

NIT for Tender No. GCO 9532 P16

Oil India Limited, a Government of India Enterprise intends for

Tender No	Service Description
GCO 9532 P16	Hiring the services of Miscellaneous Jobs as and when required basis at PS9, Dumar

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.CE(Ops),PS9, Dumar from 22.12.2015 to 21.01.2016 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 28.01.2016. at 13.30 Hrs.
- ii) PS9, Dumar & PS10, Barauni BCD 22.01.2016 at 13.30 Hrs.

Tender References are **GCO 9532 P16**

BID REJECTION CRITERIA (BRC)

The Bid shall conform to the specifications and terms and conditions as per Bid documents. Bidder Should conform to the stipulated specifications without which the same will be considered as non-responsive and rejected. All documents related to BEC shall be submitted along with the Bid.

1.0 Financial capability: Bidders must have

Average Annual financial turnover as per Audited Annual Reports for the last three accounting years (**ending 31st March, 2015**) should be at least **Rs. 1,46,100.00**

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.

2.0 Experience: Bidders must have;

Experience of having successfully completed during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:

- 2.1 Three similar completed works each costing not less than **Rs. 1,94,700.00**
Or
- 2.2 Two similar completed works each costing not less than **Rs. 2,43,400.00**
Or
- 2.3 One similar completed works each costing not less than **Rs. 3,89,400.00**

Definition of similar work :

Providing misc. services like repairing and cleaning of water filter / hand tube well / dewatering pump / over head water tank

- 3.0 For proof of experience, the following document/photocopy must be submitted along with the bid:-
- i) Copy of certificate of completion (COC)/Work Order by any firms of repute for last Seven years experience from the date of opening the bid, showing
 - a) Gross Value of Job done;
 - b) Nature of job done; and
 - c) Time period covering the financial year(s) as per NIT.

It may be noted that simply mentioning of CONTRACT No. will not be accepted.

4.0 Commercial:

- 1 Bidder shall furnish EMD as Bid Security along with Bid . Bid security shall be furnished in the form of Demand Draft/ Banker's cheque from any Nationalized Bank as a part of the Bid in a separate sealed envelope . Any bid not accompanied by a proper bid security will be rejected.
- 2 Any bid received in the form of Telex / Cable /Fax /E-mail / Telephone call will not be accepted.
- 3 Bid shall be typed or written in indelible ink and original bid shall be signed by the Bidder or their authorized representative on all pages failing which the bid will be rejected.
- 4 Bid shall contain no inter-lineation, erasures or overwriting except as necessary to correct errors made by Bidder, in which case such corrections shall be initialed by the person(s) signing the bid. Any bid not meeting this requirement shall be rejected.
- 5 Any bid containing false statement will be rejected.
- 6 Bidders must quote clearly and strictly in accordance with the price schedule of Bidding Documents, otherwise the bid will be rejected.
- 7 The Bid Documents are not transferable. Bids made by parties who have not purchased the Bid Documents from the Company will be rejected.
- 8 Any Bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.
- 9 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.
- 10 The quoted price in the bid must be written clearly both in figures words.
- 11 The quoted price in the bid shall include service tax and other applicable taxes/liabilities including State liabilities.

5.0 EVALUATION OF BIDS:

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

BID EVALUATION CRITERIA (BEC)

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.
2. 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 of the tender.
3. 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.
4. Oil will not be responsible of delay, loss or non receipt applications (for bidding documents) sent by mail and will not entertain by correspondence in the regard.
5. 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

6.0 EXEMPTION OF TENDER FEE AND EMD:

- (i) Small Scale Industries (SSI) registered with NSIC under Single Point Registration Scheme are exempted from payment of tender fees for the items they are registered with NSIC. Valid registration certificate with NSIC must be enclosed along with the application for issuing tender documents.
- (ii) Public Sector Units (PSU) are also exempted from payment of tender fee.
- (iii) Firms registered with NSIC, PSU's & Government Departments claiming exemption from payment of tender fee should submit their request with all credentials to the tender administrator at least 7 days in advance from the date of closer of sale of bid documents, to get access for participation in the tender.
- (iv) Tender documents provided to SSI Units registered with NSIC on free of charge basis shall submit their offer for the service for which they are registered. Their offer for other than the registered service shall not be acceptable. Their offer as service provider also will not be acceptable and shall be rejected straightway.
- (v) Small Scale Industries (SSI) registered with NSIC under Single Point Registration Scheme are exempted from payment of Earnest money deposit for the items they are registered with NSIC. Valid registration certificate with NSIC must be enclosed along with the application for issuing tender documents