

NIT for Tender No. GCT6120P15

Oil India Limited, a Government of India Enterprise intends for hiring the Diesel Driven 8 seater Bolero vehicle **for ROW maintenance work as and when required basis under PS7, Madarihat**. 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)PS7, Madarihat 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) PS7, Madarihat BCD 19.05.2015 at 13.30 Hrs

Tender Reference is **GCT 6120 P15**

BID REJECTION CRITERIA /BID EVALUATION 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 BEC shall be submitted along with the Bid.

1.0 Financial capability: Bidders must have

- a) Average Annual financial turnover as per Audited Annual Reports for the last three accounting years preceding scheduled bid opening date should be at least **₹ 65,900.00**
- b) 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.

[B] Experience: Bidders must have;

Bidder must have relevant experience of successfully carrying out similar nature of job i.e. Transport Contract with PSUs/Central Govt. organization during last 7 (Seven) years ending last day of month previous to the one in which application are invited should be either of the following:

- (i) Three similar completed works each costing not less than ₹ **87,900.00**

Or

- (ii) Two similar completed works each costing not less than ₹ **1,09,900.00**

Or

(iii) One similar completed works each costing not less than ₹ **1,75,700.00**

Definition of similar work: Hiring of Vehicles to PSUs/Central Govt. Organization.

Documentary proof must be furnished in support of the experience by way of a certificate from the organization to whom such services have been rendered.

- [C] Bidder must be a registered vendor with PSU's organisation and have experience in having successfully completed similar works during the current last four years ending last day of month previous to the one in which applications are invited(Documentary evidence in support must be submitted)
- [D] These documents should be in the form of copies of Contracts / Work Orders/ Completion Certificates/ Payment Certificates/Service Entry Sheet (SES) issued by the Owner. However, the originals of these documents shall have to be produced by the bidder, as and when asked for.
- [E] Bidders having its office/establishment in and around the location where the service(s) are required will be preferred (within the district of Jalpaiguri)
- [F] ***The Bidder must have a business office establishment for atleast one year within a radial distance of about 50 KM of the area of operation where the services need to be provided. Any one of the following documents must be provided as a proof of having the office establishment of the firm:***
- (i) Trade License issued by the local authority or
 - (ii) Landline phone number or
 - (iii) Electricity bill for last one year or

“Additionally, the names of the areas covering the 50 Km radius may be mentioned”.

[G] **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.
12. The technical bid and price bid shall be submitted separately.

[H] 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 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.
- 2.2 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 (i.e. **fixed charge for each type of vehicle per day X No. of days for each respective vehicle as in the SOQ X the Estimated KM indicated in SOQ for respective vehicle** of the tender.
- 2.3 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.