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

TELEPHONE NO. (91-374) 2808719
FAX NO: (91-374) 2800533
Email: jyoti_sarkar@oilindia.in ; erp_mm@oilindia.in

FORWARDING LETTER

Tender No.	**: SDI9363P19 DT: 05.10.2018**
Tender Fee	**: NIL**
Bid Security	**: Applicable**
Bidding Type	**: SINGLE STAGE TWO BID SYSTEM**
Bid Closing on	**: 22.11.2018 (11.00 HRS IST)**
Bid Opening on	**:22.11.2018 (14.00 HRS IST)**
Performance Security	**: Applicable**
Integrity Pact	**: Applicable**

OIL invites Bids for **SUPPLY, INSTALLATION,COMMISSIONING AND TESTING OF VRF SYSTEM AIR CONDITIONERS AT ZALONI CLUB** 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.**

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 PM**
Saturday	**07.00 AM to 11.00 AM**
Sunday and Holidays	**Closed**

Vendors should contact OIL officials at above timings only.

OIL Bank Details :

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

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"

Special Notes:

1.0

a) **Bidders who do not have E-tender Login ID and Password should complete their online registration at least seven (7) days prior to the scheduled bid closing date and time of the tender. For online registration, Bidder may visit the OIL's E-tender site https://etender.srm.oilindia.in/irj/portal**

b) **Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.**

c) **MSEs Units (manufacturers only and not their dealers/distributors) who are already registered with District Industry Centers or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of MSME are exempted from payment of Bid Security (EMD) irrespective of monetary limit mentioned in their registration, provided they are registered for the item they intend to quote/participate.**

d) **For availing benefits under Public Procurement Policy (Purchase preference & EMD exemption), the interested MSE Bidders must ensure that they are the manufacturer/ service provider of tendered item(s) and registered with the appropriate authority for the said item(s). Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Therefore, it is in the interest of such MSE Vendors to furnish a copy of complete certificate to the concerned tender handling officer of OIL at least seven (7) days prior to the scheduled Bid Closing Date of the tender, seeking clarification/confirmation as to whether their registered item is eligible for EMD exemption or not. Late communication in this regard and request for bid closing date extension on that plea shall not be entertained by Company.**

NOTE:
In case of MSE/PSUs/ Govt. Bodies / eligible institutions etc., they must apply to concerned tender handling officer, Materials Department, Oil India Limited, P.O. Duliajan, Assam-786602 for waiver of EMD 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 though 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.

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 name of the OIL's Independent External Monitors at present are as under:
   i) SHRI RAJIV MATHUR, IPS (Retd.)
   Former Director, IB, Govt. of India,
   e-Mail ID : rajivmathur23@gmail.com

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

iii) SHRI JAGMOHAN GARG
EX-VIGILANCE COMMISSIONER, CVC
E-mail id: 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 Bidders are requested to refer to the enclosed **Annexure – BBB** for the Taxes and Duties clauses under GST regime.

15.0 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

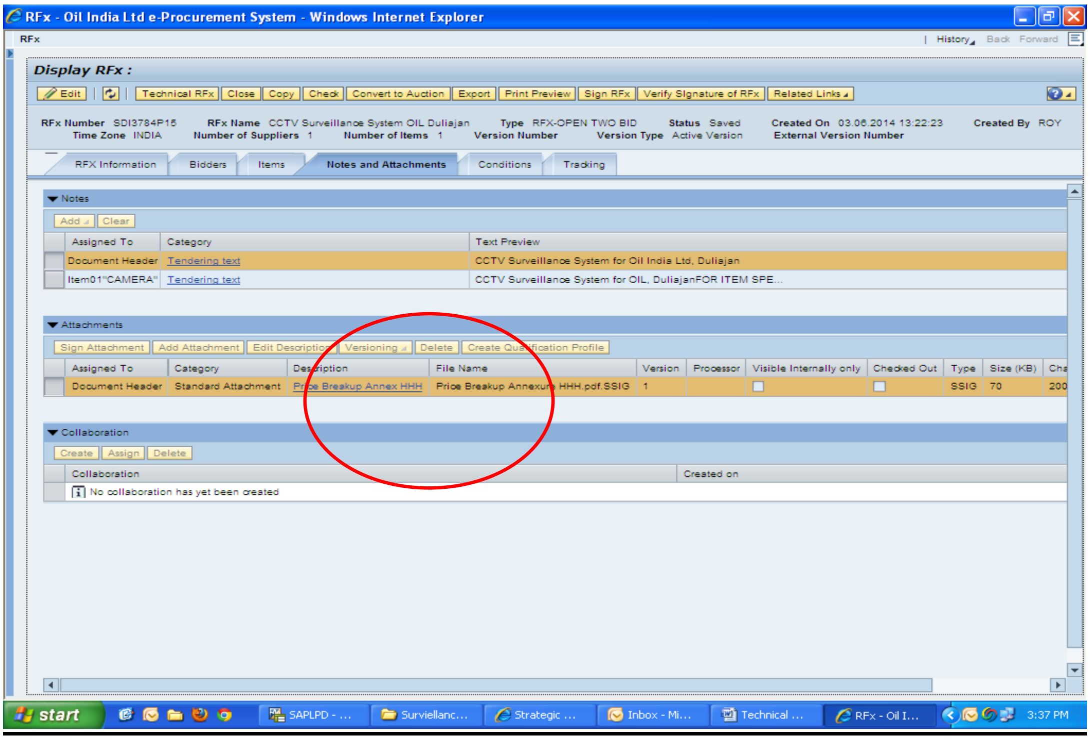
16.0 While submitting the offers bidders are requested to refer to the enclosed **Annexure – BB (Price Bid Format and Evaluation Criteria).**

17.0 Bidders should fill-up and submit alongwith their bid an UNDERTAKING towards authenticity of information/documents furnished by them, as per enclosed ANNEXURE-K.

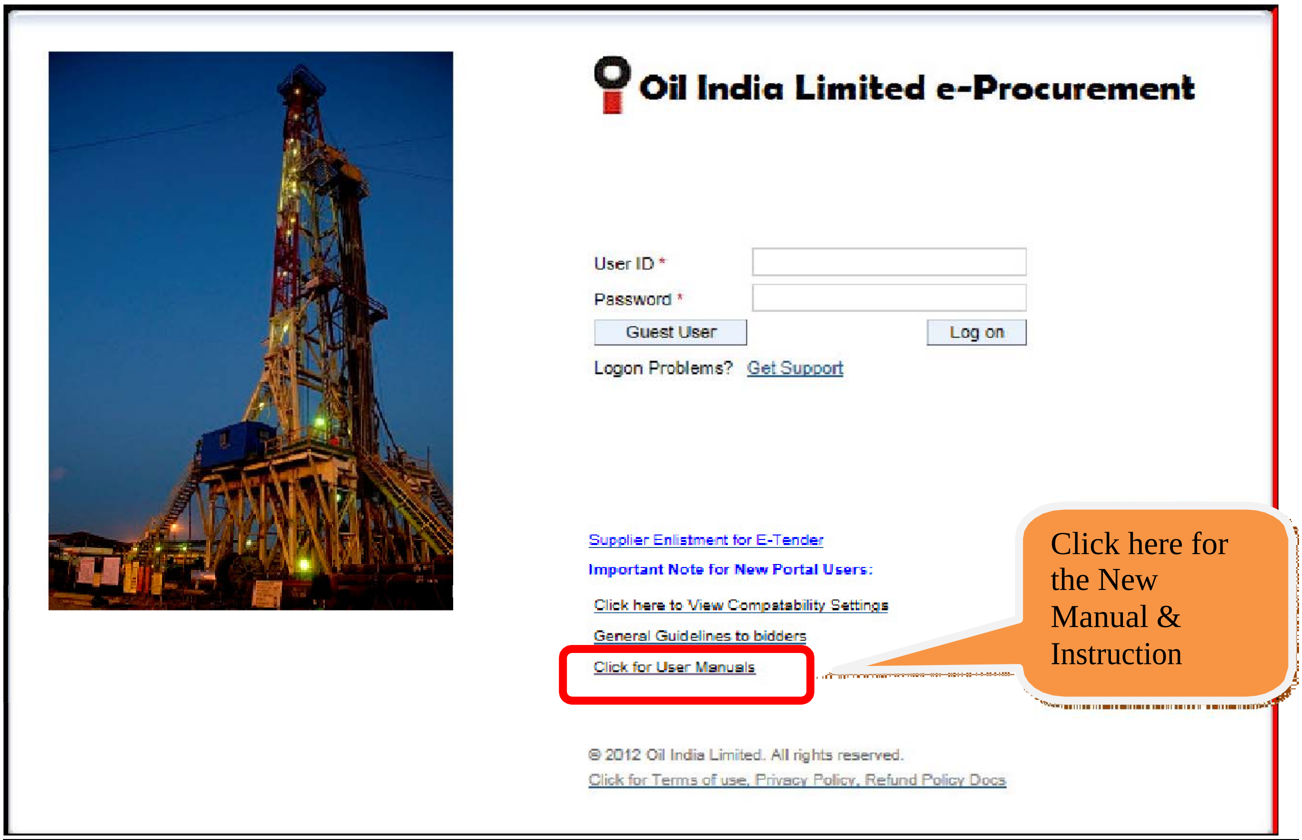
Bidder's are requested to note the above delivery/collection instructions while submitting their offers.

18.0 Price Breakup:

Bidders should submit the price breakup of all the items as per “Annexure HHH-A” and Buyback in “Annexure HHH-B” which has been uploaded under “Notes & Attachments” > “Attachments” as shown below. The price breakup “Annexure HHH –A” and “Annexure HHH-B” should be filled up, signed and uploaded under “Notes & Attachments” > “Attachments” only. **The filled up price breakup of all the items should not be uploaded in Technical Attachment.**



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.



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-
(J SARKAR)
MM (IP)
FOR : GM-MATERIALS

Annexure - CCC

TENDER NO. SDI9363P19 DT: 05.10.2018

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.

Criteria	**Complied / Not Complied. (Remarks if any)**
1.0 BID REJECTION CRITERIA (BRC): 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. **A) TECHNICAL:** 1. Offer for new air-conditioners without buyback of old machines will not be considered for evaluation and will be rejected straightway. 2. Bidder shall quote separately for the cost of new VRF system Air Conditioners and the cost of old machines which they have to byuback. 3. Bidder's experience: 3.1 Bidder shall have the experience of supplying at least 1(one) order of supplying and successfully installation of VRF system Air Conditioners with capacity of Minimum 40 TR to PSU/ State / Central Govt. Organisations or to any reputed Private sector in last 5 years from the date of bid opening shall be submitted along with the offer. 3.2 Towards successfully execution of the order, valid documentary evidence shall be submitted from the organisation to which the order have been successfully executed by the bidder. A performance certificate from the organisation alongwith the offer shall be submitted by the bidder, without which the offer will not be considered for evaluation. **Note:** Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Orders **along with** copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as – (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/GST (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above. **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. 28.51 Lakhs** b) Net Worth of the firm should be Positive for preceding Financial / Accounting year (FY=2017-18). **<u>Note -For (a) & (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'.** **<u>Notes</u>:** **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 <u>ANNEXURE-J.</u>** **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 1,14,000.00** 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 Head 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 30.06.2019)** **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. Bidders should undertake in their bids to submit Performance Security as	

stated above. The Performance Security shall be in the following form : **A Bank Guarantee in the prescribed OIL's format valid for 90 days beyond delivery period and applicable warranty/guarantee period (if any).** **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). Integrity Pact : **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.** **xi). 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.** **XII. DELIVERY: MATERIAL DELIVERY REQUIRED IN MARCH 2019. INSTALLATION & COMMISSIONING & TESTING TO BE COMPLETED BY APRIL 2019.** **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. **A) TECHNICAL:** 1.0 Bidder's Compliance to Technical, Commercial and other Special Terms as mentioned in NIT. **B) COMMERCIAL:** i). To evaluate the inter-se-ranking of the offers, Assam Entry Tax on purchase value will be loaded as per prevailing Govt. of Assam guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while 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.	

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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ANNEXURE-IA

TECHNICAL SPECIFICATIONS WITH QUANTITY

Tender No & Date: SDI9363P19 DT: 05.10.2018

	Complied / Not Complied. (Remarks if any)
ITEM NO. 10 **PROCUREMENT OF VRF SYSTEM AIR CONDITIONER FOR ZALONI CLUB. – QTY = 01 NO** A) VRF System Specification: Supply, Installation, Testing and Commissioning Heat Pump Type Variable Refrigerant flow system comprising of the following specification a) 100% Twin DC Inverter based Scroll Compressor only b) Outdoor unit shall be factory assembled weather proof casing constructed from heavy gauge mild steel & shall have 100% DC Inverter Scroll Compressor in each module & with Top Air Discharge through c) The Unit shall have liquid injection facility in order to achieve no deration in cooling capacity up to 45 deg C temps. d) The unit shall have 2 stages deep sub-cooling circuit and cross oil return technology, should be equipped with double EEV control design & four way air return heat exchanger design. e) The outdoor unit should contain error code LED display for ease of operation. f) Each compressor should have Oil Separator for safer operation g) The system should be of Heat Pump Type & should also be suitable for operation within the ambient temperature range of - 5 deg. C to 48 deg. C. h) The outdoor units shall be complete with safety devices. The outdoor unit should be fitted with low noise aero spiral design fan with multiple speed DC motor for large airflow and should be designed to operate compressor – linking technology i)The system should be equipped with Automatic Oil Balancing (without Oil Balancing Pipe) j) The Outdoor PCB should be having the technology to be cooled by refrigerant k) Minimum EER should be 3.9 & COP should be 4.6 l) 26 HP Outdoor Unit ------- 04 Nos. (B) Supply of Indoor Units with following specifications. a) High Wall Type Indoor Units fitted with Motors, Air Filters, Remote Control Operation and Temperature Display on the Unit. Sound Level should not exceed 47 dB (A) at high speed. b) High Wall Type Indoor Unit -4.0 TR Convertable(14 KW)-- 20 Nos. c) Central Controller for the Entire System ---- 01 No. d) Supply of Refrigerant Joints for Indoor and Outdoor Units.---01 lots. **MAKE: HAIER/BLUE STAR/VOLTAS/HITACHI/LG**	

ITEM NO.20

INSTALLATION COMMISSIONING OF ITEM NO. 10 – QTY = 01 AU

01 AU MEANS INSTALLATION & COMMISSIONING OF THE ENTIRE VRF SYSTEM AC'S

Installation & Commissioning
a) Lifting, shifting, positioning, installation and testing of Modular type outdoor condensing units equipped with highly efficient inverter scroll compressors
i) OUTDOOR UNITS ---- 26 HP -- 04 Nos.
ii) INDOOR UNITS
Lifting, shifting, positioning, installation, Commissioning and testing of High Wall Type Indoor Units - 4TR Convertable----20 Nos.
iii)Providing, fittings, fixing of stand/base for the hanging indoor units----- 20Nos
(D) Commissioning of VRF systems including topping R410A refrigerant as per site requirements - 100 Kg
(E) Supply, installation, testing and commissioning of Interconnecting refrigerant pipe work with closed cell elastomeric nitrile rubber tubular insulation between each set of indoor & outdoor units as per specifications, all piping Gas/liquid Line
With 13 mm/19 mm thick insulation
i) 9.52 mm outer dia with 13 mm thick insulation --- 80 Rmt
ii) 12.70 mm outer dia with 13 mm thick insulation --- 50 Rmt
iii) 15.88 mm outer dia with 13 mm thick insulation.--- 100Rmt
iv) 19.05 mm outer dia with 19 mm thick insulation.--- 80 Rmt
v) 22.22 mm outer dia with 19 mm thick insulation --- 30 Rmt
vi) 28.58 mm outer dia with 19 mm thick insulation--- 60 Rmt
vii) 31.75 mm outer dia with 19 mm thick insulation.--- 50 Rmt
viii) 38.10 mm outer dia with 19 mm thick insulation.--- 30 Rmt
(F) Supply, installation, testing & commissioning of 2 core 1.5 sq.mm copper control cum transmission wiring in PVC conduit between indoor & outdoor, indoor units and controllers------------------------------------ 150 Rmt
(G) Supply, installation, testing & commissioning of 25mm PVC drain pipes insulated with 9mm thick nitrile rubber insulation-------- 120 Rmt
(H) Supply, installation of Shielded 6 sq mm copper cable from DB to 5 Amps MCB (for Indoor Units)---- 200 Rmt
(I) Supply, installation of Shielded copper cable from Indoors Units up to the 5 Amps MCB of size 3C X 1.5 Sq mm---- 50 Rmt
(J) Supply of 5 Amps MCB for all Indoor units ---20 Nos.
(K) Supply, installation of 10 sq mm Shielded copper cable from power source up to the Outdoor Units (for 3 phase power supply)--- 200 Rmt
(L) Supply, installation of GI made perforated cable trays along with hanging arrangement---- 150 Rmt

(D) Scope of work :

THE SCOPE OF WORK INCLUDES THE FOLLOWING.

1.1 The design of the air conditioning system shall be done by the bidder at its own cost and no extra charges for the same will be boned by OIL. The experts from the bidder can visit and examine the room, at Duliajan, in which the AC system is proposed to be set-up. The bidder

may have meeting with Company's representatives at Duliajan. 1.2. Scope of Work: a) Fitting & fixing of the Indoor unit in a suitable location. b) Fitting & fixing of the Outdoor unit in a mutually agreed/ suitable location, where free flow of air is available. c) All Civil works related to Fitting & fixing of the Outdoor units arrangements shall be in the scope of the contractor. d) Connection of the copper refrigerant pipe between indoor and outdoor unit. e) Connection of the communication cable between indoor and outdoor unit. f) Laying drain water pipe. g) Laying of copper piping through per fabricated GI tray as per design h) Electrical connection with electrical supply 1 – phase (220 ± 10%) terminated up to the connection point of indoor Unit as per the unit specification. i) Electrical connection with electrical supply 3 – phase (440 ± 10%) terminated up to the connection point of Outdoor Unit as per the unit specification. j) Testing & commissioning.	

SPECIAL TERMS & CONDITIONS:

1.Bidder must be an OEM or authorised dealer for the VRF system ACs.
2.If the bidder is other than OEM, a valid authorised dealership certificate from the OEM shall be submitted along with the offer.
3. Bidder must give an undertaking that the units will achieve the desired temp & humidity required with full occupancy and heat load running after commissioning. The undertaking must be authenticated by the design cell of the manufacturer in case the offer is submitted by the authorised dealer.
4.Bidder must confirm that the VRF system will be in warranty for one year after the date of successful commissioning.
5. During warranty period, the supplier must attend any defect in the VRF system and shall must be made operational within 48 hrs of intimation of fault by OIL.
6. Bidder / OEM shall have fully equipped service centre within the state of Assam for the offered AC system. Name & address of the service centre with contact personal details approved by OEM must be submitted along with the offer.
7. In case of bidder / OEM do not have fully equipped service center within the state od Assam, they shall have to make the necessary arrangement for the same before completion of the installation. Bidder shall give the undertaking in this regard alongwith the offer. In case of failure to provide fully equipped service center as stated, their payment towards Installation & Commissioning and balance 30% of the material supply cost will not be processed.
8.The bidders shall quote separately for supply and Installation & Commissioning.

9. TRANSPORTATION, LOADING & UNLOADING:
9.1 The successful bidder / supplier shall arrange his/her own arrangement for transportation of his/ her personnel and materials to the plant site (Zaloni Club at Duliajan).
9.2 Loading and unloading of materials/ machines required for installation, commissioning & testing shall be the scope of the supplier.

10. TOOLS AND TACKLES:
10.1 The supplier shall arrange all required tools & tackles for proper Installation, Commissioning & testing of VRF system ACs.

11. CIVIL JOBS(IF REQUIRED):
11.1 If any Civil works involved during Installation & Commissioning of the VRF system, the same shall have to be arrange by the supplier.

12. PERSONAL PROTECTIVE EQUIPMENT (PPE):

11.1 Supplier shall provide all safety gadgets to his work-persons required for the job. The condition of all PPE and other safety gadgets provided by the supplier to his work persons shall be in good condition. List of PPE's are listed below.

a. Safety Helmet
b. Safet Shoe
c. Safety belt
d. Hand glove
e. Safety goggle

12.2 Personnel without PPE will not be allowed to work at site.
12.3 Safe and proper working / operating procedure shall be followed by the personnel deployed for carrying out of jobs towards ensuring safety of equipment and personal.
12.4 Suppler shall comply and ensure all safety and statutory rules regulations as per the safety norms at OIL.

13. SPARES AND ASSESORIES:
13.1 The supplier shall provide all spares and consumables required for Installation & Commissioning of VRF system ACs.
13.2 The supplier shall maintain a list of critical spares and make stocks in sufficient quantity. Non availability of spares during installation & commissioning and testing will not be entertained during the execution of the jobs.

14. QUALITY OF WORK:
14.1 Supplier shall abide by all instructions of OIL engineer and carry out standard quality jobs / works to satisfaction of OIL Engineer-in Charge.
14.2 If any job is found un-satisfactory by OIL, the same shall be re-done by the supplier to the satisfaction of OIL at no extra cost to OIL.

15. TESTING:
15.1 Installation & commissioning of VRF system will be treated as complete only after its successful testing with full occupancy of the Auditorium and with VRF system's full capacity to the satisfaction of OIL.

16.0 Documents:
16.1 3 Set of Operation & Maintenance Manual with the supply.
16.2 Factory Test report & the site test report after successful commissioning of the unit at site.
16.3 Trouble shooting guide with electric/electronic circuit diagram of the system (if not available in O&M manual) shall be submitted alongwith the supply of materials.
16.3 Recommended spare part list for operation and maintenace of the system shall be submitted along with the quotaion or supply.

17.0 Warranty:
17.1 Complete VRF System shall be warranty for the period of 12 months after successful installation & commissioning of the units.
17.2 The compressors of the VRF System Air-Conditioners shall be or the period of 5(five) years after successful installation & commissioning of the units.

18.0 Interest bidders shall visit the Zaloni Club in Duliajan with prior intimation to DGM(Elect-AC&R) before bidding to assess the units required for proper cooling of the auditorium with its full occupancy and design of VRF system installation. Bidder shall ensure for the aesthetic looks of the auditorium with proper installation of both indoors & outdoors units. Without pre-bid visit of the bidder, their offer will not be consider for evaluation.

19.1 BUYBACK CLAUSES:

a) Offer for new air conditioners without buyback offer of old machines as is where is basis will not be considered and the offer(s) will be straightway rejected.

b) After successful commissioning of new VRF system ACs, the existing old machines on Buyback scheme will be handover to the supplier upon write-off by the user department.

c) Old machineries under buy-back scheme are multi-split ACs having: 4 TR 26 Nos out-door units with 2 Nos 2TR indoor units with each outdoor unit. List of old existing ACs at Zaloni Club is attached herewith.

OTHERS:
Supplier shall be agreed for post warranty maintenance contract of the system supplied for a minimum period of 4 years if asked for by OIL.

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

ANNEXURE- DDD

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 **SDI9363P19** 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.

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 h e/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

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 intensions.

J SARKAR
MM (IP)

…………………………………	…………………………………
For the Principal	**For the Bidder/Contractor**
	Witness 1: ……………………….
	Witness 2: ……………………….

Place. DULIAJAN
Date . 06.10.2018

List of Multi Split ACs proposed for replacement in Buy Back Scheme for Zaloni Club Admin Department (PR No.1418187)

Deptt	OIL NO	ASSET NO	MAKE	CAPACITY
ADM(Zaloni Club)	21	4090001444	Voltas	4TR
ADM(Zaloni Club)	22	4090001445	Voltas	4TR
ADM(Zaloni Club)	23	4090001446	Voltas	4TR
ADM(Zaloni Club)	24	4090001447	Voltas	4TR
ADM(Zaloni Club)	25	4090001448	Voltas	4TR
ADM(Zaloni Club)	26	4090001449	Voltas	4TR
ADM(Zaloni Club)	27	4090001450	Voltas	4TR
ADM(Zaloni Club)	28	4090001451	Voltas	4TR
ADM(Zaloni Club)	29	4090001452	Voltas	4TR
ADM(Zaloni Club)	30	4090001453	Voltas	4TR
ADM(Zaloni Club)	31	4090001454	Voltas	4TR
ADM(Zaloni Club)	32	4090001455	Voltas	4TR
ADM(Zaloni Club)	33	4090001456	Voltas	4TR
ADM(Zaloni Club)	34	4090001457	Voltas	4TR
ADM(Zaloni Club)	35	4090001458	Voltas	4TR
ADM(Zaloni Club)	36	4090001459	Voltas	4TR
ADM(Zaloni Club)	37	4090001460	Voltas	4TR
ADM(Zaloni Club)	38	4090001461	Voltas	4TR
ADM(Zaloni Club)	39	4090001462	Voltas	4TR
ADM(Zaloni Club)	40	4090001463	Voltas	4TR
ADM(Zaloni Club)	41	4090001464	Voltas	4TR
ADM(Zaloni Club)	42	4090001465	Voltas	4TR
ADM(Zaloni Club)	43	4090001466	Voltas	4TR
ADM(Zaloni Club)	44	4090001467	Voltas	4TR
ADM(Zaloni Club)	45	4090001468	Voltas	4TR
ADM(Zaloni Club)	46	4090001469	Voltas	4TR

Technical Bid Checklist **Annexure-EEE**

Tender No.			
Bidder's Name :			
		Compliance by Bidder	
SL. NO.	BEC / TENDER REQUIREMENTS	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

Sl 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

<u>ANNEXURE - GGG</u>

(TO BE FILLED UP BY ALL THE VENDOR IN THEIR OWN LETER 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.**