



**OIL INDIA LIMITED**  
(A Government of India Enterprises)  
PO : Duliajan – 786602  
Assam (India)

TELEPHONE NO. (91-374) 2808719

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Email: ranjanbarman@oilindia.in; erp\_mm@oilindia.in

**FORWARDING LETTER**

**Tender No.** : SDI8722P19 DT:21.07.2018

**Tender Fee** : Rs 1,000.00

**Bid Security** : Applicable

**Bidding Type** : SINGLE STAGE TWO BID SYSTEM

**Period of sale of Bid Documents** : From. 23.07.2018 TO 30.08.2018 (15:30 Hrs. IST)

**Bid Closing date** : 06.09.2018 (at 11:00 Hrs. IST)

**Technical Bid Opening on** : 06.09.2018 (at 14:00 Hrs. IST)

**Tender Type** : Open Tender

**Bid Closing / Opening on** : As mentioned in the e-portal

**Performance Security** : Applicable

**Integrity Pact** : Applicable

OIL invites Bids for **PROCUREMENT OF FULLY BUILT BUS – 08 NOS** through its e-Procurement site under **SINGLE STAGE TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents

The general details of tender can be viewed by opening the RFx [ Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under Technical RFx.

**The tender will be governed by:**

- a) For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP MM Deptt at following: Tel Nos = 0374-2807178, 0374-2807171 , 0374-2807192. Email id = [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in).

- b) OIL's office timings are as below:

	Time (in IST)
Monday – Friday	07.00 AM to 11.00 AM; 12.30 PM to 03.30

	<b>PM</b>
<b>Saturday</b>	<b>07.00 AM to 11.00 AM</b>
<b>Sunday and Holidays</b>	<b>Closed</b>

Vendors should contact OIL officials at above timings only.

#### **OIL Bank Details :**

	<b>Bank Details of Beneficiary</b>	
<b>a</b>	Bank Name	STAE BANK OF INDIA
<b>b</b>	Branch Name	Duliajan
<b>c</b>	Branch Address	Duliajan, Dist-Dibrugarh
<b>d</b>	Banker Account No.	10494832599
<b>e</b>	Type of Account	Current Account
<b>f</b>	IFSC Code	SBIN0002053
<b>g</b>	MICR Code	786002302
<b>h</b>	SWIFT Code	SBININBB479
<b>i</b>	Contact No.	9435554859
<b>j</b>	Contact Person Name	Mr. K.L.K.Banik, AGM
<b>k</b>	Fax No.	0374-2802729
<b>l</b>	Email Id	<a href="mailto:sbi.02053@sbi.co.in">sbi.02053@sbi.co.in</a>

- c) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.
- d) Technical specifications and Quantity as per **Annexure – 1A**.
- e) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- f) Amendments to the NIT after its issue will be published on OIL’s website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.
- g) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- h) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **Technical Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”

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**Special Notes:**

**1.0 Vendors having OIL's User ID & password may pay Tender Fee on-line through OIL's electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).**

**Vendors who do not have OIL's User ID & password, may generate User ID & password online by the Vendor by using the link for supplier enlistment given in OIL's e-tender portal and then pay Tender Fee on-line through OIL's electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).**

**No physical tender documents will be provided. Details of NIT can be viewed using "Guest Login" provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL's web site [www.oil-india.com](http://www.oil-india.com).**

**NOTE:**

**In case of MSE/PSUs/ Govt. Bodies / eligible institutions etc., they shall apply to DGM-Materials, Oil India Limited, P.O. Duliajan, Assam-786602 for waiver of Tender Fee upto one week prior to the Bid closing date (or as amended in e-portal).**

**2.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidders are required to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic format in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.**

**2.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the RFx Information > Technical Attachment only. The "**TECHNO-COMMERCIAL UNPRICED BID**" shall contain all techno-commercial details **except the prices. Please note that no price details should be uploaded in** Technical RFx Response.**

**2.2 The "**PRICE BID**" must contain the price schedule and the bidder's commercial terms and conditions. **For price upload area , please refer "NEW INSTRUCTIONS". Please refer Annex-BB for price schedule.****

**2.3 Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in [Annexure-CCC](#).**

**3.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with Tender no. and Due date to DGM-Materials, Materials Department, Oil India Limited, Duliajan - 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender.**

- a) Original Bid Security**
- b) Detailed Catalogue (if any)**
- c) Any other document required to be submitted in original as per tender requirement**

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in Duplicate.

**4.0 Benefits to Micro & Small Enterprises (MSEs) as per OIL's Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go through ANNEXURE – I of MM/LOCAL/E-01/2005 for E-Procurement of Indigenous**

Tenders for more details. MSE bidders are exempted from submission of Tender Fees and Bid Security/Earnest Money provided they are registered for the items they intend to quote.

**“Purchase preference policy-linked with Local Content (PP - LC) notified vide letter no. O-27011/44/2015-ONG-II/FP dated 25.04.2017 of MoP&NG shall be applicable in this tender. The detail of the said policy is furnished vide “General Terms & Conditions for Indigenous Tender (MM/LOCAL/E-01/2005)” of this tender. Bidders seeking benefits, under Purchase Preference Policy (linked with Local Content) (PP-LC) shall have to comply with all the provisions specified in the above Addendum and shall have to submit all undertakings / documents applicable for this policy”.**

- 5.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.
- 6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.
- 7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 8.0 **SINGLE STAGE TWO BID SYSTEM** shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.
- 9.0 a) **The Integrity Pact is applicable against this tender. Therefore, please submit the Integrity Pact document duly signed along with your quotation as per BRC. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure DDD of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be submitted by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.**

b) The names of the OIL's Independent External Monitors at present are as under:

**SHRI RAJIV MATHUR, IPS (Retd.)**  
Former Director, IB, Govt. of India,  
e-Mail ID : [rajivmathur23@gmail.com](mailto:rajivmathur23@gmail.com)

**SHRI SATYANANDA MISHRA, IAS (Retd.)**  
Former Chief Information Commissioner &  
Ex-Secretary, DOPT, Govt. of India  
E-Mail ID : [satyanandamishra@hotmail.com](mailto:satyanandamishra@hotmail.com)

**SHRI JAGMOHAN GARG,**  
Ex-Vigilance Commissioner, CVC  
E-Mail ID : [jagmohan.garg@gmail.com](mailto:jagmohan.garg@gmail.com)

10.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-CCC**. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per **Annexure-CCC**) contradict the Clauses of the tender and / or “General Terms & Conditions” as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders elsewhere, those in the BEC / BRC shall prevail.

11.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

12.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

13.0 If Bank Guarantee is submitted towards ‘Bid Security’, then bidders have to ensure that the Bank Guarantee issuing bank indicate the name and detailed address (including e-mail) of their higher office from where confirmation towards genuineness of the Bank Guarantee can be obtained.

14.0 **Delivery/collection Instructions in cases where transportation is in OIL's scope:**

(i) The suppliers shall be required to deliver the Sundry consignments of weight less than 3 (Three) Tons at the godown/office/collection point of OIL's authorized transporter in various cities.

(ii) Consignments weighing more than 3(Three) Tons shall be collected from the supplier's premises/loading points by OIL's authorized transporter.

(iii) The names of OIL's current authorized transporters are:

a) M/s Western Carriers (India) Ltd.

b) M/s DARCL Logistics Limited

**Bidder's are requested to note the above delivery/collection instructions while submitting their offers.**

15.0 Bidders are requested to refer to the enclosed **Annexure – BBB** for the Taxes and Duties clauses under GST regime.

16.0 While submitting the offers bidders are requested to refer to the enclosed **Annexure – BB (Price Bid Format and Evaluation Criteria).**

Please do refer “**NEW INSTRUCTION TO BIDDER FOR SUBMISSION**” for the above two points and also please refer “ **New Vendor Manual (effective 12.0.2017)** ” available in the login Page of the OIL's E-tender Portal.



## Oil India Limited e-Procurement

User ID \*

Password \*

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Manual &  
Instruction

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### NOTE:

**Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.**

**Yours Faithfully**

**Sd-  
(RANJAN BARMAN)  
CHIEF MANAGER MATERIALS (IP)  
FOR : GM-MATERIALS**

Tender No &amp; Date: SDI8722P19 DT:21.07.2018

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

The following BRC/BEC will govern the evaluation of the bids received against this tender. Bids that do not comply with stipulated BRC/BEC in full will be treated as non responsive and such bids shall prima-facie be rejected. Bid evaluation will be done only for those bids that pass through the “Bid Rejection Criteria” as stipulated in this document.

Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the tender or MM/LOCAL/E-01/2005 elsewhere, those in the BRC / BEC shall prevail.

<b><u>Criteria</u></b>
<p><b>1.0 BID REJECTION CRITERIA (BRC):</b></p> <p>The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids 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.</p> <p><b>A) TECHNICAL:</b></p> <p>1.0.1 The bidder must be the Chassis Manufacturer (OEM) of offered Bus or their authorised dealer/distributor.</p> <p>1.0.2 <b>In case the bidder is authorised dealer/distributor of Chassis Manufacturer (OEM) of Buses offered, the bidder must meet the following:</b></p> <p>a) The bidder must submit a valid certificate provided by the Chassis Manufacturer (OEM) of offered Bus certifying the dealership/distributorship of the bidder along with the offer.</p> <p>b) The bidder must provide firm confirmation in the form of certification from the Chassis Manufacturer (OEM) of Bus that the Chassis Manufacturer (OEM) of Bus has the experience of manufacturing <b>similar item</b> in previous 05(five) years to be reckoned from the original bid closing date of this tender.</p> <p>The sample format in this regard is given in Annexure-I:BRC herewith.</p> <p>c) The bidder must have the experience of <b>successful supply</b> of minimum 04 (four) Nos. of <b>similar item</b> in one purchase order in the preceding 05 (five) years from the original bid closing date of this tender.</p> <p>The Bidder shall submit <b>(along with the bid)</b> copy of Invoice and any other documentary evidence as under:</p> <p>(i) Copy of Purchase Order (or)</p> <p>(ii) Satisfactory Inspection Report (OR)</p> <p>(iii) Satisfactory Supply Completion / Installation Report (OR)</p> <p>(iv) Consignee Receipted Delivery Challans (OR)</p> <p>(v) Central Excise Gate Pass / Tax Invoices issued under relevant rules of Central Excise/VAT/GST (OR)</p> <p>(vi) Any other documentary evidence that can substantiate the satisfactory execution cited</p>



above.

**Note to above (b) & (c):**

**"Similar item"** in above means- Bus fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's authorized body builder with seating capacity not less than 48 (including Driver).

**1.0.3 In case the bidder is Chassis Manufacturer (OEM) of Buses offered, the bidder must meet the following:**

The bidder must have experience of manufacturing **similar item** in previous 05(five) years to be reckoned from the original bid closing date of this tender. The bidder must provide firm confirmation in the form of self-certification regarding this in the bid.

The sample format in this regard is given in Annexure-I: BRC herewith.

**Note:**

**"Similar item"** in above means- Bus fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's authorized body builder with seating capacity not less than 48 (including Driver).

1.0.4 The offer must be for 08(eight) Nos. of 48 to 52 seater (including driver) brand new diesel fuel driven staff Buses fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's authorized body builder in all respects and meeting specifications as in the tender. Part offer in any manner will not be considered and shall be rejected.

1.0.5 Offers of Buses without fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's authorized body builder in all respects shall be rejected.

1.0.6 The model of Bus offered must have approval as a fully built Bus of the chassis manufacturer (OEM) of Bus with valid certification from Automotive Research Association of India (ARAI)/International Centre for Automotive Technology (ICAT)/ Vehicles Research & Development Establishment (VRDE) of India as on the bid closing date of this tender.

**Copy of valid certification issued by ARAI/ICAT/VRDE in this regard indicating technical specifications of the model of Bus offered by the bidder must be submitted along with the bid.** In case model of Bus offered is only variants with minor cosmetic changes, separate certificate from ARAI/ICAT/VRDE for the minor cosmetic changes is not required to be submitted.

**Note:**

**a) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.**

**b) Satisfactory supply/completion/installation report (if submitted) should be issued on client's official letterhead with signature and stamp**

**B) FINANCIAL:**

**a) Annual Financial Turnover of the bidder during any of preceding 03 (three) financial / accounting years from the original bid closing date should be at least Rs. 127.25 Lakhs.**



b) Net Worth of the firm should be Positive for preceding financial / Accounting year **(FY: 2017-2018)**.

Note -For (a) & (b):

Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year ..... (As the case may be) has actually not been audited so far'.

Note:

a) 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 as per format prescribed in **ANNEXURE-J**.

OR

ii) Audited Balance Sheet along with Profit & Loss account."

**b)** 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 is not available. However, bidder to provide documentary evidence for the same.

### **C) COMMERCIAL:**

i) Validity of the bid shall be minimum 120 days from the Bid Closing Date.

ii) Bid security:

The bid must be accompanied by Bid Security of **Rs. 5,09,000.00** in OIL's prescribed format as Bank Guarantee in favour of OIL. The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to GM-Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. **The Bank Guarantee towards Bid Security shall be valid for 7 months from Bid closing date. (i.e. upto 06.04.2019).**

**Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.**

**If bid security in ORIGINAL of above mentioned Amount and Validity is not received or paid online within bid closing date and time, the bid submitted through electronic form will be rejected without any further consideration.**

For exemption for submission of Bid Security, please refer Clause No. 8.16 of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.

**The format of Bank Guarantee towards Bid Security (Annexure – VII) has been amended to Annexure – VII (Revised) and bidders should submit Bank Guarantee towards Bid Security as per Annexure – VII (Revised) only.**

iii) Bids are invited under “Single Stage Two Bid System”. Bidders have to submit both the “Techno-commercial Unpriced Bids” and “Priced Bids” through electronic form in the OIL’s e-Tender portal within the bid Closing date and time stipulated in the e-tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. Any offer not complying with the above shall be rejected straightway.

iv) Performance Security:

The successful bidder shall submit Performance Security @ 10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order and forfeit the Bid Security.

The Performance Security shall be in the following forms :

A Bank Guarantee in the prescribed OIL’s format valid for 3(three) months beyond the Warranty period indicated in the Purchase Order /contract agreement.

Bidders should undertake in their bids to submit Performance Security as stated above.

**The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.**

v) The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

vi) Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.

vii) All the Bids must be Digitally Signed using “Class 3” digital certificate with Organisation’s name (*e-commerce application*) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than “Class 3 with Organisation’s Name” digital certificate, will be rejected.

viii) **Technical RFx Response folder is meant for Technical bid only. Therefore, No price should be given in Technical RFx Response folder, otherwise the offer will be rejected.**

ix) Price should be maintained in the “online price schedule” only. The price submitted other than the “online price schedule” shall not be considered.

**x) A bid shall be rejected straightway if it does not conform to any one of the following clauses:**

**(a) Validity of bid shorter than the validity indicated in the Tender.**

**(b) Original Bid Security not received within the stipulated date & time mentioned in the Tender.**

**(c) Bid Security with (i) Validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.**

**(d) In case the Party refuses to sign Integrity Pact.**

**(e) Annual Turnover of a bidder lower than the Annual turnover mentioned in the Tender.**

**X) DELIVERY:**

**All the 08 (eight) Nos. of Buses in one lot are to be delivered in OIL's premises at Duliajan, Assam-786602 within 10 (ten) months from the date of placement of order by OIL.**

**NOTE: FOR CLAUSE NOS. C(ii) & C(iv) OF BID SECURITY/EMD AND PBG.**

The bidders/successful bidders are requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original bank guarantee in Oil's tender issuing office:

The bank guarantee issued by the bank must be routed through SFMS platform as per following details:

- (i) "MT 760 / MT 760 COV for issuance of bank guarantee.
- (ii) "MT 760 / MT 767 COV for amendment of bank guarantee

The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code - UTIB0001129, Branch Address - AXIS Bank Ltd, Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District - Dibrugarh, PIN- 786602

**2.0 BID EVALUATION CRITERIA (BEC)**

The bids conforming to the terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria as well as verification of original of any or all documents/ documentary evidences pertaining to BRC, will be considered for further evaluation as per the Bid Evaluation Criteria given below. The original Bid Closing Date shall be considered by OIL for evaluation of BRC criteria even in case of any extension of the original Bid Closing Date.

**A) TECHNICAL:**

1. The manufactured product should be strictly as per OIL's tender specification.

**B) COMMERCIAL:**

i) To evaluate the inter-se-ranking of the offers, all Taxes / Levies will be considered as per prevailing Govt. guidelines as applicable on the bid opening date. Bidders may check this with the appropriate authority before submitting their offer.

ii) Priced bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "priced bid".

iii) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.

iv) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

**Chassis Manufacturer (OEM)'s Firm Confirmation- Sample Format: Annexure-I:BRC**  
**[Reference to BRC No.1.0.2 (b) or 1.0.3, as applicable for the Bidder]**  
**THIS FORMAT IS A PART OF BRC CLAUSE**

To,  
General Manager-Materials  
**Oil India Limited, Duliajan (Assam)-786602**

**Sub: Firm confirmation.**

Dear Sir,

Reference aforementioned Bid Rejection Criteria (BRC), we the OEM of the offered Buses confirm you that we have the experience of manufacturing similar item as specified in the tender in previous 05(five) years to be reckoned from the original bid closing date of this tender.

Signatory of the Chassis Manufacturer (OEM) of Bus:

Signature : \_\_\_\_\_

Name: \_\_\_\_\_

Notes:

(i) In case the bidder is the Chassis Manufacturer (OEM) of the offered Bus, uploading of the format in the OIL's E-portal with digital signature will be construed that the same has been signed by the bidder's authorized signatory who has signed the bid & complied.

(ii) In case the bidder is the authorised dealer/distributor of Chassis Manufacturer (OEM) of Buses offered, this confirmation must be signed by the authorised signatory of the Chassis Manufacturer (OEM) of the offered Buses besides uploading of the same in the OIL's E-portal with digital signature by the bidder.

**NOTE:**

**Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.**

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**TECHNICAL SPECIFICATIONS WITH QUANTITY**

**TENDER NO. SDI8722P19 DT:21.07.2018**

**ANNEXURE-IA**

<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
<p><b><u>ITEM NO. 10</u></b></p> <p><b>PROCUREMENT OF 08 (EIGHT) NOS. OF 48 TO 52 SEATER (INCLUDING DRIVER) BRAND NEW DIESEL FUEL DRIVEN STAFF BUSES (WITHOUT AIR CONDITIONER), FULLY BUILT BY THE CHASSIS MANUFACTURER (OEM) OF BUS OR THEIR I.E OEM'S AUTHORIZED BODY BUILDER IN ALL RESPECTS AND MEETING SPECIFICATIONS OF THE TENDER.</b></p> <p><b>MAKE &amp; MODEL: ASHOK LEYLAND MAKE &amp; MODEL- VK1609.9D4RB (FULLY BUILT) OR EQUIVALENT / TATA MAKE &amp; MODEL- TATA LP 1613/52 (FULLY BUILT) OR EQUIVALENT /EQUIVALENT MAKE &amp; MODEL OF OTHER OEM.</b></p>	
<p><b><u>TECHNICAL SPECIFICATIONS:</u></b></p>	
<p>1.0 The Make, Model &amp; Design of all the 08(eight) Nos. of Buses offered must be same &amp; identical.</p>	
<p>2.0 The Buses are to be without air conditioner.</p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification</b> <b>(Note: Bidder to clearly mention their offered specification etc.)</b> <b>(To be submitted along with the bid)</b>
<p>3.0 The Buses to be supplied are fully built by the chassis manufacturer (OEM) of Bus or their i.e OEM's authorized body builder and fitted with all fittings, accessories, safety features etc. in all respects without requiring any further fitment/modification in the Buses on delivery.</p> <p><b>Details of bus body builder with valid certification of accreditation required for building bus body is to be submitted along with the bid. In the event, the Buses are fully built by the chassis manufacturer i.e OEM's authorized body builder and the bidder is not the Chassis Manufacturer (OEM) of the offered Buses, the bidder should also submit the authorization certificate/letter issued by the Chassis Manufacturer (OEM) to the bus body builder for building the Buses to be supplied, along with the bid.</b></p>	
<p>4.0 All the Buses in all respect must conform to Indian Motor Vehicle Act, 1988; Central Motor Vehicle Rules, 1989 and Code of Practice for Bus Body Design and Approval AIS-052 and other applicable codes of Automotive Industry Standard (AIS)s with all amendments till the date of supply of the Buses as stipulated by Department of Road Transport &amp; Highways, Government of India and as applicable in the state of Assam in India.</p>	

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Tender Clause	Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)
<p>5.0 The model of Bus offered must have approval as a fully built Bus of the chassis manufacturer (OEM) of Bus with valid certification from Automotive Research Association of India (ARAI)/International Centre for Automotive Technology (ICAT)/ Vehicles Research &amp; Development Establishment (VRDE) of India as on the bid closing date of this tender.</p> <p><b>Copy of valid certification issued by ARAI/ICAT/VRDE in this regard indicating technical specifications of the model of Bus offered by the bidder must be submitted along with the bid. In case model of Bus offered is only variants with minor cosmetic changes, separate certificate from ARAI/ICAT/VRDE for the minor cosmetic changes is not required to be submitted.</b></p>	
<p>6.0 Seat Layout- 3x2.</p>	
<p>7.0 Make &amp; Model: Ashok Leyland Make &amp; Model- VK1609.9D4RB (fully built) or equivalent / TATA Make &amp; Model- TATA LP 1613/52 (fully built) or equivalent /equivalent Make &amp; Model of other OEM.</p> <p><b>Note: Bidder to clearly mention the offered Make &amp; Model of Bus.</b></p>	
<p>8.0 Drive: 4x2 Drive, Rear Wheel Drive, Full Forward Control, Right Hand Driven (i.e Steering wheel shall be on the right hand side of the Bus when viewed from the rear), Left Hand Driven Bus is not acceptable.</p>	



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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
<p>9.0 Engine:</p> <p>(i) Minimum 6-cylinder water cooled diesel engine. (ii) Maximum Engine output power- Not less than 120 HP at the rated rpm. (iii) Maximum Engine output torque- Not less than 400 NM at the rated rpm. (iv) Emission Norms- BS-IV or EURO-IV or as applicable in the state of Assam (India) at the time of delivery of the Buses.</p> <p><b>Note: Bidder to clearly mention the Make &amp; Model of Engine offered in the Buses.</b></p>	
<p>10.0 Steering:</p> <p>(i) Hydraulic Power Assisted Steering. (ii) Right Hand Driven (i.e Steering wheel shall be on the right hand side of the Bus when viewed from the rear). (Left Hand Driven Bus is not acceptable)</p>	
<p>11.0 Gearbox: Minimum 5 forward speed &amp; 1 reverse speed.</p> <p><b>Note: Bidder to clearly mention the type, make &amp; model of Gear Box offered in the Bus.</b></p>	
<p>12.0 Wheelbase: In the range of 4900 mm to 5400 mm.</p> <p><b>Note: Bidder to clearly mention the wheel base of the offered Bus.</b></p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
13.0 GVW: Not less than 15000 Kg.  <b>Note: Bidder to clearly mention the GVW of the offered Bus.</b>	
14.0 Brake: Suitable dual circuit full air operated service brakes on all wheels with ABS and suitable Parking Brake with "S"Cam.	
15.0 Axles: Front – 01 Number, Rear (Drive axle) – 01 Number	
16.0 Suspension: Multi-leaf spring suspension system for both front & rear with suitable heavy duty shock absorbers. Air suspension system is not acceptable.	
17.0 Wheels & Tyres: At front axle- Total 02 Nos., At rear axle– Total 04 Nos. & Spare - 1 No., Tyre Size: Preferably 10.00 x 20 -16 PR, BIS marked pneumatic tube type tyres.	
18.0 Electricals: 12V or 24V as per OEM.	
19.0 Speed Limiting Device (SLD): To be provided with valid certification as per Indian Motor Vehicle Rules as applicable in the state of Assam (India).	
20.0 Vehicle Location Tracking Device/GPS and Emergency Button: To be provided with valid certification as per Indian Motor Vehicle Rules as applicable in the state of Assam (India).	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
21.0 Bus dimensions must comply with Indian Motor Vehicle Act, 1988, Central Motor Vehicle Rules, 1989 and Code of Practice for Bus Body Design and Approval AIS-052 as applicable in the state of Assam (India). Extension of original chassis to accommodate bus body/seats is not acceptable.	
22.0 Structure: Galvanised steel/iron structure as per Chassis Manufacturer (OEM) of Bus conforming Code of Practice for Bus Body Design and Approval AIS-052.  <b>Note: Bidder to clearly mention the structure of the offered Bus. In case bidder is not the Chassis Manufacturer (OEM) of Bus, offered Bus structure to be endorsed by the Chassis Manufacturer (OEM) of Bus and the same to be submitted along with the Bid.</b>	
23.0 Exterior panel: Galvanised steel/iron panel of adequate thickness as per Chassis Manufacturer (OEM) of Bus conforming Code of Practice for Bus Body Design and Approval AIS-052.  <b>Note: Bidder to clearly mention the exterior panel of the offered Bus. In case bidder is not the Chassis Manufacturer (OEM) of Bus, offered exterior panel to be endorsed by the Chassis Manufacturer (OEM) of Bus and the same to be submitted along with the Bid.</b>	
24.0 Bumpers: Metallic/ FRP (FR Grade) bumpers at both front & rear to be provided.	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
25.0 Towing Hook: Towing hook on the front cross member of the chassis to be provided.	
26.0 Roof luggage carrier, side luggage booth, rear luggage booth not required.	
27.0 Painting: a) Bus body- As applicable in the state of Assam for Bus as per Indian Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 etc. at the time of delivery of Buses.  b) Chassis & undercarriage - Rust proof painting.  Note: Approval of Bus body colour to be taken from OIL before applying the paint.	
28.0 Interior panel: Galvanised iron PVC coated panel of adequate thickness as per Chassis Manufacturer (OEM) of Bus conforming Code of Practice for Bus Body Design and Approval AIS-052. Rust, water and chemical proof, Fire Retardant (FR) grade of applicable shade as per Motor Vehicle Act, 1988; Central Motor Vehicle Rules, 1989 etc.  <b>Note: Bidder to clearly mention the interior panel of the offered Bus. In case bidder is not the Chassis Manufacturer (OEM) of Bus, offered interior panel to be endorsed by the Chassis Manufacturer (OEM) of Bus and the same to be submitted along with the Bid.</b>	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
29.0 Insulation: Thermocole, Fire Retardant (FR) grade.	
30.0 Front windshield: Laminated clear glass (BIS/AIS approved) as per Code of Practice for Bus Body Design and Approval AIS-052, single piece construction or 02(two) piece construction mounted on rubber.	
31.0 Rear Windshield: Toughened clear glass (BIS/AIS approved) as per Code of Practice for Bus Body Design and Approval AIS-052, single piece construction or 02(two) piece construction mounted on rubber.	
<p>32.0 Flooring: 12 mm thickness (atleast) phenolic resin bonded densified laminated compressed wooden floor board (both side plain surface) having density of 1.2 gms/cc conforming to IS 3513 (Part-3): type VI 1989 or latest. The flooring should also be boiling water resistant as for marine board BIS: 710-1976, latest &amp; fire retardant as per BIS: 5509-2000 (IS15061:2002) and conforming Code of Practice for Bus Body Design and Approval AIS-052.</p> <p>The entire bus flooring should be covered completely with minimum 03 (three) mm anti-skid aluminium chequered plate. Low floor bus is not acceptable.</p> <p><b>Note: Bidder to clearly mention about the flooring offered in the Buses. In case bidder is not the Chassis Manufacturer (OEM) of Bus, the bus flooring offered to be endorsed by the Chassis Manufacturer (OEM) of Bus and the same should be submitted along with the Bid.</b></p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
33.0 Passenger Door: 01 No. manually operated lockable full length Jack-Knife type door with clear toughened safety glass (BIS/AIS approved) to be located at wheelbase. Grab handle, suitable sealing arrangement to avoid entering dust, rain water, wind etc. to be provided.	
34.0 Driver's Door: Lockable 01 No. hinged type door with sliding clear toughened safety glass (BIS/AIS approved) window. Suitable sealing arrangement to avoid entering dust, rain water, wind etc. to be provided.	
35.0 Emergency exits (Door & Windows): To be provided as per applicable Code of Practice for Bus Body Design and Approval AIS-052 with man running stickers, legend in the emergency exits and florescent markers in door steps. Breaking devices (emergency hammers) shall be provided at an easily accessible suitable location.	
36.0 Side Windows: Clear toughened safety glass (BIS/AIS approved) window as per Code of Practice for Bus Body Design and Approval AIS-052, top 1/3 fixed & bottom 2/3 sliding with window locks. Suitable sealing arrangement to avoid entering dust, rain water, wind etc.	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
37.0 Wire mesh protection: Suitable corrosion resistant GI wire mesh (approximately 1 inch span between wires & of adequate strength) protection for front windshield (02 piece construction) with hinge type window in Driver's side at suitable location for Driver's view, side window glasses, easily detachable in rear windshield & emergency doors & windows to protect the glasses from stone pelting etc. Sharp edges to be removed. Open ends, if any, should be closed for dust & water sealing. Rust proof painting to be provided.	
38.0 Step & Step partition: Adequate steps covered with antiskid aluminium chequered plate & fluorescent marking to be provided. Rust proof MS (powder coated) tubular partition to be provided. Open ends, if any, should be closed for dust & water sealing. Sufficient step lamps (LED) to be provided.	
39.0 Stanchion Pipe: As per Code of Practice for Bus Body Design and Approval AIS-052. To be provided at entrance, Rust proof MS (powder coated).	
40.0 Hat Rack: Rust proof MS pipe (powder coated) type on both sides to be provided. Open ends, if any, should be closed for dust & water sealing.	
41.0 Overhead Grab Rail: Overhead grab rail made of Rust proof MS pipe (powder coated) with good quality sufficient number of hand straps to be provided. Open ends, if any, should be closed for dust & water sealing.	



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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
42.0 Driver Partition: Rust proof MS (powder coated) tubular half partition to be provided without glass & magazine pouch. Document box on Driver's side to be provided. Open ends, if any, should be closed for dust & water sealing.	
43.0 Roof Lamp: Atleast 8/10 Nos. of LED lights at passenger sitting area, atleast 1 No. of LED light in Driver's cabin to be provided.	
44.0 Battery box: Mounted under floor preferably cradle swing out type, at left hand side, well-covered box in all sides with lock & provision of easy handling. <b>Battery box inside the driver/passenger compartment is not acceptable.</b>	
45.0 Suitable mounting arrangement for carrying spare wheel with lock facility to be provided.	
46.0 Dash board, Engine Cover: As per Chassis Manufacturer (OEM) of Bus.	
47.0 First Aid Box: To be provided as per Indian Motor Vehicle Act and Central Motor Vehicle Rules etc.	
48.0 Fire Extinguishers: To be provided as per Indian Motor Vehicle Act and Central Motor Vehicle Rules etc. Vertical metallic mounting stands for mounting fire extinguishers are to be provided.	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
49.0 Reversing alarm: To be provided.	
50.0 Destination board: To be provided with illumination facility, preferably sheet metal box type, 1 No. at left hand side of dash board.	
51.0 Each Bus should be fitted with all standard accessories & fittings like lightings & electrical fittings (BIS marked & fire retardant) , Head Lamps, Parking Lamps, Direction Indicator Lamps, Tail Lamps, Marker Lamps (Top, Side and Repeater), Stop Lamp, Windscreen Wipers (electrically operated), Hazard Light Flashers, Rear view Mirrors at both sides, Retro Reflective Tape, Warning Triangles, Horn etc. and any other fittings & accessories including all safety features required as per Indian Motor Vehicle Act, 1988, Central Motor Vehicle Rules, 1989, applicable AIS norms & Code of Practice for Bus Body Design and Approval AIS-052 etc.	
52.0 Each Bus should be fitted with all standard gauges such as speedometer, odometer, air pressure gauges, charging system gauge, engine oil pressure gauge, engine temperature gauge, fuel gauge, etc. and any other items with warning displays (as per OEM) required as per Indian Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 etc.	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
<p>53.0 Other fitments:</p> <p>The following fitments are also to be fitted in each Bus- Fuel tank, sunvisor, entrance handles, door handles, fan 01 No. mounted in Driver cabin for Driver, digital clock (at suitable place), mobile charger plug point (minimum 3 Nos. Plug Socket &amp; 1 No. switch), wheel arch covering, wheel disc, stop bell with switch near passenger door, emergency indicator lamp, mud-guards with mud flaps on all wheels, bumper steps, roof mounted speaker etc. and stickering on-battery box, spare tyre location, fuel tank, tool box, first aid box. All items should be rust proof and open ends of pipes, structures should be closed for dust &amp; water sealing without any sharp edges.</p>	
<p>54.0 Driver's seat: Ergonomically designed fully manually adjustable Driver's seat with high head restraint &amp; seat belt. Suitable climb step is to be provided for Driver's entry. The steps need to be provided with anti-slip surface. The driver should be able to ergonomically use all the steps for climbing into the Driver's cabin. Good quality driver door hand holds shall be provided.</p>	
<p>55.0 Passenger Seat:</p> <p>a) Seat Frame: Galvanised steel/iron structure conforming Code of Practice for Bus Body Design and Approval AIS-052 with proper finishing and without sharp edges. Powder coated for better finish and durability.</p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification</b> <b>(Note: Bidder to clearly mention their offered specification etc.)</b> <b>(To be submitted along with the bid)</b>
<p>b) Upholstery &amp; Cushion- Fire retardant, fine &amp; good quality durable rexine/pile fabric of adequate thickness as per Code of Practice for Bus Body Design and Approval AIS-052. High density polyurethane (PU) foam cushion, comfortable to travel as per Code of Practice for Bus Body Design and Approval AIS-052.</p> <p>c) Seat capacity / layout- 48 to 52 seater (including driver) 3x2 configurations High back seat Split back rest, HHR seats without push back provision Ergonomically designed seat contour</p> <p>d) Seat pitch- As per applicable Code of Practice for Bus Body Design and Approval AIS-052.</p> <p>e) Legroom- As per applicable Code of Practice for Bus Body Design and Approval AIS-052.</p> <p>f) Gangways - As per applicable Code of Practice for Bus Body Design and Approval AIS-052.</p> <p>g) Seat armrest at gangway sides to be provided.</p> <p>Retractable Seat armrest is desired. However, in case of Fixed Seat Armrest, the same should have ergonomically designed contour for trouble free passage of passengers.</p> <p>h) Seat Belts- Atleast 2 point lap belts are to be provided.</p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification</b> <b>(Note: Bidder to clearly mention their offered specification etc.)</b> <b>(To be submitted along with the bid)</b>
<p>i) Grab handle to be provided.</p> <p>j) Seat Cover: Detachable seat cover for all the passengers &amp; driver seats preferably of cotton jeans cloth to be provided. Colour- Blue or equivalent and the colour of the seat cover shall be finalized with due approval of OIL.</p> <p>k) Seat arrangement should be with adequate leg space, seat pitch, gangways etc. The seats are to be ergonomically designed for more comfort &amp; aesthetic look.</p> <p>l) The seats should meet the applicable AIS standards.</p> <p>m) The seats, their anchorages etc. must meet the Automotive Industry Standard, AIS-023 &amp; its amendments (if any) till the date of supply of the Buses.</p> <p>n) <b>The bidder must indicate the Make &amp; Model of Bus seats offered along with detailed specification, dimensional drawing &amp; material construction of Bus seats. The Make &amp; Model of Bus seats offered must have ARAI certification for AIS-023 standards &amp; its amendments (if any). Valid ARAI certification for AIS-023 standards, in this regard, is to be submitted along with the bid. In case bidder is not the Chassis Manufacturer (OEM) of Bus, the same are also to be duly endorsed by the Chassis Manufacturer (OEM) of Bus.</b></p> <p><b>Note: Simple/Ordinary bench type seats are not acceptable.</b></p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
56.0 Each Bus should be provided with all standard accessories, fittings & gauges, safety features etc. required as per Indian Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 etc. as applicable in the state of Assam as on the date of delivery of the Buses.	
57.0 Tools: Standard tool kit, wheel wrench with handle, 01 (one) No. minimum 10 MT capacity hydraulic bottle jack with handle of reputed make shall have to be supplied along with each Bus. Cost in this regard, if any, shall be borne by the supplier.	
58.0 Tools Box: Rugged steel construction lockable tool box of adequate size at suitable place for storing jack, other tools & accessories etc. with sticker on it is to be provided.	
59.0 Workman ship: The workmanship and fabrication of the Buses should be of highest standard. The materials, fittings, accessories, tools etc. supplied/fitted shall be new, of recent make, best quality and of applicable BIS/International standards.	
60.0 Drawing: Detailed dimensional drawing of the Bus, Seat Layout, Bus Seats etc. along with material construction of the bus body, structure, seat etc. should be submitted along with the bid by the bidder(s). <b>In case bidder is not the Chassis Manufacturer (OEM) of Bus, the same are to be duly endorsed by the Chassis Manufacturer (OEM) of Bus.</b>	

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<b>Tender Clause</b>	<b>Bidder's offered specification</b> <b>(Note: Bidder to clearly mention their offered specification etc.)</b> <b>(To be submitted along with the bid)</b>
<p>Also, the prospective supplier shall have to submit final dimensional drawings of the Bus, Seat Layout, Bus Seats etc. with detailed material construction of the bus body, structure, seat etc. within 30(thirty) days from the date of OIL's purchase order before manufacturing the Buses. The same should be prepared based on order specification &amp; OIL's requirement and shall be duly endorsed [in case supplier is not the Chassis Manufacturer (OEM) of Bus] by the Chassis Manufacturer (OEM) of Bus and approved by OIL.</p>	
<p>61.0 Inspection:</p> <p>The prospective supplier will facilitate inspection of all the 08(eight) Nos. of Buses in one lot to OIL's Engineers/ representative in two stages at the factory/plant as under:</p> <p>Stage-1: During bus body fabrication.</p> <p>Stage -2: Pre-dispatch inspection.</p> <p>At least 30 (thirty) days advance intimation should be provided to plan the visit of OIL's inspections.</p> <p>The inspection process will include atleast the following steps/tasks:</p> <p>a) Physical verification of all items, fittings, accessories, tools etc. as per purchase order &amp; documentations.</p>	



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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
<p>b) Operational testing of the Buses. Driver(s), all consumables &amp; any other requirements for the purpose of testing shall have to be arranged &amp; provided by the supplier. Demonstration &amp; arrangement for all necessary tests, consumables &amp; resources shall be the responsibility of the supplier at their cost.</p> <p>c) Suggestion of any minor modification for operational requirement, as required, the supplier shall have to comply with the same without any extra charge.</p> <p>d) The inspection report would be prepared jointly and signed by both the parties at the end of the inspection process.</p> <p>e) Supplier shall confirm in writing compliance of all the points raised in the inspection report as well as any other subsequent addition/deletion following deliberation with the inspection team after arrival in Duliajan, Assam.</p> <p>f) The supplier will dispatch of the Buses only after receipt of OIL's dispatch advice.</p> <p>g) To &amp; fro fares and boarding/lodging expenses etc. of OIL's inspection team will be borne by OIL. However, supplier's expenses, if any, in this regard, shall be borne by the supplier.</p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
<p>62.0 Documents/literatures:</p> <p>The following documents/literatures must be submitted by the supplier along with each Bus:</p> <p>a) Invoice, Temporary Registration, Insurance, Sale Certificate, Engine Emission Certificate, Initial Road Worthiness Certificate etc. in Form 21, 22 &amp; 22(A); valid certification against SLD, valid certification against GPS and any other documents required as per Indian Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 as applicable in the state of Assam shall be submitted in original along with the supply for onward registration of the Buses in the name of M/s. Oil India Limited, Duliajan, Assam-786602 (India) with local District Transport Office in the state of Assam (India).</p> <p>b) 3 (three) sets of Spare Parts Catalogue, Workshop &amp; Service Manual, Operator's Manual for each Bus.</p> <p>c) Cost in this regard, if any, shall be borne by the supplier.</p>	
<p>63.0 Delivery:</p> <p>Notwithstanding any clause(s) on delivery mentioned elsewhere in this tender document, all the 08 (eight) Nos. of Buses in one lot are to be delivered in Oil India Limited's premises at Duliajan, Assam-786602 (India) within 10 (ten) months from the date of placement of order by Oil India Limited (OIL).</p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification</b> <b>(Note: Bidder to clearly mention their offered specification etc.)</b> <b>(To be submitted along with the bid)</b>
<p>64.0 Guarantee / Warranty:</p> <p>Notwithstanding any Guarantee/Warranty clause(s) mentioned elsewhere in this tender document, each individual Bus shall be under guarantee/warranty by the supplier for a minimum period of 01 (one) year from the date of successful delivery of each individual Bus at Oil India Limited in Duliajan, Assam-786602 (India).</p> <p>OIL reserves the right to inspect, test and if necessary, reject any part/parts after arrival of the Buses at Duliajan, Assam-786602 (India), if the said rejection is attributed to be the responsibility of the supplier. It shall, in no way be limited or waived by the reason that the units have been inspected, tested and passed by OIL prior to dispatch as per Para-61.0 above.</p> <p>In order to keep the Buses fully operational, any item/sub-item failed during the warranty/guarantee period is to be arranged and replaced/repared the same at OIL's site by the supplier or their authorized dealer/agent at their own cost within 15(fifteen) days from the date of failure notice and warranty for such items shall be extended accordingly.</p>	
<p>65.0 Price Schedule:</p> <p>All-inclusive firm price including all applicable taxes and duties etc. as applicable with delivery at Oil India Limited, Duliajan, Assam-786602 (India) should be quoted by the bidder(s) for the complete brand new Buses fully built by the chassis manufacturer (OEM) of Bus or their i.e OEM's authorized body builder in all respects as per details and price schedule mentioned in the tender.</p>	

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<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
<p>66.0 Payment terms:</p> <p>a) 90% of payment of the order shall be made after safe delivery of all the Buses at the premises of Oil India Limited at Duliajan, Assam-786602 (India).</p> <p>b) 10% of the balance payment shall be made after the successful submission of all necessary documents for Registration of the Buses by Oil India Limited with local District Transport Office in the state of Assam (India) in the name of M/s. Oil India Limited, Duliajan, Assam-786602 (India).</p> <p>.</p>	
<p>67.0 General Note:</p> <p>a) The Buses must meet the provisions of Indian Motor Vehicle Act, 1988; Central Motor Vehicle Rules, 1989 and Code of Practice for Bus Body Design and Approval AIS-052 etc. as applicable in the state of Assam (India) as on the date of delivery of the Buses. In case of any contradiction with the technical specification mentioned elsewhere in the tender, the specification as per Indian Motor Vehicle Act, 1988; Central Motor Vehicle Rules, 1989 and the Code of Practice for Bus Body Design and Approval AIS-052 shall prevail.</p> <p>b) The bidders are advised to get any confusion clarified by Oil India Limited (OIL) before submission of bid to avoid any ambiguity in the later stage.</p>	

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

**TENDER NO. SDI8722P19 DT:21.07.2018**

**ANNEXURE-IA**

<b>Tender Clause</b>	<b>Bidder's offered specification</b> <b>(Note: Bidder to clearly mention their offered specification etc.)</b> <b>(To be submitted along with the bid)</b>
<p>c) Bids with vague comments like "the product is under development and would be supplied at the time of .....", "bus body will fabricated as per specifications" ; "bus will be supplied as per specification", "comply" etc. or in any similar fashion may not be evaluated.</p> <p>d) For evaluation of "equivalent" model, the technical specifications given in the tender shall be considered.</p>	
<p>68.0 Documents to be submitted along with the offer:</p> <p>a) A data sheet duly filled up by the bidder as provided in Annexure-IA shall be submitted along with the bid. In case of any contradicting specifications provided elsewhere in the bid, the specifications provided in the said data sheet shall be considered for the bid evaluation.</p> <p>b) The model of Bus offered must have approval as a fully built Bus of the chassis manufacturer (OEM) of Bus with valid certification from Automotive Research Association of India (ARAI)/International Centre for Automotive Technology (ICAT)/ Vehicles Research &amp; Development Establishment (VRDE) of India as on the bid closing date of this tender.</p> <p><b>Copy of valid certification issued by ARAI/ICAT/VRDE in this regard indicating technical specifications of the model of Bus offered by the bidder must be submitted along with the bid. In case model of Bus offered is only variants with minor cosmetic changes, separate certificate from ARAI/ICAT/VRDE for the minor cosmetic changes is not required to be submitted.</b></p>	

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

**TENDER NO. SDI8722P19 DT:21.07.2018**

**ANNEXURE-IA**

Tender Clause	Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)
<p>c) Printed technical leaflet of the bus with full details.</p> <p>d) Detailed dimensional drawing of the Bus, Seat Layout, Bus Seats etc. along with material construction of the bus body, structure, seat etc. should be submitted along with the bid by the bidder(s). <b>In case bidder is not the Chassis Manufacturer (OEM) of Bus, the same are to be duly endorsed by the Chassis Manufacturer (OEM) of Bus.</b></p> <p>e) <b>The bidder must indicate the Make &amp; Model of Bus seats offered along with detailed specification, dimensional drawing &amp; material construction of Bus seats. The Make &amp; Model of Bus seats offered must have ARAI certification for AIS-023 standards &amp; its amendments (if any). Valid ARAI certification for AIS-023 standards, in this regard, is to be submitted along with the bid. In case bidder is not the Chassis Manufacturer (OEM) of Bus, the same are also to be duly endorsed by the Chassis Manufacturer (OEM) of Bus.</b></p> <p>f) All technical leaflets, drawing &amp; any other documents wherever asked for should be submitted by the bidder.</p> <p>g) The Buses to be supplied are fully built by the chassis manufacturer (OEM) of Bus or their i.e OEM's authorized body builder and fitted with all fittings, accessories, safety features etc. in all respects without requiring any further fitment/modification in the Buses on delivery.</p>	

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

**TENDER NO. SDI8722P19 DT:21.07.2018**

**ANNEXURE-IA**

<b>Tender Clause</b>	<b>Bidder's offered specification (Note: Bidder to clearly mention their offered specification etc.) (To be submitted along with the bid)</b>
<b>Details of bus body builder with valid certification of accreditation required for building bus body is to be submitted along with the bid. In the event, the Buses are fully built by the chassis manufacturer i.e OEM's authorized body builder and the bidder is not the Chassis Manufacturer (OEM) of the offered Buses, the bidder should also submit the authorization certificate/letter issued by the Chassis Manufacturer (OEM) to the bus body builder for building the Buses to be supplied, along with the bid.</b>	
h) Documents as per BRC/BEC of the tender.	
<b>Note:</b> Bidders should submit their bids in the above tabular form mentioning their offered specification, Make, Model etc. including submitting the documents, leaflets.	

**Data Sheet: To be filled by the Bidder & to submit along with the Bid**

<b>Sl. No.</b>	<b>Item</b>	<b>Bidder's Remarks/Specification</b>
1	Name of Bidder	
2	Nature of Bidder  [Chassis Manufacturer (OEM) of Bus or their authorized dealer/distributor]	



**TECHNICAL SPECIFICATIONS WITH QUANTITY**

**TENDER NO. SDI8722P19 DT:21.07.2018**

**ANNEXURE-IA**

<b>Sl. No.</b>	<b>Item</b>	<b>Bidder's Remarks/Specification</b>
3	Bus Make	
4	Bus Model	
5	Bus certification ARAI/VRDE/ICAT No.  <b>(Copy of certificate from ARAI/ICAT/VRDE to be submitted)</b>	
6	Seating capacity (including Driver)	
7	Wheel base (mm)	
8	Overall Length of Bus (mm)	
9	Overall Width of Bus (mm)	
10	Overall Height of Bus (mm)	
11	ROH (mm) of Bus	
12	FOH (mm) of Bus	
13	Floor Height (mm)	
14	Internal Height (mm)	
15	GVW (Kg)	

**TECHNICAL SPECIFICATIONS WITH QUANTITY****TENDER NO. SDI8722P19 DT:21.07.2018****ANNEXURE-IA**

<b>Sl. No.</b>	<b>Item</b>	<b>Bidder's Remarks/Specification</b>
16	Number of engine cylinder	
17	Water cooled diesel engine (Yes/ No.)	
18	Maximum Engine output power (HP)	
19	Maximum Engine output torque (Nm)	
20	Emission Norms	
21	Number of forward speeds in Gear Box	
22	Number of reverse speed in Gear Box	
23	Number of front axle	
24	Number of rear axle (drive axle)	
25	Drive	
26	Type of suspension system- Front	
27	Type of suspension system- Rear	
28	Total number of wheels – Front Axle	
29	Total number of wheels – Rear Axle	

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

**TENDER NO. SDI8722P19 DT:21.07.2018**

**ANNEXURE-IA**

<b>Sl. No.</b>	<b>Item</b>	<b>Bidder's Remarks/Specification</b>
30	Tyre size with Ply rating & type- Front	
31	Tyre size with Ply rating & type – Rear	
32	Spare tyre size with Ply rating & type	
33	Electrical system (V)	
34	Passenger Seat Make	
35	Passenger Seat Model	
36	Seat Pitch	
37	Legroom	
38	Gangways	
39	Name of bus body builder	

**TECHNICAL SPECIFICATIONS WITH QUANTITY****TENDER NO. SDI8722P19 DT:21.07.2018****ANNEXURE-IA**

Sl. No.	Item	Bidder's comment (Yes/No) (To be filled by bidder as applicable)
40	Offered technical specification duly filled up in Annexure IA with Bidder's comment (if any) and duly filled up data sheet (provided in Annexure-IA) submitted.	
41	Copy of Bus certification from ARAI/VRDE/ICAT submitted.	
42	Printed technical leaflet with details of Bus submitted.	
43	Detailed dimensional drawing of the Bus, Seat Layout, Bus Seats etc. along with material construction of the bus body, structure, seat etc. submitted. [Note: In case bidder is not the Chassis Manufacturer (OEM) of the offered Bus, the same are to be duly endorsed by the Chassis Manufacturer (OEM) of Bus]	
44	Valid ARAI certification for AIS-023 standards for Bus Seat Make/Model offered submitted. [Note: In case bidder is not the Chassis Manufacturer (OEM) of the offered Bus, the same are also to be duly endorsed by the Chassis Manufacturer (OEM) of Bus]	
45	Compliance to Motor Vehicle Act, 1988; Central Motor Vehicle Rules, 1989 and Code of Practice for Bus Body Design and Approval AIS-052 and other applicable codes of Automotive Industry Standard (AIS)s with all amendments.	
46	Documents as per BRC/BEC	
47	(a) Details of bus body builder with valid certification of accreditation required for building bus body submitted along with the bid. (b) Authorization certificate/letter issued by the OEM to the body builder for building the Buses in case the bidder is not the Chassis Manufacturer (OEM) of the offered Bus.	

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

**TENDER NO. SDI8722P19 DT:21.07.2018**

**ANNEXURE-IA**

**Chassis Manufacturer (OEM)'s Firm Confirmation- Sample Format: Annexure-I:BRC**

**[Reference to BRC No.1.0.2 (b) or 1.0.3, as applicable for the Bidder]**

To,  
General Manager-Materials  
Oil India Limited, Duliajan (Assam)-786602

**Sub: Firm confirmation.**

Dear Sir,

Reference aforementioned Bid Rejection Criteria (BRC), we the OEM of the offered Buses confirm you that we have the experience of manufacturing similar item as specified in the tender in previous 05(five) years to be reckoned from the original bid closing date of this tender.

Signatory of the Chassis Manufacturer (OEM) of Bus:

Signature : \_\_\_\_\_

Name: \_\_\_\_\_

**Notes:**

(i) In case the bidder is the Chassis Manufacturer (OEM) of the offered Bus, uploading of the format in the OIL's E-portal with digital signature will be construed that the same has been signed by the bidder's authorized signatory who has signed the bid & complied.

(ii) In case the bidder is the authorised dealer/distributor of Chassis Manufacturer (OEM) of Buses offered, this confirmation must be signed by the authorised signatory of the Chassis Manufacturer (OEM) of the offered Buses besides uploading of the same in the OIL's E-portal with digital signature by the bidder.

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**  
**TENDER NO. SDI8722P19 DT:21.07.2018 [08 NOS. 48 TO 52 SEATER (INCLUDING DRIVER) BRAND NEW STAFF BUS]**  
**ANNEXURE-I (THIS FORMAT IS A PART OF BRC CLAUSE)**

Criteria	Bidder's remarks [Complied / Not Complied]
<p><b>1.0 Bid Rejection Criteria (BRC):</b></p> <p>The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids 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.</p>	
<p><b>A) Technical:</b></p>	
<p>1.0.1 The bidder must be the Chassis Manufacturer (OEM) of offered Bus or their authorised dealer/distributor.</p>	
<p>1.0.2 <b>In case the bidder is authorised dealer/distributor of Chassis Manufacturer (OEM) of Buses offered, the bidder must meet the following:</b></p> <p>a) The bidder must submit a valid certificate provided by the Chassis Manufacturer (OEM) of offered Bus certifying the dealership/distributorship of the bidder along with the offer.</p> <p>b) The bidder must provide firm confirmation in the form of certification from the Chassis Manufacturer (OEM) of Bus that the Chassis Manufacturer (OEM) of Bus has the experience of manufacturing <b>similar item</b> in previous 05(five) years to be reckoned from the original bid closing date of this tender. The sample format in this regard is given in Annexure-I:BRC herewith.</p> <p>c) The bidder must have the experience of <b>successful supply</b> of minimum 04 (four) Nos. of <b>similar item</b> in one purchase order in the preceding 05 (five) years from the original bid closing date of this tender.</p>	

Criteria	Bidder's remarks [Complied / Not Complied]
<p>The Bidder shall submit (along with the bid) copy of Invoice and any other documentary evidence as under:</p> <ul style="list-style-type: none"> <li>(i) Copy of Purchase Order (or)</li> <li>(ii) Satisfactory Inspection Report (OR)</li> <li>(iii) Satisfactory Supply Completion / Installation Report (OR)</li> <li>(iv) Consignee Receipted Delivery Challans (OR)</li> <li>(v) Central Excise Gate Pass / Tax Invoices issued under relevant rules of Central Excise/VAT/GST (OR)</li> <li>(vi) Any other documentary evidence that can substantiate the satisfactory execution of cited above.</li> </ul> <p><b>Note to above (b) &amp; (c):</b>  <b>"Similar item"</b> in above means- Bus fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's authorized body builder with seating capacity not less than 48 (including Driver).</p>	
<p><b>1.0.3 In case the bidder is Chassis Manufacturer (OEM) of Buses offered, the bidder must meet the following:</b></p> <p>The bidder must have experience of manufacturing <b>similar item</b> in previous 05(five) years to be reckoned from the original bid closing date of this tender. The bidder must provide firm confirmation in the form of self-certification regarding this in the bid.</p> <p>The sample format in this regard is given in Annexure-I: BRC herewith.</p> <p><b>Note:</b>  <b>"Similar item"</b> in above means- Bus fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's authorized body builder with seating capacity not less than 48 (including Driver).</p>	
<p><b>1.0.4</b> The offer must be for 08(eight) Nos. of 48 to 52 seater (including driver) brand new diesel fuel driven staff Buses fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's</p>	

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)****TENDER NO. SDI8722P19 DT:21.07.2018 [08 NOS. 48 TO 52 SEATER (INCLUDING DRIVER) BRAND NEW STAFF BUS]****ANNEXURE-I (THIS FORMAT IS A PART OF BRC CLAUSE)**

Criteria	Bidder's remarks [Complied / Not Complied]
authorized body builder in all respects and meeting specifications as in the tender. Part offer in any manner will not be considered and shall be rejected.	
1.0.5 Offers of Buses without fully built by the Chassis Manufacturer (OEM) of the Bus or their i.e OEM's authorized body builder in all respects shall be rejected.	
<p>1.0.6 The model of Bus offered must have approval as a fully built Bus of the chassis manufacturer (OEM) of Bus with valid certification from Automotive Research Association of India (ARAI)/International Centre for Automotive Technology (ICAT)/ Vehicles Research &amp; Development Establishment (VRDE) of India as on the bid closing date of this tender.</p> <p><b><u>Copy of valid certification issued by ARAI/ICAT/VRDE in this regard indicating technical specifications of the model of Bus offered by the bidder must be submitted along with the bid.</u></b> In case model of Bus offered is only variants with minor cosmetic changes, separate certificate from ARAI/ICAT/VRDE for the minor cosmetic changes is not required to be submitted.</p> <p><b>Note:</b></p> <p><b>a) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.</b></p> <p><b>b) Satisfactory supply/completion/installation report (if submitted) should be issued on client's official letterhead with signature and stamp</b></p>	
<p><b>B) FINANCIAL:</b></p> <p><b>a) Annual Financial Turnover of the bidder during any of preceding 03 (three) financial / accounting years from the original bid closing date should be at least Rs. 127.25 Lakhs.</b></p>	



Criteria	Bidder's remarks [Complied / Not Complied]
<p>b) Net Worth of the firm should be Positive for preceding financial / Accounting year <b><u>(FY: 2017-2018)</u></b>.</p> <p><u>Note -For (a) &amp; (b):</u>                      Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year ..... (As the case may be) has actually not been audited so far'.</p> <p>Note:</p> <p>a) For proof of Annual Turnover &amp; Net worth any one of the following document must be submitted along with the bid:-</p> <p>i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover &amp; Net worth as per format prescribed in <b><u>ANNEXURE-J</u></b>.</p> <p align="center">OR</p> <p>ii) Audited Balance Sheet along with Profit &amp; Loss account."</p> <p><b>b)</b> 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 is not available. However, bidder to provide documentary evidence for the same.</p>	

Criteria	Bidder's remarks [Complied / Not Complied]
<p><b>C) COMMERCIAL:</b></p> <p><b>i) Validity of the bid shall be minimum 120 days from the Bid Closing Date.</b></p>	
<p><b><u>ii) Bid security:</u></b></p> <p>The bid must be accompanied by Bid Security of <b><u>Rs. 5,09,000.00</u></b> in OIL's prescribed format as Bank Guarantee in favour of OIL. The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to GM-Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. <b>The Bank Guarantee towards Bid Security shall be valid for 7 months from Bid closing date. (i.e. upto 06.04.2019).</b></p> <p><b>Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.</b></p> <p><b><u>If bid security in ORIGINAL of above mentioned Amount and Validity is not received or paid online within bid closing date and time, the bid submitted through electronic form will be rejected without any further consideration.</u></b></p> <p>For exemption for submission of Bid Security, please refer Clause No. 8.16 of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.</p> <p>The format of Bank Guarantee towards Bid Security (Annexure – VII) has been amended to Annexure – VII (Revised) and bidders should submit Bank Guarantee towards Bid Security as per Annexure – VII (Revised) only.</p>	

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)****TENDER NO. SDI8722P19 DT:21.07.2018 [08 NOS. 48 TO 52 SEATER (INCLUDING DRIVER) BRAND NEW STAFF BUS]****ANNEXURE-I (THIS FORMAT IS A PART OF BRC CLAUSE)**

Criteria	Bidder's remarks [Complied / Not Complied]
<p>iii) Bids are invited under "Single Stage Two Bid System". Bidders have to submit both the "Techno-commercial Unpriced Bids" and "Priced Bids" through electronic form in the OIL's e-Tender portal within the bid Closing date and time stipulated in the e-tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. Any offer not complying with the above shall be rejected straightway.</p>	
<p><b><u>iv) Performance Security:</u></b>  The successful bidder shall submit Performance Security @ 10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order and forfeit the Bid Security.</p> <p>The Performance Security shall be in the following forms :  A Bank Guarantee in the prescribed OIL's format valid for 3(three) months beyond the Warranty period indicated in the Purchase Order /contract agreement.</p> <p>Bidders should undertake in their bids to submit Performance Security as stated above.</p> <p><b><u>The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.</u></b></p>	
<p>v) The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.</p>	

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)****TENDER NO. SDI8722P19 DT:21.07.2018 [08 NOS. 48 TO 52 SEATER (INCLUDING DRIVER) BRAND NEW STAFF BUS]****ANNEXURE-I (THIS FORMAT IS A PART OF BRC CLAUSE)**

Criteria	Bidder's remarks [Complied / Not Complied]
vi) Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.	
vii) All the Bids must be Digitally Signed using "Class 3" digital certificate with Organisation's name ( <i>e-commerce application</i> ) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than "Class 3 with Organisation's Name" digital certificate, will be rejected.	
<b>viii) Technical RFx Response folder is meant for Technical bid only. Therefore, No price should be given in Technical RFx Response folder, otherwise the offer will be rejected.</b>	
ix) Price should be maintained in the "online price schedule" only. The price submitted other than the "online price schedule" shall not be considered.	
<b>x) A bid shall be rejected straightway if it does not conform to any one of the following clauses:</b> <b>(a) Validity of bid shorter than the validity indicated in the Tender.</b> <b>(b) Original Bid Security not received within the stipulated date &amp; time mentioned in the Tender.</b> <b>(c) Bid Security with (i) Validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.</b> <b>(d) In case the Party refuses to sign Integrity Pact.</b> <b>(e) Annual Turnover of a bidder lower than the Annual turnover mentioned in the Tender.</b>	
<b><u>X) DELIVERY:</u></b>  <b><u>All the 08 (eight) Nos. of Buses in one lot are to be delivered in OIL's premises at Duliajan, Assam-786602 within 10 (ten) months from the date of placement of order by OIL.</u></b>	

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)****TENDER NO. SDI8722P19 DT:21.07.2018 [08 NOS. 48 TO 52 SEATER (INCLUDING DRIVER) BRAND NEW STAFF BUS]****ANNEXURE-I (THIS FORMAT IS A PART OF BRC CLAUSE)**

Criteria	Bidder's remarks [Complied / Not Complied]
<p><b>NOTE: FOR CLAUSE NOS. C(ii) &amp; C(iv) OF BID SECURITY/EMD AND PBG.</b></p> <p>The bidders/successful bidders are requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original bank guarantee in Oil's tender issuing office:</p> <p>The bank guarantee issued by the bank must be routed through SFMS platform as per following details:</p> <p>(i) "MT 760 / MT 760 COV for issuance of bank guarantee.</p> <p>(ii) "MT 760 / MT 767 COV for amendment of bank guarantee</p> <p>The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code - UTIB0001129, Branch Address - AXIS Bank Ltd, Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District - Dibrugarh, PIN- 786602</p>	
<p><b>2.0 BID EVALUATION CRITERIA (BEC)</b></p> <p>The bids conforming to the terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria as well as verification of original of any or all documents/ documentary evidences pertaining to BRC, will be considered for further evaluation as per the Bid Evaluation Criteria given below. <b>The original Bid Closing Date shall be considered by OIL for evaluation of BRC criteria even in case of any extension of the original Bid Closing Date.</b></p>	
<p><b>A) TECHNICAL:</b></p> <p><b>1. The manufactured product should be strictly as per OIL's tender specification.</b></p>	
<p><b>B) COMMERCIAL:</b></p> <p>i) To evaluate the inter-se-ranking of the offers, all Taxes / Levies will be considered as per</p>	

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)****TENDER NO. SDI8722P19 DT:21.07.2018 [08 NOS. 48 TO 52 SEATER (INCLUDING DRIVER) BRAND NEW STAFF BUS]****ANNEXURE-I (THIS FORMAT IS A PART OF BRC CLAUSE)**

Criteria	Bidder's remarks [Complied / Not Complied]
<p>prevailing Govt. guidelines as applicable on the bid opening date. Bidders may check this with the appropriate authority before submitting their offer.</p> <p>ii) Priced bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "priced bid".</p> <p>iii) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.</p> <p>iv) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.</p>	
<p><b>NOTE:</b> <u>Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.</u></p> <p>-----XXXX-----</p>	

**Chassis Manufacturer (OEM)'s Firm Confirmation- Sample Format: Annexure-I:BRC**  
**[Reference to BRC No.1.0.2 (b) or 1.0.3, as applicable for the Bidder]**

To,  
General Manager-Materials  
Oil India Limited, Duliajan (Assam)-786602

**Sub: Firm confirmation.**

Dear Sir,

Reference aforementioned Bid Rejection Criteria (BRC), we the OEM of the offered Buses confirm you that we have the experience of manufacturing similar item as specified in the tender in previous 05(five) years to be reckoned from the original bid closing date of this tender.

Signatory of the Chassis Manufacturer (OEM) of Bus:

Signature : \_\_\_\_\_

Name: \_\_\_\_\_

**Notes:**

- (i) In case the bidder is the Chassis Manufacturer (OEM) of the offered Bus, uploading of the format in the OIL's E-portal with digital signature will be construed that the same has been signed by the bidder's authorized signatory who has signed the bid & complied.
- (ii) In case the bidder is the authorised dealer/distributor of Chassis Manufacturer (OEM) of Buses offered, this confirmation must be signed by the authorised signatory of the Chassis Manufacturer (OEM) of the offered Buses besides uploading of the same in the OIL's E-portal with digital signature by the bidder.

**INTEGRITY PACT**

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

(Name of the bidder).....hereinafter referred to as "The Bidder/Contractor"

**Preamble:**

The Principal intends to award, under laid down organizational procedures, contract/s for **SDI8722P19** The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organization "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

**Section: 1 -Commitments of the Principal**

**(1)** The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
2. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.



## **ANNEXURE- DDD**

3. The Principal will exclude from the process all known prejudiced persons.

**(2)** If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

### **Section: 2 -Commitments of the Bidder/Contractor**

**(1)** The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

1. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

2. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

3. The Bidder/Contractor will not commit any offence under the relevant Anticorruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

4. The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

**(2)** The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

(3) The Bidder/Contractor signing Integrity Pact shall not approach the Courts while representing the matters to IEMs and he/she will await their decision in the matter.

**Section 3 -Disqualification from tender process and exclusion from future Contracts**

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or risibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.
2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.
4. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.
5. Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties till the final completion of the contract **or as mentioned in Section 9- Pact Duration whichever is later**. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings

**Section 4 -Compensation for Damages**

1.If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.

3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

**Section 5 -Previous transgression**

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

**Section: 6 -Equal treatment of all Bidders/Contractor/Subcontractors**

1.The Principal will enter into Pacts on identical terms with all bidders and contractors.

2. The Bidder / Contractor undertake(s) to procure from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the provisions laid down in this agreement/Pact by any of its sub-contractors/sub-vendors.

3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

**Section: 7 -Criminal charges against violating Bidders/Contractors/ Subcontractors**

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

**Section: 8 -External Independent Monitor/Monitors**

1. The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.
3. The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.
4. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the Independent External Monitor shall give an opportunity to the bidder / contractor to present its case before making its recommendations to the Principal.
6. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to

## **ANNEXURE- DDD**

him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

7. If the Monitor has reported to the Chairperson of the Board a Substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

8. The word 'Monitor' would include both singular and plural.

### **Section:9 -Pact Duration**

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

### **Section:10 -Other provisions**

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.

2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.

4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

**RANJAN BARMAN**  
**CHIEF MANAGER MATERIALS (IP)**

.....  
**For the Principal**

.....  
**For the Bidder/Contractor**

Witness 1: .....

Witness 2: .....

Place. DULIAJAN  
Date. 22.07.2018

**Technical Bid Checklist****Annexure-EEE**

Tender No.			
Bidder's Name :			
BEC / TENDER REQUIREMENTS		Compliance by Bidder	
SL. NO.		Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	Confirm that validity has been offered as per NIT.		
2	Confirm that Bid Security / Earnest Money has been submitted as per NIT (Wherever Applicable) ?		
3	Confirm that you shall submit Performance security (in the event of placement of order) (Wherever Applicable) ?		
4	Confirm that duly signed Integrity Pact has been submitted as per NIT (Wherever Applicable) ?		
5	Confirm that you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)		
6	Confirm that you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.		
7	Confirm that the bid has been signed using Class 3 digital certificate with Organisation's Name as per NIT.		
8	Confirm that you have not taken any exception/deviations to the NIT .		

NOTE: Please fill up the greyed cells only.

(\*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of the purchase order cited above.

**Response Sheet****Annexure-FFF**

Tender No.
Bidders Name

**Bidders Response Sheet**

SI No.	Description	Remarks
1	Place of Despatch	
2	Whether Freight charges have been included in your quoted prices	
3	Whether Insurance charges have been included in your quoted prices	
4	Make of quoted Product	
5	Offered Validity of Bid as per NIT	
6	Bid Security Submitted (if applicable)	
6	Details of Bid Security Submitted to OIL (if applicable)	
	a) Bid Security Amount (In Rs):	
	b) Bid Security Valid upto:	
7	Whether you shall submit Performance Security in the event of placement of order on you (if applicable)	
8	Integrity Pact Submitted (if applicable)	
9	Whether you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)	
10	Whether you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.	
11	Delivery Period in weeks from placement of order	
12	Complied to Payment terms of NIT (if applicable) otherwise to Standard Payment Terms of OIL or not.	
13	If bidder is MSE whether you have quoted your own product	
14	If Bid security submitted as Bank Guarantee, Name and Full Address of Issuing Bank including Telephone, Fax Nos and Email id of branch manager	

**NOTE: Please fill up the greyed cells only.**

(\*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory

**ANNEXURE - GGG**

**(TO BE FILLED UP BY ALL THE VENDOR IN THEIR OWN LETTER HEAD)  
(ALL FIELDS ARE MANDATORY)**

Tender No. :.....  
Name of Beneficiary :M/s.....  
Vendor Code :.....  
Address :.....  
.....  
Phone No. (Land Line) :.....  
Mobile No. :.....  
E-mail address :.....  
Bank Account No. (Minimum  
Eleven Digit No.) :.....  
Bank Name :.....  
Branch :.....  
Complete Address of your  
Bank :.....  
IFSC Code of your Bank  
a) RTGS :.....  
b) NEFT :.....  
PAN :.....  
VAT Registration No. :.....  
CST Registration No. :.....  
Service Tax Registration No. :.....  
Provident Fund Registration :.....

I/We confirm and agree that all payments due to me/us from Oil India Limited can be remitted to our above mentioned account directly and we shall not hold Oil India Limited responsible if the amount due from Oil India Limited is remitted to wrong account due to incorrect details furnished by us.

Office Seal

.....  
Signature of Vendor

Counter Signed by Banker:  
Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

- 1) PAN Card
- 2) VAT Registration Certificate
- 3) Service Tax Registration
- 4) CST Registration
- 5) Provident Registration Certificate
- 6) Cancelled cheque of the bank account mentioned above (in original).
- 7) Bank Statement not older than 15 days on the date of submission.