



**ऑयल इंडिया लिमिटेड**  
( भारत सरकार का उद्यम )

(A GOVT. OF INDIA ENTERPRISE)  
CONTRACTS DEPARTMENT  
PIPELINE HEADQUARTERS  
GUWAHATI – 781171, ASSAM  
E-mail: contracts\_phq@oilindia.in

CONTRACT SECTION, PHQ NOONMATI

Date: 20.04.2026

**CORRIGENDUM – 1 FOR OIL TENDER NO. GEM/2026/B/7419736**

1. THIS CORRIGENDUM IS BEING ISSUED AS PER THE FOLLOWING:

- a) **This corrigendum is being issued to incorporate the undermentioned additional clause in the Scope of Work and Special Conditions of Contract (SOW & SCC), Clause 12.0 under Scope of Work (SOW) of the referred tender document as follows:**

**SCC>> Scope of Work (SOW) >>Clause12.0**

**Quote**

**Scope of Work**

**Line item no. 10: Cleaning & Sweeping of Floors**

**Scope:**

- Daily sweeping and mopping of all floor areas including offices, corridors, staircases, bungalows, guest houses, and common areas in both industrial and domestic zones, on daily basis as per duty assigned from the Administration Office of the Pump Station.
- Removal and disposal of dust, dirt, and debris at designated locations.
- The contractor shall provide all required equipment such as mops, brooms, and cleaning agents.

**Payment Terms:**

- Payment shall be made on a monthly basis at quoted rates, measured in square meters of floor area cleaned during the month.

**Line item no. 20: Cleaning and Clearing of Side Drains**

**Scope:**

- Removal of silt, sludge, garbage, and vegetation from storm water drains at surface level in industrial as well as domestic areas as per the duties assigned from the Administration Office of the Pump Station.
- Ensure free flow of wastewater in the drains.

- Side drains include all smaller drains in domestic as well as industrial area leading to the main drain.
- The equipment including rake, shovel, dao, etc required for cleaning of cleaning & clearing of side drains are to be provided by the contractor.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on per running meter of drains cleared & cleaned in the month.

**Line item no. 30: Cleaning and Clearing of Leader Drains**

**Scope:**

- Cleaning of main drainage lines and removal of blockages to ensure proper drainage flow.
- Removal of silt, sludge, garbage, and vegetation from storm water drains at surface level in industrial as well as domestic areas.
- Ensuring free flow of wastewater in the drains.
- Leader drains refer to main large drains in domestic as well as industrial area where wastewater from all the smaller drains flows.
- The cleaning job shall be carried out as per the duties assigned from the Administration Office of the Pump Station.
- The equipment including rake, shovel, dao, etc required for cleaning of cleaning & clearing of leader drains are to be provided by the contractor.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on per running meter of drains cleared & cleaned in the month.

**Line item no. 40: Cleaning of Glass Windows and Ventilators**

**Scope:**

- Cleaning of all glass surfaces including windows and ventilators of the office buildings, buildings in industrial area, bungalows and quarters, guest houses as per the duties assigned from the Administration Office of the Pump Station.
- Removal of stains and dust from the windows and windows.
- For inaccessible areas, cleaning shall be carried out from inside the building only, unless otherwise specified.
- The equipment including mop, cleaning agents, etc required for cleaning of Glass Windows and Ventilators are to be provided by the contractor.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on per sq. meter of glass windows and ventilators cleaned in the month.

**Line item no. 50: Dusting Office Furniture**

**Scope:**

- Dusting of desks, chairs, cabinets, shelves, and office equipment surfaces on daily basis as per the duties assigned from the Administration Office of the Pump Station.
- The equipment required for dusting are to be provided by the contractor.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on **per unit of furniture dusted in the month.**

**Line item no. 60: Cleaning of Ceiling and Walls**

**Scope:**

- Cleaning of walls and ceilings (of dust and cobwebs) in Removal of strains of buildings and sheds in domestic as well as in industrial area on daily basis as per the duties assigned from the Administration Office of the Pump Station.

- The equipment like brush, cleaning agent, etc required for cleaning of ceiling and walls including are to be provided by the contractor.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on per sq. meter of ceiling and walls cleaned in the month.

**Line item no. 70: Cleaning of Septic Tanks**

**Scope:**

- Desludging and cleaning of septic tanks along with disposal by available mechanical means as per directive of from the Administration Office of the Pump Station.
- The cleaning job to be carried out within 24 hrs of receiving the cleaning requirement information from the office.
- The contractor has to arrange for all the equipments required for the cleaning and should arrange for its disposal.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on **per unit of septic tanks cleaned in the month.**

**Line item no. 80: Cleaning of Toilets**

**Scope:**

- Cleaning and disinfection of toilets, urinals, wash basins present in the office buildings in general administration area, in the buildings of industrial area and in the bungalows, quarters, guest houses, etc, on daily basis as per the duties assigned from the Administration Office of the Pump Station.
- Maintenance of hygiene, sanitation, and odor control to the satisfaction of the Administration Office.
- The equipment like brush, cleaning agent, etc required for cleaning of ceiling and walls including are to be provided by the contractor.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on **per unit of toilets cleaned in the month.**

**Line item no. 90: Service of Official Couriers to PHQ**

**Scope:**

- Delivery and collection of official documents and small parcels below 5 kgs from PS-3, Jorhat to Pipeline Headquarters, Guwahati maintaining proper records and confidentiality as per directive of from the Administration Office of the Pump Station.
- The contractor has to arrange of all transportation and logistics for sending courier to PHQ.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on per trip of official couriers delivered to PHQ in the month.

**Line item no. 100: Service of Official Courier to PS1, PS2**

**Scope:**

- Delivery and collection of official documents and small parcels below 5 kgs from PS-3, Jorhat to Pump Station No.1, at Duliajan or Pump Station No.2, at Moran maintaining records and confidentiality as per directive of from the Administration Office of the Pump Station.
- The contractor has to arrange of all transportation and logistics for sending courier to PS-1/ PS2.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on per trip of official couriers delivered to PS-1, PS-2 in the month.

**Line item no. 110: Waste Removal and Collection**

**Scope:**

- Collection, segregation and disposal of waste like dried leaf, general waste, kitchen waste, domestic waste, etc.
- Cleaning of bins and surrounding areas
- Disposal of collected waste in designated areas
- The work to be carried out on daily basis or as per the duties assigned from the Administration Office of the Pump Station
- The waste includes only general-purpose waste, but does not include hazardous waste and biomedical waste.
- The equipments required for waste collection including, shovel, cart, basket, etc are to be provided by the contractor.

**Payment Terms:**

- Payment to be made on monthly basis as per the quoted rates measured on per trip of waste collected and removed per month.

**Unquote**

ALL OTHER TERMS AND CONDITIONS SHALL REMAIN UNCHANGED IN THE ABOVE TENDER