

**NIT FOR TENDER NO. CGI 2772 P17**

**OIL INDIA LIMITED**  
**(A Government of India Enterprise)**  
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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	Bid Closing Date & Time	Service Description
<b>CGI 2772 P17</b>	<b>29.12.2016</b>  <b>At</b>  <b>11.00 A.M.</b>	Annual Maintenance Contract for SCADA servers, workstation PC's Laptops, Printers and Network elements at MCS and other stations

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](http://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 CRITERIA(BRC) / BID EVALUATION CRITERIA (BEC)**

- 1.0 The bid shall conform to the specifications and terms and conditions given in the Bidding 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 **BRC** 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 Bid.

**[A] Financial capability: Bidders must have**

- (a) Annual financial turnover as per Audited Annual Reports in **any of preceding three financial years** preceding scheduled bid opening date should be at least **Rs. 2,16,300.00**

**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.

- (b) **Net Worth should be positive for preceding financial year.**
- (c) For proof of Annual Turnover & Net worth any one of the following document 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.

(d) 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 (Firm Registration Number)**

**[B] Experience: Bidders must have**

Experience of having successfully completed similar works (**Similar works refers to the AMCoF IBM Servers & workstation PC's, Network elements, Laptops & Printers**) during last 7 years ending last day of month previous to the one in which applications are invited should be of the following :

- i) One similar completed work costing not less than **Rs.3,64,500.00**
- ii) A job executed by a bidder for its own organization/ subsidiary cannot be considered as experience for meeting the experience criteria of BRC.

"Similar Work" refers to the "AMC of IBM servers & workstation PC's, Network elements, Laptops & printers".

**[C] Technical : -**

1. Bidders must meet the following BEC/BRC criteria:

- 1.1 The bidder must be an authorized service provider of the OEMs for IBM servers, Cisco, HP workstations and laptops and printers with service base at Guwahati.
- 1.2 The bidder should have minimum 5 (five) years of experience in providing maintenance/repair services for IBM Hardware and peripherals, (such as IBM X3650 or higher end server).
- 1.3 The bidder should have performed maintenance work for at least 25 nos. of servers, workstations with monitors, 10 Laptops and 20 Printers in a single contract.
- 1.4 Necessary documentary evidence in support of all the above eligibility criteria is to be submitted by the bidder along with the bid.

**DOCUMENTARY EVIDENCE**

A) Bidders must submit all necessary documents related to experience and turnover.

B) For proof of Annual turnover and Average Annual financial turnover during the last 3(Three) accounting years reckoned from the bid closing date, **any of the following** documents/photocopies must be submitted along with the bid:

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

ii) Audited Balance Sheet and Profit & Loss account.

C) For proof of requisite experience and relevant technical requirements, any one of the following documents/photocopies must be submitted along with the bid.

i) In case of Oil contractors, copy of 'Certificate of Completion(COC)'/ 'Certificate of Payments(COP)'/ 'Service Entry Sheet' of jobs successfully completed, during last 7(seven) years ending bid closing date, showing gross value of job done. It may be clearly noted that simply mentioning of OIL CCO Number will not be accepted.

ii) Relevant certificate issued by any other Public Sector Undertaking/Govt. Department in last seven(07) years ending bid closing date showing:

- a) Gross value of job done; and
- b) Nature of job done; and
- c) Time period covering the financial year(s) as per NIT; and
- d) Clearly mentioning job completion date.

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

E) All the supporting documents in compliance to BRC requirements under clause A,B & C above shall be scanned and uploaded along with the technical bid.

F) Any bid not complying BRC requirements shall be summarily rejected.

G) 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 BRC and such clarification fulfilling the BRC clauses must be received on or before the deadline given by the Company, failing which the offer will summarily rejected.

H) 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.

[D] **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.

## **2.0 BID EVALUATION CRITERIA (BEC):**

- 2.1 Bids conforming to the terms and conditions stipulated in the bid document and considered responsive and subject to qualifying the Bid Rejection Criteria will be considered for further evaluation as per the Bid evaluation Criteria given below:
- 2.1.1 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 Part-II (i.e. schedule of works, units, quantity, rates) of the tender.
- 2.1.2 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.
- 2.1.3 Bidders are advised not to indicate any separate discount. Discount if any should be merged with the quoted offer. Discount of any type indicated separately will not be taken into account for evaluation purpose. However, in the event of such offer without considering discount is found to be lowest, OIL shall avail such discount at the time of award of contract.
- 2.1.4 **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.**

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