensions shall be +/- 12mm in length, 6mm in width and 3mm in height.
 - v) Keys or frogs shall be formed on one of the larger size, except in the case of machine extruded bricks where no frogs are required
 - vi) The increase in weight when soaked in water for 24 hours shall not be more than 20% of the dry weight of the bricks.
- d) If required by the Site Engineer, necessary test shall be conducted at the contractor's expense to ensure quality. In general, the bricks shall be the best quality locally available.

Bricks used for masonry in cement mortar or composite mortar shall be thoroughly soaked in clean water for at least an hour immediately before use (The absence of bubbling when the soaked brick is immersed in water is the test for thorough soaking). The soaked bricks shall be kept on a platform free from dirt, mud or any foreign element. Bricks shall be laid in English bond unless otherwise specified. Care must be taken that the bricks are perfectly clean and free from lime, moss or dirt of any kind. If necessary they must be scrubbed before use. Half or cut bricks shall be not used except for closures which may be required to complete the bond. It shall be ensured that all horizontal and vertical joints are completely filled with mortars without any void in brickwork. Brickwork shall be raised truly plum (or true to required better whereso specified). All courses shall be laid truly horizontal. Vertical joints shall be truly vertical and those in alternate courses shall be in the same vertical line. The thickness of brick courses shall be uniform. Great care must be taken to masonry in progress of construction damp. When work is left off for the day troughs shall be formed, by means of fillets of mortar 51mm high all round the unfinished work and shall be kept filled with water. Vertical or inclined surfaces must be frequently watered from a rose headed can. Water should not be dashed with violence against new work as this washes out the mortar. Should the work be delayed owing to holidays or for other reason, the contractor

must make adequate arrangements for keeping the work wetted, and shall continue to do so for at least ten days or such longer time as directed, after the brickwork has been completed.

a) Brick work in cement mortar with 75 designation brick including racking out joints and curing complete as directed, in sub structure and superstructure in mortar of specified proportion.

b) 115mm thick 75 designation brick nogged wall in cement mortar embedded with protruding M.S. rod 6mm dia in column including racking out joint and curing complete as directed in super structure above plinth in proportion as specified.

6.0 CEMENT MORTAR:

i) Must be freshly mixed: Cement mortar will only be mixed in such quantities as can be used up on the work within half an hour of mixing. Mortar which has been mixed longer or which has taken its initial set will on no account be used on the work or remixed with fresh mortar. It must be immediately removed from the site or work.

ii) Method of mixing: The cement and sand will be mixed dry in the specified proportions, by turning over at least three times on the mixing platform. Only sufficient water will then be added, thorough a rose of a watering can, to produce a workable mixture. The wet mortar will be thoroughly worked or mixed by repeatedly turning over, not less than three times on the mixing board.

iii) Size of mixing platform and precaution against list : All mixing of mortar must be done on platforms of angle size and workman bringing the material to and from the platform must not be permitted to walk about on it, thereby bringing mud or dirt to the place, where the mortar is being mixed. The platform must be clean and level and all joints closed or filled so that the cement is not washed out.

iv)Proportion of cement and sand: Where not otherwise specified, cement mortar for plaster will consist of one part of cement to two parts of sand. For mortar for brick or stone masonry work the proportion unless otherwise specified, will be one part of cement to three parts sand

7.00 WOOD WORK: The work shall be carried out as per detailed drawings and/or as directed by the Engineer-in-charge. The wooden members of the frame shall be planed smooth and accurate to the full dimensions. Rebates, rounding, moldings, etc as shown in the drawing shall be done before the members are joined into frames. Timber will be 1st class seasoned as approved by the Engineer-in-charge.

Jointing - Jointing in timber frames must be made carefully and accurately. They shall be strong, neat and shall fit without wedging or filling. The joints shall be pinned with hard wood 10 to 15mm dia after the members of the frame are pressed together in a suitable vice-mechanism.

Surface treatment - Woodwork shall be painted. oiled, polished or otherwise treated as specified. All portions of timber abutting against masonry or concrete portion of building shall be coated with boiling coat tar or other type of approved wood preservative or primer, before placing them in final position.

Hold fasts - Hold fasts used for fixing doors and window frame shall be made of 40 x 3mm flat iron long. It shall have a hole on one end for fixing to frame with 10mm dia bolt, at the other end the flat iron shall be split and bent at right angles in the opposite direction. The hold fast shall be tightly fixed to the frame by means of bolts, the bolt hole

in frame being plugged suitably and finished neat. The hole fast shall be embedded into masonry by concrete block as described in the item of work.

8.0 DOORS:

i) The flush door shutters (solid core type) decorative and non-decorative type shall conform to IS: 202 (Part I). The door should be fixed using 4 nos. of hinges 125mm long ensuring that the hinges are not fixed less than 150mm from the edges with 8 nos. parallel sunk fully threaded screws 38mm long, should be used for fixing the hinges to the flush door after drilling a pilot hole 2.50mm dia 40mm long. Screws should not be hammered. Lock, tower bolts etc. necessary, if any to be paid separately.

ii) Door frame (Chowkaths) of door, windows, other similar works wrought, framed and fixed in position in contact with C.C. or brick masonry walls including supplying, fitting and fixing with M.S. flat hold fast (40mm x 3mm x 250mm) as per design and embedded in cement concrete block in prop 1:2:4 and with two coats of kiricide oiling to the timber faces in contact with C.C. and masonry as directed and specified.

9.0 STEEL DOORS, WINDOWS AND VENTILATORS: The type, over all sizes, side opening position of steel doors, windows and ventilators shall be specified as per details given in IS: 1038, specification for steel doors, windows and ventilators. Both the fixed and opening frames shall be constructed of sections, which have been cut to length and mitred. The corners of fixed and opening frames shall be electrically flash butt welded to form a solid and true right angle and all frames shall be square and flat.

Side-hung shutter windows – Window shutters shall be hung on projecting type hinges (not less than 65mm and not more than 75mm wide). One leaf of the hinge shall be welded into a slot in the outer frame and the other leaf of the hinge riveted to the opening shutters. Friction hinges may be provided for side-hung shutter windows in which case peg-stay may not be required. In cases where non-friction type hinges are provided, the windows shall be fitted with peg-stays, which shall be either of hot pressed brass, cast brass, aluminium or steel protected against rusting and shall be 300mm long with steel peg and locking bracket. The peg stay shall have three holes to open the side hung casements in three different angles.

Top Hung Ventilators – The steel butt hinges for top hung ventilators shall be riveted to the fixed frame or welded to it after cutting a slot in it. Hinges to the opening frame shall be riveted or welded and cleaned off. Top hung casements shall be provided with a peg stay three holes which when closed shall be held tightly by the locking bracket. The locking bracket shall either be fitted to the fixed frames or to the window.

Glazing of metal doors, windows and ventilators - Doors and windows shall normally be glazed with glazing putty on unless otherwise specified. Putty shall be applied between glass panes and glazing bars. Putty shall be applied over the glass panes, which shall stop 2 to 3mm from the sight line of the back rebate to enable the painting to be done upto the sight line, to seal the edge of the putty to the glass. The oozed out back putty shall be cleaned and cut to straight line.

10.0 PLASTER WORK:

i) Preparation of surface: All putlog holes in brick work and junction between concrete and brick work shall be properly filled in advance. Joints in brick work shall be raked about 10mm and concrete surface hacked to provide grip to the plaster. Projecting burrs of mortar formed due to gaps at joints in shuttering shall be removed. The surface shall be scrubbed clean with wire brush/coil brush to remove dirt, dust etc. and the surface

thoroughly washed with clean water to remove efflorescence, grease and oil etc. and shall be kept wet for a minimum of six hours before application of plaster.

ii) Proportion: The cement plaster shall be in specified proportion of cement and sand.

iii) Mixing: The cement and sand should be thoroughly mixed in dry condition. After dry mixing the materials shall be wetted with just sufficient water to bring the mortar to proper consistency of thick paste. Mortar should be used immediately after mixing and arrangements shall be made so that not more than 30 minutes elapse between the cement first coming in contact with the moisture and laying. In all exterior plaster works waterproofing compound to be added to the mortar as per the specification of the manufacturer, if not indicated in the item rate quoted should be inclusive of the same.

iv) Placing: Plaster shall be laid over the prepared surface in one coat to the specified thickness and rubbed with "PATAS" and trowel and shall be smooth, free from waviness and trowel marks.

v) Sequence of operations: For external plaster, the plastering operations shall be started from the top floor and carried downwards. For internal plaster, the plastering operations may be started wherever the building frame and cladding work are ready and the temporary supports of the ceiling resting on the wall or the floor have been removed.

vi) Curing: Each coat shall be kept damp continuously till the next coat is applied or for a minimum period of 7 days. Moistening shall commence as soon as plaster is hardened sufficiently. Soaking of walls shall be avoided and only as much water as can be readily absorbed shall be used.

11.0 DAMP PROOFING COURSE: It shall consist of 1:1.5:3 plain cement concrete with approved water proofing materials such as cico, impermo etc. of specified thickness. Edges of DPC shall be straight, even and vertical side shuttering shall consist of wooden or steel forms and shall be strong and properly fixed so that it is not disturbed during compaction and mortar or cement slurry does not leak through. When forms are struck the surface should be smooth without any honeycombing. The surface shall be kept wet for seven days. Before commencing the superstructure work, the top of concrete course shall be dried and cleaned of all materials. Blown type bitumen shall then be applied uniformly on the surface and the side of the concrete coming in contract with flooring on the inside shall also be painted with bitumen.

12.0 WASHABLE DISTEMPER/OIL BOUND DISTEMPER/PLASTIC EMULSION PAINTING: Preparation of surfaces: The surface shall be thoroughly brushed free from dust, dirt, grease, mortar droppings and other foreign matter and sand papered smooth. Thereafter a smooth surface shall be prepared by applying putty, made of plaster of paris mixed with water on the entire surface including filling up the undulation and then sand papering the same after it is dry.

Primer coat: The primer where used as on undecorated surfaces shall be alkali resistance primer or acrylic based cement primer as specified in the item. These shall be of the same manufacture as oil bound distemper/ plastic emulsion paint. If the wall surface plaster has not dried completely alkali resistance primer shall be applied before distempering the walls. But if the distempering is done after the wall surface is dried completely, cement primer shall be applied.

Application of distemper/plastic paint coat : For undecorated surfaces, after the primer coat has dried for at least 48 hours, the surface shall be lightly sand papered to make it smooth for receiving the distemper/plastic paint taking care not to rub out the priming

coat. All loose particles shall be dusted off after rubbing. Minimum two coats of distemper/plastic paint shall be applied with brushes in horizontal strokes followed immediately by vertical, which together shall constitute one coat. The subsequent coats shall be applied after a time interval of at least 24 hours between consecutive coats to permit of the proper drying of the preceding coat. For decorated surfaces, the distemper/plastic paint shall be applied in two coats or more over the prepared surface in the same manner as for undecorated surfaces.

Purchase of paint, varnish or oil: Only the best brands obtainable will be used and should the contract permit the contractor to supply any paint, oil or varnish he shall purchase only such brands as the Site Engineer shall approve of in writing. All purchases must be made direct from the manufacturers or through an agent approved of in writing by the Site Engineer. Should the Site Engineer so direct copies of all indents and receipts for purchase must be submitted for inspection. Paint etc. to be purchased in sealed containers. All paints, oil or varnishes supplied by the contractor must be produced for the inspection of the Site Engineer of the work in the manufacturers sealed and unopened containers. All containers from which the contents have been removed and are not required on the work must be destroyed and no extra payment will be granted for such destruction. Only ready mixed or varnished of the make or brand specified will be permitted to be used exactly as received from the manufacturer without any admixture what so ever unless previously authorised, in writing, by the Site Engineer.

13.0 SYNTHETIC ENAMEL PAINT: Preparation of surface: The surfaces before painting shall be cleaned of all rust, scale, dirt and other foreign matter sticking to it with wire brushes, steel wool in case of steel surfaces and sand papering in case of wooden surfaces. Thereafter, one coat approved primer paint will be applied on the surface. Synthetic enamel paint (Superior quality as approved) shall be applied – two or more coats to give an even shade.

14.0 CERAMIC TILE FLOORING/SKIRTING:

a) Preparing of Plinth Filling: All plinth fillings shall be properly consolidated in layers, watered, rammed and allowed to consolidate to the Site Engineer's satisfaction before any flooring is laid. When the flooring is to be laid over a foundation of sand, broken stone, brick or a combination of sand and broken stone or brick the filling shall be removed to a depth equal to the thickness of the flooring plus such foundation layers.

b) Foundations:

i) Sub-layer of sand : After the plinth filling has been prepared as detailed in specification above a sublayer of sand 300mm deep shall be laid watered and brought to an even surface.

ii) Layer of broken stone or brick : Over the sand a foundation course of bricks shall be laid and the interstices filled in with sand. The bricks shall be tightly packed and laid so as to break joint.

c) Tile floors:

i) Foundation and cement floating under tiles: Over the foundation as in (b) above 2 coats of cement plaster, 1part of cement to 1 part of sand, prepared in a very liquid condition will be floated over it and allowed to set.

ii)Laying: After the tiles have been soaked in water for at least two hours and the cement foundation sprinkled with water, laying work may commence and shall start from the

centre of the room or area to be tiled, work being continued in both directions so that borders are laid last. A layer of 20mm thick (average) cement mortar: 1:4 (1 cement: 4 sand) (unless otherwise specified) shall be provided as bedding for the tiles. Each tile will be laid in and drawn up in neat cement of honey like consistency at 4.40 Kg of cement per sqm, care being taken to exclude air bubbles. Threads shall be stretched cross the surface, at intervals, parallel to the short sides of the area to be tiled to serve as guide lines. Each tile being gently tapped with a wooden mallet till it is properly bedded. The joints shall be grouted with white cement and matching pigment complete. The surface of the flooring shall be checked frequently with a straight edge so as to obtain a true surface with slope, if required. At position where full tiles cannot be fixed, the tiles shall be cut to size and smoothened to give straight and true joints.

iii) Cleaning: After a small area has been laid all superfluous cement will be wiped off the surface. Stains shall be removed by moistening with hydrochloric acid and rubbing with pumice stone and afterwards washing with warm water.

iv)Curing: The floor shall be kept wet for a minimum of 7 days so that bedding and joints set properly.

15.0 SANITARY, PLUMBING WORKS AND WATER SUPPLY FITTINGS & FIXTURES:

All sanitary, plumbing and water supply fittings and fixtures shall conform to the specifications and particular make specified in the items of work and direction of Engineer-in- charge. All waste and soil pipes and fixtures shall conform to IS specifications and shall be jointed as specified.

i) Indian/European W.C. with PVC flushing cistern as per drawing & specification.

ii) Wash basin and urinal pan at toilet as per drawing & specification. Wash basins to be provided with C.I. brackets.

iii)Providing soap tray in the toilet.

iv)Rain water pipe as per drawing & specification

v) Gully trap

vi)Inspection chambers, manholes, septic tanks, drainage pipes etc. as per drawings.

vii) Medium class GI pipes with all GI fittings clamps and specials etc. for water supply lines 25mm, 20mm & 15mm.

viii) Concealed PE-AL-PE pipes for water supply.

16.0 MANDATORY TESTS: The various mandatory tests shall be carried out by the contractor and no separate payment shall be made unless otherwise specified in the schedule of rates. Following tests /test certificate to be produced by the contractor at his own cost as and when directed by the Engineer-in-charge.

i) Water for construction and curing to be tested before use ('PH' value should not be less than 6.)

ii) Cube test for RCC to be done as per relevant is code of practice IS 456-2000.

iii) Test certificate for steel materials, M.S. rod, Torsteel should be produced.

iv)T.P. challan/procurement challan for timber and forest produce used shall be produced.

v) Brick test as per BIS 1077 and BIS 3495 (part 1 and 2)

vi) Any other tests as per the direction of Engineer-in-charge.

17.0 MEASUREMENT & PAYMENT: Payment for all works done shall be made on the basis of actual work done as per the schedule of rates. For all extra work done on the advice of the Company's Engineer and which is not included in the schedule of rates, deviation order for the same shall be made on the rates as decided by the Company's Engineer.

18.0 SAFETY MEASURE: Safety measure as per OIL regulations shall be strictly adhered to by the Contractor. Safety belts and other measure taken by the Contractors shall be borne by the Contractor. If any loss or damage caused to life during the erection and execution, the contractor shall be fully responsible for the loss.

19.0 RECORD KEEPING:

i) A site order book will be maintained at site which will be in the custody of the Engineer-in-charge or his representative and all instructions given to the Contractor will be recorded in the site order book and the same has to be signed by the contractor to comply with the instruction given therein.

ii) A register to be maintained at site which will be in the custody of the Engineer-in-charge or his representative to maintain the records of cement the same has to be signed by the contractor

iii) A separate register to be maintained at site by the contractor to record the works executed and remarks columns to be added in this to record the hindrance.

20.0 In case of any ambiguity/conflict among various documents the decision of Engineer-in-charge will be final and binding.

21.0 CONTRACTOR'S GODOWN: The contractor must make adequate arrangement as directed by the Engineer-in-Charge, for the storage in suitable godown of all perishable materials such as cement. On no account may cement be stacked on the ground either in or outside godown. The contractor shall also construct a temporary office at site, before start the execution of work at site, as directed by the Engineer- in charge.

22.0 SPECIAL INSTRUCTION TO THE CONTRACTOR:

i. Contractor must use mixture machine and vibrator for the RCC works. The Contractor shall use pump if needed for dewatering for excavation job for which no extra payment will be made.

ii. Watch and ward, loss or damage to Company's property, theft and other incidental charges shall be Contractor's responsibility.

iii. Efficient workmen to be engaged by the Contractor.

iv. The Contractor's representative should report to Engineer-in charge on all working day's at 7.00AM for instruction.

v. Materials if rejected should be removed from site within 48(forty eight) hours of rejection, failing which the company reserves the right to get the rejected materials removed at the risk and cost of the contractor.

vi. The Company reserves the right to get the part or whole work completed through other agency at the risk and cost of the contractor if he fails to complete the work within the stipulated time without any valid reasons. The Company's decision shall be final and binding on the Contractor.

vii. The Contractor shall obtain labour clearance within seven day's of signing the contract.

- viii. Water that may accumulate on the site during progress of the works or in trenches and excavation from other than accepted risks shall be removed from the site to the satisfaction of the Engineer-in-charge and at the Contractor's expense.
- ix. If needed water and electricity will have to be arranged by the Contractor at his own cost. However, if felt, the same may be provided by Co. on Chargeable basis depending on its availability & approved by the Competent authority.
- x. The Contractor and his workmen have to strictly observe the safety precautionary rules as per Mines Act.(Latest edition) while executing the work.
- xi. No road closure will be allowed during execution of work and necessary traffic signal/road boards to be displayed at proper place by the Contractor at his own cost. The Contractor shall be wholly responsible for any accident arising out of non-fulfilment of this condition.
- xii. The Contractor will be required to work expeditiously at the site and must visit the site before tendering.
- xiii. Welding and cutting sets with fuel & operator, welder, fitter etc. shall be arranged by the Contractor at his cost at site for fabrication and erection work.
- xiv. Hot and Cold permit, Gas leakage testing certificate issued by the Concerned Department to be submitted by the contractor(whenever applicable) to Engineer-in-Charge before starting of dismantling or the other execution of job.
- xv. The contractor must engage at least one or as mentioned in the Contracts Agreement qualified Technical personal(Preferable BE/B Tech in Civil Engineering with minimum 5 years' experience or diploma in Civil Engineering with minimum 10 years' experience) for the overall execution of the job and the complete bio-data of the person should be submitted to the engineer in charge within 7 days of the signing of the Contract agreement. In case the contractor does not deploy qualified technical person as mentioned above, the company has right to penalize the contractor at a rate decided by the company
- xvi. The contractor must submit a work plan in bar chart for the overall job to complete it within 14 days of issuing of work order.

II. PART-B: ELECTRICAL:

This SCC is split into four parts for better legibility:

AA. GENERAL

BB. TECHNICAL

CC. APPENDIX-A

AA GENERAL:

- 1.1 Special conditions of contract shall be read in conjunction with the General Conditions of Contract, Schedule of Quantities specifications of work, drawings and any other document forming part of this contract wherever the context so requires.
- 1.2 Notwithstanding the sub-division of the documents into these separate sections and volumes, every part of each shall be deemed to be supplementary of every other part and shall be read with and into the contract so far as it may be practicable to do so.
- 1.3 Where any portion of the General Conditions of contract is repugnant to or at variance with any provisions of the Special conditions of Contract, then unless different

intention appears, the provisions of the Special Conditions of Contract shall be deemed to override the provision(s) of General Conditions of Contract only to the extent that such repugnance or variance cannot be reconciled with the tender conditions of contract and shall be to the extent of such repugnance of variations, prevail; it being understood that the provisions of General Conditions of Contract shall otherwise prevail.

1.4 Wherever it is stated anywhere in this tender document that such and such a supply is to be effected or such and such a work is to be carried out, it shall be understood that the same shall be effected/carried out by the contractor at his own cost, unless a different intention is specifically and expressly stated herein or otherwise explicit from the context.

1.5 The materials, design and workmanship shall satisfy the relevant Indian Standards, the job specifications contained herein & codes referred to. Where the job specifications stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied. In the absence of any Standard/Specifications/Codes of practice for detailed specifications covering any part of the work covered in this tender, the instructions/directions of Company will be binding on the Contractor.

1.6 The items given under Bill of Quantity shall be read in conjunction with scope of work, scope of supply (by Contractor) and job specifications and in case of any irreconcilable conflict between them the provision in the item under "Bill of Quantity" will override the corresponding provision only if the scope of work, scope of supply and job specifications, which cannot be reconciled in such cases the decision of Company shall be final and binding on the contractor.

1.7 In case of contradiction between Indian Standards, General Conditions of Contract, Special Conditions of contract, Specifications Drawings, Bill of Quantity, the following shall prevail in order of precedence.

- (i) Letter of intent / Detailed Letter of intent along with statement of Agreed Variations and its enclosures.
- (ii) Bill of Quantity.
- (iii) Special Conditions of Contract.
- (iv) Job specifications/
- (v) Drawings
- (vi) General Condition of contract
- (vii) Indian Standard/Technical/Material Specifications.

2.0 LOCATION OF SITE AND SITE PARTICULARS:

2.1 Location of work Well Logging Department, Duliajan.

2.2 The intending Bidder shall be deemed to have visited the site and familiarized himself thoroughly with the site conditions and job details before submitting the tender. Non familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work in strict conformity with the drawings and specifications.

3.0 STATUTORY REQUIREMENT FOR WORK:

3.1 Contractor shall employ work persons with valid wireman permit issued by State Licensing Board, Govt. of Assam to carry out all electrical jobs and shall deploy one

supervisor holding valid Electrical supervisor's competency certificate issued/recognized by State Licensing Board, Govt. of Assam for supervision of electrical jobs.

3.2 Quality of jobs carried out by the Contractor shall be of high standard and should be as per the norms of BIS, NEC, CEA Regulations and other electrical standards recognized by the company.

3.3 The bidder or consortium should have (within last seven years) minimum experience of two years without any break in between for execution of office building electrification in conduit wiring system.

4.0 POWER: Electricity required for wiring purpose shall be arranged by the contractor. However, electricity may be provided by the Company at its discretion to use drill machine or any other portable tools required for wiring purposes if available at nearest point. The Contractor shall have to arrange for required switch board with proper safety device like RCBO/ELCB/RCCB to draw power and use safely from the existing source.

5.0 SCOPE OF SUPPLY: Company does not envisage supplying any material for this work & contractor has to arrange all materials of his own & the rates quoted shall be deemed to include the same.

6.0 SCOPE OF WORK: Brief details of work to be carried out by the contractor are as described below. This will include supply, storage, laying, installation, jointing and testing, obtaining approvals, testing and commissioning and completion of different works. The contractor shall have to take prior approval from OIL for all items before purchasing. Without approval of items, contractor will not allowed to work. The work shall be carried out as described in Bill of Quantities (BOQ), specifications, and drawings, BIS / NEC guidelines and as per the instructions by Engineer-in-charge (electrical), of the Company. The scope of work shall cover internal electrification works of any office building/Industrial house/ Residential area and as specified by concerned Engineer in charge. The broad items/activities covered under internal electrical works shall include the Supply, Carry out & Installation of the following:

- i) Point wiring of all lights points, call bell points, Ceiling fan points, exhaust fan points.
- ii) Light plug points, general power points, metal clad plug & socket outlet points etc. including light and power accessories etc. complete in all respects.
- iii) All concealed wiring shall be through BIS marked Medium/heavy duty PVC conduit on or through wall, roof, floor beams, false ceiling, floors etc.
- iv) Cables from Main Distribution Board to Sub Distribution Board, sub main wiring from main/sub distribution boards to various final distribution boards.
- v) Main Distribution Boards, Sub-Main Distribution Boards and Sub Distribution Boards.
- vii) Light fixtures, and exhaust fans.
- viii) Earthing of all Main CFS, Main DBs and SUB DBs etc. complete in all respects.

7.0 SCHEDULE OF QUANTITIES/RATE:

7.1 The quantities shown against the various items are only approximate and may vary to any extent individually subject to relevant clause of General Conditions of Contract. Any increase or decrease in the quantities shall not form the basis for

alteration of rates quoted and accepted including where low/high rates have been quoted by the successful bidder.

7.2 The Engineer in charge reserves the rights to interpolate or extrapolate the rate for any new item of work not finding a place in the Bill of Quantity, for similar items of lower and or higher magnitude available in the Bill of Quantity.

7.3 In case any activity though specifically not covered in Bill of Quantity description but covered under scope of work/spec./drawing etc., contractor has to carry out the same without any extra claim.

8.0 PRICE VARIATION: OIL requires "FIRM PRICES" as indicated in General Conditions or Contract during Contract period and no material or labour escalation shall admissible on any account whatsoever.

9.0 MEASUREMENTS, BILLING & TERMS OF PAYMENT: All works shall be measured in metric system based on actual work done as per the terms and conditions of the Tender documents. Running Accounts bills based on Bill of Quantity shall be prepared and submitted based on joint measurements.

10.0 DEDUCTIONS FOR INCORRECT WORK: If, the Engineer-in-charge(Electrical) deems it expedient to correct work damaged or not done in accordance with the contract, an equitable deduction from the contract price shall be made thereof and the decision of the engineer shall be final.

11.0 CONTRACT DRAWINGS: Contractor has to prepare all working drawings mentioned below and obtain approval from the engineer in charge (Electrical) before starting the Civil work starts so that piping works for wiring job does not suffer due to non-approval of the working drawings:

- a) Layout diagram of complete conduit job for concealed wiring showing route for wiring from DB to sub-DB, sub-DB to Switch Board, Light and ceiling positions etc.
- b) Schematic diagram for complete electrical work.
- c) The contract shall keep at least one copy each of drawings, conditions of contract, specifications, instructions and schedule of quantities at the site of works available for reference by any authorized representative Engineer-in-charge(Electrical), at all times during the progress of the works.

BB TECHNICAL SPECIFICATIONS:

1.0 SCOPE: This chapter covers the general technical requirements and measurement system of the various components in Internal Electrical Installation works.

2.0 TERMINOLOGY: The definition of terms shall be in accordance with 18:732-1989 (Indian Standard Code of Practice for Electrical Wiring), except for the definitions of point, circuit, and sub-main wiring, which are defined hereunder.

2.1 POINT WIRING:

2.1.1 Point wiring: A point wiring (other than socket outlet point wiring)

- Shall extend from the controlling switch/MCB/controller to the corresponding point/device (lamps/luminaire/Fan/Exhaust fan/call bell etc.). Point/device refers to either single devices (like lamps, fans, etc) or multiple devices controlled from one single switch/MCB/controller (like chandeliers, group of decorative lamps, etc.).
- Includes supply & fixing of all items as specified in BOQ, like device holders, wires, Conduit/Casing-capping, accessories like screws, rawl plug, Outlet boxes,

junction boxes, pull-through boxes-etc, including metal boxes if any, provided with switch boards for loose wires/conduit terminations, Bushed conduit or porcelain tubing where wiring cables pass through wall etc.

- Shall be measured in terms of number of "points" only. There shall be no linear measurement for point wiring, or for the number and size of wires used.

2.1.2 Socket outlet point wiring: A Socket ("plug point") outlet point wiring

- Shall extend from the switchboard to the corresponding wall socket outlet. Sockets may include a single socket or multiple sockets (of same rating) in one module.
- Includes plug points (6A), Power point 6/16A, 20A metallic socket and other similar wall outlets. The power point outlet may be 6A/16 A six pin socket outlet, where so specified in the BOQ.
- Shall be reckoned as total length of wiring and shall be measured on linear basis along the run of wiring depending on the actual number and sizes of wires run.

2.2 CIRCUIT WIRING:

A Circuit wiring

- Shall extend from the distribution board up to the switch board/box.
- Include all wiring accessories
- Shall be reckoned as total length of wiring and measured on linear basis along the run of wiring depending on the actual number and sizes of wires run

2.3 SUB-MAIN WIRING

Sub-main wiring

- Shall from one main/distribution switchboard to another.
- Shall be reckoned as total length of wiring and measured on linear basis along the run of wiring depending on the actual number and sizes of wires run.
- Includes all wiring accessories

3.0 OTHER WIRING WORKS: Except as specified above for point wiring, circuit wiring and sub-main wiring, other types of wiring shall be measured separately on linear basis along the run of wiring depending on the actual number and sizes of wires run.

4.0 SYSTEM OF DISTRIBUTION AND WIRING:

4.1 Control at the point of entry of supply: There shall be a circuit breaker on each live conductor of the supply mains at the point of entry.

4.2 Distribution: The wiring shall be done on a distribution system through main and/or branch (sub-main) distribution boards. The system design as well as the locations of boards shall be as indicated in BOQ/drawings or as specified by the OIL Engineer-in-charge. Main distribution board shall be controlled by a circuit breaker. Each outgoing circuit shall also be controlled by a circuit breaker. The branch distribution board shall be controlled by a circuit breaker. Each outgoing circuit shall

be provided with a miniature circuit breaker (MCB) of specified rating on the phase or live conductor. The loads of the circuits shall be divided, as far as possible, evenly between the numbers of ways of the distribution boards, leaving at least one spare circuit for future extension. The neutral conductors (incoming and outgoing) shall be

connected to a common link (multilayer connector) in the distribution board and be capable of being disconnected individually for testing purposes.

'Power' wiring shall be kept separate and distinct from 'Lighting' wiring beyond the branch distribution boards.

4.3 Balancing of Circuits: The balancing of circuits in three wire or poly phase installations shall be arranged beforehand to the satisfaction of the OIL Engineer-in-charge.

4.4 Wiring System:

- Wiring shall be measured only as per "point wiring" or "linear basis ", as explained above.
- Lights, fans and call bells shall be wired in the 'lighting' circuits. • 6/16A combined socket outlets and other power outlets shall be wired in the 'Power' circuits.
- 5A/6A Socket outlet shall be wired in the light plug point circuit.
- The wiring throughout the system shall be such that there is no break in the neutral wire except in the form of linked MCCB's, MCB's, RCBO's etc.

4.5 Run of Wiring: The wiring shall be in surface casing-capping and/or concealed conduit. Due consideration shall be given for neatness, good appearance and safety.

5.0 JOINTS IN WIRING: No bare conductor in phase and / or neutral or twisted joints in phase, neutral, and / or protective conductors in wiring shall be permitted. There shall be no joints in the through-runs of wires.

6.0 RATINGS OF OUTLETS: MCBs / switches / controllers for devices like Exhaust fan, fluorescent tubes, compact fluorescent tubes, shall be rated according to the corresponding device capacity. RCCBs for household circuits and similar installations should be rated for 30mA tripping current. Socket Outlets shall be rated according to their intended use only.

7.0 CAPACITY OF CIRCUITS: 'Lighting' circuit shall not have more than a total of 10 points of light, fan and socket outlets, or a total connected load of 800W per circuit, whichever is less. 'Power' circuit shall have only one outlet per circuit.

8.0 CONFORMITY TO CEA REGULATIONS, 2010 AND STANDARDS: All electrical works shall be carried out in accordance with the provisions of CEA (Measures relating to safety and electric supply) Regulations 2010, National Electric code and National Building Code. The works shall also conform to relevant Indian Standards.

In all electrical installation works, relevant safety codes of practice shall be followed.

9.0 TESTING OF WIRING / INSTALLATION: Wherever required by OIL's engineer-in-charge, capping shall not be fixed on the casing till the work has been inspected with the wires in position and approved. Inspection will be done in stages, as work progresses.

On completion of an electrical installation (or extension thereof) OIL's engineer-in-charge may require a test certificate for the installation/wiring job before energising the circuits. In such instances, contractor shall issue a test certificate, countersigned by certified supervisor under whose supervision the job was carried out.

The following tests should be carried out:

- i) Insulation resistance test

- ii) Earth continuity test
- iii) Earth electrode resistance test

All necessary test instruments shall be arranged by the contractor.

10.0 GENERAL REQUIREMENTS OF COMPONENTS:

10.1 Quality of materials: All materials shall be of such design, size and material as to satisfactorily function under the rated conditions of operation.

10.2 Ratings of components: All components in a wiring installation, conductors, switches and accessories shall be of appropriate ratings of voltage, current, and frequency, as indicated in BOQ.

10.3 Conformity to Standards: All components shall conform to relevant Indian Standard Specification, including amendments or revisions thereof up to the date of tender acceptance.

10.4 General Notes:

- a) Items shall be procured from the manufacturer or their authorized dealers only.
- b) All the items shall be brand new and shall bear BIS monogram, wherever specified.
- c) Item shall be guaranteed for a period of one year from the date of installation of materials against any manufacturing defect or workmanship.

11.0 WIRES AND CABLES:

11.1 Wiring:

Conductors of wiring cables shall be of copper. The smallest size of conductor for various circuits including earthing shall be not less than as follows:

- 'Lighting': 1.5 sq mm.
- 'Power': 4 sq mm,
- Sub-Main: 6 sq mm,
- Main: 10 or 16 sq.mm, depending on the installed load.

All wiring cables shall be FRLS, single core, multi-strand, PVC insulated, unsheathed, 1100V grade, BIS marked & FIA & TAC approved, with flexible conductor.

11.2 Cables: Cables shall be armoured, PVC insulated and PVC sheathed power cables of 1100 V grade. They shall be fitted on wall surface/ Tray/False ceiling/False floor as required, clamping shall be with 1 mm thick saddle, wherever required.

12.0 PVC CASING AND CAPPING

12.1 PVC casing and capping shall be BIS marked.

12.2 Providing and fixing of PVC casing and capping include bends, elbows, tees, inside and outside corners, round blocks and painting:

PVC casing and capping should be strong and properly fitted so as to hold wires laid in it up to 70% to its full capacity for all areas. It should be rigidly screwed at 150mm interval crosswise with suitable woodscrews of 25mm length turned in PVC sleeve inserted in neatly drilled holes of proper size and depth with cup washer to give proper grip over more surface area. It can be run whether in horizontal or vertical position as required.

12.3 Providing earth continuity wires: The earth continuity wire shall be provided in the casing throughout the length of wiring. The size of earth continuity wire shall be same size with the main wire for circuits. All metallic parts, switchboards, light fittings and power sockets shall be connected to the earth wires and the connection shall be electrically and mechanically sound.

13.0 PVC CONDUITS:

13.1 All rigid conduit pipes shall be of medium duty PVC conduit of good quality and be BIS marked.

13.2 The conduit wiring system shall be complete in all respects, including their accessories.

Where a large number of control switches and/or fan regulators are required to be installed at one place, these shall be installed in more than one outlet box adjacent to each other for ease of maintenance.

13.3 Bunching of cables: Cables shall always be bunched so that the outgoing and return cables are drawn into the same conduit. Where the distribution is for three phase loads only, conductors for all the three phases and neutral wire shall be drawn in one conduit.

14.0 WIRING ACCESSORIES:

14.1 Control switches for points: Control switches (single pole switches) carrying not more than 16A shall be modular type complete with plate, as specified, and the switch shall be "ON" when the knob is down. Control switch shall be placed only in the live conductor of the circuit. No single pole switch or fuse shall be inserted in the protective (earth) conductor, or earthed neutral conductor of the circuit.

14.2 Socket outlets: 6/16 pin Socket outlets shall be of shutter type modular complete with plate. These shall be rated either for 6A, or 16A. Combined 6 pin (6A/16A) pin socket outlet shall be provided in 'power' circuits wherever specified. 6A Socket outlets shall only be of 5 pin type; the earth pin shall be connected to earth through protective (loop earthing) conductor. The control switches for 6A and 16A socket outlets shall be kept along with the socket outlets. Generally socket outlet shall be installed at a height of above 30 cm but below 130 cm from the floor level. The layout of wiring shall be as approved by Engineer in Charge.

14.3 Switch box covers: These shall be modular type of suitable size.

14.4 Ceiling rose - Only one flexible cord shall be connected per ceiling rose. For multiple pendants, each pendant shall have its own rose, or a specially designed rose shall be used.

15.0 FITTINGS:

Indoor type fittings specification:

Suspension mount LED Tube light luminaire with all accessories and lamps, ready for installation as per the following description.

i) Optical system should provide all round glare and beam control.

ii) Luminaire shall be supplied with:

a) 1/2x28 Watt or nearest equivalent LED tube light.

b) 1/3/4 x14 Watt or nearest equivalent LED tube light.

iii) Luminaires shall be pre-wired up to the terminal block and fitted with High Performance driver/ electronic ballast (THD<10%) as standard, PF> 0.95; ballast to conform to IS/IEC for safety/ performance.

iv) Luminaires shall be supplied with all standard accessories (including chains etc.) for suspension mounting.

Power supply: 230/240v, 50 Hz, single phase

The type of fittings shall be as specified in BOQ.

16.0 PRE-WIRED MCB DISTRIBUTION BOARDS:

Pre wired MCB DB's shall be provided only where specified.

The complete board shall be factory fabricated and shall be duly pre-wired, ready for installation at site.

The board shall be of wall mounted, cubicle type construction, fabricated out of 1.6mm thick sheet steel, with stove enamelled paint finish. The board shall also be provided with a loose wire box as a compartment for the complete width and, depth of the board, and of minimum height of 125mm in case of TPN DB's, and 100mm in case of SPN DB's. The board shall be provided with a hinged cover of 1.6mm thick sheet steel in the front. Only the knobs of the MCB's shall protrude

out of the front covers through openings neatly machine made for the purpose. Knock out holes at the bottom, and detachable plate with knock out holes at the top of the board shall be provided. Each distribution board shall be provided with a circuit list giving details of each circuit which it controls and the current rating of the circuit, and the size of the MCB. The board shall be complete with the following accessories:

- a) 100 A copper bus bar(s) for MCB DBs.
- b) 250 A copper busbar for MCCB DB
- c) Neutral link.
- d) Common earth bar.
- e) DIN bar for mounting MCB's
- f) Screw type terminal connectors suitable for incoming and outgoing cables.
- g) Earthing stud(s)

The board shall be fully prewired with single core PVC insulated copper conductors/insulated solid copper links, and terminated on to extended type terminal connectors, suitable for connections to the sizes of the respective conductors. All incoming and outgoing wiring to the pre wired MCB DB's shall be terminated only in extended terminal connectors to be provided within the DB. The terminal connectors shall, therefore, be so provided as to facilitate easy cable connections and subsequent maintenance. Connectors (Terminal blocks) are to be provided. A common, copper earth bar shall be provided within the loose wire box. The common neutral bar as well as the terminal connectors shall, however, be provided within the main compartment just below the loose wire box.

17.0 MINIATURE CIRCUIT BREAKERS (MCB's): 'C' series MCB's shall be invariably used for all loads. Ratings (A), number of poles, type as MCB or isolator, etc. shall be as specified in the BOQ. The MCB's shall be of minimum 10KA rupturing capacity.

18.0 SWITCH BOARD LOCATIONS: Switch boards shall be located as indicated on the drawings or as instructed by OIL's engineer.

Switchboards should not be installed in places likely to be exposed to the weather. However exact location will be as per suitable available spaces. Unless otherwise specified, a switch board shall be installed so that its bottom is 1.30 m from the floor level. Switchboards shall be well clear of door openings and with an open (unimpeded) space in front of the switchboard for easy access.

Where it is required to terminate a number of casing capping or conduits on a board, it may be convenient to provide a suitable PVC adapter box for the purpose. Such boxes shall be provided with the prior approval of the Engineer-in-charge (Electrical) and this will not be paid for separately. No apparatus shall project beyond any edge of the panel.

19.0 FANS, REGULATORS AND CLAMPS:

Fan: Fan shall be as per BIS marked and white in colour.

Fan Regulators: Electronic modular type fan regulator shall be of approved makes. The fans, regulators etc., are to be procured from authorized dealer to ensure genuineness of the material.

20.0 EARTHING: Whenever earth electrode is to be supplied and installed, only readymade, maintenance free, CPRI approved chemical earthing electrodes with the proper dimensions (as per BOQ) shall be used.

This shall be complete with backfill compound minerals, excavation of earth pit and construction of brick earth chamber to proper specifications as in BOQ. GI Earth strap shall be supplied with the earth electrode for connecting the earth electrode to the equipment. Earth strap shall be terminated in the electrode/equipment with proper size of zinc coated nuts and bolts.

21.0 WORKMANSHIP: Good workmanship is an essential requirement to be complied with. The entire work of manufacture/fabrication, assembly and installation shall conform to sound Engineering practice. The work shall be carried out under the direct supervision of a person holding a valid supervisor's certificate of competency issued by the State Govt. for the type of work involved, employed by the contractor, who shall rectify then and there the defects pointed out by the Engineer-in-charge (Electrical) during the progress of work.

22.0 COMMISSIONING ON COMPLETION: After the entire wiring is completed, a joint inspection shall be carried out. The contractor shall rectify the defects pointed out by OIL during inspection. The works shall be tested by the contractor and contractor shall submit the test certificates duly signed by the competent persons. The system shall be energized only after OIL approves the work done and submission of test certificate.

22.1 Completion Documents:

- a) Layout diagram of all equipment, switch boards, DB's etc.
- b) Manufacturers test report & data sheets for equipment's if any.
- c) Single line diagram.

CC APPENDIX-A:

Sl.No.	Description of Item	Item no. in SOQ	Approved Makes
1	SINGLE CORE BIS MARKED COPPER FRLS INSULATED STRANDED FLEXIBLE 1100 V GRADE CABLE AS PER IS 694 of size/ratings as specified in SOQ	350, 360, 370, 380, 390, 400	FINOLEX / HAVELLS / L&T / POLYCAB / RR KABEL / OR ANY BIS APPROVED MAKE
2	BIS MARKED PVC Conduit	410, 420, 430, 440	PRESTO PLAST / AKG / PLAZA / RICHA / Equivalent
3	METAL CLAD SWITCH SOCKET UNIT- 20/25 Amps	450	LEGRAND/ SCHNEIDER (MERLIN GERIN) / SIEMENS / HAVELLS/INDO-ASIAN
4	CEILING FAN, 1400 mm Sweep, White in Color	490	HAVELLS (Pacer)/BAJAJ (Kassels)/ORIENT (PSPO)/USHA /Crompton Greaves
5	LIGHT FITTINGS	510	PHILIPS/Crompton Greaves/Bajaj/Surya/Syska/HPL/Bajaj
6	MCCB	540	LEGRAND/SCHNEIDER/SIEMENS/ABB/INDO-ASIAN/HAVELLS/L&T
7	MCB'S & MCB DBs (10KA, C- curve, IP54	530	LEGRAND/SCHNEIDER/SIEMENS/ABB/INDO-ASIAN/HAVELLS/L&T
8	RCBO	450	Make of RCBO, MCBs and box shall be of same make and shall be LEGRAND/SCHNEIDER/SIEMENS/ABB/INDO-ASIAN/HAVELLS/L&T
9	MCB DB	540	LEGRAND/SCHNEIDER/SIEMENS/ABB/INDO-ASIAN/HAVELLS/L&T
10	Modular switches/Socket/Box	460	LEGRAND(Myrus)/SCHNEIDER(Vivace)/CRABTREE(Murano)/Indo Asian(Elvira)
11	Modular Fan regulator 100W	480	LEGRAND(Myrus)/SCHNEIDER(Vivace)CRABTREE(Murano)/ Indo Asian(Elvira)
12	Exhaust Fan	500	HAVELLS (Pacer)/BAJAJ (Kassels)/ORIENT (PSPO)/USHA /Crompton Greaves

13	OTHER ITEMS		AS APPROVED BY THE ENGINEER-IN-CHARGE OR AS PER BOQ AND SPECS
----	-------------	--	--

Note 1: Contractor should restrict to the makes specified in Table 1 above. In case of urgency, operational exigencies, difficulty in procuring or obsolescence, other equivalent makes may be approved. Such equivalents however, may be used only with the prior written approval of OIL's engineer. Contractor shall apply for such approval, in writing to OIL's engineer-in-charge, furnishing proper justification and relevant specifications (to prove equivalence) of the proposed item/items.

Note 2: For items not appearing in Table 1 above, the makes shall be decided by OIL's Engineer in- charge.

Note 3: Certain items shall be installed as one integral unit, as per specification in SOQ (like MCB, RCBO and MCB DB; or MCB and metal box, or VTPN). In such cases, the make shall be the same for all items within that integral unit.

Note 4: Wherever BEE Star marked devices (lamps, fans, etc) are available, they shall be preferred. However, makes shall be restricted to the above only.

III. PART-III: GENERAL HSE (Health Safety & Environment) POINTS TO BE FOLLOWED BY THE CONTRACTOR:

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

(ii) 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.

(iii) All the safety gears mentioned above are to be provided to the working personnel before commencement of the work.

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

(v) 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.

- (vi) Keep an up to date SOP and provide a copy of changes to a person designated by the Mine Owner /Agent /Manager.
- (vii) 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.
- (viii) 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.
- (ix) 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.
- (x) 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.
- (xi) Any compensation arising due to accident of the Contractor's personnel while carrying out the job, will be payable by the contractor.
- (xii) The contractor shall have to report all incidents including near miss to Installation Manager / departmental representative of the concerned department of OIL.
- (xiii) 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.
- (xiv) 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.
- (xv) To arrange daily tool box meeting and regular site safety meetings and maintain records.
- (xvi) Records of daily attendance, accident report etc. are to be maintained in Form B, E, J (as per Mines Rules 1955) by the contractor.
- (xvii) 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.
- (xviii) 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.
- (xix) Contractor's arrangements for health and safety management shall be consistent with those for the mine owner.
- (xx) 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.

(xxi) 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.

(xxii) The contractor should prevent the frequent change of his contractual employees as far as practicable.

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

(xxiv) 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

IV: The bidder must provide all the equipment in operational condition capable of providing uninterrupted services under the contract as and when required.

V: Company reserves the right to initiate actions against the bidder / contractor during processing of tender and / or during continuation of the contract as per OIL's Banning Policy dated 6th Jan 2017 available at OIL's website.

VI: Defect liability period shall be 6 months beyond the date of completion of works as certified by Engineer-In-Charge. During defect liability period, all corrective works shall be carried out entirely at Contractor's own expenses. If such corrective works are not carried out within a reasonable time, the Company, at its discretion, may have such remedial works carried out by other agencies and charge the cost thereof to the Contractor. This amount shall be deducted from contractor's bill/ Retention money/ Performance security.

SECTION-II: TECHNICAL SPECIFICATIONS FOR CIVIL & INTERIOR WORKS

MATERIALS:

1.0 Materials should be of the best approved quality obtainable and they shall comply to the respective Indian Standard Specifications.

2.0 Samples of all materials should be approved before placing order and the approved sample shall be deposited with OIL.

3.0 In case of non-availability of materials in metric sizes, the nearest size in FPS units shall be provided with the prior approval of OIL for which neither extra will be paid nor any rebate be recovered.

4.0 If directed, materials shall be tested in any approved Testing Laboratory and the Test Certificate in original shall be submitted to OIL and the entire charges of testing including charges for repeated tests if ordered shall be borne by the contractor.

5.0 It shall be obligatory for the Contractor to furnish Certificate, if demanded by OIL, from manufacturer or the material supplier that the work has been carried out by using their material and as per their recommendation.

6.0 All materials supplied by OIL /any other specialized firms shall be properly stored and the contractor shall be responsible for its safe custody until they are required on the works and till the completion of work.

7.0 All equipment and facilities for carrying out field tests on materials shall be provided without any extra cost.

8.0 The work shall be executed as per Standard Engineering Practice and specification.

9.0 The Work shall be carried out as per CPWD Specifications unless otherwise specified in the Tender Document

Note: The specifications of the various items of the works will be as per enclosed technical specifications, specifications provided to the contractor during execution of contract by OIL, latest editions of CPWD specifications for work with all correction slips. In absence of any detailed specifications latest Indian Standard specifications and code of practice shall become applicable. Wherever, these codes are silent, the same shall be governed by sound engineering practice and the decision of EIC in matters of interpretations etc. shall be final and binding on the Contractor. In case of the material supplied by the specialized agencies the material specifications of the same agencies shall be made available with their address and telephone No. by the contractor and shall be used as per the same specification and as per the direction of EIC. If required the contractor shall arrange the inspection/ verification of the items from the Engineer of the expert agency.

SECTION-III: SPECIFICATIONS/SCOPE OF WORK FOR ELECTRICAL JOBS

1.0 Contractor/sub-contractor shall employ work persons with valid wireman license issued or recognized by Electrical Licensing Board, Govt. of Assam to carry out all electrical jobs and shall employ one supervisor holding valid supervisory certificate of competency issued or recognized by Govt. of Assam for supervision of electrical jobs.

2.0 All Electrical works shall be carried out in accordance with the provisions of Indian Electricity Act, 2003 and Indian Electricity Rules, 1956 amended up to date (Date of call of tender unless specified otherwise).

3.0 QUALITY OF MATERIALS: All materials and equipments supplied by the contractor shall be new and of reputed make. They shall be of such design, size and materials as to satisfactorily function under the rated conditions of operation and to withstand the environmental conditions at site.

4.0 RATINGS OF COMPONENTS:

(a) All components in a wiring installation shall be of appropriate ratings of voltage, current, and frequency, as required at the respective sections of the electrical installation in which they are used.

(b) All conductors, switches and accessories shall be of such size as to be capable of carrying the maximum current, which will normally flow through them, without their respective ratings being exceeded.

5.0 CONFORMITY TO STANDARDS: All components shall conform to relevant Indian Standard Specifications (including amendments or revisions thereof up to the date of tender acceptance), wherever existing. Materials with ISI certification mark shall be preferred.

6.0 SCOPE OF WORK:

6.1 Brief details of work to be carried out by the contractor are as described below. This will include supply, storage, laying, installation, jointing and testing, obtaining approvals, testing and commissioning and completion of different works. The work shall

be carried out as described in Schedule of Quantities (SOQ), and specifications. Apart from the work as described in Schedule of Quantities (SOQ) and specifications the contractor also has to carry out dismantling of existing wirings / fittings/DBs, fans and service line including conduits, channels etc. at no extra cost to OIL.

6.2 Unless otherwise specified, the broad items/activities covered under internal electrical works shall include the following:

- (a) Preparation of layout/ single line diagram/ wiring diagram of each room of the entire WellLogging Department.
- (b) Supply and laying/fixing of service lead-in, cables, MCB, DB etc.
- (c) Supply of all wiring materials like copper cable, casing capping etc. and complete wiring.
- (d) Supply and fixing of electrical fittings, luminaires and fixtures, fans etc.
- (e) Supply of earthing materials and earthing including earth excavation.
- (f) Testing of the electrical system and submission of test reports.
- (g) Repairing and painting of the portion of the wall damaged during dismantling and rewiring/re-fixing of electrical items.
- (h) Clearing of all the scrap generated during the dismantling work.

7.0 COMPLETION DOCUMENTS: The contractor shall submit 2 (two) copies of as built layout drawings to OIL after completion of the work in each Room/Area. These complete drawings/documents shall give the following information:

- (a) Layout of all electrical items like MCB, DB, Light Fittings, fans, Earthing etc. of each Room/Area.
- (b) Single Line Diagram of each Room/Area.
- (c) Wiring Diagram of each Room/Area.
- (d) Test reports for each Room/Area.
- (e) Guarantee certificate of electrical items like Light fitting, ceiling fan, exhaust fan, MCB, DB, Earth electrode etc for each Room/Area.
- (f) Specification of all the items with quantity in each Room/Area.
- (g) Test report on earthing for each Room/Area.

8.0 CONFORMITY TO IE ACT AND STANDARDS: All electrical works shall be carried out in accordance with the provisions of CEA Regulations 2010, BIS standard, National Electric Code & National Building Code.

9.0 INTERCHANGEABILITY: Similar parts of all switches, lamp holders, distribution boards, switchgears, ceiling roses, brackets, pendants, fans and all other fittings of the same type shall be interchangeable in each installation.

10.0 DETAILED DESCRIPTION/SPECIFICATIONS OF ITEMS NOS. 350 TO 600 UNDER PART-II (SOQ):

10.1 Item No.350 (Point wiring) - Wiring for light point/ fan point/ exhaust fan point/ call bell point with 3x1.5 sq.mm FRLS PVC insulated copper conductor single core cable in surface medium grade ISI approved 25mm size PVC Casing Capping, suitable Pvc casing box for fixing ceiling rose and earthing the point with 1.5 sq.mm. FRLS PVC insulated copper conductor single core cable etc as required (identical size phase,

neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T/Polycab, Make of PVC Casing Capping: AKG/Presto Plast or BIS approved make, Make of Modular switch: Legrand/L&T/MK/Schneider/Crabtree or Approved by Engineer in Charge.

10.2 Item No.360 (Light plug point wiring) - Wiring for light plug point with 3X1.5 sq. mm FRLS PVC insulated copper conductor single core cable in surface/ recessed medium grade ISI approved PVC Casing Capping alongwith FRLS PVC insulated copper conductor single core cable for loop earthing as required (identical size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T/Polycab, Make of PVC Casing Capping: AKG/Presto Plast or BIS approved make or Approved by the Engineer in Charge.

10.3 Item No.370 (Circuit wiring: 2x2.5 sqmm+1x2.5 sqmm PVC wire) - Wiring for circuit/ submain/Power wiring alongwith earth wire with the 3x2.5 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface / recessed medium class ISI approved PVC Casing Capping as required. Wiring shall be done from MCB DB to desired Switch Board/power point (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/Presto Plast or BIS approved make or Approved by Engineer in Charge.

10.4 Item No.380 (Power wiring: 2 x 4 sqmm PVC wire + 1x4 sqmm PVC wire) - Wiring for circuit/ submain/Power wiring alongwith earth wire with the 3x4 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface/ recessed medium class ISI approved PVC Casing Capping as required. Wiring shall be done from MCB DB to desired Switch Board/power point (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/Presto Plast or Equivalent or BIS approved or Approved by Engineer in Charge.

10.5 Item No. 390 (Circuit wiring: 2x10 sqmm +1x10 sq mm PVC wire) - Wiring for circuit/ submain wiring alongwith earth wire with the 2x 10 mmsq + 1 x 10 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface medium class ISI approved PVC Casing capping as required. Wiring shall be done from main MCB DB to SPN MCB DB or SB as required (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/PLaza/Presto or Approved by Engineer in Charge. Main panel to SPN DB.

10.6 Item No. 400 (Circuit wiring: 4x16 sqmm + 2x16 sqmm PVC wire) - Wiring for circuit/ submain wiring alongwith earth wire with the 4x 16mmsq + 2 x 16 mmsq sizes of FRLS PVC insulated copper conductor, single core cable in surface medium class ISI approved PVC Casing capping as required. Wiring shall be done from main DB to MCB DB or SB as required (identical in size phase, neutral and earth wires, colour coded red, black and green respectively). Make of cable: Havells/Finolex/L&T, Make of PVC Casing Capping: AKG/PLaza/Presto or BIS approved make or Approved by Engineer in Charge. Main panel to MCB DB.

10.7 Item No. 410 (3 Module PVC box) - Supplying, fixing and installation of 3 modules PVC Box along with modular base & cover plate for modular switches, blank plate in Surface etc as required. Internal connection of wire is included in the item. Make of Modular item: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge.

10.8 Item No. 420 (8 Module PVC box) - Supplying, fixing and installation of 8 modules PVC Box along with modular base & cover plate for modular switches, blank plate in Surface etc as required. Internal connection of wire is included in the item. Make of Modular item: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge.

10.9 Item No. 430 (3 Module box with 6A S/S) - Supplying and fixing of 3 module PVC Box with modular plate and cover in front on surface, including providing and fixing 3 pin 6 amps modular socket outlet and 6 amps modular switch, connection etc. as required. Make of Modular item: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge.

10.10 Item No. 440 (4 Module box with 16A S/S) - Supplying and fixing of 4 module PVC Box with modular plate and cover in front on surface or in recess, including providing and fixing 5 pin 6 & 16 amps modular socket outlet and 16 amps modular switch, connection etc. as required. Make of Modular item: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge.

10.11 Item No. 450 (20A Metallic S/Socket with RCBO) - Supplying and installation of Surface/recess type 20A metallic plug/socket DB complete with 20A Plug and Socket and 20 A DP RCBO, 30mA sensitivity for AC. Make: Merlin Gerin/Legrand/Siemens/Havells or Approved by Engineer in Charge.

10.12 Item No. 460 (6A Modular Switch) - Supply, installation and fixing of 6 A Modular switch in the existing modular boxes, Make of Modular switch: Legrand/L&T/Schneider/Crabtree or Approved by Engineer in Charge.

10.13 Item No. 470 (Ceiling rose) - Supplying and fixing 3 pin, 5 amp ceiling rose

10.14 Item No. 480 (Modular Regulator 120 W) - Supply, installation and wiring of 1 Module Fan Regulator 100W. Make: Legrand/L&T/Crabtree/Schneider or as approved by Engineer In charge

10.15 Item No. 490 (Ceiling Fan, 1400 mm) - Supply of 1400 mm sweep ceiling fan without modular step regulator, including wiring the down rods of standard length (upto 30 cm). Make of fan: Havell/Crompton Greaves/Bajaj/Orient or Approved by Engineer in Charge.

10.16 Item No. 500 (Exhaust Fan, 300 mm) - Supply, installation and commissioning of 300 mm sweep heavy duty metallic exhaust fan in the existing opening, including making the hole to suit the size of the above fan, making good the damage, connection, testing, commissioning etc. as required. Make of fan: Havell/Crompton Greaves/Bajaj/Orient or Approved by Engineer in Charge.

10.17 Item No. 510 (36 W LED luminaire) - Supply, installation, testing and commissioning of suspended /recessed type 36 W LED luminaire similar to Crompton Greaves Cat Ref LCPL-36-CDL/TL (1x4) CT-6000K fitting, complete with all accessories etc., including supplying and fixing ball and socket arrangement, 2 no. down rods of 20 mm dia X 1.6 mm thick steel conduit upto 75 cm length, painting and wiring the down rods and connection with 1.5 sq. mm FR PVC insulated, copper conductor, single core cable and earthing etc. as required.

10.18 Item No. 520 (Extra Down Rod) - Supplying installation and commissioning of extra down rod for ceiling Fan, 600mm long, 20mm dia x 1.6 mm thick steel conduit, including wiring the down rod with 1.5 sq. mm FRLS PVC insulated, copper conductor, single core cable and painting etc. as required. Making of holes and slots at both the ends of extra length of down rod are required for mounting ceiling fans in halls and room

area. The hole size and slot dimension shall be same as available in the original down rod of the fans. One down rod shall be treated as one unit.

10.19 Item No. 530 (Single phase 63A MCB DB, 16 way) - Supplying, installation and fixing of 16 way as outgoing with double door, single pole and neutral, sheet steel, MCB distribution board, 240 volts, on surface, complete with 100 A tinned 12 way copper busbar, 12 way neutral busbar, 12 way earth bar, din bar, detachable gland plate, interconnections, phosphatized and powder painted including earthing etc. as required. DB shall have following as incomer: 63 A RCBO, sensitivity 100mA - 1 nos. Outgoings are 10 A MCB, C curve - 6 nos, 20 A MCB, C curve- 6 nos. Make of RCBO, MCBs and box shall be of same make and shall be Schneider/ Siemens/Indo Asian/Legrand or Approved by Engineer in Charge. DB shall be similar to Legrand cat no- 6077 13

10.20 Item No. 540 (160 A, 8 W, VTPN MCCB DB) - Supply, installation, testing & commissioning of 3 Phase, 8 WAY, vertical TPN MCCB DB, as per the following specifications:

A. Incoming:

- a. 160 A Thermal adjustable MCCB: 1 no
- b. Rating: 4 pole, 160 A, 25kA, 50Hz, 415VAC
- c. Protection: Thermal and Magnetic Protection
- d. Make & Model: Legrand, Cat no 4200 57 or equivalent

B. Outgoing Feeders:

- a. 63 A TP C curve MCB: 4nos
- b. 63 A SP C curve MCB: 12 nos
- c. All outgoing MCBs shall be 'C' curve, 240v AC, 10kA breaking capacity, with DMC housing, suitable for class-II tropicalisation (as per IEC) & approved by ISI or IEC. MCBs shall have integrated label holder, biconnect upper & lower terminals & air channels for low temperature rise.

C. Bus bar: 250 A, Tinned Copper

D. Constructional details of DB:

DB shall be as per IS-8623 with latest amendment. DB shall have external earth terminal & mounting holes. Cable ties & wire leads for wiring incomer MCCB to respective phase & neutral buses shall be supplied and wired with single core 35 sqmm stranded copper cable with tinned copper lugs. Enclosure shall be IP-43& IK-09 with double door. DB shall have detachable cable entry gland plate on top and bottom side for keeping spare length of cables. All wires inside DB shall have ferrules for identification of circuit number. All unused openings shall be fitted with Blanking Plates. The DB shall be provided with 250 amp tinned copper bus bar for phase & neutral. Neutral & Earth bar shall be 8 way each & suitable for termination of wires with pin type cable lugs

(MAKE & Model No: Legrand, Cat no. 6079 14 or Equivalent Schneider/Siemens/Indo Asian/ABB/L&T)

10.21 Item No. 550 (200 x 250 x 48 mm PVC board) - Supply and fixing of PVC switchboard with cover & screws, approved and marked by IS-14772. Colour- White. Size- 250mm x200mm x 48mm. Make: Presto plast/AKG

10.22 Item No. 560 (175 x 100 x 48 mm PVC board) - Supply and fixing of PVC switchboard with cover & screws, approved and marked by IS-14772. Colour- White. Size- 175 mm x100mm x 48mm. Make: Presto plast/AKG

10.23 Item No. 570 (Chemical Earth electrode) - Supply with installation & commissioning of readymade maintenance free CPRI approved chemical earthing system with 50 mm dia 3.00 Metres length corrosion free G.I. pipe Electrode complete with backfill compound Minerals 50 Kg and Earth pit cover including excavation of earth pit and construction brick earth chamber including plastering both inner & outer surface of brick wall as specified and directed by Engineer in charge. Size of brick chamber shall be 2 feet x 2 feet. Make: True Power Earth Solution, Multi mess or any make approved by OIL.

10.24 Item No. 580 (25mmx6mm GI strap) - Supplying and laying of 25mmx6mm GI strap for earth electrode & DB earthing including supply of all hardware required for connection. The GI strap should be hot dip galvanised with galvanisation thickness of minimum 80 micron and confirm to IS. All hardware to be galvanised and of minimum 12mm diameter.

10.25 Item No. 590 (Electrical Panel) - Specification for floor mounted MAIN INCOMER PANEL: Incomer panel shall be cubicle type, vermin proof, made with CRCA sheet with following specification:

PANEL COMPARTMENTS / SECTIONS:

A) INCOMER SECTION: 1 nos.630 Amps Four Pole Moulded Case Circuit Breaker: MCCB shall have thermal magnetic release of Breaking capacity minimum 36 kA with a rotary handle operating mechanism, with spreader links. One number multifunction Panel meter to measure the electrical quantity voltage, current, power, frequency, energy consumption and power factor shall be provided. Meter shall be of minimum size 96 mm x96 mm x 65mm. Meter shall have a provision for recording cumulative energy.

B) BUS CHAMBER: The bus chamber shall be sheet steel clad having front bolted covers and shall consist of 1 set TP & N electrolytic grade, high conductivity electrolytic E 91 E grade aluminium Bus Bars, conforming to IS: 5082. Current rating of bus bar sections shall be 800 Amps suitable for 415 V AC, 50 Hz system. Neutral bar shall be of same size as phase bus. The bus-bar shall be insulated with heat shrinkable PVC sleeves and shall be supported at required intervals with non- hygroscopic, non-deteriorating, and non inflammable SMC / FRP supports having adequate mechanical strength and a high tracking resistance, to withstand short circuit fault levels up to 50 kA for 1 sec. All risers and connections from bus bar shall be done with same material as the main bus bars of current rating as per rating of individual cubicle switch.

C) OUT GOING SECTION:

i) 02 (two)Nos 250 Amps Four Pole Moulded Case Circuit Breaker minimum 25 kA with a rotary handle operating mechanism.

ii) 04(four) nos 160 A four pole MCCB 25 KA with rotary handle

D) CABLE CHAMBER / CABLE ALLEY: Suitable cable alleys shall be provided in between sections of the panel to drive the cables. Supports as required shall be provided along the cable alleys for supporting the cables / wires.

All accessories like Gland/Lugs/Thimble etc .required for installation shall be supplied by Contractor.

Notes to Clause 10.25 above:

(i) Prior to fabrication of the electrical panel contractor shall submit the complete wiring diagram including constructional drawing to OIL for approval within 45 (forty five) days from the date of issue of LOA.

(ii) OIL reserves the right of inspection of the electrical panel at the manufacture's works. The contractor has to arrange for the inspection and give intimation to OIL 15 days prior to inspection dates.

(iii) Any modification that is pointed out by OIL during the approval of drawing and/or inspection stages shall have to be carried out by the contractor free of cost.

10.26 Item No. 600 (Wall mounted fan, 400mm) - Supply, installation, testing & commissioning of wall mounted fan of 400mm sweep oscillating type, with built-in-speed regulator. Make & Model: Havells "Platina" or equivalent.

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

SUB: SAFETY MEASURES

Description of service: Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items.

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 fulfil all the legal formalities with respect to the Health, Safety and Environmental aspects of the entire job (namely; the person employed by him, the equipment, the environment, etc.) under the jurisdiction of the district of that state where it is operating. . Ensure that all sub-contractors hired by him comply with the same requirement as the contractor himself and shall be liable for ensuring compliance all HSE laws by the sub-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.
3. All the safety gears mentioned above are to be provided to the working personnel before commencement of the work.
4. 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.
5. 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.
6. Keep an up to date SOP and provide a copy of changes to a person designated by the Mine Owner /Agent /Manager.
7. 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.
8. 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.
9. 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.
10. 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.

11. Any compensation arising due to accident of the Contractor's personnel while carrying out the job, will be payable by the contractor.
12. The contractor shall have to report all incidents including near miss to Installation Manager / departmental representative of the concerned department of OIL.
13. 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.
14. 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.
15. To arrange daily tool box meeting and regular site safety meetings and maintain records.
16. Records of daily attendance, accident report etc. are to be maintained in Form B, E, J (as per Mines Rules 1955) by the contractor.
17. 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.
18. 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.
19. Contractor's arrangements for health and safety management shall be consistent with those for the mine owner.
20. 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.
21. 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.
22. The contractor should prevent the frequent change of his contractual employees as far as practicable.
23. The contractor should frame a mutually agreed bridging document between OIL & the contractor with roles and responsibilities clearly defined.
24. 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 **Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items**. The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

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

Section: 1 - Commitments of the Principal

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

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

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section: 2 - Commitments of the Bidder/Contractor

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 4 - Compensation for Damages

1. If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit/Bid Security.
2. If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit/Performance Bank Guarantee.
3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 - Previous transgression

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

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

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

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

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

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

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

Section: 8 - External Independent Monitor/Monitors

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

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

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

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

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

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

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

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

Section: 9 - Pact Duration

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

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

Section: 10 - Other provisions

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

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

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

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

Witness 1:

Witness 2:

Place.

Date .

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

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

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statements of M/s
(Name of the Bidder) for the last 03(Three) completed accounting years upto **(as the case may be)** are correct.

YEAR	TURN OVER In INR	NET WORTH In INR

Place:

Date:

Seal:

Membership Number:

Signature:

Registration No.:

SPECIFICATIONS/DIMENSIONS/DESIGN/COMPONENTS OF
VARIOUS ITEMS LISTED IN SOQ

1.0 3-seater lounge seating system:

- a. **Size:** 1830mm (W) X 783mm (D) X 750mm (H) with Seat Height (SH) of 415mm
- b. **LH/RH SIDE FRAME:** The LH/RH side frame, made of MS. E.R.W. tube dia 4.44 cm. (1.75") x 14 BG. thk and chrome plated, should be fitted to the two ends of the ST/BK mounting frame to form the leg assembly.
- c. **ST/BK MOUNTING FRAME:** 2nos mounting frames used to connect the side frames and made of MS. E.R.W. tube dia.5.08cm. (2") x 10BG thk. black painted. The ST/BK should be mounted on 14 BG thk 2cm x 4cm Recta tube welded on the beam of ST/BK mounting frame.
- d. **ST/BK ASSEMBLY:** The ST/BK assembly should consist of 12mm thk plywood insert with Polyurethane foam having density = 45 +/- 2 Kg/cm³ and hardness of the P.U. foam = 18 to 22 Kg. The complete moulded ST/BK assembly should be covered with a replaceable fabric upholstery cover.
ST/BK SIZE: 54.5cm. (W) X 46.7cm. (D) X 12.5cm. (T)
- e. **BOTTOM SHOES:** Bottom shoes (both front & rear) made of injection moulded polypropylene should be provided on the side frames
- f. **CHROME PLATING:** All external surfaces are to be chrome-plated.
- g. **FABRIC:** Upholstery/Fabric should be stain repellent and vacuum cleanable.
- h. **Unless otherwise specified, tolerance of all dimensions should be within ±10mm**
- i. **Desired Make & Model:** Godrej Midas Lounge L-53 or equivalent.

2.0 2-seater lounge seating system

- a. **Size:** 1257mm (W) X 783mm (D) X 750mm (H) with Seat Height (SH) of 415mm
- b. **LH/RH SIDE FRAME:** The LH/RH side frame, made of MS. E.R.W. tube dia 4.44 cm. (1.75") x 14 BG. thk and chrome plated, should be fitted to the two ends of the ST/BK mounting frame to form the leg assembly.
- c. **ST/BK MOUNTING FRAME:** 2nos mounting frames used to connect the side frames and made of MS. E.R.W. tube dia.5.08cm. (2") x 10BG thk. black painted. The ST/BK should be mounted on 14 BG thk 2cm x 4cm Recta tube welded on the beam of ST/BK mounting frame.
- d. **ST/BK ASSEMBLY:** The ST/BK assembly should consist of 12mm thk plywood insert with Polyurethane foam having density = 45 +/- 2 Kg/cm³ and hardness of the P.U. foam = 18 to 22 Kg. The complete moulded ST/BK assembly should be covered with a replaceable fabric upholstery cover.
ST/BK SIZE: 54.5cm. (W) X 46.7cm. (D) X 12.5cm. (T)
- e. **BOTTOM SHOES:** Bottom shoes (both front & rear) made of injection moulded polypropylene should be provided on the side frames

- f. **CHROME PLATING:** All external surfaces are to be chrome-plated.
- g. **FABRIC:** Upholstery/Fabric should be stain repellant and vacuum cleanable.
- h. **Unless otherwise specified, tolerance of all dimensions should be within $\pm 10\text{mm}$**
- i. **Desired Make & Model:** Godrej Midas Lounge L-52 or equivalent.

3.0 Centre Table:

- a. **Size:** 1120mm (W) X 600mm (D) X 351mm (H)
- b. **Table glass:** 12 \pm 0.3 mm thick black tinted Toughened glass UV glued with bushed made in SS 202 grade for fixing with understructure.
- c. **Table understructure:** Welded assembly made in SS 202 grade having Dia. 12 \pm 0.04 as per IS:1762.
- d. Dimensions are out to out dimension and variation should be within ± 1.0 CM
- e. **Unless otherwise specified, tolerance of all dimensions should be within $\pm 10\text{mm}$**
- f. **Desired Make & Model:** Godrej PISACT or equivalent

4.0 Side Table:

- a. **Size:** 600mm (W) X 600mm (D) X 351mm (H)
- b. **Table glass:** 12 \pm 0.3 mm thick black tinted Toughened glass UV glued with bushed made in SS 202 grade for fixing with understructure.
- c. **Table understructure:** Welded assembly made in SS 202 grade having Dia. 12 \pm 0.04 as per IS:1762.
- d. Dimensions are out to out dimension and variation should be within ± 1.0 CM
- e. **Unless otherwise specified, tolerance of all dimensions should be within $\pm 10\text{mm}$**
- f. **Desired Make & Model:** Godrej PISAST or equivalent

5.0 14-seater Modular Conference table with wire manager in oval shape:**a. Specifications:**

#	Elements	Specifications
Tops	Work surface	Top thickness 31.6 (18mm + 12mm + 0.6 mm DL(both sides) + 0.4mm Membrane) Edge profile Waterfall Edge 10mm radius on top edge and 5mm at bottom.
Understructure	Legs	Made from 25mm PPB having a straight profile with half round edges and clad with 0.6mm thick

	Modesty Panel	Post Forming laminate. Overall thickness of leg - 26.2mm. Made from PLT (Prelaminated Twin) boards of 18mm thick.
Wire Manager	Wire Carrier	Made from 0.6mm thick CRCA painted.
	Carrier Cover	Made of 12mm thk. MDF Painted all over.

b. Material:

Substrate	MDF
Skin	PVC Membrane foil (0.4mm thk) clad on the substrate MDF using PU glue for better adhesion. This foil should be pre-coated with layer of polyurethane for better scratch resistance.

c. Desired Make & Model: Godrej "Senate" or equivalent**6.0 NA****7.0 High Back Conference Chair:****a. Specifications:**

OVERALL SIZE	76.0cm (W) X 76.0cm (D) X (102.5-111.5)cm (H)
SEAT HEIGHT	46.0-55.0 cm
HIGH BACK SIZE	48cm.(W) X 76.0cm.(H)
SEAT SIZE	51.0cm.(W) X 48.0cm.(D)
SEAT/BACK ASSEMBLY	The seat should be made up of 1.2 cm. thick hot pressed plywood upholstered with fabric and moulded Polyurethane Foam. The back should be made up 1.2 cm. thick hot pressed plywood upholstered with replaceable fabric upholstery covers and moulded polyurethane foam. The back ply and foam should be designed with contoured lumber support for comfortable seating.
POLYURETHANE FOAM	The polyurethane foam for seat and back should be moulded with density = 45 ± 2 kg/m ³ and Hardness = 20 ± 2 .
ARMRESTS (FIXED)	The armrest top should be made of moulded polyurethane (P.U) and mounted on to a fixed type M.S. tubular armrest support chrome plated. The arm support should have static vertical adjustment of

	±1.5cm.
FRONT PIVOT SYNCHRO MECHANISM	<ul style="list-style-type: none"> · 360° revolving type. · Single point control. · Front pivot for tilt with feet resting on ground. · Tilt tension adjustment. · 4-position locking with anti-shock feature. · Seat back tilting ratio of 1:2 (11° Seat Tilt /22° back tilt).
FIXED BACKREST	The backrest should consist of a fixed type mechanism i.e no back up/down adjustment.
PNEUMATIC HEIGHT ADJUSTMENT	The pneumatic height adjustment should have an adjustment of 9.0 cm.
PEDESTAL ASSEMBLY	The pedestal should be fabricated from steel, chrome plated and assembled with injection moulded black polypropylene hub cap and 5 nos. twin wheel castors (castor wheel dia. 5.0 cm). The pedestal should be 66.0cm. Pitch-center dia. (76.0 cm with castors).

b. Unless otherwise specified, tolerance of all dimensions should be within ±10mm

c. Desired Make & Model: Godrej Karina PCH-9P01TC or equivalent.

8.0 Very High Back Executive Chair:

a. Specifications:

OVERALL SIZE	77.0cm (W) X 77.0cm (D) X (132.5-140.5)cm (H)
SEAT HEIGHT	47.5-55.5 cm
VERY HIGH BACK SIZE	53.0cm. (W) X 79.0cm. (H)
SEAT SIZE	49.0cm. (W) X 48.0cm. (D)
SEAT/BACK ASSEMBLY	The seat and back should be made up of 1.2cm.thick hot pressed plywood upholstered with leather and moulded Polyurethane foam. The back foam should be designed with Contoured lumber support.
POLYURETHANE FOAM	The polyurethane foam should be moulded with density = 45±2 kg/m ³ and Hardness = 20±2.
SEAT-BACK CONNECTING SPINE:	The seat and back should be arrested together with a 9.0cm. (w) spine made of 0.8cm thk. HR steel and black powder-coated.

ARMREST ASSEMBLY	The armrest tube assy. made of 2.54cm (1") x 14 BG. M.S. E.R.W. support tubes and Chrome plated. The P.U. armrest made of black integral skin polyurethane with 50-70 Shore 'A' Hardness and reinforced with M.S. insert. The armrest top made of ABS & upholstered with foam & leather.
FRONT PIVOT SYNCHRO TILT MECHANISM	<ul style="list-style-type: none"> · 360° revolving type. · 12° Seat tilt & 19° Back tilt · Front pivot for tilt with feet resting on ground · Tilt tension adjustment. · 5-position locking with anti-shock back mechanism. · Static seat depth adjustment = 5.0cm with 5 position locking.
PNEUMATIC HEIGHT ADJUSTMENT	The pneumatic height adjustment should have an adjustment stroke of 8.0 cm.
BELLOW	1-piece and blow moulded in black polypropylene.
PEDESTAL ASSEMBLY	The pedestal should be made of die-cast aluminium with buffing finished and fitted with 5nos. twin wheel castors. The pedestal should have 67.0cm pitch-center dia. (77.0cm with castors).

b. Unless otherwise specified, tolerance of all dimensions should be within ±10mm

c. Desired Make & Model: Godrej Halo PCH-9200R or equivalent.

9.0 High Back Executive Chair – Type#1:

a. Specifications:

OVERALL SIZE	77.0cm (W) X 77.0cm (D) X (113.5-121.0)cm (H)
SEAT HEIGHT	47.5-55.5 cm
HIGH BACK SIZE	53.0cm. (W) X 62.0cm. (H)
SEAT SIZE	49.0cm. (W) X 48.0cm. (D)
SEAT/BACK ASSEMBLY	The seat and back should be made up of 1.2cm.thick hot pressed plywood upholstered with leather and moulded Polyurethane foam. The back foam should be designed with Contoured lumber support.
POLYURETHANE FOAM	The polyurethane foam should be moulded with density = 45±2 kg/m ³ and Hardness = 20±2.

SEAT-BACK CONNECTING SPINE:	The seat and back should be arrested together with a 9.0cm. (w) spine made of 0.8cm thk. HR steel and black powder-coated.
ARMREST ASSEMBLY	The armrest tube assy. made of 2.54cm (1") x 14 BG. M.S. E.R.W. support tubes and Chrome plated. The P.U. armrest made of black integral skin polyurethane with 50-70 Shore 'A' Hardness and reinforced with M.S. insert. The armrest top made of ABS & upholstered with foam & leather.
FRONT SYNCHRO MECHANISM	PIVOT TILT <ul style="list-style-type: none"> · 360° revolving type. · 12° Seat tilt & 19° Back tilt · Front pivot for tilt with feet resting on ground · Tilt tension adjustment. · 5-position locking with anti-shock back mechanism. · Static seat depth adjustment = 5.0cm with 5 position locking.
PNEUMATIC HEIGHT ADJUSTMENT	The pneumatic height adjustment should have an adjustment stroke of 8.0 cm.
BELLOW	1-piece and blow moulded in black polypropylene.
PEDESTAL ASSEMBLY	The pedestal should be made of die-cast aluminium with buffing finished and fitted with 5nos. twin wheel castors. The pedestal should have 67.0cm pitch-center dia. (77.0cm with castors).

b. Unless otherwise specified, tolerance of all dimensions should be within $\pm 10\text{mm}$

c. Desired Make & Model: Godrej Halo PCH-9201R or equivalent.

10.0 High Back Executive Chair – Type#2:

a. Specifications:

OVERALL SIZE	76.0cm (W) X 76.0cm (D) X (101.5-117.5)cm (H)
SEAT HEIGHT	46.0-55.0 cm
HIGH BACK SIZE	48.0cm.(W) X 76.0cm.(H)
SEAT SIZE	51.0cm.(W) X 48.0cm.(D)
SEAT/BACK ASSEMBLY	The seat should be made up of 1.2 cm. thick hot pressed plywood upholstered with fabric and moulded Polyurethane Foam. The back should be made up 1.2 cm. thick hot pressed plywood upholstered with

	replaceable fabric upholstery covers and moulded polyurethane foam. The back ply and foam should be designed with contoured lumber support.
POLYURETHANE FOAM	The polyurethane foam for seat should be moulded with density = 45 ± 2 kg/m ³ and Hardness = 20 ± 2 .
ARMRESTS (ADJUSTABLE)	The armrest top should be made of moulded polyurethane (P.U) and mounted on to a drop lift height adjustable type M.S. tubular armrest support chrome plated. The armrest height should be adjustable up to 6.5cm in 5 steps & also have swivel adjustment of 22° on both sides.
KNEE TILT SYNCHRO MECHANISM WITH SEAT DEPTH ADJUSTMENT MECHANISM	<ul style="list-style-type: none"> · 360° revolving type. · Single point control · Front pivot for tilt with feet resting on ground · Tilt tension adjustment. · 4-position locking with anti-shock feature. · Seat back tilting ratio of 1:2 (11° Seat Tilt / 22° back tilt). · Static seat depth adjustment of 6.0cm with 6 positions.
ADJUSTABLE BACKREST	The backrest should consist of a sliding up down mechanism, adjustable in the range of 7.5 cm and can be locked in 4 positions for correct position of lumber support.
PNEUMATIC HEIGHT ADJUSTMENT	The pneumatic height adjustment should have an adjustment of 9.0 cm.
PEDESTAL ASSEMBLY	The pedestal should be fabricated from steel, chrome plated and assembled with injection moulded black polypropylene hub cap and 5 nos. twin wheel castors (castor wheel dia. 5.0 cm). The pedestal should have 66.0cm. Pitch-center dia. (76.0 cm with castors).

b. Unless otherwise specified, tolerance of all dimensions should be within ± 10 mm

c. Desired Make & Model: Godrej Karina PCH-9P01A or equivalent.

11.0 Workstation Chair:

a. Specifications:

OVERALL SIZE	76.1cm (W) X 76.1cm (D) X (96.3-106.3)cm (H)
SEAT HEIGHT	45.2-55.2 cm

SEAT/BACK ASSEMBLY	The seat should be made up of 1.2±0.1 cm. thick hot pressed plywood and upholstered with fabric and moulded Polyurethane Foam. The back should be a fabricated tubular frame assembly powder coated (DFT 40-60 microns) and upholstered using Net fabric with high tenacity yarn. The tubular back structure should be made of Dia. 1.6±0.02cm x 0.16±0.015cm thick MS ERW tube welded to a spine structure made of 3.5±0.03cm x 1.5±0.02cm x 0.2±0.018cm thick elliptical tube and bracket made of 0.6±0.05cm thick HR steel.
LUMBAR SUPPORT ASSEMBLY	The back assemble to consist of a height adjustable cushioned Lumbar support pad adjustable through 2 projecting knobs at the rear side of the bid. The Lumbar pad should be adjustable by 6.0±0.5cm in height (7 positions).
HIGH RESILIENCE (HR) POLYURETHANE FOAM	The HR polyurethane foam for seat should be moulded with density = 45±2 kg/m ³ and Hardness load 16±2 kgf as per IS:7888 for 25% compression.
ARMRESTS (ADJUSTABLE)	The armrests should have only Up-Down adjustment – 8.0±0.5cm (8 positions), provided in armrest structure. Armrest Top should be made up of moulded polyurethane (P.U) with metal insert fitted on the armrest structure.
FRONT SYNCHRO PIVOT MECHANISM	<ul style="list-style-type: none"> · 360° revolving type. · Single point control · Front pivot for tilt with feet resting on ground · Tilt tension adjustment. · 4-position locking with anti-shock feature. · Seat/back tilting ratio of 1:2.
PNEUMATIC HEIGHT ADJUSTMENT	The pneumatic height adjustment should have an adjustment of 10.0±0.3cm.
PEDESTAL ASSEMBLY	The pedestal should be injection moulded in black 30% glass-filled Nylon and fitted with 5 nos. twin wheel castors. The pedestal pitch-centre diameter should be 66.1±0.5cm (76.1±1.0cm with castors).

b. Unless otherwise specified, tolerance of all dimensions should be within ±10mm

c. Desired Make & Model: Godrej Gallop Net PCH-9X02AG or equivalent.

12.0 Visitor Chair – Type#1:

a. Specifications:

OVERALL SIZE	59.0cm (W) X 68.5cm (D) X 89.5cm (H)
SEAT HEIGHT	46.4 cm
MID BACK SIZE	53.0cm. (W) X 54.0cm. (H)
SEAT SIZE	49.0cm. (W) X 48.0cm. (D)
SEAT/BACK ASSEMBLY	The seat and back should be made up of 1.2cm.thick hot pressed plywood upholstered with leather and moulded Polyurethane foam. The back foam should be designed with Contoured lumber support.
POLYURETHANE FOAM	The polyurethane foam should be moulded with density = 45 ± 2 kg/m ³ and Hardness = 20 ± 2 .
FIXED TYPE MECHANISM	The fixed type mechanism should be with 0.8cm thick spine welded to it.
UNDERSTRUCTURE	The Understructure should be made up of M.S.E.R.W. Elliptical tube of size 45mm x 19mm x 2.5mm welded to M.S.E.R.W. Tube of Dia. 16mm x 14BG. The Understructure is to be powder coated in Silver metallic gray.

b. Unless otherwise specified, tolerance of all dimensions should be within ± 10 mm

c. Desired Make & Model: Godrej Halo PCH-9212IV or equivalent.

13.0 Visitor Chair – Type#2:

a. Specifications:

OVERALL SIZE	66.5cm (W) X 58.0cm (D) X 88.5cm (H)
SEAT HEIGHT	45.0 cm
MID BACK SIZE	48.0cm.(W) X 64.5cm.(H)
SEAT SIZE	51.0cm.(W) X 48.0cm.(D)
SEAT/BACK ASSEMBLY	The seat should be made up of 1.2 cm. thick hot pressed plywood upholstered with fabric and moulded Polyurethane Foam. The back should be made up 1.2 cm. thick hot pressed plywood upholstered with replaceable fabric upholstery covers and moulded polyurethane foam. The back ply and foam should be designed with contoured lumber support.
POLYURETHANE FOAM	The polyurethane foam for seat and back should be moulded with density = 45 ± 2 kg/m ³ and Hardness = 20 ± 2 .

ARMRESTS (FIXED)	The armrest top should be made of moulded polyurethane (P.U) and mounted on to fixed type M.S. tubular armrest support chrome plated. The arm support should have static vertical adjustment of $\pm 1.5\text{cm}$.
FIXED BACKREST	The backrest should consist of a fixed type mechanism i.e. no back up/down adjustment.
LEG FRAME ASSEMBLY	The Leg Frame assembly should be made from 35 X 15X 16BG (1.6THK) Elliptical M.S ERW tube with base plate chrome plated for seat fixing.

b. Unless otherwise specified, tolerance of all dimensions should be within $\pm 10\text{mm}$

c. Desired Make & Model: Godrej Karina PCH-9P12T or equivalent.

14.0 Executive Desk Unit – Type#1:

a. Specifications:

Item	Detail	Element	Specifications
Executive Table [Size: 2200mm(W) X 1190(D) X 750mm(H)] with Mobile Pedestal [Size: 406mm(W) X 550mm(D) X 640mm(H)]	Top	Work surface	2 layers of 18 mm thick MFC with 3 mm PVC edging. Edging of 2 colour tone.
	Understructure	Side panels Legs	MFC covered with 45 mm MDF profile at vertical edges. Connected to the top panel by minifix & wooden dowels. Adjustable Stud. Also 2 nos. of 75 diameter epoxy black painted metal leg to enable ERU top panel to slot into it. Adjustable base of levelling to be available.
		Modesty	18 mm thick MFC with curved shape. Connected to Top & Side panels with minifix fitting & Wooden dowels
	Storage	Mobile Pedestal	2 Drawers (1 personal drawer + 1 filing drawer with central lock). Top drawer is pencil tray 280 x 280 mm. Carcass 18 mm thick MFC and 25 mm thick top panel with 2 mm PVC edging.

			Black Metallic handles 128 mm distance. 450 mm L runner. Castor of 50 mm diameter x 4 Nos
Side Return Unit [Size: 1380mm(W) X 480(D) X 700mm(H)]	Top	Work surface	18 mm thick MFC with 3 mm PVC edging. Edging of 2 colour tone.
	Storage	Pedestal	4 Drawers with central lock. Top drawer is pencil tray 280 x 280 mm. Carcass 18 mm thick MFC and 25 mm thick top panel. Black Metallic handles 128 mm distance. 450 mm L runner. 55 diameter x 25 mm H Plastic adjustable glide. Connected to Top with metallic support tube of size 60 mm H x 75 diameter.

b. Unless otherwise specified, tolerance of all dimensions should be within $\pm 10\text{mm}$

c. Desired Make & Model: Godrej "Numero Uno" or equivalent.

15.0 Executive Desk Unit – Type#2:

a. Specifications:

Item	Element	Specifications
Executive Table [Size: 1800mm(W) X 900(D) X 750mm(H)]	Table Top	25 mm MFC (Melamine Faced Chipboard), plus 30 mm MDF (Medium Density Fiberboard) black pad
	Leg	25 mm MFC, plus 30 mm MDF right and left pad
	Modesty Panel	18 mm MFC
Return Desk [Size: 1200mm(W) X 600(D) X 730mm(H)]	Table Top	25 mm MFC
	Leg	25 mm MFC, plus 30 mm MDF right and left pad
	Modesty Panel	18 mm MFC

Mobile Pedestal with standard fittings & accessories [Size: 400mm(W) X 560(D) X 560mm(H)]	Top panel	25 mm MFC
	All Other Panels	18 mm MFC
Joining Top [Size: 1050mm(W) X 1200(D) X 750mm(H)]	Top panel	25 mm MFC
	Leg	Metal

b. Standards:

Main Material	Particle Board with the density of 680 kg / m ³
Surface	CPL (Continuous Pressure Laminate) in 0.5 mm thickness
Process	Postforming in DuckNosed Profile
Edging	2 mm PVC Edging, Black color
Color	Dark Cherry

c. LHS/RHS configuration to be decided at time of execution.**d. Unless otherwise specified, tolerance of all dimensions should be within ±10mm****e. Desired Make & Model:** Godrej "Maestro" or equivalent.**16.0 Executive Desk Unit – Type#3:****a. Dimensions:**

	Executive Table	Side Unit
Top Thickness	18mm	18mm
Top Dimensions	1650mm X 700mm	1000mm X 450mm
Understructure Height	725mm	725mm
Overall Height	743mm	743mm

b. Specifications:**i. Understructure:**

- The understructure in pre-laminated panels, made with PLT boards.
- 3-Drawer storage units to support Tops, made with 18mm PLT boards of different colours.

- Modesty and back panels, made with 18mm PLT boards.
- ii. PLT Board Tops (Straight Edges) for Executive Table & Side Unit of 18mm thickness with 2mm PVC lipping
- iii. The Executive Table should have an in-built shelf below the work surface.
- iv. The Side Unit should have an in-built keyboard pullout tray.
- c. **LHS/RHS configuration to be decided at time of execution.**
- d. **Colour:** Wenge & Savannah Maple
- e. **Unless otherwise specified, tolerance of all dimensions should be within $\pm 10\text{mm}$**
- f. **Desired Make & Model:** Godrej "Trident Middle" or equivalent.

17.0 Panel Based modular furniture system for 8 workstations:

- a. **Size per workstation:** Main desk: 1800 mm (W) x 600 mm (D) x 750 mm (H)
Side desk: 900 mm (W) x 600 mm (D) x 750 mm (H)
Partition height: 1350 mm.
- b. Each workstation to be provided with Mobile pedestal [Size: 400mm (W) x 560mm (D) x 560mm (H)], Keyboard pull-out tray and CPU trolley
- c. **Panel thickness:** 52.4mm
- d. **Panel components:**
 - i. 2 nos of vertical extrusion made of aluminium and coated with epoxy powder coating.
 - ii. Horizontal extrusions made of aluminium and coated with epoxy powder coating at every division of tile/block.
 - iii. Blocks made out of composite construction of MDF and paper honeycomb.
 - iv. One no. of fabricated bottom frame (comprising of L-channels, formed plates and steel tube welded together and coated with epoxy powder coating) as a welded structure of steel component.
 - v. 2 nos of **Pre-laminated bottom tiles** made of 9.0 to 9.5 mm thick pre-laminated particle board conforming to IS: 12823 having all its edges with minimum 0.5 mm thick PVC edging
 - vi. 2 nos of **Fabric magnetic top tiles** (fabric upholstered metal tiles in 0.6 mm thick G.I. Grade O as per IS: 277. The fabric upholstered with adhesives)
 - vii. 1 no of top trim made of aluminium extrusion.
 - viii. Cover Trims and end trims.
 - ix. Joinery post made of aluminium extrusion having average wall thickness of 1.2mm and coated with epoxy powder coating.

x. Die Cast Caps (made of aluminium alloy having average wall thickness of 1.2 mm and coated with epoxy powder coating) to cover exposed top edge of Panel at junctions and ends.

Panels are to be supported on **Double side legs** (fabricated by CO2 welded MS Tube with the MS base plate) with levellers.

e. Work surface: Made of 25 mm thick pre-laminated particle board having all its edges with minimum 2 mm thick PVC edge banding. The work surface shall be provided with circular cut out of 0.65mm diameter as per the requirement, for passing of wires. These cut outs shall be provided with ABS covers.

f. Brackets providing support for work surface:

i. Work surface Bracket mounted on to the Horizontal extrusion and made from 2.0 mm thick CRCA grade D steel as per IS: 513-19. All the work surface are mounted on the work surface through round Philip head diameter 4 mm x 19 length having finish zinc plated blue.

ii. Holder Bracket made from 2.0 mm thick CRCA grade D steel as per IS:513-19, slid in between end trim and vertical extrusion and mounted on work surface.

g. Unless otherwise specified, tolerance of all dimensions should be within ±10mm

h. Desired Make & Model: Godrej "Wish" or equivalent.

18.0 Integrated Digital Podium with Gooseneck Visualizer (Document Camera) specifications:

a. Fully metallic 1.6 mm cabinet powder coated fitted with cooling fan and with four caster wheels

b. 22" Multi Touch monitor with adjustable angle of monitor upto 90 deg.

c. Front Height – 44 Inch, Height (Presenter side) – 40 Inch, top depth – 28 Inch, top width – 26 Inch

d. Top: 2 USB, 1 XLR and Switching over mechanism for 4 devices, Side: 1 HDMI, VGA In/Out, Audio in/out, LAN port, Power Plug with on/off Switch, Splitter for 2 devices.

e. Single metallic top tray of Laptop having width – 24 Inch, Length – 24 Inch, one tray for Keyboard.

f. Front OIL Logo (Ratio as defined in **Drawing-3**) display.

g. 6 power sockets inside with central power control

h. Lockable drawer for document camera opposite side of the laptop tray (Depth x Height x Width: 20 x 10 x 14).

i. Security- All drawers, sliding trays and doors should be lockable.

j. Front access doors for service.

k. Integrated computer system: CPU i3, RAM 4 GB, HDD 500 GB, Wireless keyboard & mouse, Windows 7 Professional OS with License.

l. Inbuilt Audio System comprising of 1 No. Shure Microphone, Bosch Amplifier 120 Watts & 2 Nos. 25W inbuilt speaker

m. Integrated Gooseneck Visualizer (Document Camera): Full HD 1080p output resolution, 16x Optical, 12 x digital, 10x mechanical Zoom, 30 fps, audio/video recording, LED Light, Compatible with USB Flash drive expandable unto 32 GB, Internal storage up to 240 images, Ports : HDMI In/Out, VGA In/Out, USB In/Out, RS 232, Audio out

n. Desired Make & Model: Edu Assessment Pvt. Ltd. EA-POD-M12 with Document Camera or equivalent.

19.0 75" 4K LED TV WITH STAND:

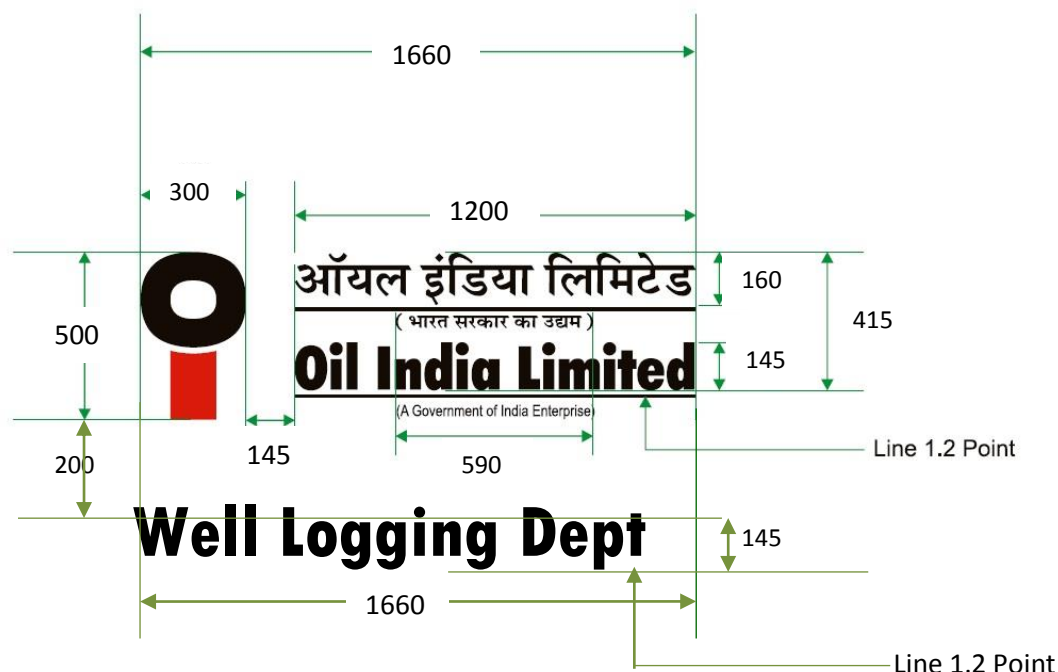
a. Minimum desired specifications-

Screen Size	75" (189.3cm), 16:9
OS	Android L
Memory	16GB
Display Resolution	3840 x 2160
4K Processor	Yes
3D	Yes
Built-in Woofer	Yes (2 x Woofer)
Dolby®	Dolby Digital, Dolby Digital Plus, Dolby Pulse
Wi-Fi Connectivity	Yes
Smartphone Connectivity	Yes
HDMI™ Connections	Yes, minimum 4 nos.
Bluetooth	Yes
USB	Yes, minimum 3 nos.
Ethernet Connection	Yes
Minimum accessories to be provided: Remote Control, Batteries, TV Camera, IR Braster	

b. Desired Make & Model: Sony Bravia 4K LED TV (KD-75X9400C) or equivalent.

c. Probable source of supply: M/s Much More digital..., Tinsukia, India

20.0 Design & Dimensions for 3D LED Stainless Steel Lettering:



ALL DIMENSIONS ARE IN 'mm'

- a. Probable source of supply:** M/s Signage Monster, Chennai, India

21.0 Wall mounted Paper Towel Dispenser & Waste Receptacle:

- a. Paper Towel Dispenser -**

- i. **Size:** 265mm (W) x 90mm (D) x 365mm (H)
- ii. **Cabinet:** 18-8, type-304, 0.8mm (22-gauge) stainless steel
- iii. **Finish:** Stainless Steel Satin
- iv. **Capacity:** 450 C-fold, 600 multifold
- v. **Desired Make & Model:** Euronics Industries EP 01 or equivalent.
- vi. **Probable source of supply:** Euronics Industries, Gurgaon, India

- b. Waste Receptacle -**

- i. Size:** 290mm (W) x 130mm (D) x 432mm (H)
- ii. Cabinet:** 18-8 S, type-304, 20-gauge (1.0mm) stainless steel
- iii.** Equipped with inner stainless steel waster remover.
- iv. Capacity:** 16 Liters
- v. Desired Make & Model:** Euronics Industries KINOX-KWR or equivalent.
- vi. Probable source of supply:** Euronics Industries, Gurgaon, India

22.0 Auto feed shredder:

- a. **Feed width:** 225 mm
- b. **Shred size:** 3mm x 9mm for paper & 33mm for CD
- c. **Shred Capacity (70 gsm A4 sheets):** 6 sheets, 75 sheets when Auto Shred
- d. **Waste Volume (Litres):** 23

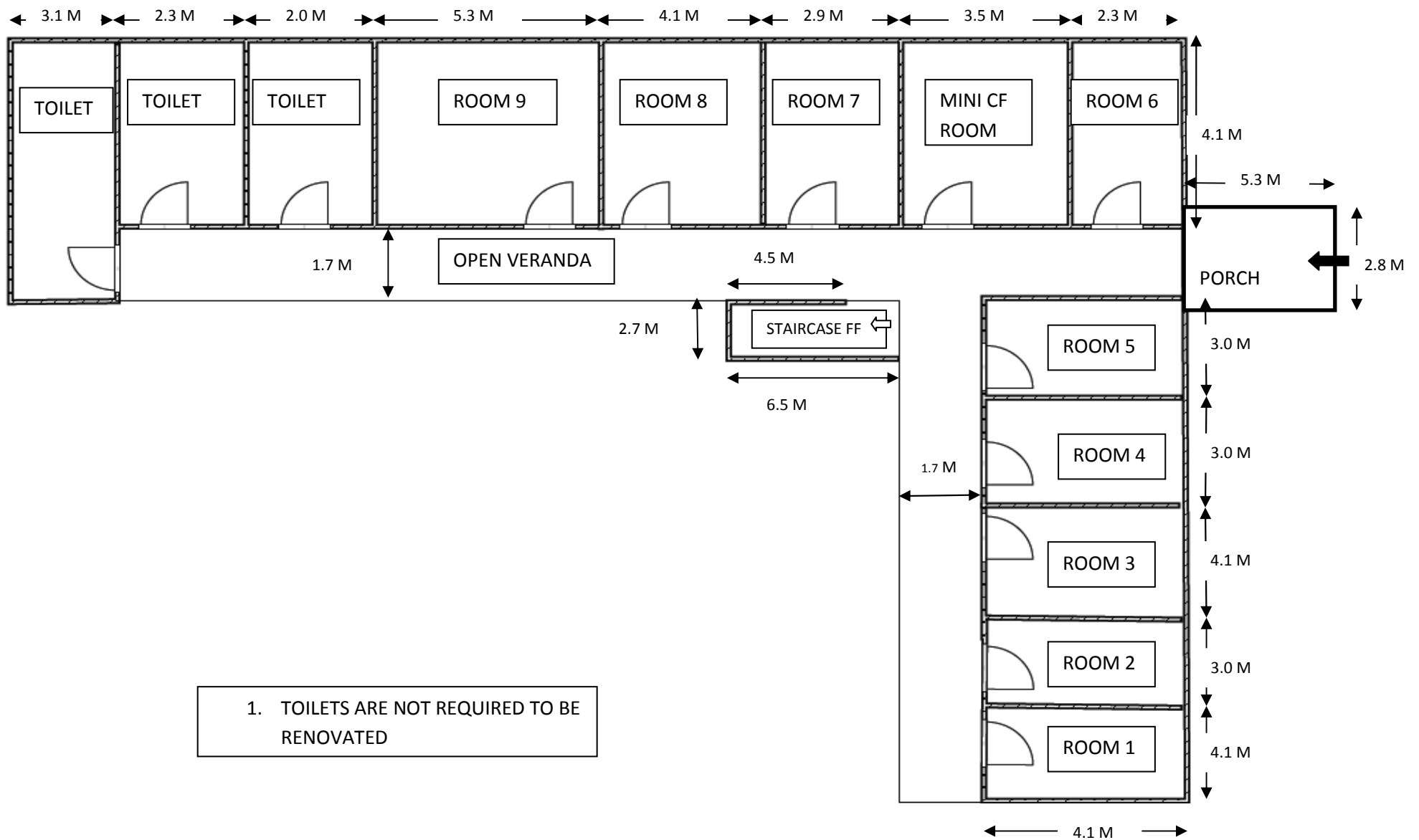
- e. **Application:** Paper, CD, Credit Cards, Clips & Staples
- f. **Desired Make & Model:** ANTIVA CC 297CD or equivalent.
- g. **Probable source of supply:** Avanti Business Machines Limited, Hyderabad, India

23.0 NA**24.0 32" LED TV:****a. Minimum desired specifications-**

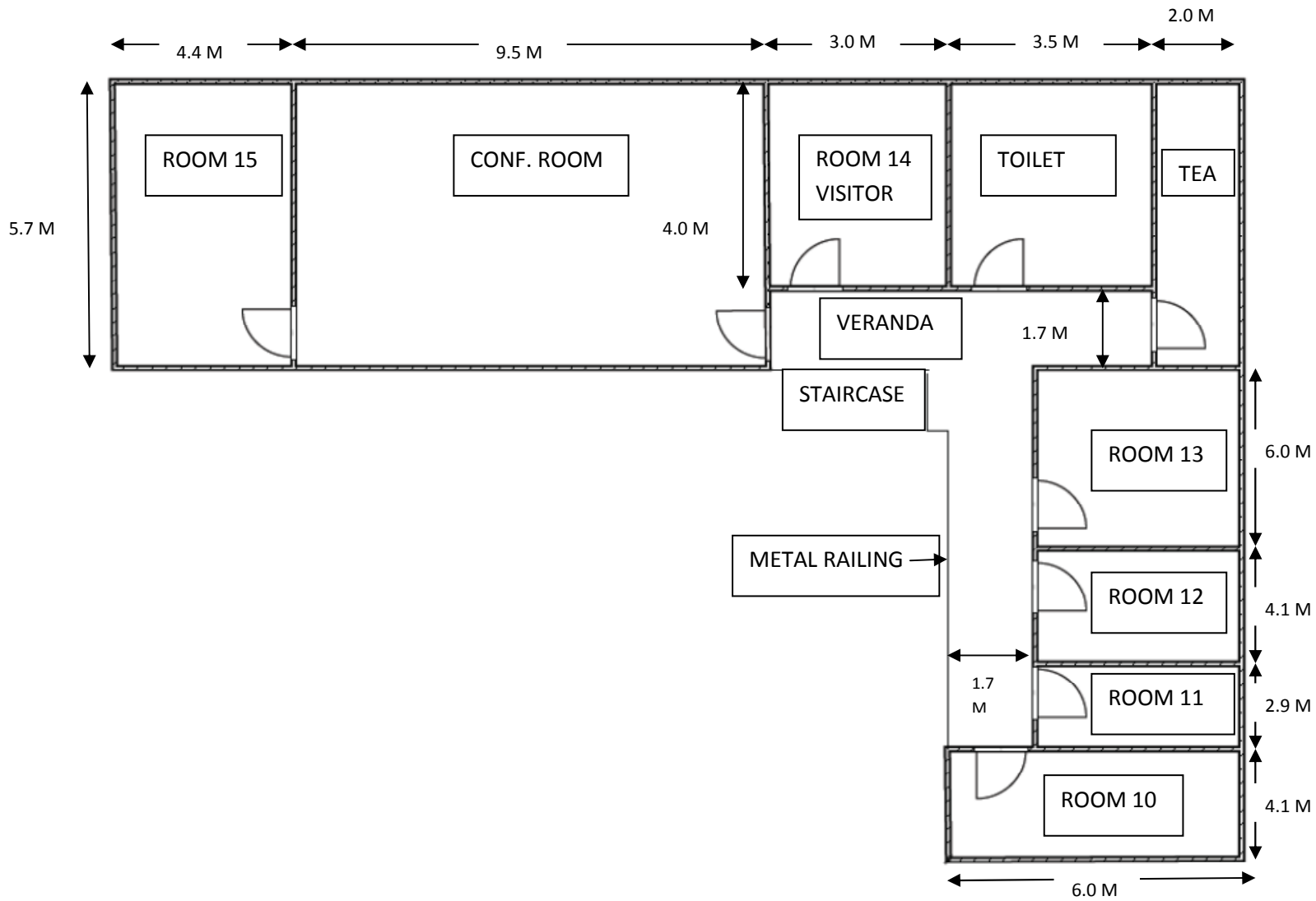
Screen Size	32" (80.0 cm), 16:9
Display Resolution	Full HD
Viewing Angle	1780 (Right to Left), 1780 (Up to Down)
Speaker Type	Bass Reflex Speaker
Speaker Configuration	2ch, Full Range(30x60mm)x2
Dolby®	Dolby Digital, Dolby Digital Plus, Dolby Pulse
HDMI™ Connections	Yes, 4 nos.
Ethernet Connection	Yes
Composite Video Input(s)	Yes, 2 nos.
USB	Yes, 2 nos.
Wi-Fi Connectivity	Yes
Wi-Fi Direct	Yes
Accessories to be provided: Remote Control, Batteries	

- b. **Desired Make & Model:** Sony Bravia Internet LED TV (KD-32W700C) or equivalent.

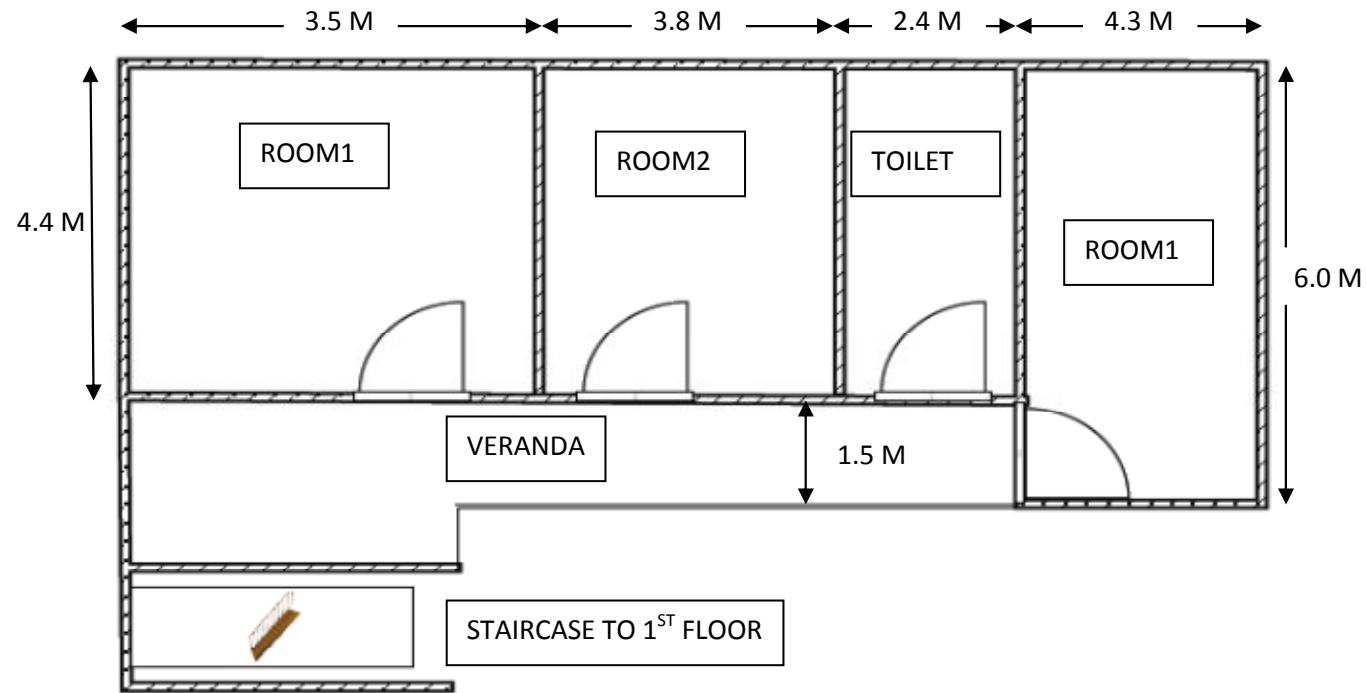
- c. **Probable source of supply:** M/s Much More digital..., Tinsukia, India



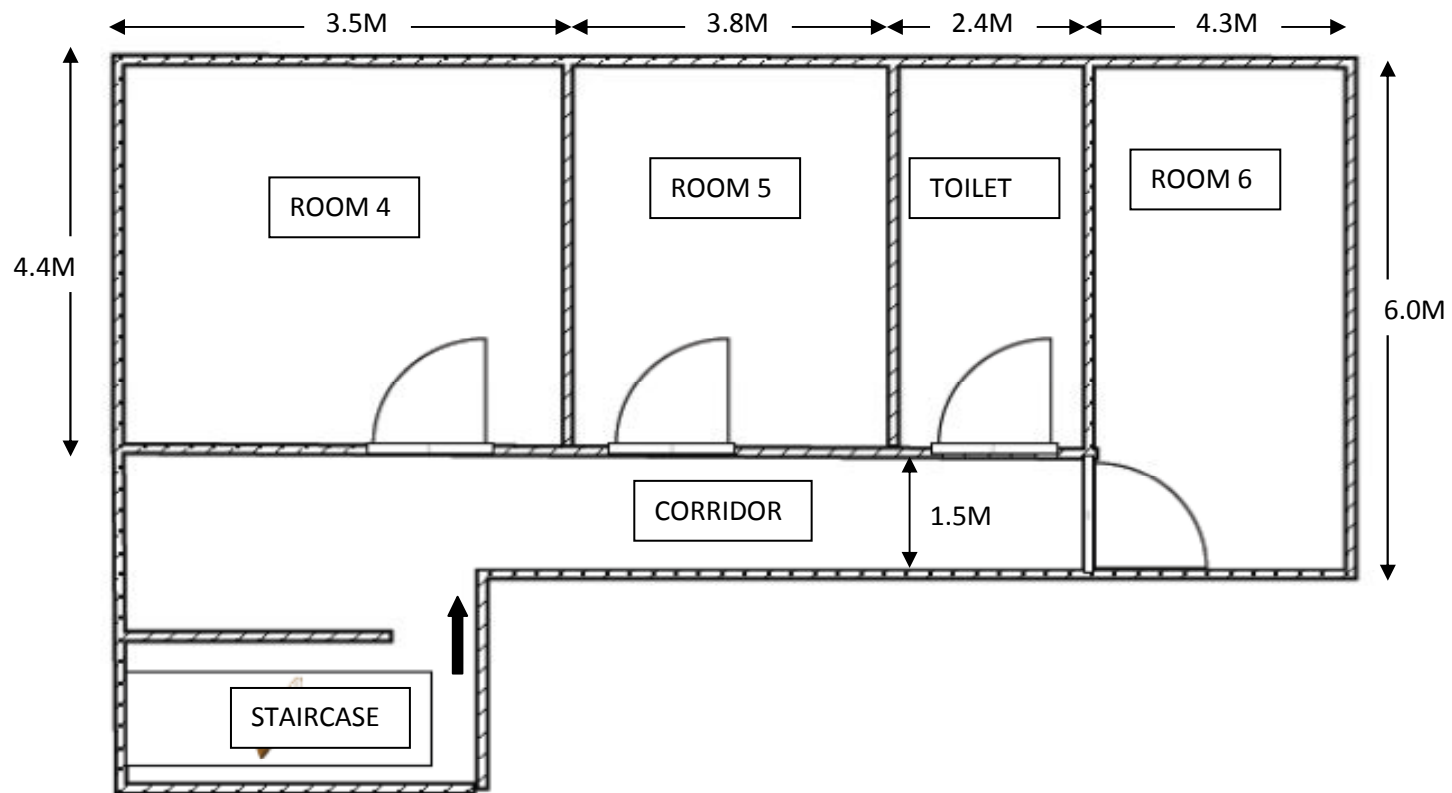
MAIN OFFICE BUILDING – GROUND FLOOR PLAN / EXISTING



MAIN OFFICE BUILDING – FIRST FLOOR PLAN / EXISTING



ENGINEERS' ROOM – GROUND FLOOR PLAN / EXISTING



ALL FLOOR AREA TILED

ENGINEERS' ROOM – FIRST FLOOR PLAN / EXISTING



PROFORMA FOR DECLARATION OF MAKE & MODEL OF ITEMS TO BE PROVIDED**[IN TERMS OF BEC CLAUSE NO. 1.5]**

This is in connection with the Bid submitted by against Tender No. for Renovation of Well Logging department including upgradation of electrical network and supply, installation, commissioning of items.

With reference to above mentioned tender, I / we hereby confirm that if the contract under the above tender is awarded to me / us:

a) I / we will provide the following make & model of items against the corresponding Item Nos as mentioned below:

Item No. of (SOQ)	Brief Description of item	Make	Model
510	36 W LED luminaire		
680	3-seater lounge seating system		
690	2-seater lounge seating system		
700	Glass top centre table		
710	Glass top side table		
720	14-seater Modular Conference table		
730	High Back Conference Chair		
740	Very High Back Executive Chair		
750	High Back Executive Chair - Type#1		
760	High Back Executive Chair - Type#2		
770	Workstation Chair		
780	Visitor Chair - Type#1		
790	Visitor Chair - Type#2		
800	Executive Desk Unit (Type#1)		
810	Executive Desk Unit (Type#2)		
820	Executive Desk Unit (Type#3)		

Contd.....P/2

Page No.2

830	Panel Based modular furniture system for 8 workstations		
880	Integrated Digital Podium with Gooseneck Visualiser (Document Camera)		
890	Wall mounted Paper Towel Dispenser & wall mounted Waste Receptacle		
900	Auto feed shredder		
910	32" LED TV		
920	75" 4K LED TV		
930	6 Way Dual Arm Swivel Tilt Wall mount for 32" LED TV		
940	4-Socket Surge Protector		
950	1.5 TR 5 star Window Air Conditioner		
960	1.5 TR 5 star Split Air Conditioner		

b) I / we confirm that we have enclosed the data sheets & specifications from the OEMs / authorized dealers of the OEMs of all the above items along with our bid.

c) I / we also confirm that the make/model of the items offered by us and listed above are currently available in the market and we have enclosed necessary certifications from the OEMs / authorized dealers of the OEMs in this regard along with our bid.

d) I / we also confirm that the make/model of the items offered by us and listed above are equivalent to the desired make/model listed out in the tender and if in the decision of OIL/EIC, the same is not equivalent with the desired make/model listed out in the tender, I / we will provide replacement make/model as advised by OIL/EIC, without any additional cost implication.

e) I / we understand and accept that the decision of OIL regarding the equivalency of offered make/model with the desired make/model shall be final & binding upon me/us and i/we shall make no claim (monetarily or otherwise) in case the make/model offered by me/us is not found to be equivalent with the desired make/model listed in the tender.

f) I / we understand and accept that in case make/model of an item, as declared by me/us along with the bid, is unavailable on account of being out-of-production at the time of execution of the job, then within 7 (seven) days from the date of issue of order by EIC regarding requirement of the item, I/we shall notify OIL regarding the

same with necessary documentary proof and offer replacement make/model with detailed specification sheet from the OEM/ authorized dealer of the OEM without any cost escalation (if any) on account of increase in price. However, in case of price reduction, I/we will pass on the benefit of the same to OIL. I / we also understand and accept that acceptance of such replacement make/model will solely be at the discretion of OIL/EIC and will be final & binding on me / us.

Yours faithfully,

Signature : _____

Name & Designation _____

For & on behalf of _____

NOTE: This proforma shall be on printed letter head of the bidder, and shall be signed by a person competent and having the power of attorney (Power of attorney shall be annexed) to bind such Bidder.

OIL INDIA LIMITED
(A Government of India Enterprise)
Duliajan, Assam

DESCRIPTION OF WORK/SERVICE: Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items.

PRICE BID FORMAT CDO3712P20

NAME OF BIDDER

Bidder's GST No.

SAC/HSN Code

**Select the benefit sought under the Policy
(Use Drop Down List)**

Item No.	Description of Services (For detailed description of Services Refer SOQ)	UOM	Estimated Quantity	Rate (Rs.) to be quoted Excluding GST	Applicable GST Rate in %	Applicable GST (Select from Drop down List)	Amount (Rs.) Excluding GST	Amount (Rs.) Including GST
			A	B	C		D = A * B	E = D+(D*C%)
10	Demolishing brick work	M3	8				0.00	0.00
20	Dismantling doors, windows	EA	10				0.00	0.00
30	Demolishing cement concrete	M3	5				0.00	0.00
40	Demolishing R.C.C. work	M3	5				0.00	0.00
50	Brick work	M3	8				0.00	0.00
60	Reinforced cement concrete work	M3	3				0.00	0.00
70	Centering and shuttering	M2	25				0.00	0.00
80	Centering and shuttering including strut	M2	10				0.00	0.00
90	12 mm cement plaster	M2	200				0.00	0.00
100	Steel reinforcement for R.C.C. work	KG	200				0.00	0.00
110	Providing and fixing tiled false ceiling	M2	50				0.00	0.00
120	fitting and fixing work for wall panell	M2	90				0.00	0.00
130	Applying priming coat	M2	140				0.00	0.00
140	Providing and fixing Teak wood lining	M2	90				0.00	0.00
150	Varnishing	M2	150				0.00	0.00
160	Polishing on wood work	M2	140				0.00	0.00
170	Providing wood work in frames of doors	M3	1.8				0.00	0.00
180	Providing and fixing door shutters	M2	72				0.00	0.00
190	Providing and fixing bolts	EA	30				0.00	0.00
200	Providing and fixing aluminium handles	EA	30				0.00	0.00
210	Providing and fixing door stoppers	EA	30				0.00	0.00
220	Providing and fixing latch and locks	EA	30				0.00	0.00

230	Providing and fixing door closers	EA	30				0.00	0.00
240	Providing and fixing double leaf doors	M2	17.64				0.00	0.00
250	Providing and fixing double leaf doors	M2	3.15				0.00	0.00
260	Providing and fixing partition	M2	15				0.00	0.00
270	Providing and laying floor tiles	M2	550				0.00	0.00
280	Providing and laying vitrified tiles	M2	90				0.00	0.00
290	Marble stone flooring	M2	60				0.00	0.00
300	Extra for pre finished marble stones	M	57				0.00	0.00
310	Providing, fitting partition walls	M2	13				0.00	0.00
320	Supplying, fitting and fixing MAC blinds	M2	150				0.00	0.00
330	Distempering	M2	1,850				0.00	0.00
340	Disposal of building waste materials	M3	50				0.00	0.00
350	Point Wiring	P	190				0.00	0.00
360	Light plug point wiring	M	750				0.00	0.00
370	Circuit wiring: 2x2.5 sqmm+1x2.5+B43 sqm	M	800				0.00	0.00
380	Power wiring: 2 x 4 sqmm PVC w+B44ire	M	1,150				0.00	0.00
390	Circuit wiring: 2x10 sqmm +1x10 sq mm	M	450				0.00	0.00
400	Circuit wiring: 4x16 sqmm + 2x16 sqmm	M	400				0.00	0.00
410	3 Module PVC box Supplying, fixing	NO	60				0.00	0.00
420	8 Module PVC box Supplying, fixing	NO	30				0.00	0.00
430	3 Module box with 6A	NO	140				0.00	0.00
440	4 Module box with 16A	NO	40				0.00	0.00
450	20A Metallic S/Socket	NO	20				0.00	0.00
460	6A Modular Switch	NO	190				0.00	0.00
470	Ceiling rose	NO	8				0.00	0.00
480	Modular Regulator 120 W	NO	40				0.00	0.00
490	Ceiling Fan, 1400 mm	NO	40				0.00	0.00
500	Exhaust Fan, 300 mm	NO	5				0.00	0.00
510	36 W LED luminaire	NO	130				0.00	0.00
520	Extra Down Rod	NO	40				0.00	0.00
530	Single phase 63A MCB DB	NO	15				0.00	0.00
540	160 A, 8 W, VTPN MCCB DB	NO	4				0.00	0.00
550	200 x 250 x 48 mm PVC board	NO	30				0.00	0.00
560	175 x 100 x 48 mm PVC board	NO	60				0.00	0.00
570	Chemical Earth electrode	NO	2				0.00	0.00
580	25mmx6mm GI strap	M	50				0.00	0.00
590	Electrical Panel	NO	1				0.00	0.00
600	Wall mounted fan, 400mm	NO	4				0.00	0.00
610	Supply & fixing of RJ - 11 Jack modules	NO	80				0.00	0.00
620	Supply & laying of 5-pair PVC	M	900				0.00	0.00
630	Supply and installing perforated cable	M	80				0.00	0.00
640	Supplying and installing perforated	EA	2				0.00	0.00

650	Supply & Fixing of PVC conduits (1")	M	600				0.00	0.00
660	Supply and Fixing of PVC Flat Chan	M	900				0.00	0.00
670	Supply & installation of Open frame	NO	1				0.00	0.00
680	Providing, fixingof 3 seater lounge	EA	2				0.00	0.00
690	Providing, fixingof 2 seater lounge	EA	2				0.00	0.00
700	glass top centre table	EA	1				0.00	0.00
710	glass top side table	EA	2				0.00	0.00
720	14-seater Modular Conference table	EA	1				0.00	0.00
730	High Back Conference Chair	EA	14				0.00	0.00
740	Very High Back Executive Chair	EA	1				0.00	0.00
750	High Back Executive Chair - Type#1	EA	6				0.00	0.00
760	High Back Executive Chair - Type#2	EA	10				0.00	0.00
770	Workstation Chair	EA	32				0.00	0.00
780	Visitor Chair - Type#1	EA	25				0.00	0.00
790	Visitor Chair - Type#2	EA	50				0.00	0.00
800	Executive Desk Unit (Type#1)	EA	1				0.00	0.00
810	Executive Desk Unit (Type#2)	EA	8				0.00	0.00
820	Executive Desk Unit (Type#2)	EA	12				0.00	0.00
830	modular furniture system for 8workstatio	SET	4				0.00	0.00
840	storage cabinet of size 930x40x90 cm	EA	1				0.00	0.00
850	storage cabinet of size 600x40x90 cm	EA	3				0.00	0.00
860	storage cabinet of size 3600x40x90 cm	EA	4				0.00	0.00
870	storage cabinet of size 195x40x90 cm	EA	8				0.00	0.00
880	Integrated Digital Podium with Visualise	NO	1				0.00	0.00
890	wall mounted Paper Towel Dispenser	SET	3				0.00	0.00
900	Auto feed shredder	NO	4				0.00	0.00
910	32" LED TV	NO	1				0.00	0.00
920	75" 4K LED TV with stand	NO	1				0.00	0.00
930	6 Way Dual Arm Swivel Tilt	NO	1				0.00	0.00
940	4-Socket Surge Protector	NO	20				0.00	0.00
950	1.5 TR 5 star Window Air Conditioner	NO	10				0.00	0.00
960	1.5 TR 5 star Split Air Conditioner	NO	10				0.00	0.00
Total (Rs)							0.00	0.00
								The above cost should be maintained under "Total Bid Value" in the E-Tender Portal
NOTE:								

1. The price/rate(s) quoted by the Bidders will be inclusive of all taxes except GST (i.e. IGST or CGST and SGST/UTGST as applicable in case of interstate supply or intra state supply respectively and Cess on GST , if applicable) on the final services. However, GST rate (including cess) to be provided in the respective places in the Price Bid.
2. Price Bids shall be evaluated on overall lowest cost to OIL (L-1 offer) basis i.e. considering total quoted price for all services including applicable GST(CGST & SGST/UTGST or IGST)
3. OIL will prefer to deal with registered bidder under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet. However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document.
4. Price Bid uploaded without giving any of the details of the taxes (Including rates and amounts) will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/Contracts will be binding on the bidder.
5. Input Tax Credit on GST (Goods & Service Tax) for this service is NOT available to OIL & The bids will be evaluated based on total price including GST.
6. Bidder may seek benefits under Public Procurement Policy for MSEs – Order 2012.
7. Refer to GCC for detail of GST.
8. Refer to SOQ & SCC for Item detail Description.
9. Mobilisation Period: 30 (thirty) days from date of issue of LOA.

BID FORM

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

Sub: IFB No. CDO3712P20

Gentlemen,

Having examined the General and Special Conditions of Contract and the Terms of Reference including all attachments thereto, the receipt of which is hereby duly acknowledged, we the undersigned offer to perform the work/services in conformity with the said conditions of Contract and Terms of Reference for the sum quoted in the Price Bid Format or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to commence the work as per the terms & conditions set out in the subject tender.

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

We agree to abide by this Bid for a period of 120 days from the original date of Bid closing and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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

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

Dated this _____ day of _____ 2020.

Authorised Person's Signature: _____

Name: _____

Designation: _____

Seal of the Bidder:

STATEMENT OF NON-COMPLIANCE (IF ANY)**(Only exceptions/deviations to be rendered)**

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

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

Signature of Bidder: _____

Name: _____

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

PROFORMA LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

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

Sir,

SUB: OIL's IFB No. CDO3712P20

I/We _____ confirm that Mr. _____ (Name and address) as authorised to represent us during bid opening on our behalf with you against IFB No. **CDO3712P20** for **Hiring of Services for Renovation of Well Logging Department including upgradation of Electrical Network and Supply, Installation, Commissioning of Items.**

Yours Faithfully,

Authorised Person's Signature: _____

Name: _____

Signature of Bidder: _____

Name: _____

Date: _____

PROFORMA LETTER OF AUTHORITY

TO
CGM (CONTRACTS)-HoD
Contracts Department
P.O. DULIAJAN PIN-786602
Dist. Dibrugarh, Assam
India

Dear Sir,

SUB: OIL's IFB No. CDO3712P20

We _____ of _____
Confirm that Mr. _____
_____ (Name and Address) is authorised to represent us to Bid,
negotiate and conclude the agreement on our behalf with you against IFB No.
CDO3712P20 for **Hiring of Services for Renovation of Well Logging**
Department including upgradation of Electrical Network and Supply,
Installation, Commissioning of Items for any commercial/Legal purpose etc.

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

Authorised Person's Signature: _____

Name: _____

Yours faithfully,

Signature: _____

Name & Designation _____

For & on behalf of _____

NOTE: This letter of authority shall be on printed letter head of the bidder, and
shall be signed by a person competent and having the power of attorney (Power of
attorney shall be annexed) to bind such Bidder.

FORM OF BID SECURITY (BANK GUARANTEE FORMAT)

To
M/s OIL INDIA LIMITED,
CONTRACTS DEPARTMENT,
DULIAJAN, ASSAM, INDIA, PIN-786602

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

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

THE CONDITIONS of these obligations are:

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

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

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

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

A. Issuing Bank:

BANK FAX NO:

BANK EMAIL ID:

BANK TELEPHONE NO.:

IFSC CODE OF THE BANK:

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

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

SIGNATURE AND SEAL OF THE GUARANTORS _____

Name of Bank & Address _____

Witness _____

Address _____

(Signature, Name and Address)

Date: _____

Place: _____

- * The Bidder should insert the amount of the guarantee in words and figures.
- ** Date of expiry of Bank Guarantee should be minimum 30 days after the end of the validity period of the Bid/as specified in the Tender.

Note:

The Bank Guarantee issuing bank branch shall ensure the following:

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

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

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

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

**[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:

GST Registration Number:

Signature of Bidder with Official Seal

FORM OF PERFORMANCE BANK GUARANTEE

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

**To
M/s OIL INDIA LIMITED,
CONTRACTS DEPARTMENT
DULIAJAN, ASSAM, INDIA, PIN-786602**

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

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

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

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

This guarantee is valid until the _____ day of _____.

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

A. Issuing Bank:

BANK FAX NO:

BANK EMAIL ID:

BANK TELEPHONE NO:

IFSC CODE OF THE BANK:

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:

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

SIGNATURE AND SEAL OF THE GUARANTORS _____

Designation _____

Name of Bank _____

Address _____

Witness _____

Address _____

Date: _____

Place: _____

Note:

The Bank Guarantee issuing bank branch shall ensure the following:

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

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

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

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

AGREEMENT FORM

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

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

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

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

WHEREAS, the Contractor has furnished to Company the performance security in the form of DD/BC/BG for Rs. _____ (being 10% of annualized contract value) with validity of 03 (three) months beyond the defect liability period.

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

NOW WHEREAS, in consideration of the mutual covenants and agreements hereinafter contained, it is hereby agreed as follows –

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. In addition to documents herein above, the following Sections and Annexures attached herewith shall be deemed to form and be read and construed as part of this agreement viz.:

E-TENDER NO. CDO3712P20

- (a) PART-I indicating the General Conditions of this Contract;
- (b) PART-II indicating the Schedule of work, unit, quantities & rates;
- (c) PART-III indicating the Special Conditions of Contract;
- (d) PART-V indicating the Safety Measures.

3. In consideration of the payments to be made by the Company to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Company to provide the Services and to remedy defects therein in conformity in all respect with the provisions of this Contract.

4. The Company hereby covenants to pay the Contractor in consideration of the provision of the Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

IN WITNESS thereof, each party has executed this contract at Duliajan, Assam as of the date shown above.

Signed, Sealed and Delivered,

For and on behalf of
Company (Oil India Limited)

for and on behalf of Contractor
(M/s. _____)

Name:

Name:

Status:

Status:

In presence of

In presence of

1.

1.

2.

2.

Format of undertaking by Bidders towards submission of authentic information/documents (To be typed on the letter head of the bidder)

Ref. No _____

Date _____

Sub: Undertaking of authenticity of information/documents submitted

Ref: Your Tender No. CDO3712P20

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

Sir,

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

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

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

Yours faithfully,

For (type name of the firm here)

Signature of Authorized Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here, if applicable)

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

CERTIFICATE OF COMPLIANCE TO FINANCIAL CRITERIA

**Ref : Note 'b.' under Clause 1.1 Financial Criteria of BEC/BRC of
Tender No. CDO3712P20**

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

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

Yours faithfully,

For (type name of the firm here)

Signature of Authorized Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

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

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

Bidder's Name: _____

Sl. No.	Clause No. of BEC/BRC	Description	Compliance		Bidder to indicate Relevant Page No. of their Bid to support the remarks/ compliance
			Yes	No	
1	1.0	<p><u>BID EVALUATION CRITERIA (BEC)</u></p> <p>The bid shall conform generally to the specifications and terms and conditions given in the Tender Documents. Bids will be rejected in case services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following mandatory requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected. All the documents related to BEC must be submitted along with the Technical Bid.</p>			
<u>1.1 FINANCIAL CRITERIA</u>					
2	1.1.1	Annual Financial Turnover of the bidder during any of preceding 03 (Three) financial/accounting years from the original bid closing date should beat least Rs. 54,06,500.00 (Rupees Fifty Four Lakh Six Thousand and Five Hundred only).			
3	1.1.2	<p>Net worth of the bidder must be Positive for the preceding financial/accounting year.</p> <p>Note: The Net worth to be considered against Clause 1.1.2 above, should be read in conjunction with the definition of Net worth as mentioned in</p>			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		Section 2 (57) of The Companies Act, 2013.			
4	Note to BEC Clause 1.1 above	<p>a. For proof of Annual Turnover & Net worth (refer clauses 1.1.1 & 1.1.2 above), any one of the following documents/photocopies must be submitted along with the bid:</p> <p>(i) Audited Balance Sheet along with Profit & Loss account.</p> <p style="text-align: center;">OR</p> <p>(ii) A certificate issued by a practicing Chartered or Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in Annexure-X.</p> <p>b. Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial/accounting year are not available with the bidder, then the financial turnover of the previous three financial/accounting years excluding the preceding financial/accounting year will be considered. In such cases, the Net worth of the previous financial/accounting year excluding the preceding financial/accounting year will be considered. However, the bidder has to submit an undertaking in support of the same along with their technical bid as per Proforma-X.</p> <p>c. In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.</p>			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		<p>d. In case the bidder is a Government Department, they are exempted from submission of documents mentioned under para a. and b. above.</p> <p>e. Bid will be rejected if not accompanied with adequate documentary proof in support of Annual turnover & Net worth as mentioned in Para 1.1.1 & 1.1.2.</p>			
1.2 TECHNICAL CRITERIA					
5	1.2	<p>The bidder must have experience in successfully executing/completing at least 01 (One) SIMILAR work of minimum value of Rs. 90,10,800.00 (Rupees Ninety Lakh Ten Thousand and Eight Hundred only) under single Contract in previous 07 (seven) years to be reckoned from the original bid closing date in Central Govt./State Govt./Public Sector Undertaking/State Govt. Enterprise/any E&P Company/Hotels (minimum 3 star)/Multi National Corporation (MNC).</p>			
6	Note to BEC clause 1.2 above	<p>a. "SIMILAR" nature of work mentioned in 1.2 means:</p> <p>"Construction of Crude Oil/Petroleum Product/Gas transportation welded pipe lines of minimum 50 mm NB in Central Govt./State Govt./Public Sector Undertaking/State Govt. Enterprise/any E&P or Midstream or Downstream Oil and Gas Company, conforming to ANSI B31.4/ 31.8/ B31.3".</p> <p style="text-align: center;">AND/OR</p> <p>"Repairing, Replacement/modification of different piping systems of minimum 50 mm NB inside and outside at different oil, gas facilities of various production installations in Central Govt./State Govt./Public Sector Undertaking/State Govt. Enterprise/any E&P or Midstream or Downstream Oil and Gas Company, conforming to ANSI B31.4/ 31.8/ B31.3".</p> <p>b. For proof of requisite Experience (refer Clause No. 1.2), the following documents/ photocopy (self-attested/attested) must be</p>			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

submitted along with the bid:

I. **In case work experience is against OIL's Contract:** Bidder must submit Job Completion Certificate issued by the company indicating the following:

- A. Work order no./Contract no.
- B. Gross value of job done
- C. Period of Service
- D. Nature of Service

II. **In case work experience is not against OIL's Contract:** Bidder must submit the following:

A. Contract document showing details of work,
AND

B. Job Completion Certificate showing:

- (i) Gross value of job done
- (ii) Nature of job done and Work order no./Contract no.
- (iii) Contract period and date of completion

OR

C. SES (Service Entry Sheet)/Certificate of Payment (COP) issued by the company indicating the following:

- (i) Work order no./Contract no.
- (ii) Gross value of jobs done
- (iii) Period of Service
- (iv) Nature of Service

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

d. 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 will only be treated as acceptable experience.

e. Following work experience will also be taken into consideration:

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		<p>(i) If the prospective bidder has executed contract in which similar work is also a component of the contract.</p> <p>(ii) In case the start date of the requisite experience is beyond the prescribed 07 (seven) years reckoned from the original bid closing date but completion is within the prescribed 07 (seven) years reckoned from the original bid closing date.</p> <p>(iii) If the prospective bidder is executing similar work which is still running and the contract value/quantity executed prior to original bid closing date is equal to or more than the minimum prescribed value in the BEC.</p> <p>Proof of work experience against Para e. (i) and (ii) above, to satisfy a) similar work b) minimum prescribed value/qty c) prescribed period of 07 years, to be submitted as below:</p> <p>I. <u>In case requisite experience is against OIL's Contract:</u> Bidder must submit the breakup of similar work and its value/quantity mentioning SES No. and copies of all relevant SES.</p> <p>II. <u>In case requisite experience is NOT against OIL's Contract:</u> Bidder must submit the breakup of similar work and its value/quantity executed within the prescribed period of 07 (Seven) years reckoned from the original bid closing date. The breakup must be certified by the end user or a certificate issued by a practicing Chartered/Cost Accountant Firm (with Membership Number & Firm Registration Number).</p> <p>Proof of work experience against Para e. (iii) above, to satisfy a) similar work b) minimum prescribed value/qty c) prescribed period of 07 years, to be submitted as below:</p> <p>I. <u>In case requisite experience is against OIL's Contract:</u></p>			
--	--	---	--	--	--

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		<p>Bidder must submit the following:</p> <ul style="list-style-type: none"> A. Breakup of similar work B. SES (Service Entry Sheet)/Certificate of Payment (COP) issued by the company indicating the following: <ul style="list-style-type: none"> (i) Work order no./Contract no. (ii) Gross value of job done (iii) Period of Service (iv) Nature of Service <p>II. <u>In case requisite experience is not against OIL's Contract:</u></p> <p>Bidder must submit the following:</p> <ul style="list-style-type: none"> A. Breakup of similar work B. Contract document showing details of work. <p style="text-align: center;">AND</p> <ul style="list-style-type: none"> C. LOA/LOI/Work order showing: <ul style="list-style-type: none"> (i) Gross value of job awarded (ii) Nature of job awarded (iii) Contract no./Work order no. (iv) Contract period and date of completion <p style="text-align: center;">AND</p> <ul style="list-style-type: none"> D. Certificate of Payment (COP)/SES (Service Entry Sheet) up to the previous month of the original bid closing date of this tender issued by the company indicating the following: <ul style="list-style-type: none"> (i) Work order no./Contract no. (ii) Gross value of job done (iii) Period of Work Done <p>f. In case of similar work executed through 'sub-contracting', the bidder shall submit relevant documents as mentioned under para 'b' and/or 'e' above, issued directly by the client organization/end user, along with confirmation towards consent of the client organization/end user for allowing 'sub-contracting'.</p> <p>g. SIMILAR work executed by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC.</p>			
--	--	---	--	--	--

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		<p>h. Bids submitted for part of the work will be rejected. Bid will be rejected if not accompanied with adequate documentary proof in support of Work experience as mentioned in Para 1.2 above.</p>			
7	1.3	<p>In case the requisite experience of SIMILAR work is from Hotels (minimum 3 Star) then, self-attested copy of Classification Certificate in case of a Hotel rated 3 Star or above must also be submitted in addition to the documents to be submitted as per Notes to BEC Clause 1.2 above.</p>			
8	1.4	<p>The Bidder should have valid Electrical Contractor's License issued or recognized by Govt. of Assam. Necessary documents [self-attested by the bidder] in this regard shall be submitted along with the bid.</p>			
9	1.5	<p>Bidders are required to identify the make & model of various items offered and confirm the availability of the same at the time of submission of bid as per format enclosed Annexure-IV along with data sheets, specifications & necessary certifications from the OEMs/authorized dealers of the OEMs. Offers without the enclosed Annexure-IV, duly filled up will be rejected.</p> <p>Notes to Clause 1.5 above:</p> <p>1. The decision of OIL with respect to equivalency of the offered make/model with the desired make/model listed out in the tender will be final & binding on the bidder/contractor.</p> <p>2. In case make/model of an item, as declared by the bidder at the time of bidding, is unavailable on account of being out-of-production at the time of execution of the job, then within 7 (seven) days from the date of issue of order by EIC regarding requirement of the item, bidder/contractor has to notify OIL regarding the same with necessary documentary proof and offer replacement make/model (with detailed specification sheet from the OEM/ authorized dealer of the OEM) without any cost escalation (if any) on account of increase in price. However, acceptance of such replacement make/model will solely be at</p>			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		the discretion of OIL/EIC.			
10	1.6	Price bid shall be opened in respect of only the techno-commercially acceptable bidders whose bids have been found to be substantially responsive. A substantially responsive bid is one that meets the terms and conditions of the Tender and/or the acceptance of which bid will not result in indeterminate liability on OIL.			
11	1.7	Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.			
12	1.8	If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.			
13	1.9	The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor will be paid on the basis of the actual number of days/parameter, as the case may be.			
14	1.10	The bidders are advised not to offer any discount/rebate separately and to offer their prices in the Price Bid Format after considering discount/rebate, if any.			
15	1.11	Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price.			
16	1.12	In case of identical overall lowest offered rate by more than 1 (one) bidder, the selection will be made by draw of lot between the parties offering the same overall lowest price.			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

17	1.13	<p><u>PURCHASE PREFERENCE CLAUSE:</u> Purchase Preference to Micro and Small Enterprises 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:</p> <p>1.13.1 In case participating MSEs Quote price within price band of L1+15%, such MSE shall be considered for award of contract by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE.</p> <p>1.13.2 In case of more than one such MSE qualifying for 15% purchase preference, the contract shall be awarded to lowest eligible MSE amongst the MSEs qualifying for 15% purchase preference.</p> <p>1.13.3 <u>Documentation required to be submitted by MSEs:</u> Copy of valid Registration Certificate, if bidder is a Micro or Small Enterprises (MSE) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies. In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur should also be enclosed.</p>			
18	1.14	Price Bids shall be evaluated on overall lowest cost to OIL (L-1 offer) basis i.e. considering total quoted price for all services including applicable GST (CGST & SGST/UTGST or IGST).			
19	1.15	OIL will prefer to deal with registered bidder under GST. Therefore,			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		<p>bidders are requested to get themselves registered under GST, if not registered yet.</p> <p>However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable GST while evaluation of bid. Where OIL is entitled for input credit of GST, the same will be considered for evaluation of bid as per evaluation methodology of tender document.</p>			
20	1.16	<p>Price Bid uploaded without giving any of the details of the taxes (Including rates and amounts) will be considered as inclusive of all taxes including GST.</p> <p>When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/Contracts will be binding on the bidder.</p>			
21	1.17	Input Tax Credit on GST (Goods & Service Tax) for this service is NOT available to OIL & the bids will be evaluated based on total price including GST.			
22	1.18	Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to L-1 bidder.			
2.0 <u>BID REJECTION CRITERIA (BRC):</u>					
23	2.1	The bids are to be submitted in single stage under Two Bid System i.e. Un-priced Techno-Commercial Bid and Price Bid together. Only the Price Bid should contain the quoted price.			
24	2.2	The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		responsive and rejected.			
25	2.3	Bid security shall be furnished as a part of the Techno Commercial Un-priced Bid. The amount of bid security should be as specified in the forwarding letter. Any bid not accompanied by a proper bid security will be rejected.			
26	2.4	Bid Documents/User Id & Password for OIL's E-Tender portal are not transferable.			
27	2.5	Any bid received in the form of Physical document/Telex/Cable/Fax/E-mail will not be accepted.			
28	2.6	Bids shall be typed or written in indelible ink. The bidder or his authorized representative shall sign the bid digitally, failing which the bid will be rejected.			
29	2.7	Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initiated by the persons(s) signing (digitally) the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.			
30	2.8	Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document.			
31	2.9	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 under "Technical Attachment" Tab Page only.			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

32	2.10	<p>Bidder must accept and comply with the following provisions as given in the Tender Document in toto, failing which offer will be rejected:</p> <ul style="list-style-type: none"> (i) Firm price (ii) EMD/Bid Bond (iii) Period of validity of Bid (iv) Price Schedule (v) Performance Bank Guarantee/Security deposit (vi) Delivery/Completion Schedule (vii) Scope of work (viii) Guarantee of material/work (ix) Liquidated Damages clause (x) Tax liabilities (xi) Arbitration/Resolution of Dispute Clause (xii) Force Majeure (xiii) Applicable Laws (xiv) Specifications (xv) Integrity Pact 			
33	2.11	There should not be any indication of price in the Un-priced Techno-Commercial Bid. A bid will be straightway rejected if this is given in the Un-priced Techno-Commercial Bid.			
34	2.12	Bid received with validity of offer less than 120 (one hundred twenty) days from the date of Technical Bid opening will be rejected.			
35	2.13	The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide “ Part-VI/Integrity Pact ” of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		proforma has to be returned by the bidder (along with the Un-priced Techno-Commercial Bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.			
36	3.0	<p><u>GENERAL:</u></p> <p>3.1 In case bidder takes exception to any clause of bidding document not covered under BEC/BRC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw/modify the deviation when/as advised by company. The loading so done by the company will be final and binding on the bidders. No deviation will however be accepted in the clauses covered under BEC/BRC.</p> <p>3.2 To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification in respect of clauses covered under BEC/BRC also and such clarifications fulfilling the BEC/BRC clauses in toto must be received or before the deadline given by the company, failing which the offer will be will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.</p> <p>3.3 If any of the clauses in the BEC/BRC contradict with other clauses of bidding document elsewhere, the clauses in the BEC/BRC shall prevail.</p> <p>3.4 Bidder(s) must note that requisite information(s)/financial values etc. as required in the BEC/BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise Bids shall be rejected.</p> <p>3.5 OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not</p>			

TECHNICAL EVALUATION SHEET FOR BEC
E-TENDER NO. CDO3712P20

		entertain any correspondence in this regard.			
		3.6 The originals of documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.			