

OIL INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
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CORRIGENDUM NO. 03

Tender No.: GEM/2025/B/6713908 dated 29.09.2025

This **Corrigendum No. 3 dated 03.11.2025** to GeM Tender No.: **GEM/2025/B/6713908** for '*Hiring services of supplying qualified & experienced professionals to be engaged temporarily at executive cadre on call-out basis in operational area(s) or Installation(s) of Oil India Ltd. within India*' is issued to amend the following:

1.0 Bid Closing / Opening dates has been extended as under:

- i) Bid Closing Date & Time : Extended up to **18.11.2025 [14:00 Hrs. (IST)]**
- ii) Bid Opening Date & Time : Extended up to **18.11.2025 [14:30 Hrs. (IST)]**

2.0 Minutes of the Pre-Bid Conference held on 17th October, 2025 is enclosed herewith.

3.0 All other terms and conditions of the Bid Document (including any amendment issued thereof) remain unchanged. Details can be viewed at www.oil-india.com.

Sd/-
SR. OFFICER-CONTRACTS (S)

ऑयल इंडिया लिमिटेड
OIL INDIA LIMITED

Minutes of Pre-Bid Conference held against GeM Tender No: GEM/2025/B/6713908 dated 29.09.2025 on 17th October, 2025 at Hotel Hindustan International, Kolkata.

Preamble:

A GeM Tender was floated for 'Hiring services of supplying qualified & experienced professionals to be engaged temporarily at executive cadre on call-out basis in operational area(s) or Installation(s) of Oil India Ltd. within India' vide GeM Tender No: GEM/2025/B/6713908 dated 29.09.2025.

As a part of the tendering process, a Pre-Bid Conference was scheduled on 17th October, 2025 at Kolkata to address any queries from the prospective bidders. In the aforesaid GeM Tender, provision for submission of queries beforehand via email was mentioned so that the queries can be addressed in the Pre-Bid Conference. Accordingly, a few queries were received via emails which were addressed during the Pre-Bid Conference. Moreover, a few queries were also raised during the Conference itself and the same were also addressed. Details of deliberations are as below:

Sl. No	Clause description as per tender	Queries	OIL's Reponses
1.0	BILL, UNIT AND QUANTITY: (BOQ)/SCHEDULE OF WORK, UNIT AND QUANTITY (SOQ)-Description of Service	Kindly share the detailed job description in accordance with the requisition issued for each position. Also share any specific certifications or licenses sheet for each professional positions.	Shall deliver and issue amendment if needed.
2.0	Chemist Qualification: PG (Chemistry) / BE (Chemical) Experience of 5 years & above in their respective fields	We request you to add B.Sc (Chemistry) with relevant experience in the field. Since many competent chemists hold a B.sc degree with robust experience. Also share the mud experience levels for this position.	No change. However, for experience of 5 years and above, shall deliver and issue an amendment if needed.
3.0	Liaison Officer / Coordinating Officer Qualification: BE (Any Discipline) Experience of 0 - 3 years in their respective fields	We request you to add separate line items for Liaison Officer and Coordinating Officer, as the nature of their jobs is different. As we understand that the salary rates are different for both these positions, hence we cannot club with single rate.	No change. For the job description, shall deliver and issue amendment if needed.

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4.0	Contract Officer / Drilling Engineer / Graduate Engineer / Material / Store Officer Qualification: BE (Any Discipline) Experience of 3 - 5 years in their respective fields	We request you to add separate line items for Contract Officer and Drilling Engineer and Graduate Engineer and Material/Store Officer, as the nature of their jobs is different. As we understand that the salary rates are different for both these positions, hence we cannot club with single rate.	No change. For the job description, shall deliver and issue amendment if needed.
5.0	Drilling Engineer / Project Assistant (Renewable Energy) Qualification: BE (Any Discipline) Experience of 5 years & above in their respective fields	We request you to add separate line items for Drilling Engineer and Project Assistant, as the nature of their jobs is different. As we understand that the salary rates are different for both these positions, hence we cannot club with single rate.	No change. For the job description, shall deliver and issue amendment if needed.
6.0	HSE Officer / Fire Safety Officer Qualification: BE (Fire & Safety) / BE Fire Engineering Experience of 3 - 5 years in their respective fields	We request you to relax the qualification criteria as BE Any discipline with certification in Industrial Safety/Fire Safety (ADIS /PDIS) from a recognized institute.	Shall deliver and issue amendment if needed.
7.0	The Bidder/ Contractor must understand and agree that OIL is not bound or committed to utilize any specific number of their personnel during the contract period. The requirement being purely TEMPORARY on AS AND WHEN REQUIRED basis.	We request you for minimum guarantee of man-days per month or a commitment to utilize a certain percentage (e.g., 10-15%) of the total evaluated man-months.	Not agreed to

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8.0	Group / Individual life and health insurance policy etc. covering all the contract personnel working under this contract which must be valid for the entire period of the contract. However, in case of any work-related accident / injury, OIL may make first aid service available at nearest OIL's Medical facility	Please specify the minimum Sum Assured required per deployed personnel for: a) Group Life Insurance / Accidental Death Cover (Minimum Rs. 25 Lakhs/ person). b) Group Health/Mediclaim Insurance (Minimum Rs. 10 Lakhs/ person).	Bidders must ensure full compliance with all statutory requirements and applicable laws of India.
9.0	The personnel engaged shall make their own arrangements to report to the allocated departments in assigned / posted locations / sphere etc. and conveyance from the department to the assigned location of work shall be the responsibility of the OIL's concerned department.	Kindly clarify how many such assignments occur in a month. We also request that you fix a slab rate (per person per month) to ensure a most competitive bid.	Cannot be ascertain at this stage as the requirement is for project nature of the job. Bidders are expected to quote for the services by taking into account all requirements. A fixed slab rate shall not be applicable.
10.0	The personnel engaged shall make their own arrangements to report to the allocated departments in assigned / posted locations / sphere etc. and conveyance from the department to the assigned location of work shall be the responsibility of the OIL's concerned department.	We request you to provide Food, Pick-up & drop and train / Air Fare from a central point to the work site.	Not Acceptable

Sl. No	Clause description as per tender	Queries	OIL's Reponses
11.0	The invoices are to be raised by 10th of the succeeding month to OIL. Accordingly, the payment will be processed on receipt of the undisputed invoice from the contractor.	We request you to make 100% payment within 15 days from the date of invoice along with GST.	Payment shall be made as per the payment terms specified in the tender.
12.0	Replacement personnel should be mobilized within 15 days from the date of issuance of notice without affecting the operation of the COMPANY.	We request you to consider the replacement period for minimum 30 days, since the notice period is 30 days as per industry practise.	Shall deliver and issue amendment if needed.
13.0	The contractor shall have to provide the shortlisted personnel for engagement for a maximum period of three (03) years. However, there will be a gap of minimum 07 days after completion of each one-year cycle.	Kindly clarify the payment for that 7 days which is Billable or Non-billable. Since it is not clear in the tender.	Non-billable
14.0	The contractor shall have to provide the shortlisted personnel for engagement for a maximum period of three (03) years. However, there will be a gap of minimum 07 days after completion of each one-year cycle.	Also clarify the rejoining process. (For Ex. If the candidate belongs to Karnataka and site location is Rajasthan, then to obtain new PCC takes minimum 10 days) we request you to relax that criteria for such candidates.	PCC shall be obtained once for any contractor personnel at the time of their initial joining and shall remain valid for the entire duration of the contract. Personnel rejoining after a gap of 7 days post completion of each annual cycle will not be required to resubmit the PCC.
15.0	During the last six months of the contract period the contractor shall not replace / withdraw any personnel already deployed.	We request you to wave off this clause, since it differs person to person.	No change

Sl. No	Clause description as per tender	Queries	OIL's Responses
16.0	The cumulative penalty shall not exceed 10% of the Total Contract Value.	We request you to change the penalty cap to 2% of the total contract value. Since the BEC financial criteria is at least Rs. 9,30,98,000.00/- (which is less than 10%). Kindly update the financial BEC or penalty clause).	The BEC financial criteria shall remain as per the company's standard policy, with no changes permitted. However, for the cumulative penalty, we shall deliver and issue amendment if needed.
17.0	Penalty shall be applicable under the conditions.	If OIL imposing any penalty amount on contractor, kindly mention the penalty amount month on month wise to improvising the contractor performance.	OIL shall mention the penalty amount on quarterly basis, if applicable.
18.0	The contractor has to deploy the approved personnel within 21 days from the date of intimation of deployment by OIL.	We request you to consider the deployment period for minimum 30 days, since the notice period is 30 days as per industry practice.	Shall deliver and issue amendment if needed.
19.0	a) If the Contractor fails to provide the list of Bio-data along with credentials of shortlisted personnel within 21 (Twenty-one) days from date of receipt of OIL's Requisition. b) Deployment / placement against a particular professional position beyond 21 (Twenty-one) days from date of intimation of acceptance of shortlisted personnel by OIL.	Kindly clarify which penalty clause is applicable, since both the clauses are overlapped.	The penalty clauses are not overlapping. Clause (a) shall be applicable only if the Contractor fails to provide the bio-data along with credentials within 21 days from the date of receipt of OIL's requisition. Clause (b) shall be applicable only if the Contractor fails to deploy/place the personnel within 21 days from the date of intimation of acceptance of shortlisted personnel by OIL.
20.0	Prevailing and upcoming OIL Installations for next 3 years.	Kindly share the list of all installations which involve in to this contract. Since it is not mention in the tender.	All operational areas of OIL within India.

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21.0	Kindly share the interview selection criteria.	Kindly clarify the selection committee members and the mode of interview such as physical/ telephonic / Virtual. Since it is not clear in the tender.	Selection shall be made solely based on the bio-data submitted after the requisition is raised. No interview shall be conducted.
22.0	For remote sites OIL does not have base camps with facilities.	Kindly clarify the accommodation and their payments for such remote sites.	The bidder shall be responsible for arranging accommodation for their personnel at any location during the execution of the contract.
23.0		Is knowledge of the local language required for the personnel engaged by the contractor?	Personnel engaged by the contractor shall be able to read and write in English. It is also desirable for them to know the local language for their convenience.
24.0	Bidder must have experience of successfully completing at least one SIMILAR WORK of minimum 02 years' duration in previous 07 (seven) years reckoned from the original bid closing date with PSUs / Central Government / State Government Organization / Nationalised Banks/ Public Limited Company/ Companies listed in Bombay stock Exchange (BSE) or in National Stock Exchange (NSE) in India.	Bidder must have experience of successfully completing at least one SIMILAR WORK of minimum 02 years' duration in previous 10 (ten) years reckoned from the original bid closing date with PSUs / Central Government / State Government Organization / Nationalized Banks/ Public Limited Company/ Companies listed in Bombay stock Exchange (BSE) or in National Stock Exchange (NSE) in India.	Shall deliver and issue amendment if needed.
25.0	iii) Petroleum Engineers [BE or B. Tech in Petroleum	We request OIL to provide us the Broad scope of the responsibility of Petroleum Engineer & the Disciple of Petroleum Engineer.	For the responsibilities/ job description of the Petroleum Engineer, OIL shall deliver and issue amendment if needed.
26.0	iii) In case the start date of the requisite experience is prior to	It is requested that OIL to not only consider the part (Completion) of SIMILAR	Shall deliver and issue amendment if needed.

Sl. No	Clause description as per tender	Queries	OIL's Reponses
	the preceding 07(seven) years' period reckoned from the original bid closing date, but completion is within the preceding 07 (seven) years' period reckoned from the original bid closing date, then only that part of SIMILAR Work will be considered which has been executed within preceding 07 (seven) years' period reckoned from the original bid closing date.	Work but also consider the entire period of the Project from start to end falls during the last 10 years period & not only the completion. OIL should also consider ongoing contracts.	
27.0	Bidder must have experience of supplying professionals of at least 05 (Five) different qualifications from the below list of qualifications for a continuous period of 06 (six) months under a single contract in PSUs / Central Government / State Government Organization / Nationalised Banks/ Public Limited Company/ Companies listed in Bombay stock Exchange (BSE) or in National Stock Exchange (NSE) in previous 07 (seven) years reckoned from the original bid closing date.	Bidder must have experience of supplying professionals of at least 04 (Four) different qualifications from the below list of qualifications for a continuous period of 06 (six) months under a single contract in PSUs / Central Government / State Government Organization / Nationalised Banks/ Public Limited Company/ Companies listed in Bombay stock Exchange (BSE) or in National Stock Exchange (NSE) in previous 07 (seven) years reckoned from the original bid closing date. Thereby giving more preference to technically qualified professionals.	Shall deliver and issue amendment if needed.
28.0	Bidder must have experience of supplying professionals of at least 05 (Five) different qualifications from	We request OIL to include "Manager Logistics" in these positions.	Not acceptable

Sl. No	Clause description as per tender	Queries	OIL's Reponses
	<p>the below list of qualifications for a continuous period of 06 (six) months under a single contract</p> <p>i) HR Executives [MBA (HR) /PG in (HR)]</p> <p>ii) Engineers [BE / B. Tech in any discipline]</p> <p>iii) Petroleum Engineers [BE or in Petroleum Engineering]</p> <p>iv) HSE Officer/Fire Safety Officer [BE (Fire & Safety)/BE (Fire Engineering)]</p> <p>v) IT Professionals [MCA /BE(IT) / BE(CSE) / M.Sc. (IT)]</p> <p>vi) Post Graduate Degree Holders in Science</p> <p>vii) Land Officers [Graduate Degree in Law (LLB)]</p> <p>viii) Chemist [PG (Chemistry) /BE (Chemical)]</p> <p>ix) Geologist [PG in Geology or Applied Geology.</p>		
29.0	<p>In case the contractor desires to replace the personnel, contractor shall serve 02 (Two) months prior notice to OIL from the required date of release and provide suitable replacement(s) without any additional cost. However, contractor's request to replace the personnel shall not</p>	<p>In case the contractor desires to replace the personnel, contractor shall serve 01 (one) months prior notice to OIL from the required date of release and provide suitable replacement(s) without any additional cost. However, contractor's request to replace the personnel shall not be entertained within the initial 06 (Six) months from the date of deployment / placement of personnel concerned. Violation of the</p>	<p>Shall deliver and issue amendment if needed.</p>

Sl. No	Clause description as per tender	Queries	OIL's Reponses
	be entertained within the initial 06 (Six) months from the date of deployment / placement of personnel concerned. Violation of the same, shall attract penalty as per Clause No. 4.0 (d).	same, shall attract penalty as per Clause No. 4.0 (d).	
30.0	Within 21 days from the date of issue of OIL's Requisition, the contractor has to provide the following: i) A list of shortlisted personnel as per requirement in the ratio of 1:3. (i.e. 1 post = 3 shortlisted personnel, 2 post= 06 shortlisted personnel)	Within 21 days from the date of issue of OIL's Requisition, the contractor has to provide the following: i) A list of shortlisted personnel as per requirement in the ratio of 1:2. (i.e. 1 post = 2 shortlisted personnel, 2 post = 04 shortlisted personnel).	No change
31.0	The contractor has to deploy the approved personnel within 21 days from the date of intimation of deployment by OIL.	The contractor has to deploy the approved personnel within 30 days from the date of intimation of deployment by OIL	Shall deliver and issue amendment if needed.
32.0	Tentative Date: 17.10.2025 Location: Kolkata	We request to have the pre-bid in virtual mode also through video conference.	Pre-Bid Conference arranged via VC Mode.
33.0		The Bidder must have experience of successfully completing at least one similar work of a minimum 3 (three) years' duration within the last 07 (seven) years, reckoned from the original bid closing date, with any of the following entities: Public Sector Undertakings (PSUs), Central Government, State Government	No change

Sl. No	Clause description as per tender	Queries	OIL's Reponses
		Organizations, Nationalised Banks, Public Limited Companies, or Companies listed on the Bombay Stock Exchange (BSE) or the National Stock Exchange (NSE) in India.	
34.0		<p>'Similar Work' mentioned in Clause No. 1.2.2 above shall mean:</p> <p>"Supply of 30 (thirty) or more professionals in executive cadre for deployment in PSUs, Central Government, State Government Organizations, Nationalised Banks, Public Limited Companies, or Companies listed on BSE or NSE under a single contract.</p>	No change
35.0		The Bidder must have experience of supplying professionals of at least 05 (five) different qualifications from the list given below, for a continuous period of 06 (six) months under a single contract, in any of the following entities: Public Sector Undertakings (PSUs), Central Government, State Government Organizations, Nationalised Banks, Public Limited Companies, or Companies listed on the Bombay Stock Exchange (BSE) or the National Stock Exchange (NSE), during the last 07 (seven) years reckoned from the original bid closing date. The Bidder must submit relevant documentary evidence issued by the respective organization	Shall deliver and issue amendment if needed.

Sl. No	Clause description as per tender	Queries	OIL's Reponses
		<p>along with the technical bid.</p> <p>List of Eligible Qualifications:</p> <p>i) HR Executives – MBA (HR) / PG in HR</p> <p>ii) Engineers – BE / B.Tech in any discipline</p> <p>iii) Petroleum Engineers – BE / B.Tech in Petroleum Engineering</p> <p>iv) HSE Officer / Fire Safety Officer – BE (Fire & Safety) / BE (Fire Engineering)</p> <p>v) IT Professionals – MCA / BE (IT) / BE (CSE) / M.Sc. (IT)</p> <p>vi) Post Graduate Degree Holders in Science</p> <p>vii) Land Officers – Graduate Degree in Law (LLB)</p> <p>viii) Chemists – PG (Chemistry) / BE (Chemical)</p> <p>ix) Geologists – PG in Geology or Applied Geology</p> <p>x) Process / O&M / Production Engineers – BE (Chemical) / BE (Mechanical) / BE (Instrumentation) / BE (Production) / BE/B.Tech in Petroleum Engineering</p> <p>xi) Drilling Engineers / Project Assistants – BE in any discipline</p> <p>We believe that the inclusion of categories (x) and (xi) in the list of eligible qualifications will enable a larger pool of competent bidders to participate effectively.</p>	
36.0		<p>Further, since Oil India Limited is a PSU Oil Company, it is also recommended to consider specific technical experience gained from:</p>	Not Acceptable

Sl. No	Clause description as per tender	Queries	OIL's Reponses
		<p> <input type="checkbox"/> PSU Oil Marketing Companies (HPCL, IOCL, BPCL) <input type="checkbox"/> Private Oil Marketing Companies (Reliance Industries Ltd., Nayara Energy, Shell, etc.) <input type="checkbox"/> Joint Venture Companies of PSUs and Private Sector entities <input type="checkbox"/> Administrative Offices of PSU Oil Marketing Companies or such Joint Ventures. </p> <p>Such inclusion would encourage fair competition, enhance industry diversity, and ensure selection of qualified and experienced service providers-thereby adding greater value to Oil India Limited.</p>	
37.0		<p><i>Bidder must have experience of supplying professionals of at least 05 (Five) different qualifications from the below list of qualifications for a continuous period of 06 (six) months under a single contract in PSUs / Central Government / State Government Organization / Nationalised Banks/ Public Limited Company/ Companies listed in Bombay stock Exchange (BSE) or in National Stock Exchange (NSE) in previous 07 (seven) years reckoned from the original bid closing date. Bidder must submit relevant documentary evidence issued by PSUs / Central Government / State Government Organization / Nationalised Banks/ Public Limited Company/ Companies listed in Bombay stock Exchange (BSE) or in National Stock</i></p>	No change

Sl. No	Clause description as per tender	Queries	OIL's Reponses
		<p><i>Exchange (NSE), along with the technical bid”.</i></p> <p>The inclusion of the MNC category within the eligibility criteria will enable wider participation and allow us to contribute effectively to this tender. We sincerely request your kind consideration of this modification and look forward to your positive response.</p>	