

NIT FOR TENDER NO. CGI 2283 P17

OIL INDIA LIMITED
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E-Tender

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

Tender No	Bid Closing Date & Time	Service Description
CGI 2283 P17	06.10.2016 At 11.00 A.M.	AMC for 2 years Comprehensive Maintenance job of Air Conditioners, Refrigerators, Bottle Coolers, Deep Freezers etc. of all types (from PS1, Duliajan to RS-10, Pratapkhata under E&C 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.oil-india.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.

BID REJECTION / EVALUATION CRITERIA:

1.0 BID REJECTION CRITERIA (BRC):

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

1.1 TECHNICAL:

1.1.1. BIDDERS EXPERIENCE

The bidders shall have experiences of having successfully completed similar work as mentioned below in Note 1 during last 7 (seven) years ending last day of month previous to the one in which applications are invited should be either of the following:

- i) One similar completed work costing not less than **Rs 6,72,800.00**

Note:

- 1. Similar Work as described above shall mean servicing activities / procedures for upkeepment of HV/LV AC system, air conditioners, refrigerator, water cooler, deep fridge, ice cubes etc. pertaining to refrigeration system**
2. A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.
3. In order to ascertain the same the bidder shall have to submit necessary documentary evidence in the form of copies of Work Order and/or Contract document along with Completion Certificates. The Work Order and/or Contract Document shall contain detail scope of work in support of Work Experience.
OR
4. In case the work is done for OIL, the bidder shall submit documentary evidence in the form of copies of Final Service Entry Sheet (SES) and copies of Work Order and/or Contract document.

1.2 FINANCIAL:

Annual financial turnover of the bidder, as per Audited Annual Reports in any of the preceding three financial years as on **31.03.2015**, should be at least **Rs 4,03,700.00**

For consortium:

At least one member of the consortium to meet the above criteria of 50% turnover.

The other members of consortium should meet minimum 25% turnover requirement.

1.2 Net worth

Should be Positive for preceding financial / accounting year

Note:

Documentary evidence in support of Annual Financial Turnover and Net worth in any of the preceding 03(three) financial/accounting years ending March 2015, should be submitted along with the technical bid, in the form of :

- a) Audited Balance Sheet and Profit & Loss Account

OR

- b) Certificate issued by a practicing Chartered/ Cost Accountant Firm, with membership Number certifying the Annual Turnover , Net worth and nature of business

3.0 BID REJECTION CRITERIA (BRC):

Deviation to the following provision of the tender document shall make the bid liable for rejection:

- i. Firm price

- ii. EMD / Bid Bond
- iii. Scope of work
- iv. Specifications
- v. Price Schedule
- vi. Delivery / Completion Schedule
- vii. Period of Validity of Bid
- viii. Liquidated Damages
- ix. Performance Bank Guarantee / Security deposit
- x. Guarantee of material / work
- xi. Arbitration / Resolution of Dispute
- xii. Force Majeure
- xiii. Applicable Laws
- xiv. Integrity Pact, if applicable
- xv. Any other condition specifically mentioned in the tender documents elsewhere that non-compliance of the clause lead to rejection of the bid.

4.0 Non-submission of the documents as specified in BRC above will result in rejection of bids.

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

1. To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total amount quoted for the items of SOQ (i.e. schedule of works, units, quantity, rates) of the tender.

2. OIL will not be responsible for delay, loss or non receipt of applications (for bidding documents) sent by mail and will not entertain any correspondence in this regard.

3. 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.

1.3 COMMERCIAL:

1.3.1 Bidder shall submit the offer under “**Single Stage" Single Bid System**”. Technical bid" and the "Price Bid".

1.3.2 Bidder shall furnish Bid Security along with Bid. Bid security shall be furnished as a part of 'Technical Bid'. **Any bid not accompanied by a proper bid security will be rejected.** Bidder shall submit original document to the address as specified with BCD before Bid opening date and time, otherwise Bid will be rejected. A scanned copy of this document should also be uploaded along with the Un-priced bid.

1.3.3 The Technical Bid should not have any price indication.

- 1.3.4 Bidder shall furnish Bid Security as referred in Relevant Section of the Bid document so as to reach the Company (i.e. OIL) before due date of closing. **Any bid for which bid security is not received before due Date of Bid Closing will be rejected.**
- 1.3.5 Validity of the bid shall be minimum **90 days**. Bids with lesser validity will be rejected.
- 1.3.6 Any bid received in the form of Telex/Cable/Fax/E-mail/ Telephone call will not be accepted.
- 1.3.7 **Bidders must quote clearly and strictly in accordance with the price schedule outlined in relevant section of Bidding Documents; otherwise the bid will be rejected.**
- 1.3.8 **Any bid containing false statement will be rejected.**
- 1.3.9 **The Bid Documents are not transferable. Bids made by parties who have not purchased the Bid Documents from the Company will be rejected.**
- 1.3.10 **Any Bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.**
- 1.3.11 **Price quoted by the successful Bidder must be firm during the performance of the Contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.**
- 1.3.12 **The following Clauses with all its sub-clauses should be agreed in toto, failing which the bid will be rejected. To this effect Bidder shall submit an undertaking along with the Technical Bid.**
- a) Performance Security Clause
 - b) Force Majeure Clause
 - c) Termination Clause
 - d) Settlement of disputes Clause
 - e) Liquidated Damages Clause.
 - f) Acceptance of Jurisdiction and applicable law.
 - g) Tax liabilities clause.
 - h) Insurance clause.
 - i) With holding clause.
 - j) Liability clause.
 - k) Set off clause

1.4 GENERAL:

- 1.4.1 In case Bidder takes exception to any clause of Tender 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 the 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.

- 1.4.2 **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 clarification fulfilling the BEC/BRC clauses must be received on or before the deadline given by the Company, failing which the offer will summarily be rejected.**
- 1.4.3 **In case, any of the clauses in the BRC contradict with other clauses of Bid Document elsewhere, then the clauses in the BRC shall prevail.**
- 1.4.4 Any exceptions/deviations to tender must be spelt out/ discussed by Bidder in the Pre Bid Meeting which will be organized at PHQ, Guwahati / their 'Technical' bid only. Any additional information/terms/ conditions furnished in sealed 'Price Bid' will not be considered by Company for evaluation/award of contract.
- 1.4.5 Bidder shall fulfill all the relevant clauses applicable for this e-Tender.
- 1.4.6 The original copy of documents [furnished by bidders(s)] shall have to be produced by bidder(s) to OIL as and when asked for.

2.0 BID EVALUATION CRITERIA (BEC):

- 2.1 The bids conforming to the technical specifications, terms and conditions stipulated in the bid documents and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria.
- 2.2 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made on the basis of total cost of various works envisaged under the contract.
- 2.3 ***In case more than one bidder emerges as lowest bidder due to equal rate quoted by the bidder, then the lowest bidder will be decided by draw of lots. Company's decision in this regard is final and binding to all bidders***
- 2.4 Any discount/rebates offered 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 discount/rebate the contract shall be awarded after taking into consideration such discount/rebate after negotiation or otherwise.