

**NIT FOR TENDER NO. CGI 1885 P17**

**OIL INDIA LIMITED**  
**(A Government of India Enterprise)**  
**Pipeline Headquarters**  
**P. O. –Udayan Vihar, Guwahati-781171, Assam, India**  
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**E-Tender**

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OIL INDIA LIMITED invites Competitive Domestic Bid through its e-procurement portal “<https://etender.srm.oilindia.in/irj/portal>” for the following Services:

| Tender No           | Tender Fee(Rs.) | Bid Closing Date & Time              | Service Description                                                                                                                                                            |
|---------------------|-----------------|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CGI 1885 P17</b> | <b>1,000.00</b> | 04.11.2016<br><br>At<br><br>11.00 AM | Construction of R.C.C. cable trench with FRP chequered cover for Industrial area at PS8, Sonapur including supply of all materials & cement under Civil Section, PHQ, Guwahati |

The details of IFB and procedures for applying & participation can be viewed using “Guest Login” provided in the e-procurement portal and also in OIL’s web site [www.oilindia.com](http://www.oilindia.com). The link to OIL’s E-Procurement portal has also been provided through OIL’s website

All corrigenda, addenda, amendments, time extension, etc. to the tender will be hosted on above Website and e-portal only and no separate notification shall be issued in the press. Bidders should regularly visit above website and e-portal to keep themselves updated.

**BEC – BRC**

**BID REJECTION CRITERIA & BID EVALUATION CRITERIA FOR THE TENDER**

**1.0 BID EVALUATION CRITERIA (BEC):**

**1.1 Technical Bid evaluation**

1.1.1 All the documents related to BEC must be submitted along with the Techno-Commercial Bid. Otherwise, the bid will be considered as non-responsive and rejected.

1.1.2. Interested bidders shall have to submit the following documents to qualify for opening of the Price Bid:

(a) One successfully completed similar contract work of value **Rs. 91.38 Lakh** under tender with CPWD, Railways, APWD, MES, NRL, ONGCL, OIL or any other Government Organization / Public Sector Undertaking

during the last seven (07) years reckoned from the original bid closing date.

(b) For proof of requisite experience of SIMILAR work, Job Completion Certificate clearly mentioning Gross value of job done, Nature of works, Contracts period/Contract Start and Completion date issued by CPWD, Railways, APWD, MES, NRL, ONGCL, OIL or any other Government Organization / Public Sector Undertaking must be submitted along with the bid.

(c) SIMILAR work(see Clause 1.3) executed by a bidder for its own organization / subsidiary will not be considered as experience for the purpose of meeting BEC.

(d) If the prospective bidder is executing SIMILAR work which is still running and the contract value executed prior to due date of bid submission is equal to or more than the minimum prescribed value in the BEC such experience will also be taken in to consideration provided that the bidder submits satisfactory work execution certificate issued by end user.

## 1.2 Financial Bid evaluation

a) Annual Financial Turnover of the bidder in any of preceding three financial/accounting years from the original bid closing date should be at least Rs. **54.83 Lakh**.

In case of consortium: At least one member of the consortium should meet the above criteria of 50% turnover and the other members of consortium should meet minimum 25% turnover requirement.

b) Net worth of firm/bidder must be positive for preceding financial/accounting year.

Note to Clause 1.2(a) & (b) above : For proof of Annual Turnover & Net worth any one of the following document/ photocopy must be submitted along with the bid:-

i) A certificate issued by a practicing Chartered/ Cost Accountant (with membership Number and Firm Registration Number), certifying the Annual turnover & Net worth.

OR

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

1.2.1 Bids must be valid for minimum 120 (One Hundred Twenty) days from the date of Technical Bid opening. If bidder does not submit / declare bid validity period, it will be presumed that the bid validity is 120 (one hundred twenty) days.

Note: In case of extension of Bid Opening Date, Bid validity should be extended suitably by the bidder, as and when advised by OIL.

1.2.2 Bid Security must be furnished (except those exempted) as a part of the Technical Bid. The Bid Security (in original) must reach the Office of Chief Manager-Contracts, OIL, Pipeline Head quarter (PHQ )Narangi on or before 2:00 p.m. on the bid closing date. Alternatively, applicants already having User ID & Password for OIL's e-portal can pay the requisite Bid Document cost & Bid security against the individual IFBs through the online payment gateway. The amount of Bid Security shall be as specified in the NIT.

Note:

(a) In case the Bidder submits Bid security in the form of Bank Guarantee (BG), the BG must be valid for minimum 150 days from the date of Technical bid opening.

(b) In case of extension of Bid Opening Date, Bid Security validity should be extended suitably by the bidder, as and when advised by OIL.

1.2.3 The bidders must submit documentary evidence for BEC clause numbers 1.1 and 1.2

All the documents should be legible.

"The bidders should quote their rates against individual items. The rates shall be quoted within (+/-) 10% on the internal estimate against individual items as specified in Schedule of Quantity (Part-II) subject to the limit of overall percentage from at par to(+10%) of the internal estimated contract cost. However, the bids with quoted rates below (-10%) or above (+10%) of the rates of internal estimate against individual items and bids with quoted overall percentage below at par and above (+10%) of the internal estimated cost will be rejected outright. The rates shall be in figures and up to two decimal places only. In case of any identical situation, the L-1 bidder will be decided through draw of lots". Company has reserve the right to distribute the jobs amongst L-1 bidders if identical situation arises.

- A) OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Part-VII 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 sign 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 have been signed by the bidder's authorized signatory who sign the Bid.
- B) The bidders must submit documentary evidence for BEC clauses. No exemption for OIL registered contractors (any class of registration). All the documents should be legible. The bidders must upload all the documents, digitally signed with "Organizational type' Digital Signature Certificate having Organization's name. Moreover, no earnest money

deposit / bid security will be necessary procurement from Central Govt. department, Public Sector Undertaking, proprietary item, procurement from OEM/on nomination basis. Further, no bid security shall be required for procurement from MSEs 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.No purchase or price preference is permissible for Micro and Small Enterprises (MSEs) registered with District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises.

1.3 Note to Clause no. 1.1.2 (C) above :(a) "Similar work" mentioned above means the following:

- i)" Construction of RCC building/foundations.
- ii)" Construction of RCC bridge/culverts.
- iii)" Construction of RCC Drains /Pathway.
- iv)" Construction of RCC Road/Tunnels.
- v)" Construction of RCC Cable Trenches.
- vi)" Construction of Boundary wall with RCC footing, Post /column.

Note: Experience of repairing / maintenance nature of above will not be considered for evaluation.

Non-submission of the documents as specified in all the paragraphs above will result in rejection of bids.

1.4 The bids conforming to the specifications, terms and conditions stipulated in the tender documents and considered to be responsive after subjecting to Bid Evaluation Criteria will be considered for further evaluation given below:

- i) To ascertain the inter-se-ranking, the comparison of the responsive bids will be made.
- (ii) In case of identical lowest offered rate by more than 1 (one) bidder, the selection of priority-1 and priority-2 bidder will be made by draw of lots amongst the parties offering the same lowest price. The tender shall be awarded to priority-1 bidder only, but if priority-1 bidder fails to accept the LOI/found non-eligible/ fails to execute the job, then Company reserves the right to award the same to priority -2 bidder after taking management approval for the same.
- iii) The Company's Internal Estimated Rates, as indicated in Part-II, are inclusive of all overheads, taxes, duties, levies etc. except P.F. & Service Tax.
- (iv) Bidders must fill up the Technical compliance evaluation sheet for BEC / BRC and the format is attached under "Notes and Attachments" tab in the main bidding engine of OIL's e-Tender portal.

## **2.0 BID REJECTION CRITERIA (BRC):**

2.1.The bids are to be submitted in single stage under 2 (two) bid system. Only the Price Bid should contain the quoted price. quoted price.

2.2.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 NIT. Any bid not accompanied by proper bid security will be summarily rejected.

2.3.Bid Documents / User Id & Password for OIL's E-Tender portal are not transferable. Bid submitted by parties who have not submitted the requisite tender fees will be rejected.

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

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

2.6.There should not be any indication of price in the Un-priced Techno-Commercial Bid. If there is any indication of price in the Un-priced Techno-Commercial Bid, Such Bid will be rejected straightway.

2.7.Bidder must accept and comply with the following provisions as given in the tender document. Deviations to such provisions shall make the bid liable for rejection.

- a. Firm price
- b. EMD / Bid Bond
- c. Scope of work
- d. Specifications
- e. Price schedule
- f. Delivery / completion schedule
- g. Period of validity of bid
- h. Liquidated Damages
- i. Performance bank guarantee / Security deposit
- j. Guarantee of material / work
- k. Arbitration / Resolution of Dispute
- l. Force Majeure
- m. Applicable Laws
- n. Integrity Pact, if applicable

## **2.0 GENERAL :**

- i. Submission of Forged Documents:

Bidders should note that Company may verify authenticity of all the documents /certificates / information submitted by the

bidder(s) against the tender. In case at any stage of tendering process or Contract execution etc., if it is established that bidder has submitted forged documents / certificates / information towards fulfilment of any of the tender / contract conditions, Company shall immediately reject the bid of such bidder(s) or cancel / terminate the contract and forfeit EMD / SD submitted by the bidder(s), besides liable for action as per clause.

- ii. 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 BRC.
- iii. 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 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.
- iv. If any of the clauses in the BRC contradicts with other clauses of Bidding document elsewhere, the clauses in the BRC shall prevail.
- v. Bidder(s) must note that requisite information/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.
- vi. 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.

#### 4.0

- (A) "The bidders should note that, if 3 (three) or more bidders are found to be technically eligible, no clarification / deficit documents will be sought from the bidders under any circumstances, once the bids are opened and the bids will be evaluated on the basis of documents submitted by the bidders along with the bid".
- (B) The bidder shall also furnish following information / documents along with the bid. Company reserves the right to reject the bid in the event of non-submission of such information / documents.
- (C) Wherever applicable, the bidder shall have itself registered under Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and follow the relevant statutory provisions including Rules made there-under concerning contractual workers to be engaged by such bidder. The bidder shall furnish the Provident Fund code number issued by the

appropriate Govt. Authority, with supporting documents or a declaration / undertaking in stamped paper in the Format.

(D) The Contractor shall deposit the PAN, VAT, PF code & Service Tax registration number as and when required by the Company.

(E) The bidder must provide the following minimum numbers of equipment in operational condition capable of providing uninterrupted services under the contract as and when required.

List of equipment: As mentioned in the SCPME of this tender.

**Before Bidding :**

(F) "Bidder(s) are advised to inspect the work site and sample of FRP Y-section & Grating with chequered surface with available at the Office of the DGM-Civil, Pipeline Head Quarter(PHQ), Noonmati to assess the nature and extent of work and the conditions under which it will be carried out.

(G) Bidder(s) should clearly understand all the terms & conditions, criteria, specification etc. of this tender.

(H) Information / List of other Civil works contract, if any, being executed by the bidder(s) in his / her / their firm's name in OIL and expected to continue beyond 6 month time from date of opening of bid document to be furnished to DGM-Civil by all bidders before issuance of work order.

(I) Company reserves the right to debar the bidder / contractor during processing of tender and / or during continuation of the contract on commission or omission on the part of the bidder / contractor as under:

- a. Has indulged in malpractices, bribery, fraud, pilferage.
- b. Is bankrupt or is being dissolved or resolved to be wound up or proceedings for winding up or dissolution have been instituted.
- c. Has furnished false information / statement / declaration and / or forged document / certificate.
- d. Has substituted materials in lieu of materials supplied by OIL or has not returned or has short returned or has un-authorizedly disposed-off materials / documents / drawings / tools or plants or equipment supplied by OIL.
- e. Has obtained official Company information or copies of documents in relation to the tender / contract by dubious methods / means.
- f. Has deliberately violated and circumvented the provisions of labour laws / regulations / rules, safety norms or other statutory requirements.

- g. Has indulged in construction and erection of defective works or supply of defective materials/services and not made good of the defects within reasonable time in spite of follow-up by Company.
  - h. Has not cleared OIL's previous dues.
  - i. Has committed Breach of Contract or has failed to perform a contract or has abandoned the contract.
  - j. Has refused to accept LOA / LOI / Purchase Order / Signing of the Contract after accepting LOA / Work Order after the same is issued by OIL within the period of Bid validity and as per agreed terms & conditions.
  - k. After bid opening, withdraws / revises its bid within the period of bid validity for no valid reasons. However, reduction of quoted rate(s) / Bid price by L1 Bidder after the bid opening date shall not constitute ground for banning.
  - l. Has parted with, leaked or provided confidential / proprietary information of OIL given to the party only for its use (in discharging its obligations against an order / contract) to any third party without prior consent of OIL.
  - m. Use intimidation / threatening or brings undue outside pressure on the Company or its Official(s) for acceptance of its bid or acceptance of materials supplied or performance of the job under the contract / purchase order.
  - n. If the Director / Owner / Proprietor / Partner of a party is convicted by a court of law for offences involving moral turpitude in relation to its business dealings during last five years.
  - o. Poor performance of the supplier / contractor /service provider in one or several contracts / supplies affecting Company's operations.
  - p. Any other ground for which, in the opinion of the Company makes it undesirable to deal with the party.
- (The above clauses mentioned have been incorporated as per Company's existing banning policy. Whenever the banning policy is revised, these clauses will be applicable as per revision with immediate effect.)

## **COMMERCIAL – BID REJECTION CRITERIA**

- 1.0 Bids shall be submitted under single stage two Bid system i.e. Technical Bid and Priced Bid separately in the OIL's e-Tender portal. The Technical Bid is to be uploaded as per Scope of Work & Technical Specification of the tender in **“Technical Rfx Response” Tab** and Priced Bid as per Schedule of Rates uploaded in the **“Notes**

**& Attachments” Tab.** Bids shall be rejected outright if the prices are indicated in the technical bids. Bids not conforming to this two bid system shall be rejected outright.

- 2.0 Bidder shall offer firm prices. Price quoted by the successful bidder must remain firm during the execution of the contract and not subject to variation on any account.
- 3.0 Bids with shorter validity will be rejected as being non-responsive.
- 4.0 Bid Security in Original shall be furnished as a part of the Technical Bid and shall reach the Company (i.e. OIL) before due date of closing. A scanned copy of the bid security shall however be uploaded in OIL’s E-Procurement portal along with the Technical Bid. The amount and validity of Bid Security shall be as specified in the Forwarding Letter of the Bid Document. Bid without proper & valid Bid Security will be rejected.
- 5.0 The Integrity Pact must be uploaded in OIL’s E-Procurement portal along with the Technical Bid digitally signed by the same signatory who digitally signed the Bid i.e. who is duly authorized to sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit the Integrity Pact, their bid will be rejected.
- 6.0 Physical Bids, if any received from the bidders, shall not be considered and will be rejected.
- 7.0 Bids submitted after the Bid Closing Date and Time will be rejected.
- 8.0 Bids received through the e-procurement portal shall only be accepted. Bids received in any other form shall not be accepted.
- 9.0 The bid documents are non-transferable. Bid can only be submitted in the name of the bidder in whose name the User ID and Password have been issued. Unsolicited bids will not be considered and will be straightway rejected.
- 10.0 Bids shall be typed or written in indelible ink and shall be digitally signed by the bidder or his authorized representative.
- 11.0 Any physical documents wherever called for, submitted by bidders shall contain no interlineations, white fluid erasures or overwriting except as necessary to correct errors made by the Bidder, in which

case such correction shall be initialed by the person or persons who has/have digitally signed the Bid.

- 12.0 Any Bid containing false statement will be rejected.
- 13.0 Bidders must quote clearly and strictly in accordance with the price schedule outlined in Schedule of Rate under PART – II of Bid Document, otherwise the Bid will be summarily rejected.
- 14.0 Non-submission of the documents as specified in BEC will result in rejection of bids.
- 15.0 Bidder shall fulfill all the relevant clauses applicable for this e-Tender.
- 16.0 Bidder must accept and comply with the following standard commercial terms as given in the Bid Document in toto failing which bid will be rejected –
- i) Performance Security
  - ii) Force Majeure
  - iii) Tax Liabilities
  - iv) Arbitration
  - v) Acceptance of Jurisdiction and Applicable Law
  - vi) Liquidated Damage
  - vii) Safety & Labour Law
  - viii) Termination
  - ix) Integrity Pact
  - x) Warranty and remedial of defects
  - xi) Liability
  - xii) Insurance
  - xiii) Any other condition specifically mentioned elsewhere in the tender documents that non-compliance of the clause shall lead to rejection of the bid.
- 17.0 The originals, of the documents submitted by the bidder, shall have to be produced by the bidder(s) to OIL as and when asked for.

#### **PRICE EVALUATION CRITERIA:**

The bids conforming to the technical specifications, terms and conditions stipulated in the bidding document and considered to be responsive after subjecting to Bid Evaluation Criteria will be considered for further evaluation as per the Evaluation Criteria given below:

- 1.0 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.
- 2.0 The bidders must quote their Prices in the manner as called for vide Schedule of Rates(SOQ) –under **Part - II**.
- 3.0 OIL will not be responsible for delay, loss or non-receipt of applications (for bidding documents) and will not entertain any correspondence in this regard.
- 4.0 Discount: Bidders are advised not to indicate any separate discount. Discount if any, should be merged with the quoted price. Discount of any type indicated separately will not be taken in to account for evaluation purposes. However, in the event such offer without considering discount is found to be the lowest, OIL shall avail such discount at the time of award of contract.
- 5.0 Consultant must include all liabilities and taxes including statutory liabilities but excluding Service Tax which will be borne by the company(OIL).
- 6.0 The items mentioned in above clause are to be read in conjunction with Schedule of Rates in Part-II.
- 7.0 In case of identical lowest offer by more than 1(One) bidder, the selection will be made by draw of lot amongst the L-1 bidders offering the same lowest amount.
- 8.0 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.

**GENERAL:**

- 1.0 Bidders should provide copies of the following:
  - (i) Service Tax Registration Certificate,
  - (ii) PAN Card,
  - (iii) Bank A/C NO, Bank Address, with IFSC Code,
  - (iv) Vendor Code (for existing vendors),
  - (v) P.F. Registration Number OR Declaration (Declaration by applicant that provisions of Provident Fund Act are not applicable to them. In case P.F. is required to be deposited later

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

- 2.0 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 BRC.
- 3.0 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.
- 4.0 If any of the clauses in the BEC-BRC contradict with other clauses of bidding document elsewhere, then the clauses in the BEC-BRC shall prevail.
- 5.0 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.
- 6.0 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.
- 7.0 The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.

**(J) INTEGRITY PACT:**

Bidder shall submit Integrity Pact Proforma / Annexure along with the Technical Bid, duly signed on all pages by same signatory who signed the bid, failing which the offer will summarily be rejected

**CERTIFICATE OF ANNUAL TURNOVER & NETWORTH**

(To be issued by practicing Chartered/Cost Accountant Firm  
on their Letter Head)

**TO WHOM IT MAY CONCERN**

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

| YEAR | TURNOVER(₹) | NETWORTH(₹) |
|------|-------------|-------------|
|      |             |             |
|      |             |             |
|      |             |             |

Place:

Date:

Seal:

Membership Code and Registration No.

Signature

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