

NIT for Tender No. GCT 8851 P16

Oil India Limited, a Government of India Enterprise intends for hiring the services of vehicle for OFC Maintenance works at PS2, Moran on as and when required basis.. 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) SE (Ops)PS2, Moran from 10.11.2015 to 10.12.2015 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 16.12.2015. at 13.30 Hrs.
- ii) PS2, Moran BCD 11.12.2015 at 13.30 Hrs

Tender Reference is GCT 8851P16.

BID REJECTION CRITERIA /BID EVALUATION CRITERIA (BRC)

- 1.0 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.

A) Financial capability: Bidders must have;

- a) Average Annual financial turnover as per Audited Annual Reports for the last three accounting **year ending 2014-2015** preceding scheduled bid opening date should be at least **₹ 71,100.00**
- 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;

The bidder shall have successfully completed of the following magnitude during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:

- i) Three similar completed works each costing not less than **₹ 94,800.00**
Or
- ii) Two similar completed works each costing not less than **₹ 1,18,400.00**
Or

iii) One similar completed works each costing not less than **₹ 1,89,500.00**

(Similar completed work means providing hired vehicle service)

Documentary proof must be furnished in support of the experience by way of purchase order / work order / contract document along with completion certificate from the organization to whom such services have been rendered.

C) **The Bidder must have a business office establishment for a least one year within 50 Km radius of the area of operation where the services need to be provided. Documentary evidence must be provided in the form of Municipality trade license or other such documents as per the following which satisfies as a proof of having the office establishment.**

- (i) Trade License issued by the local authority in the name of the Firm or*
- (ii) Landline phone number in the name of the Firm or*
- (i) Electricity bill for last one year in the name of the Firm*

Note: All documents relating to above clause No. (A) and (B) must be submitted along with techno-commercial bid. These documents shall have to be produce by the bidder as and when asked for:

Any bid not complying BRC requirements shall be summarily rejected.

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.

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) **OTHER INFORMATION /DOCUMENTS:**

Bidders are required to furnish the following information with relevant documents wherever necessary:

- a) Tax Exemption Certificate, if any : Applicable / Not applicable
- b) CST registration No., if applicable :
- c) Local sales Tax registration, if applicable:
- d) PAN no.(photocopy of the PAN card required):
- e) Service Tax registration No. , if applicable:
- f) VAT registration no. if applicable:
- g) Bank account No. With name of Bank, Type of account, Bank address.
- h) P.F. Code.

Non Furnishing of the above information may be liable for rejection of the offer.

2.0 **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 (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.
1. 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. 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