

NIT for Tender No. GCO 6606 P15

Oil India Limited, a Government of India Enterprise intends for hiring the services of day to day activities in PS3, Dispensary under Medical Section, PS3, Jorhat. Interested bidder may purchase the Bid Documents against payment of RS.500/- in the form of demand draft from schedule Bank payable to **Oil India Limited, Guwahati** from the office of the (i)Chief Manager (Contracts) Guwahati-781171 or (ii) Dy.CMO(PS3) Jorhat from 17.04.2015 to 18.05.2015 during office hours from 8.00 AM to 10.00 AM. The Bid Closing Date (BCD) is as under :.

If the bid is submitted at:

- i) Guwahati then BCD 22.05.2015 at 13.30 Hrs.
- ii) PS3, Jorhat BCD 19.05.2015 at 13.30 Hrs

Tender Reference is **GCO 6606P15**.

BID REJECTION CRITERIA (BRC)

The bid shall conform generally 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.

1.0 Financial capability: Bidders must have:

Average Annual financial turnover as per Audited Annual Reports for the last three accounting years ending financial year (ending 31st March, 2014) should be at least ` **1,05,000.00**

For Proof of Annual Turnover any of the following documents /photocopy must be furnished

- A Certificate issued by a practicing Chartered / Cost Accountant Firm, with membership number certifying the Annual Turnover and nature of business.
- Audited Balance Sheet and Profit & Loss account.

The bidder shall submit Bank Account number, Provident Fund Code No., PAN, Service Tax Regd. No. and VAT Regd. No. along with bid.

2.0 Experience: Bidders must have;

2.1. The bidder shall have experience of having successfully completed SIMILAR nature of works during last 7 (seven) years ending last day of the month previous to the month of NIT publication.

- (i) Three similar completed works each costing not less than **Rs. 1,40,000.00**
Or
- (ii) Two similar completed works each costing not less than **Rs. 1,75,000.00**

Or

(iii) One similar completed works each costing not less than **Rs. 2,80,000.00**

"SIMILAR" nature of job implies:

“ Pharmacy Assistant (Qualified under Ministry of labour and employment, Govt. of India). Pharmacy Assistant should have knowledge as under:

1. Patients and examination bed making,
2. 2. Completes housekeeping activities
3. Dispensing medicines accordance with S.O.P.
4. Clean and sterilize instruments and autoclaving.
5. Record keeping of Biomedical waste disposal and arrangements for disposal
6. Keep inventory of medical equipment and office supplies and ensures the safe and appropriate storage of medicines.
7. Perform routine laboratory tests and sample analysis.
8. Record patient's medical history, vital statistics and information such as test results in medical records include PME
9. Prepare and administer medications as directed by a physician.
10. **Collect blood, tissue or other laboratory specimens and prepare them for testing.**
11. **Responding to emergency medical assistance at accident site and other related incident usually in industrial area and in ambulance providing an immediate course of treatment i.e. applying splint to limbs, dressing wounds, administering pain relief, oxygen, drips fluid en route to Hospital.**

- 2.2 The Bidder shall have minimum 01(one) year experience of providing services in the State Govt. Organization / Central Govt. Organizations / PSEs in last 07(seven) years ending last day of month previous to the one in which applications are invited.

Note:

Documentary evidence in support of work experience must be submitted along with the bid. These documents shall be in the form of Job Completion Certificates/ Payment Certificates issued by the State Govt. Organization / Central Govt. Organizations / PSEs showing :-

- a) Gross Value of Job Done;
- b) Nature of Job Done and
- c) Time Period covering the financial years as per NIT.

In case of OIL contracts copy of Service Entry Sheet or Job Completion certificate showing Gross value of job done, nature of job and period of contract should be submitted.

However, the originals of these documents shall have to be produced by the bidder, as and when asked for.

2.2. The Bidder shall have office / establishment within Jorhat Municipal area / within a radius of five kms from Pump Station-3, Jorhat Installation.

3.0 **Evaluation of Bids:**

The Bids will be evaluated as per the Bid Evaluation Criteria (BEC) as stated herein under:

BID EVALUATION CRITERIA (BEC)

- 2.1 The bids conforming to the technical specifications, terms and conditions stipulated in the tender documents and considered to be responsive after subjecting to Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below.
- 2.2 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made subject to loading for any deviation. Comparison of offers will be done on total evaluated cost on the basis of rates quoted in the Price Bid Format.
- 2.3 In case of identical lowest offered rate by more than 1 (one) bidder, the selection will be made by draw of lot between the parties offering the same lowest price.