

**NIT for Tender No. GCO5938P24**

Oil India Limited, a Government of India Enterprise intends to “Hiring a Onetime service for obtaining Borewell NOC from Ground water Board, Kolkata against RS13, RS14 & PS8 Sonapur.”

Interested bidder may collect the Bid Documents from the office of the General Manager (Contracts) Guwahati-781171 from **23.03.2024 to 09.04.2024** during office hours from 0800 Hrs to 1530 Hrs. The Bid Closing Date (BCD) is **09.04.2024 at 13.30 hrs.** and Bid Opening Date (BOD) is **09.04.2024 at 14.00 Hrs.**

All corrigenda, addenda, amendments, time extension, clarification etc. to the tender will be hosted on the Oil Website and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website. Tender Reference is **GCO5938P24.**

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

Approved BEC/BRC(Ref. No: PL/PS8/OPS/C-13/174\

Date: 15.02.2024)

### **1.0 BID EVALUATION CRITERIA (BEC):**

The bid shall conform to the specifications and terms and conditions given in the Bidding Documents. Bids will be rejected in case material and services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and will not be considered for evaluation. All the documents related to BEC shall be submitted along with the Technical Bid.

#### **1.1 Technical Criteria:**

1.1.1 Bidder must have relevant experience of successfully completing at least one SIMILAR work of value Rs. **1,72,544.00 (Rupees One Lakh Seventy Two Thousand Five Hundred & Forty Four only)** i.e., 50% of the annualized value of estimated work, in previous 07 (seven) years reckoned from the original bid closing date with PSUs / Central Government / State Government Organization / Public Limited Company.

1.1.2 Bidder must have P.F. Registration. Documentary evidence for the same should be submitted along with technical bid.

OR

In case bidder does not have P.F. Registration at the time of bidding then the bidder shall have to submit an undertaking that they shall get registered with P.F. Authority and shall produce the documentary evidence for the same before issue of Work Order by OIL.

Notes to BEC Clause No. 1.1.1:

1. **"SIMILAR work" mentioned above means "Experience of liaising with Government officials and preparation of documents for obtaining NOC (No Objection Certificate) from CGWA(Central Ground Water Authority)"**

2. **If the prospective bidder is executing SIMILAR work which is still running and the job executed prior to original bid closing date satisfies the minimum criteria (value / duration)**

**prescribed in the BEC Clause No. 1.1.1**, then such experience will also be taken into consideration provided that the bidder submits relevant document(s) certified by the end user clearly showing the value / duration of SIMILAR work executed prior to original bid closing date along with Contract documents / work order of the running contract.

3. In case the start date of the requisite experience is prior to 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 the value / duration of 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. This value / duration should meet the minimum criteria prescribed in the BEC Clause No. 1.1.1. In such cases, the bidder must submit relevant document(s) certified by the end user or a certificate issued by a practicing Chartered / Cost Accountant Firm (with Membership Number & Firm Registration Number) clearly indicating the value / duration of such experience.

4. If the prospective bidder has executed contract(s) in which SIMILAR work is a component, and the value / duration of Similar work executed satisfies the minimum criteria prescribed in the BEC Clause No. 1.1.1, then such experience will also be taken into consideration provided that the bidder submits the breakup of the works executed under such contract(s) clearly indicating the value / duration of SIMILAR work, which must be certified by the end user.

5. For proof of requisite experience of SIMILAR work, self-attested photocopies of following documents must be submitted along with the bid:

A. In case of OIL contractors, Copy of Certificate of Completion (COC)/ Work Orders /Certificate of Payments (COP) / Service entry Sheet (SES) of jobs successfully executed during the last seven years ending bid closing date, showing gross value of the job done, Nature of job done and Time period covering the financial year(s) as per NIT. It may be clearly noted that simply mentioning of OIL Contract Number or Work order will not be accepted.

B. In case of a bidder NOT being an OIL Contractor, then a relevant Certificate issued by PSUs or Central Govt. or State Govt. or Reputed Private Organization in last seven years from date of original bid closing date showing:

a) Gross value of job done; and

b) Nature of job done; and

c) Contract start and completion date.

6. SIMILAR work executed by a bidder for its own organization / subsidiary will not be considered as experience for the purpose of meeting BEC.

## 1.2 Financial Criteria:

(i) **Annual Financial Turnover of the bidder in any of preceding 03 (three) financial / accounting years, reckoned from the original bid closing date (BCD) should be at least Rs. 1,03,526.00 (Rupees One Lakh Three Thousand Five Hundred and Twenty Six only) i.e.,30% of the annualized value of estimated work.**

ii) For consortium

a) At least one member of the consortium to meet the above criteria of 50% turnover.

b) The other members of consortium should meet minimum 25% turnover requirement.

c) Period for consideration: In any of preceding 3 financial years

(ii) Net worth of bidder must be positive for preceding financial / accounting year.

Note: The Net worth to be considered against the clause above, should be read in conjunction with the definition of Net worth as mentioned in Section 2 (57) of The Companies Act, 2013.

Notes to BEC Clause No. 1.2:

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. 'UDIN' along with membership and firm registration number of CA issuing the certificate for turnover & net worth of the bidder must be provided

OR

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

\*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.

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 2022-23 have actually not been audited so far.

C. In case the bidder is a Government Department, they are exempted from submission of documents mentioned under Para A. and B. above. However, bidder will have to provide documentary evidence supporting the same.

1.3 Price bids shall be opened in respect of only the techno-commercially acceptable bidders whose bids have been found to be substantially responsive. A substantially responsive bid is one that meets the terms and conditions of the Tender and / or the acceptance of which bid will not result in indeterminate liability on OIL.

1.4 Bidders are required to quote for all the items as per Price Bid Format; otherwise the offer of the bidder will be straightway rejected.

1.5 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.

1.6 The quantities shown against each item in the "Price Bid Format" shall be considered for the purpose of Bid Evaluation. It is, however, to be clearly understood that the assumptions made in respect of the quantities for various operations are only for the purpose of evaluation of the bid and the Contractor will be paid on the basis of the actual number of days/parameter, as the case may be.

1.7 Price Bids of the techno-commercially acceptable bidders will be evaluated on overall lowest cost basis (L-1 offer) i.e., considering the total quoted price inclusive of all liabilities and GST as per Price Bid Format.

1.8 Based on the evaluation of techno-commercially qualified bidders, the job will be awarded to the L-1 bidder.

1.9 The bidders are advised not to offer any discount/rebate separately and to offer their prices in the Price Bid Format after considering discount/rebate, if any.

1.10 Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price.

1.11 In case of identical overall lowest offered rate by more than 01 (one) bidder, the selection will be made by draw of lot between the parties offering the same overall lowest price.

## 2.0 BID REJECTION CRITERIA (BRC):

### **2.1 The bids are to be submitted in Single-Stage Single-Bid system .**

2.2 The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above will be treated as non-responsive and rejected.

2.3 Bid Documents / User Id & Password for OIL's E-Tender portal are not transferable. Bid made by parties who have not submitted the requisite tender fees will be rejected.

2.4 Any bid received in the form of Physical document/Telex/Cable/Fax/E-mail will not be accepted.

2.5 Bids shall be typed or written in indelible ink. The bidder or his authorized representative shall sign the bid digitally, failing which the bid will be rejected.

2.6 Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initiated by the persons(s) signing (digitally) the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.

2.7 Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document.

2.8 Bids are invited under Single-Stage single Bid System. Bidders must submit Bids in electronic form through online OIL's e-Tender portal accordingly within the Bid Closing Date and time stipulated in the e-Tender. The Technical Bid is to be submitted as per Scope of Work & Technical Specifications of the tender under "Technical Attachment" Tab and the Priced Bid under "Notes and Attachments" Tab as per the PRICE BID FORMAT.

2.9 Bidder must accept and comply with the following provisions as given in the Tender Document in toto, failing which offer will be rejected:

(i) Firm price

(ii) Period of validity of Bid

(iii) Price Schedule

(iv) Performance Bank Guarantee / Security deposit

(v) Delivery / Completion Schedule

(vi) Scope of work

(vii) Guarantee of material / work

- (viii) Liquidated Damages clause
- (ix) Tax liabilities
- (x) Arbitration / Resolution of Dispute Clause
- (xi) Force Majeure
- (xii) Applicable Laws
- (xiii) Specifications
- (xiv) Integrity Pact

2.10 There should not be any indication of price in the Un-priced Techno-Commercial Bid. A bid will be straightway rejected if this is given in the Un-priced Techno-Commercial Bid.

2.11 Bid received with validity of offer less than 90(ninety) days from the date of Technical Bid opening will be rejected.

2.12 **The Integrity Pact is not applicable against this tender.** OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide PART-VI of the tender document. This Integrity Pact Proforma has been duly signed digitally by OIL's competent signatory. The Proforma has to be returned by the bidder (along with the Un-priced Techno-Commercial 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.

### 3.0 GENERAL

3.1 In case bidder takes exception to any clause of bidding document not covered under BEC-BRC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw / modify the deviation when / as advised by company. The loading so done by the company will be final and binding on the bidders. No deviation will however be accepted in the clauses covered under BEC-BRC.

3.2 Bidders should provide self-attested copies of GST Registration Certificate, PAN Card, ESIC registration (if applicable), P.F. Registration Number OR Declaration (Declaration by applicant that provisions of Provident Fund Act are not applicable to them. In case P.F. is required to be deposited later on, the same will be deposited by the bidder (Applicant). In case successful bidder doesn't have P.F. Code at the time of bidding and PF Act is applicable on him/her, the same has to be provided by him/her before signing of contract agreement and issue of Work Order by OIL.

3.3 To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification in respect of clauses covered under BEC-BRC also and such clarifications fulfilling the BEC-BRC clauses in to must be received or before the deadline given

by the company, failing which the offer will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.

3.4 If any of the clauses in the BEC-BRC contradict with other clauses of bidding document elsewhere, the clauses in the BEC-BRC shall prevail.

3.5 Bidder(s) must note that requisite information(s)/financial values etc. as required in the BEC-BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise, Bids shall be rejected.

3.6 OIL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard.

3.7 The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to OIL as and when asked for.

3.8 The successful bidder /contractor shall undertake to indemnify the company against all claims which may arise under the under noted Acts during signing of the contract:

- a) The Factory Act - 1948
- b) The Minimum Wages Act 1948
- c) The Workman's compensation Act 1923
- d) The payment of wages Act 1963
- e) The payment of Bonus Act 1965
- f) The Contract Labour (Regulation and Abolition) Act 1970 and the rules framed thereunder.
- g) Employees' Pension Scheme 1995.
- h) Interstate Migrant (regulation of Employment and Condition of Service) Act 1979
- i) The Employees Provident Fund and Miscellaneous Provisions Act 1952
- j) AGST Act/VAT
- k) GST Act