



MATERIALS DEPARTMENT
P.O. Duliajan, Dist. Dibrugarh ASSAM,
PIN – 786602,
INDIA TEL: (+91) 0374 - 2808737
E-mail: partho.nath@oilindia.in

TENDER INFORMATION SUMMARY

1	TENDER NO. & BID CLOSING DATE	DID0293L26/L1 dated 20.09.2025 Bid Closing On 15.10.2025 at 13:00 hrs (IST) The sealed quotation should be sent to the following address: Head-Materials, Materials Department, Oil India Limited, P.O. Duliajan-786602, ASSAM(INDIA). Offer's envelope should clearly mention Tender No., Bid closing date and Bidder's name.
2	BID SECURITY AND VALIDITY	: NOT APPLICABLE BID SECURITY DECLARATION AS PER ANNEXURE-O IS REQUIRED TO BE SUBMITTED.
3	PERFORMANCE GUARANTEE	: APPLICABLE
4	INTEGRITY PACT	: NOT APPLICABLE
5	MSE PURCHASE PREFERENCE	: APPLICABLE
6	RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA	: APPLICABLE
7	BANNING POLICY	: APPLICABLE
8	PRE-DISPATCH INSPECTION	: NOT APPLICABLE
9	THIRD PARTY INSPECTION	: NOT APPLICABLE
10	INSTALLATION & COMMISSIONING	: APPLICABLE

LIST OF ANNEXURES

ANNEXURE-A	:	ITEM SPECIFICATIONS AND TENDER CLAUSES
ANNEXURE-K	:	UNDERTAKING BY BIDDERS TOWARDS SUBMISSION OF AUTHENTIC INFORMATION/DOCUMENTS
ANNEXURE-N (EXHIBIT-I, II, III)	:	RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES LAND BORDER WITH INDIA
PROFORMA-BP		DECLARATION THAT BIDDER IS NOT UNDER HOLIDAY LIST/ DELISTED/ BLACKLISTED/ DEBARRED
ANNEXURE-O		BID SECURITY DECLARATION

Attention of Vendors for Flagged Tenders

Other than the vendors to whom the enquiry has been issued, interested vendors who wish to participate in the tender may submit their bid/offer with proper credentials (Relevant documents including company profile, financial status, product range, client list must be submitted along with the application) and should fulfill the below mentioned criteria –

(i) Experience of successfully executing at least 1 (one) similar order for minimum of Rs. 24.73 Lakhs in preceding 5 (five) years to be reckoned from the original stipulated bid closing date of the tender [Copies of Purchase Order(s) along with completion certificate towards successful execution of the order to be submitted].

Similar Order means “Supply & Installation of E-Learning Hub/ Renovation & Interior work of Conference room, Guest Houses”.

(ii) Annual financial turnover of at least 24.73 Lakhs in any of preceding 3 (three) financial years.

(iii) The Net worth should be Positive for preceding financial / accounting year.

Note:

a. **Annual Financial Turnover** of the bidder from operations shall mean Aggregate value of the realisation of amount made from the sale, supply or distribution of goods or on account of services rendered, or both, by the company (i.e., bidding entity, as the case may be) during a financial year as per the Companies Act, 2013 Section 2 (91).

b. **Net worth shall mean** the aggregate value of the paid-up share capital and all reserves created out of the profits and securities premium account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited balance sheet, but does not include reserves created out of revaluation of assets, write-back of depreciation and amalgamation.

c. 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, UDIN and Firm Registration Number), certifying the Annual turnover & Net worth

OR

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

Documentary evidence as stipulated above, should reach the office from where the tender is floated (email:- partho.nath@oilindia.in) within 10 days of publication of the tender on OIL’s website. Based on merit, OIL will allow the vendors to participate in the current tender or future tender for the item(s) at its sole discretion.

Disclaimer: Authorization to participate in the tender does not guarantee placement of order. Requests received from interested vendors after 10 days of publication of tender shall be considered for future tenders only, subject to meeting the above evaluation criteria.

OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. Duliajan-786602, Assam
E-mail:material@oilindia.in, Fax No.91-374-2800533

ANNEXURE-I

Tender No. : DID0293L26/L1
Tender Date : 20.09.2025

Item No./ Mat. Code	Material Description	Quantity	UOM
10 0C000172	Supply of Customised Wall-Fitted Bookshelf. Dimensions Length: 8 ft., Height: 10 ft., Width: 15 inches. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	4	NO
20 0C000172	Supply of Customised Wall-Fitted Bookshelf. Dimensions: 10 ft. long, 10 ft. height, 15 inches width <u>Detailed scope of work is enclosed as per Annexure-II.</u>	3	NO
30 0C000172	Supply of Customised Wall-Fitted Bookshelf. Dimensions: 5 ft long, 10ft height, 15 inches width. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	1	NO
40 0C000718	Supply and installation of painted ceiling panels. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	274	M2
50 0C000172	Supply of 12 W COB LIGHT <u>Detailed scope of work is enclosed as per Annexure-II.</u>	595	NO
60 0C000172	Supply of Customised Round Sofa -Eight-Seater. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	3	NO
70 0C000172	Supply of customised librarian two-seater computer table. Dimensions: Length: 1830mm - Width: 800mm Height: 750mm. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	2	NO
80 0C000172	Supply of customised four-seater computer desk Dimensions: Length: 1600 mm - Width: 1200 mm Height: 750 mm. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	3	NO
90 0C000172	Supply of customized four-seater study table. Dimensions : Length:1200 mm, Width:1200 mm, Height :750 mm <u>Detailed scope of work is enclosed as per Annexure-II.</u>	3	NO
100 0C000172	UPVC door. Dimensions: Height: 2133mm, Width: 1524mm <u>Detailed scope of work is enclosed as per Annexure-II.</u>	1	NO

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025**

Item No./ Mat. Code	Material Description	Quantity	UOM
110 0C000718	Powder-coated aluminium 3-track sliding partition. Dimension: 29 rft X 10 rft <u>Detailed scope of work is enclosed as per Annexure-II.</u>	27	M2
120 0C000172	Supply and installation of painted WPC (Wood Plastic Composite) panels for posts. Each Post Dimensions:18-inch Diameter x 9 feet height. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	11	NO
130 0C000172	Supply of Customised Two-Seater Round table; Dimensions : Diameter:-900mm , Height:-750mm. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	3	NO
140 0C000172	Supply of LED Profile Light (size 5 meters in length) <u>Detailed scope of work is enclosed as per Annexure-II.</u>	25	NO
150 0C000172	Supply of Customized two-seater computer table Dimensions: Length 1830mm - Width: 800mm Height: 750mm. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	10	NO
160 0C000172	Mid back revolving chairs powder coated (renowned brand) <u>Detailed scope of work is enclosed as per Annexure-II.</u>	20	NO
170 0C000718	Liner Luxe Carpet tiles 6mm (renowned brand) <u>Detailed scope of work is enclosed as per Annexure-II.</u>	78	M2
180 0C000718	Powder-coated aluminium partitions in the sizes - 1 unit of 42 ft × 8 ft and 2 units of 8 ft × 10 ft each. <u>Detailed scope of work is enclosed as per Annexure-II.</u>	46	M2
190 0C000718	Decorative Wooden panelling (10 ft. x 12 ft) <u>Detailed scope of work is enclosed as per Annexure-II.</u>	11	M2
200 0C000172	Powder-coated aluminium door (60" Width × 84" Height) <u>Detailed scope of work is enclosed as per Annexure-II.</u>	1	NO
	Installation & Commissioning		
10	Installation & Commissioning	1	AU

Standard Notes : (1) VALIDITY : Your offer must be valid for 75 days from the date of bid opening.

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025**

(2) The rates quoted by the bidders shall be inclusive of all taxes, duties and levies. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies.

(3) The offer should be submitted in Duplicate.

(4) 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 a 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).

(5) In the event you authorize your dealer/stockist/channel partner to quote on your behalf, the dealer/stockist/channel partner while submitting bid should mention on the body of the envelope that they are submitting bid on your behalf.

In the event the dealer/stockist/channel partner do not mention the name of their OEM/principal on the body of the envelope, the offer shall be treated as unsolicited offer and will not be considered for opening.

The dealer/stockist/channel partner should take note of above while submitting bid on behalf of their OEM/principal.

(6) PAYMENT TERM: OIL's standard payment terms are as listed under:

(i) Payment will generally be made against completed supply, including installation & commissioning (if included in Supplier's scope). Where phased delivery is indicated in the order, payment will be made against each lot as per phasing.

(ii) Payment to the extent of maximum 90% of the value of supply will be released within 21 days of receipt of materials at destination/site as per purchase order against direct submission of undisputed invoice to OIL and the remaining 10% shall be released upon acceptance of goods after due adjustment towards applicable Liquidated Damages.

In certain cases, OIL will consider release of 100% payment within 21 days of receipt and acceptance of supply at destination/site as per purchase order against undisputed invoice, subject to adjustment towards applicable Liquidated Damages.

(iii) Wherever installation and commissioning etc. are to the scope of Supplier, maximum 80% of the cost of materials shall be payable within 21 days of receipt & verification of completeness of all the goods at destination/site as per purchase order against undisputed invoice and the remaining payment shall be released after successful commissioning

The above payment terms supersede all the payment terms contained elsewhere in the tender document as well as "General Terms and Conditions" (Document No. MM/TENDER/LP/01/06). Bidders to note that no other payment terms, apart from the above listed payment terms, shall be accepted by OIL.

The bids shall be evaluated on the basis of freight, insurance, taxes and other relevant costs as quoted by the bidders. Accordingly, purchase orders shall be awarded to bidders on all-inclusive FOR Destination basis. Bidders to take note of the same and quote accordingly.

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025**

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

(8) Bidder other than OEM must forward their valid dealership/ authorization certificate from the OEM against this tender along with their offer.

(9) Bidders should refer to enclosed Annexure-A under special notes for the Taxes and Duties clauses under GST regime.

(10.a) Bidders should submit their bids incorporating the following details:

(i) GST Registration Details of Supplier:.....

(ii) Item-wise HSN Code:.....

(iii) Applicable Rate of GST:.....

(10.b) Bidders to note OIL-Duliajan's Provisional GSTIN as: 18AAACO2352C1ZW.

(11) MSE Clause: Categorisation and various Criteria applicable to MSE bidders shall be guided by the Gazette Notification No. CG-DL-E-26062020-220191 dated 26.06.2020 and Amendment vide Gazette Notification no. CG-DL-E-16062021-227649 DATED 16TH June'2021 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES. The existing enterprises registered under EM- Part-II or UAM till Jo" June'2020 shall continue to be valid only for a period up to the 31st day of December, 2021.

The bidder claiming as MSE status (MSE-General, MSE-SCIST, MSE -Woman) against this tender has to submit the following documents for availing the benefits applicable to MSEs:

i. Udyam Registration Number with Udyam Registration Certificate.

Note: In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur or Woman Entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur/ Woman Entrepreneurs should also be enclosed.

Financing of trade receivables of Micro and Small Enterprises (MSEs) through Trade Receivable Discounting System (TReDS) platform.

Based on the initiatives of Government of India to help MSE vendors get immediate access to liquid fund based on Buyers credit rating by discounting, OIL has registered itself on TReDS platform with M/s RXIL, M/s A TREDs Ltd. (Invoice Mart), M/s Mynd Solutions Pvt Ltd. (M1xchange), M/s C2FO Factoring Solutions Pvt Ltd. (C2treds) & M/s KredX Platform Private Limited (DTX). MSE vendors can avail this benefit by registering themselves with any of the exchanges providing e-discounting / electronic factoring services on TReDS platform and following the procedures defined therein, provided OIL is also participating in such TReDS Platform as a Buyer.

#(i)#MSE Vendor should be aware that all costs relating to availing the facility of discounting on TReDS platform including but not limited to Registration charges, Transaction charges for financing, Discounting Charges, Interest on financing, or any other charges known by any name shall be borne by MSE Vendor.

#(ii)#MSE Vendor hereby agrees to indemnify, hold harmless and keep OIL and its affiliates, Directors, officers, representatives, agents and employees indemnified, from any and all damages, losses, claims and liabilities (including legal costs) which may arise from Sellers submission, posting or display, participation, in any manner, on the TReDS Platform or from the use of Services or from the Buyer's breach of any of the terms and conditions of the Usage

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025**

Terms or of this Agreement and any Applicable Law on a full indemnity basis.

#(iii)#OIL shall not be liable for any special, indirect, punitive, incidental, or consequential damages or any damages whatsoever (including but not limited to damages for loss of profits or savings, business interruption, loss of information), whether in contract, tort, equity or otherwise or any other damages resulting from using TReDS platform for discounting their (MSE Vendor's) invoices.

#Note:

(i)#Buyer means OIL who has placed Purchase Order/ Contract on a MSE Vendor (Seller).

(ii)##Seller means a MSE vendor, who has been awarded Purchase Order/ Contract by OIL (Buyer).

(12) APPLICABILITY OF BANNING POLICY OF OIL INDIA LIMITED: Banning Policy revised on 17.03.2023 as uploaded in OIL's website and revised guidelines of banning/debarment vide OM no. F.1/20/2018-PPD dated 02.11.2021 issued by Department of Expenditure, Ministry of Finance, Govt of India will be applicable against the tender (and order in case of award) to deal with any agency (bidder/contractor/supplier/vendor/service provider) who commits deception, default, fraud or indulged in other misconduct of whatsoever nature in the tendering process and/or order execution processes.

Applicability of the policy shall include but not limited to the following in addition to other actions like invoking bid security/performance security/cancellation of order etc. as deemed fit and as mentioned elsewhere in the tender:

- a) Backing out by bidder within bid validity
- b) Backing out by successful bidder after issue of LOA / Order/ Contract
- c) Non/ Poor performance and order/ contract execution default

The bidders who are on Holiday/Banning/Suspension list of OIL on due date of submission of bid/ during the process of evaluation of the bids, the offers of such bidders shall not be considered for bid opening/evaluation/award. If the bidding documents were issued inadvertently/downloaded from website, the offers submitted by such bidders shall also not be considered for bid opening/evaluation/Award of Work.

The bidder shall submit an undertaking/declaration as per #Annexure-BP" confirming that they have read and understood OIL's Banning Policy and that, neither they nor any of their allied concerns or partners or associates or directors, or proprietors involved in any capacity, are currently on OIL's Holiday/Banning List. Further, the bidder shall confirm that neither they nor any of their aforementioned entities have, during the last three years, been involved in any transgression with any company conforming to the Transparency International (TI) approach or with any Public Sector Enterprise of India that could justify exclusion from the tender process. The bidder shall also disclose details of all such allied entities, if any, as required under the Banning Policy.

(13) The applicable GST on the Liquidated Damage if any, shall have to be borne by the seller. Accordingly, the Liquidated Damage shall be recovered from the seller along with applicable GST.

(14) Bidders should fill-up and submit along with their bid an UNDERTAKING towards authenticity of information/documents furnished by them, as per enclosed ANNEXURE-K.

(15) RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA: It is for information of all Bidders that Ministry of

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025**

Finance of Govt. of India, Department of Expenditure, Public procurement Division vide office memorandum No. F.7/10/2021-PPD (1) dated 23rd February,2023(order- Public Procurement no.4) has proclaimed Requirement of registration under Rule 144(xi) of the General Financial Rules (GFRs), 2017.Any bidder from a country which shares a land border with India will be eligible to bid in any procurement only if the bidder is registered with the Competent Authority. Further, any bidder (including bidder from India) having specified Transfer of Technology (ToT) arrangement with an entity from a country which shares a land border with India, shall also require to be registered with the same competent authority to be eligible to bid in this tender. Therefore, all bidders are requested to be guided by the Clauses stipulated in the enclosed Annexure-N of this tender. In this respect, the format of Undertaking to be submitted by the bidders is given vide **EXHIBIT-I, EXHIBIT-II & EXHIBIT-III** of this tender.

(16) Request for placement of purchase order to an entity, other than the bidder, shall not be considered.

(17) TAX COLLECTED AT SOURCE(TCS):

Tax Collectible at Source (TCS) applicable under the Income-tax Law and charged by the SUPPLIER shall also be payable by OIL along with consideration for procurement of goods/materials/equipment. If TCS is collected by the SUPPLIER, a TCS certificate in prescribed Form shall be issued by the SUPPLIER to OIL within the statutory time limit.

Payment towards applicable TCS u/s 206C (IH) of Income Tax Act,1961 will be made to the supplier provided they are claiming it in their invoice and on submission of following undertaking along with the invoice stating that:

- a. TCS is applicable on supply of goods invoiced to OIL as turnover of the supplier in previous year was more than Rs. 10 Cr. and
- b. Total supply of goods to OIL in FY ... exceeds Rs. 50 Lakh and
- c. TCS as charged in the invoice has already been deposited (duly indicating the details such as challan No. and date) or would be deposited with Exchequer on or before the due date and
- d. TCS certificate as provided in the Income Tax Act will be issued to OIL in time.

However, Performance Security deposit will be released only after the TCS certificate for the amount of tax collected, is provided to OIL. Supplier will extend the performance bank guarantee (PBG), wherever required, till the receipt of TCS certificate or else the same will be forfeited to the extent of amount of TCS, if all other conditions of Purchase order are fulfilled.

The above payment condition is applicable only for release of TCS amount charged by supplier u/s 206C (IH) of Income tax Act, 1961.

(18) Bidder must mention page no./nos. in every pages of their offer.

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

(20) Bidder should clearly mention their name and address on the outside of the envelope containing their offer.

(21) SET-OFF: Any sum of money due and payable to the Seller (including Security Deposit refundable to them) under any purchase order 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 a sum of money arising out of any other purchase order made by the Seller with Oil India Limited (or such other person or persons contracting through Oil India Limited).

(22) SETTLEMENT OF DISPUTES: For Settlement of Disputes clause bidders are requested to be guided by Annexure-III as attached herewith in tender document.

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025****(23) PERFORMANCE SECURITY:**

The successful bidder shall submit Performance Security @ 5% 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.

However, PBG will be applicable only if value of Purchase Order exceeds Rs 10(Ten) lakhs.

Note: The Bank Guarantee issuing Bank branch must ensure the following: The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:

- (i) MT 760 I 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 ICICI Bank, Duliajan Branch, IFSC Code- ICIC0000213.

Branch Address: ICICI Bank Ltd, Kunja Bhavan, Daily Bazaar, Duliajan, Dibrugarh, Assam # 786602.

Special Notes : (I)

- 1. Supplier to quote on all-inclusive F.O.R Duliajan basis, with Freight & Transit Insurance in supplier's scope.**
- 2. As this is a turnkey project, bidder shall be selected based on the overall cost on a comprehensive basis.**
- 3. Supply, Installation & Commissioning: The bidder shall supply, install and commission the E-Learning Hub at MTDC in HR Learning Department, Oil India Limited, Duliajan, within a maximum of two months after receipt of the Purchase Order.**
- 4. Warranty period of the supplied products shall be a minimum of one year from the date of final acceptance of goods or after completion of installation, commissioning, and in-house testing of goods, whichever is earlier.**
- 5. Additional Terms & Conditions:**
 - a. The Bidder must have their own office or own service centre in Assam to ensure necessary support throughout the warranty period. The details of the same with documentary evidence must be submitted along with the bid documents.**
 - b. Any additional items and any other accessories required for completion of E-Learning Hub shall be provided by the bidder at no additional cost.**
- 6. Bidder must submit signed and sealed copy of bid Security Declaration (Annexure-O).**

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025**

(II) Annexure -A
TAXES AND DUTIES CLAUSE - FOR VENDOR/SUPPLIER/CONTRACTOR
(For Supplies/ Services during GST Regime i.e., New Tender)
INDIRECT TAXES/ GST

1. For the purposes of levy and imposition of GST, the expressions shall have the following meanings:

(a) GST - means any tax imposed on the supply of goods and/or services under GST Law.

(b) Cess - means any applicable cess, existing or future on the supply of Goods and Services as per Goods and Services Tax (Compensation to States) Act, 2017.

(c) GST Law - means IGST Act 2017, CGST Act 2017, UTGST Act, 2017 and SGST Act, 2017 and all related ancillary Rules and Notifications issued in this regard from time to time.

2. The rates quoted by the bidders shall be inclusive of all taxes, duties and levies. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies. In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference in case the rate of duty/ taxes finally assessed is on the lower side. Further, bidders have to clearly show the amount of GST separately in the Tax Invoices. Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd.

3. Offers without giving any of the details of the taxes (Including rates and amounts) as specified above will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder.

4. Bidders are required to pass on the benefit arising out of introduction of GST, including seamless flow of Input Tax Credit, reduction in Tax Rate on inputs as well as final goods by way of reduction of price as contemplated in the provision relating to Anti-Profiteering Measure vide Section 171 of the CGST Act, 2017. Accordingly, for supplies made under GST, the bidders should confirm that benefit of lower costs has been passed on to OIL by way of lower prices/taxes and also provide details of the same as applicable. OIL reserves the right to examine such details about costs of inputs/input services of the bidders to ensure that the intended benefits of GST have been passed on to OIL.

5. When Input tax credit is available for Set Off.

Evaluation of L-1 prices shall be done based on Quoted price after deduction of Input Tax Credit (ITC) of GST, if available to OIL. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders

When Input tax credit is NOT available for Set Off

Evaluation of L-1 prices shall be done based on Quoted price only. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders.

6. Bidders agree to do all things not limited to providing GST compliant Tax Invoices or other documentation as per GST law relating to the supply of goods and/or services covered in the

ANNEXURE-I**Tender No. : DID0293L26/L1****Tender Date : 20.09.2025**

instant contract like raising of and /or acceptance or rejection of credit notes / debit notes as the case may be, payment of taxes, timely filing of valid statutory Returns for the tax period on the Goods and Service Tax Network (GSTN), submission of general information as and when called for by OIL in the customized format shared by OIL in order to enable OIL to update its database etc. that may be necessary to match the invoices on GSTN common portal and enable OIL to claim input tax credit in relation to any GST payable under this Contract or in respect of any supply under this Contract.

7. In case Input Tax Credit of GST is denied or demand is recovered from OIL by the Central / State Authorities on account of any non-compliance by bidders, including non-payment of GST charged and recovered, the Vendor/Supplier/Contractor shall indemnify OIL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. OIL, at its discretion, may also withhold/recover such disputed amount from the pending payments of the bidders.

8. GST liability, if any on account of supply of free samples against any tender shall be to bidder's account.

(III) While submitting the offer bidders should follow the ANNEXURE-BB (Price bid format and Bid Evaluation Criteria) as under:

Annexure-BB**Price Bid Format and Evaluation Criteria for Indigenous Tenders:**

1. Basic material Value Including TPI, if any.
2. Pre Despatch Inspection charges, If any.
3. Packing & Forwarding Charges, if any.
- 4. Total Ex works Value (1+2+3).**
5. GST on Total Ex-works value.
6. Compensatory Cess, If any.
- 7. Total FOR Despatching Station value (4+5+6).**
8. Freight Charges upto Destination inclusive of GST.
9. Insurance Charges in % of (7) inclusive of GST.
10. Training Charges, If any.
11. GST on Training Charges.
12. Installation and commissioning Charges, if any.
13. GST on I&C charges.
14. AMC Charges, if any.
15. GST on AMC Charges.
16. Any other charges, if any with GST.
- 17. Total Value (7+8+9+10+11+12+13+14+15+16)**
18. Buy-Back Price, if any, with GST.
- 19. Total FOR Duliajan Value (17-18).**

Comparison of Offers:

Comparison will be done on Total value vide SI no 19.

Note:

Domestic bidders must quote inland freight charges upto Duliajan. In case bidder fails to quote inland freight charges, highest freight quoted by domestic bidder (considering pro-rata distance) against this tender or Oil's estimated freight, whichever is higher, shall be loaded to their offer for comparison purpose.

ANNEXURE-I

Tender No. : DID0293L26/L1
Tender Date : 20.09.2025

Supply, Installation and Commissioning of E-Learning at MTDC, HR Learning Department

Technical Specifications:

SL No.	Item Name	SCOPE OF SUPPLY & SPECIFICATIONS	Compliance (Yes/No)
1.	Supply of Customized Wall-Fitted Bookshelf. Dimensions Length: 8 ft., Height: 10 ft., Width: 15 inches (QTY: Total – 04 Nos)	<p><u>Scope of Work:</u></p> <ul style="list-style-type: none"> • Design, fabrication, and installation of a customized wall-fitted bookshelf • Dimensions: Length: 8 ft., Height: 10 ft., Width: 15 inches • Materials: 19mm thick IS710 grade plywood, 1mm Unico laminate • Features: In-built 24-inch 8-watt under-cabinet LED warm white profile light, ample storage space for books • Design Requirements: Modern and sleek design, colour scheme to be decided based on client's preferences • Electrical Connections: Proper electrical connections for the lighting system • Quality Assurance: High-quality materials, skilled craftsmanship, precise construction and finishing. <p><u>Specifications:</u></p> <ul style="list-style-type: none"> • Plywood: 19mm thick IS710 grade, suitable for interior applications • Laminate: 1mm Unico laminate, providing a smooth and durable finish • Lighting: The in-built 24-inch, 8-watt under-cabinet LED warm white profile lights in each chamber are designed to enhance visibility while adding a cozy visual appeal to the space. • Storage: Ample storage space for books, designed to maximize storage capacity • Design: Modern and sleek design, tailored to fit seamlessly with the surrounding decor • Colour Scheme: To be decided based on client's preferences. • Electrical Connections: Proper electrical connections for the lighting system, ensuring safety and functionality <p><u>Deliverables:</u></p> <ul style="list-style-type: none"> • Fully installed customized wall-fitted bookshelf • Modern and sleek design that fits seamlessly with the surrounding decor • Functional lighting system with warm white LED profile light • Ample storage space for books 	

2.	<p>Supply of customized wall-fitted bookshelf. Dimensions: 10 ft. long, 10 ft. height, 15 inch width (QTY: Total- 03 Nos)</p>	<p><u>Scope of work</u></p> <p>Design & Planning</p> <ul style="list-style-type: none"> Finalize the modern and sleek design concept in alignment with the client's interior style. Confirm dimensions (10 ft length × 10 ft height × 15-inch width) and chamber layout for optimal utility and aesthetics. Select and approve laminate colour scheme based on client's preference. <p>Material Procurement</p> <ul style="list-style-type: none"> Source high-quality 19mm IS710 grade plywood for structural durability. Acquire 1mm Unico laminate for surface finishing, ensuring smoothness and visual appeal. Include necessary fasteners, adhesives, and mounting hardware for secure installation. <p>Fabrication</p> <ul style="list-style-type: none"> Cutting and finishing assembled bookshelf components according to the finalized design. Ensure all joinery and edge-banding is precise and clean for a polished look. <p>Installation</p> <ul style="list-style-type: none"> Transport fabricated unit to the site. Perform wall-fixing with appropriate anchoring methods to ensure stability and load-bearing capacity. Conduct final alignment and inspection to guarantee flush fitting and level placement. <p>Finishing & Handover</p> <ul style="list-style-type: none"> Cleaning and polishing surfaces. Providing usage instructions and maintenance guidance. client approval and complete documentation for handover. <p><u>Specification:</u></p> <ol style="list-style-type: none"> Dimensions: <ul style="list-style-type: none"> - Length: 10 ft - Height: 10 ft - Width: 15 inches Materials: <ul style="list-style-type: none"> - 19mm thick IS710 grade plywood for the shelf structure - 1mm Unico laminate for the shelf surface Design: <ul style="list-style-type: none"> - Modern design to fit seamlessly with the surrounding decor - Ample storage space for books and other items 	
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		<p>4. Features:</p> <ul style="list-style-type: none"> - Secure wall fixing to ensure stability and safety - High-quality materials and skilled craftsmanship <p>5. Construction:</p> <ul style="list-style-type: none"> - Fabrication and installation of the bookshelf - Precise construction and finishing to ensure a high-quality product <p>6. Quality Assurance:</p> <ul style="list-style-type: none"> - High-quality materials used to ensure durability and longevity - Skilled craftsmanship to ensure precise construction and finishing <p><u>Key Features:</u></p> <ol style="list-style-type: none"> 1. Durability: High-quality materials and construction ensure durability and longevity 2. Aesthetics: Modern design and sleek finish enhance the surrounding decor 3. Functionality: Ample storage space for books and other items 4. Safety: Secure wall fixing ensures stability and safety <p><u>Deliverables:</u></p> <ol style="list-style-type: none"> 1. Fully installed customized wall-fitted bookshelf 2. Modern design and sleek finish 3. Ample storage space for books and other items 4. Secure wall fixing for stability and safety 	
3.	<p>Supply of customized wall-fitted bookshelf. Dimensions: 5 ft. long, 10 ft. height, 15 inches width. (QTY: Total – 01 Nos)</p>	<p><u>Scope of work</u></p> <p>Design & Planning</p> <ul style="list-style-type: none"> • Finalize the modern and sleek design concept in alignment with the client's interior style. • Confirm dimensions (5 ft length × 10 ft height × 15-inch width) and chamber layout for optimal utility and aesthetics. • Select and approve laminate colour scheme based on client's preference. <p>Material Procurement</p> <ul style="list-style-type: none"> • Source high-quality 19mm IS710 grade plywood for structural durability. • Acquire 1mm Unico laminate for surface finishing, ensuring smoothness and visual appeal. • Include necessary fasteners, adhesives, and mounting hardware for secure installation. <p>Fabrication</p> <ul style="list-style-type: none"> • Cutting and finishing assembled bookshelf components according to the finalized design. • Ensure all joinery and edge-banding is precise and clean for a polished look. 	

Installation

- Transport fabricated unit to the site.
- Perform wall-fixing with appropriate anchoring methods to ensure stability and load-bearing capacity.
- Conduct final alignment and inspection to guarantee flush fitting and level placement.

Finishing & Handover

- Cleaning and polishing surfaces.
- Providing usage instructions and maintenance guidance.
- client approval and complete documentation for handover.

Specification:**1. Dimensions:**

- Length: 5 ft
- Height: 10 ft
- Width: 15 inches

2. Materials:

- 19mm thick IS710 grade plywood for the shelf structure
- 1mm Unico laminate for the shelf surface

3. Design:

- Modern design to fit seamlessly with the surrounding decor

- Ample storage space for books and other items

4. Features:

- Secure wall fixing to ensure stability and safety
- High-quality materials and skilled craftsmanship

5. Construction:

- Fabrication and installation of the bookshelf
- Precise construction and finishing to ensure a high-quality product

6. Quality Assurance:

- High-quality materials used to ensure durability and longevity
- Skilled craftsmanship to ensure precise construction and finishing

Key Features:

- Durability: High-quality materials and construction ensure durability and longevity
- Aesthetics: Modern design and sleek finish enhance the surrounding decor
- Functionality: Ample storage space for books and other items
- Safety: Secure wall fixing ensures stability and safety

Deliverables:

- Fully installed customized wall-fitted bookshelf
- Modern design and sleek finish
- Ample storage space for books and other items
- Secure wall fixing for stability and safety

4.	<p>Supply and installation of painted ceiling panels (Area: 274.27 Sqmtr.)</p>	<p><u>Scope of Work</u></p> <ul style="list-style-type: none"> • Supply and installation of painted ceiling panels for a total area of 274.27 Sq.Mtr. • Two zones: Zone 1 – 196.23 sq.mtr. and Zone 2 – 78.04 sq.mtr. <p>Materials of Construction</p> <ul style="list-style-type: none"> • Base Panel Material: Painted ceiling panels (size: 6ft x4ft) • Framing System: GI channels, aluminum T-grid • Fasteners: Self-tapping screws, GI wire hangers, wall plugs • Joint Treatment: Fiber mesh tape + joint compound <p>Installation Process: -</p> <p>Framework Fixing</p> <ul style="list-style-type: none"> • Install perimeter wall angles • Suspend GI channels or aluminum grid using hangers at 1200 mm centers • Cross furring channels fixed at 400-600 mm centers <p>Panel Fixing</p> <ul style="list-style-type: none"> • Cut panels to size and fix to framework using self-tapping screws • Maintain staggered joints for strength and aesthetics <p>Joint Finishing</p> <ul style="list-style-type: none"> • Apply fiber mesh tape over joints • Use joint compound to level and smoothen • Sand after drying for a seamless finish <p><u>Specifications</u></p> <p>Total area: 274.27 Sq.mtr.</p> <ul style="list-style-type: none"> • Zone 1: 196.23 sq.mtr. • Zone 2: 78.04 sq.mtr. • Panel size: 6 ft x 4 ft <p>Thermal Insulation Properties</p> <ul style="list-style-type: none"> • Thermal Conductivity: Typically ranges between 0.035 to 0.045 W/m·K, depending on the core material. • Heat Resistance: Can withstand temperatures up to 160°C to 600°C, especially panels made with Rockwool or AAC-based materials. • Fire Retardancy: Many panels are self-extinguishing and non-combustible, meeting fire safety standards. 	
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Performance Ratings

Property	Typical Value
NRC (Noise Reduction Coefficient)	Up to 0.90 for acoustic variants
Density	180–200 kg/m ³ for polyester fibre panels
Water Absorption	Less than 0.5% for flexible stone variants
Fire Resistance Duration	2 to 6 hours, depending on thickness

Installation & Durability

- **Panel Size:** Commonly 6 ft × 4 ft
- **Mounting:** Compatible with GI channels, aluminium grids
- **Eco-Friendly:** Many panels are formaldehyde-free, recyclable, and low-VOC

Deliverables

- Complete installation of painted ceiling panels in both zones
- Finished ceiling surface with smooth joints and even finish
- Compliance with specified materials and installation process

5.	<p>Supply of 12 W COB LIGHT (QTY: Total – 595 Nos)</p>	<p><u>Scope of Work:</u></p> <ul style="list-style-type: none"> • Supply: Supply of 12W COB Light fixtures as per specifications. • Installation: Installation of COB Light fixtures in the ceiling <p><u>Specification:</u></p> <ul style="list-style-type: none"> • Power: 12W • Lumen Output: 1200 lumens • Beam Angle: 36 degrees • Dimensions: 93mm x 88mm • Cutout: 82mm • Light Color: 4000K (Neutral White) • Body Color: White/Black • Brand: Techno Tech / Havells / V Guard • Material: Aluminum <p><u>Installation Requirements:</u></p> <p>Mounting: Recessed mounting or surface mounting as specified for the ceiling.</p> <p>Electrical Connections: Ensure proper wiring and connections to a suitable power source.</p> <p>Fixture Placement: Strategically place fixtures to achieve uniform lighting and minimize shadows.</p> <p>Testing: Test the lighting fixtures after installation to ensure they are working correctly.</p>	
6.	<p>Supply of customized Round Sofa Eight-Seater (QTY: Total – 03 Nos)</p>	<p><u>Scope of work:</u></p> <ul style="list-style-type: none"> • Design and Fabrication: Design and fabricate a customized 8-seater round sofa with a stunning fluted design. • Materials: <ul style="list-style-type: none"> - Premium A-class wood for the frame - 40-density foam for ultimate comfort - Elegant towel-finished cloth for upholstery • Customization: Customize the sofa to fit specific space requirements and client preferences. • Quality Assurance: Ensure high-quality craftsmanship and materials to guarantee durability and aesthetic appeal. <p><u>Specification:</u></p> <ul style="list-style-type: none"> • Design: Round sofa with a stunning fluted design • Seating Capacity: 8-seater X 3 nos. • Frame Material: Premium A-class wood • Comfort Layer: 40-density foam for ultimate comfort • Upholstery: Elegant towel-finished cloth • Dimensions: Customizable to fit specific space requirements • Color: Customizable to match client preferences • Craftsmanship: High-quality craftsmanship to ensure durability and aesthetic appeal 	

7.	<p>Supply of Customized librarian two-seater computer table. Dimensions: Length: 1830mm - Width: 800mm Height: 750mm (QTY: Total – 02 Nos)</p>	<p><u>Scope of Work:</u></p> <ul style="list-style-type: none"> • Design and Fabrication: Design and fabricate the customized two-seater computer table as per specifications. • Material Sourcing: Source high-quality materials as per specifications. • Manufacturing: Manufacture the table with precision and attention to detail. • Quality Control: Conduct quality control checks to ensure the table meets the required standards. <p><u>Key Activities:</u></p> <ul style="list-style-type: none"> • Design Development: Develop a design concept that meets the client's requirements. • Material Procurement: Procure high-quality materials as per specifications. • Fabrication and Assembly: Fabricate and assemble the table components with precision. • Finishing: Apply laminate finish and edge banding as specified. • Quality Assurance: Conduct quality assurance checks to ensure the table meets the required standards. <p><u>Specification:</u></p> <ul style="list-style-type: none"> • Material: <ul style="list-style-type: none"> - Base Material: IS 710 Grade BWP (Boiling Water Proof). • Plywood: <ul style="list-style-type: none"> - Laminate Finish: 0.1mm Unico laminate - Edge Banding: Matching PVC edge band • Fittings: <ul style="list-style-type: none"> - Standard hardware including concealed hinges, mini-fix connectors, screws, glides, and wire grommets • Design & Dimensions: <ul style="list-style-type: none"> - Type: Two-seater configuration - Dimensions: Length: 1830mm, Width: 800mm, Height: 750mm - Leg Space: Individual compartment design for comfortable legroom • Tabletop: <ul style="list-style-type: none"> - Continuous slab with partition or dual surfaces depending on layout preference • Additional Features: <ul style="list-style-type: none"> - Cable Management: Built-in wire grommets or channels - Storage Options: Optional under-desk drawer units or open shelves 	
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		<p>- Finish Color: Custom as per Unico laminate range - Back Panel: Optional ply panel for structural reinforcement or privacy</p> <p>Deliverables:</p> <ol style="list-style-type: none"> 1. A customized two-seater computer table with a durable and moisture-resistant design. 2. High-quality materials and craftsmanship. 3. Functional and ergonomic design with cable management and storage options 	
8.	<p>Supply of customised four-seater computer desk. Dimensions: Length: 1600 mm - Width: 1200 mm Height: 750 mm. (QTY: Total – 03 Nos)</p>	<p><u>Scope of Work:</u></p> <ul style="list-style-type: none"> • Design and Fabrication: Design and fabricate the customized 4-seater computer desk with ergonomic features and modern finish. • Material Sourcing: Source high-quality materials as per specifications. • Manufacturing: Manufacture the desk with precision and attention to detail. • Quality Control: Conduct quality control checks to ensure the desk meets the required standards. <p>Key Activities:</p> <ul style="list-style-type: none"> • Design Development: Develop a design concept that meets the client's requirements. • Material Procurement: Procure high-quality materials as per specifications. • Fabrication and Assembly: Fabricate and assemble the desk components with precision. • Finishing: Apply laminate finish and edge banding as specified. • Quality Assurance: Conduct quality assurance checks to ensure the desk meets the required standards. <p><u>Specification:</u></p> <ol style="list-style-type: none"> 1. Materials & Build Quality: <ul style="list-style-type: none"> - Core Structure: IS 710 Grade BWP plywood - Surface Finish: 0.1mm Unico laminate (matte or gloss) - Edge Banding: Seamless PVC edge banding 2. Hardware & Fittings: <ul style="list-style-type: none"> - Soft-close drawer sliders - Sturdy mini-fix connectors - Wire grommets - Stainless steel fasteners 3. Design & Layout: <ul style="list-style-type: none"> - Configuration: Linear 4-seater layout - Work Zones: Ergonomically contoured tabletop sections - Dimensions: Length: 1600 mm, width: 1200 mm, Height: 750 mm 	

		<p>4. Ergonomic Features:</p> <ul style="list-style-type: none"> - Footrest Rail: Plywood crossbar - Monitor Stands: Elevated shelves for screen-height adjustment - Cable Routing: Integrated wire trays and grommet holes <p>5. Finish & Customization:</p> <ul style="list-style-type: none"> - Color Choices: Wide palette from Unico laminate catalog - Modular Add-ons: Integrated charging ports (USB + power) <p>Deliverables:</p> <ul style="list-style-type: none"> • A customized 4-seater computer desk with ergonomic design and modern finish. • High-quality materials and craftsmanship. • Functional and ergonomic workspace with cable management and customization options. 	
9.	<p>Supply of customized four-seater study table. Dimensions: Length: 1200mm, Width:1200mm, Height :750mm (QTY: Total – 03 Nos)</p>	<p><u>Scope of Work</u></p> <ul style="list-style-type: none"> • Design and supply of a customized 4-seater study table • Table will be built using high-quality materials and craftsmanship <p><u>Specifications</u></p> <p>Material & Build:</p> <ul style="list-style-type: none"> • Core Material: IS 710 Grade BWP plywood, waterproof, and highly durable • Surface Finish: 0.1mm Unico decorative laminate, scratch-resistant, and easy to clean • Edge Banding: PVC edge strip matching the laminate, protects edges, and gives a seamless look • Joinery & Fittings: Mini-fix connectors, angle brackets, SS screws, and optional cable grommets or metal leg caps <p>Dimensions:</p> <ul style="list-style-type: none"> • Length: 1200 mm • Width: 1200 mm • Table Height: 750 mm • Individual Workspace: 600 mm x 600 mm • Leg Clearance: 650 mm <p>Features:</p> <ul style="list-style-type: none"> • Durable and water-resistant construction • Scratch-resistant and easy-to-clean surface finish • Seamless edge banding for a smooth finish • Sturdy joinery and fittings for stability and longevity • Optional cable management features for a clutter-free workspace 	

		<p>Quality Assurance:</p> <ul style="list-style-type: none"> • High-quality materials and craftsmanship • Compliance with specified dimensions and features • Thorough quality control checks to ensure a flawless finish 	
10.	<p>UPVC door.</p> <p>Dimensions: Height: 2133mm, Width: 1524mm (QTY: Total – 01 Nos)</p>	<p>Scope of Work:</p> <ul style="list-style-type: none"> • Design and Fabrication: Design and fabricate the UPVC door as per specifications. • Material Sourcing: Source high-quality materials as per specifications. • Manufacturing: Manufacture the door with precision and attention to detail. • Quality Control: Conduct quality control checks to ensure the door meets the required standards <p>Specifications</p> <p>Materials Details:</p> <ul style="list-style-type: none"> • Frame Material: UPVC (Unplasticized Polyvinyl Chloride) • Glass Type: Toughened Laminated Glass • Glass Thickness: 12mm • Frame Profile: Multi-chambered frame for thermal and sound insulation • Finish: White <p>Hardware & Safety:</p> <ul style="list-style-type: none"> • Locking System: Multi-point locking for enhanced security • Handles: Chrome, brushed nickel, or powder-coated finishes • Rollers & Tracks: Stainless steel rollers with anti-jump feature (for sliding variant) • Weather Seals: EPDM gaskets for dust, water, and air tightness • Glass Safety: Shatterproof edges and compliant with BIS standards <p>Performance Features:</p> <ul style="list-style-type: none"> • Thermal Insulation: Great for energy efficiency, resistant to heat transfer • Sound Reduction: Up to 30-40 dB depending on glass and seal quality • Water Resistance: High resistance to rainwater seepage • UV Protection: Optional UV-coated glass <p>Maintenance:</p> <ul style="list-style-type: none"> • Easy to clean • Corrosion-free 	

		<p>Dimensions:</p> <ul style="list-style-type: none"> • Height: 2133mm • Width: 1524mm <p>Quality Assurance:</p> <ul style="list-style-type: none"> • Compliance with specified materials and dimensions • Thorough quality control checks to ensure a flawless finish • Installation by skilled and experienced professional 	
11.	<p>Powder-coated Aluminum 3-track sliding partitions. Dimension: 29 rft X 10 rft (QTY: Area- 26.94 Sqmtr.)</p>	<p>Scope of Work</p> <p>Design Phase:</p> <ul style="list-style-type: none"> • Collaborate with structural and architectural teams to finalize design specifications and ensure that the design meets functional and aesthetic requirements. <p>Materials Procurement:</p> <ul style="list-style-type: none"> • Source high-quality materials from trusted vendors. Ensure that specifications for materials (e.g., aluminium grades, glass types) are met. <p>Installation Process:</p> <ul style="list-style-type: none"> • Preparation: The installation area must be prepared by checking for structural integrity and making necessary adjustments to the existing construction. • Erection of Tracks: All tracks must be securely installed, levelled, and tested before hanging panels. • Hanging Panels: Adequately secure and adjust panels according to the drawings to ensure smooth operation. <p>Finishing Touches: Conduct a thorough inspection after installation for both operational functionality and aesthetic appeal. Address any deficiencies immediately.</p> <p>Specifications</p> <p>Material:</p> <ul style="list-style-type: none"> • Aluminium Alloy: Use high-quality aluminium alloy for durability and resistance to corrosion. Common grades include 6063 or 6061. • Powder Coating: Apply a durable powder coat finish for improved aesthetics and corrosion resistance. The finish should meet local standards for UV resistance and abrasion. <p>Construction Details:</p> <ul style="list-style-type: none"> • Dimensions: Length- 29 Rft., Height- 10 Rft. • Panel Size: Each sliding panel typically measures about 4-5 feet in width and 10 feet in height, allowing for easy operational handling. 	

		<ul style="list-style-type: none">• Track System: A robust three-track system that allows for smooth operation of multiple panels. Each track should be designed to handle the weight of the panels selected.• Glass Options: Use tempered or laminated safety glass for enhanced durability and safety. The glass should be available in various thicknesses (typically 12mm). <p>Installation Features:</p> <ul style="list-style-type: none">• Frame and Hardware: Ensure all frames and hardware are of high-quality aluminium, equipped with stainless steel or brass rolling mechanisms for smooth operation.• Threshold and Floor Tracks: Use flush mounts to ensure seamless flooring transitions while minimizing trip hazards.• Weatherproofing: Install seals and gaskets to prevent air and water infiltration, especially important if partitions are exposed to outdoor atmospheres. <p>Safety and Compliance:</p> <ul style="list-style-type: none">• Adhere to local building codes and standards for commercial/ residential partition installations.• Ensure that all glass meets safety standards (e.g., ASTM, ISO) and is marked appropriately.	
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12.	<p>Supply and installation of painted WPC (Wood Plastic Composite) panels for posts.</p> <p>Each Post Dimensions: 18-inch Diameter x 9 feet height.</p> <p>(QTY: Total – 11 Nos)</p>	<p><u>Scope of Work:</u></p> <ul style="list-style-type: none"> • Supply: Supply of WPC panels and mounting hardware. • Installation: Installation of WPC panels on posts. • Finishing: Application of PU-based or acrylic exterior-grade paint to match client requirements. <p><u>Specification:</u></p> <ol style="list-style-type: none"> 1. Panel Type: Solid or hollow WPC panels 2. Material Composition: <ul style="list-style-type: none"> - 60% wood Fiber - 30% HDPE (High-Density Polyethylene) - 10% additives (anti-UV, anti-fungal, stabilizers) 3. Panel Thickness: 12 mm to 20 mm (customizable based on post size and load) 4. Finish Coating: PU-based or acrylic exterior-grade paint <ul style="list-style-type: none"> - Low-VOC (Volatile Organic Compound) - Weather-resistant 5. Colour Options: As per client requirement 6. Edge Treatment: Chamfered or rounded edges <ul style="list-style-type: none"> - Sealed with matching paint 7. Mounting Hardware: <ul style="list-style-type: none"> - SS screws - Concealed clips - Aluminium starter trims 8. Post Dimensions: 18-inch diameter x 9 feet height <p><u>Key Features:</u></p> <ol style="list-style-type: none"> 1. Durability: WPC panels are resistant to termites, water, and weathering. 2. Low Maintenance: WPC panels require minimal maintenance and can withstand harsh environmental conditions. 3. Aesthetics: Painted WPC panels provide a natural wood look with a durable and weather-resistant finish. 4. Sustainability: WPC panels are made from a combination of wood Fibers and recycled plastic, making them an eco-friendly option. 	
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13.	<p>Supply of Customized two-seater Round table. Dimensions : Diameter:-900mm, Height:-750mm. (QTY: Total – 03 Nos)</p>	<p><u>Scope of Work</u></p> <ul style="list-style-type: none"> • Design and supply of a customized 2-seater round table • Table will be built using high-quality materials and craftsmanship <p><u>Specifications</u></p> <p>Materials Details:</p> <ul style="list-style-type: none"> • Top Surface: 19mm IS 710 grade plywood • Surface Finish: 1mm Unico laminate • Edge Banding: Matching laminate edge banding for a seamless finish <p>Dimensions</p> <ul style="list-style-type: none"> • Diameter: 900mm • Height: 750mm <p>Features</p> <ul style="list-style-type: none"> • Durable Construction: Built to withstand regular use • Smooth Finish: Laminate surface finish for easy cleaning and durability • Compact Design: Suitable for small spaces and intimate settings 	
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14.	<p>Supply of LED Profile Light. (size 5 meters in length) (QTY: Total – 25 Nos)</p>	<p><u>Scope of Work</u></p> <ul style="list-style-type: none"> • Supply and installation of LED Profile Light (size: 5 meters) <p><u>Specifications</u></p> <p>Details</p> <ul style="list-style-type: none"> • Colour: Warm White • Brand: PHILIPS or V Guard • Power Source: Corded Electric • Light Colour: Yellow (Warm White, 3000 Kelvin) <p>Technical Specifications</p> <ul style="list-style-type: none"> • LED Type: Profile Shine 240 LEDs • Material: Polycarbonate • Colour Temperature: 3000 Kelvin (Warm White) • Length: 5 meters <p>Features</p> <ul style="list-style-type: none"> • Energy Efficiency: LED technology for energy savings • Long Lifespan: LEDs have a longer lifespan compared to traditional lighting • Flexibility: Profile design allows for flexible installation options • Warm White Light: Creates a cozy and inviting ambiance <p>Quality Assurance</p> <ul style="list-style-type: none"> • Compliance with Specifications: Ensures that the product meets the required standards • Quality Control Checks: Thorough inspections to ensure a flawless product • Brand Reputation: PHILIPS or V Guard ensures a reliable and high-quality product 	
15.	<p>Supply of Customised two-seater computer table. Dimensions: Length 1830mm - Width: 800mm Height: 750mm (QTY: Total – 10 Nos)</p>	<p><u>Scope of Work:</u></p> <ul style="list-style-type: none"> • Design and Fabrication: Design and fabricate the customized two-seater computer table as per specifications. • Material Sourcing: Source high-quality materials as per specifications. • Manufacturing: Manufacture the table with precision and attention to detail. • Quality Control: Conduct quality control checks to ensure the table meets the required standards. <p>Key Activities:</p> <ul style="list-style-type: none"> • Design Development: Develop a design concept that meets the client's requirements. 	

- **Material Procurement:** Procure high-quality materials as per specifications.
- **Fabrication and Assembly:** Fabricate and assemble the table components with precision.
- **Finishing:** Apply laminate finish and edge banding as specified.
- **Quality Assurance:** Conduct quality assurance checks to ensure the table meets the required standards.

Specification:

1. Material:

- Base Material: IS 710 Grade BWP (Boiling Water Proof) Plywood
- Laminate Finish: 0.1mm Unico laminate
- Edge Banding: Matching PVC edge band

2. Fittings:

- Standard hardware including concealed hinges, mini-fix connectors, screws, glides, and wire grommets

3. Design & Dimensions:

- Type: Two-seater configuration
- Dimensions: Length: 1830mm, Width: 800mm, Height: 750mm
- Leg Space: Individual compartment design for comfortable legroom

4. Tabletop:

- Continuous slab with partition or dual surfaces depending on layout preference

5. Additional Features:

- Cable Management: Built-in wire grommets or channels
- Storage Options: Optional under-desk drawer units or open shelves
- Finish Color: Custom as per Unico laminate range
- Back Panel: Optional ply panel for structural reinforcement or privacy

Deliverables:

- A customized two-seater computer table with a durable and moisture-resistant design.
- High-quality materials and craftsmanship.
- Functional and ergonomic design with cable management and storage options.

16.	<p>Mid back revolving chairs powder coated (renowned brand) (QTY: Total – 20 Nos)</p>	<p><u>SCOPE OF WORK</u></p> <p>Self-calibrating reclines mechanism chairs which should have the below mentioned features</p> <ul style="list-style-type: none"> • Effortless Reclining • Optimal Resistance • Natural Posture Support • Adjustable Armrests • Seat Height Adjustment • Seat Slider Mechanism • Ventilation and Breathability mesh back chair <p>Make - Renowned Brand</p> <p><u>Specification</u></p> <table border="0"> <tr> <td>Chair Net Weight:</td> <td>14.7±0.5 kg</td> </tr> <tr> <td>Seat Depth:</td> <td>485±10mm</td> </tr> <tr> <td>Seat Width:</td> <td>505±10mm</td> </tr> <tr> <td>Chair Width:</td> <td>660±10mm</td> </tr> <tr> <td>Chair Depth:</td> <td>660±10mm</td> </tr> <tr> <td>Minimum Chair Height:</td> <td>990±10mm</td> </tr> <tr> <td>Maximum Chair Height:</td> <td>1090±10mm</td> </tr> <tr> <td>Minimum Seat Height:</td> <td>470±10mm</td> </tr> <tr> <td>Maximum Seat Height:</td> <td>570±10mm</td> </tr> <tr> <td>Arm Rest Height:</td> <td>160-250mm</td> </tr> <tr> <td>Arm Depth:</td> <td>250±10mm</td> </tr> <tr> <td>Width (Arm to Arm):</td> <td>455±10mm</td> </tr> <tr> <td>Backrest Height from Seat:</td> <td>570±10mm</td> </tr> <tr> <td>Backrest Width:</td> <td>425±10mm</td> </tr> </table>	Chair Net Weight:	14.7±0.5 kg	Seat Depth:	485±10mm	Seat Width:	505±10mm	Chair Width:	660±10mm	Chair Depth:	660±10mm	Minimum Chair Height:	990±10mm	Maximum Chair Height:	1090±10mm	Minimum Seat Height:	470±10mm	Maximum Seat Height:	570±10mm	Arm Rest Height:	160-250mm	Arm Depth:	250±10mm	Width (Arm to Arm):	455±10mm	Backrest Height from Seat:	570±10mm	Backrest Width:	425±10mm	
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17.	<p>Liner Luxe Carpet tiles 6mm (renowned brand) (QTY: Area-78.04 Sqmtr.)</p>	<p><u>Scope of work</u></p> <ul style="list-style-type: none"> • Material Supply: 50cm x 50cm loop pile tiles, 6mm thick, 100% polypropylene, solution dyed. • Installation: Lay tiles using pressure-sensitive adhesive; align per approved layout. • Finishing: Trim edges, clean surface, and leave spare tiles for future maintenance. <p><u>Technical specifications</u></p> <table border="1"> <tr> <td>Product name</td> <td>Check mate</td> </tr> <tr> <td>Construction</td> <td>Loop Pile</td> </tr> <tr> <td>Tufting Gauge</td> <td>1/12”</td> </tr> <tr> <td>Pile weight</td> <td>450G/SQM</td> </tr> <tr> <td>Pile Height</td> <td>3.5+/-05MM</td> </tr> <tr> <td>Tile Size</td> <td>50CM X 50CM</td> </tr> <tr> <td>Pile fiber composition</td> <td>100% PP</td> </tr> <tr> <td>Dye method</td> <td>SOLUTION DYED</td> </tr> <tr> <td>Total weight</td> <td>4000G/SQM+/-3%</td> </tr> <tr> <td>Total Thickness</td> <td>APPROX X 6.0MM</td> </tr> <tr> <td>Primary Backing</td> <td>POLYESTER SPUNBONDED</td> </tr> <tr> <td>Backing structure</td> <td>GLASS REINFORCED PVC</td> </tr> </table>	Product name	Check mate	Construction	Loop Pile	Tufting Gauge	1/12”	Pile weight	450G/SQM	Pile Height	3.5+/-05MM	Tile Size	50CM X 50CM	Pile fiber composition	100% PP	Dye method	SOLUTION DYED	Total weight	4000G/SQM+/-3%	Total Thickness	APPROX X 6.0MM	Primary Backing	POLYESTER SPUNBONDED	Backing structure	GLASS REINFORCED PVC	
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18.	Powder-coated aluminium partitions in the sizes - 1 unit of 42 ft × 8 ft and 2 units of 8 ft × 10 ft each (Qty: Area- 46.08 Sqmtr.)	<u>Scope of work</u> <ul style="list-style-type: none"> Supply of powder-coated aluminum glass partitions as per <u>Specifications.</u> <ol style="list-style-type: none"> Partition Size: <ul style="list-style-type: none"> - 1 unit: 42 ft x 8 ft - 2 units: 8 ft x 10 ft each Frame Material: <ul style="list-style-type: none"> - Powder-coated aluminum for durability and aesthetic appeal Glass Type: <ul style="list-style-type: none"> - Toughened laminated glass for safety and security - Thickness: 10mm Partition Features: <ul style="list-style-type: none"> - Smooth sliding or hinged operation - Durable and low-maintenance design - Excellent sound reduction and thermal insulation properties Hardware: <ul style="list-style-type: none"> - High-quality handles, hinges, and locking mechanisms - Soft-close or self-close mechanisms for smooth operation Finish: <ul style="list-style-type: none"> - Powder-coated aluminum finish in a range of colors - Durable and resistant to corrosion 	
19.	Decorative Wooden paneling (10 ft. x 12 ft) (Qty: Area- 11.14 Sqmtr.)	<u>Scope of Work</u> <ul style="list-style-type: none"> Design, manufacture, and installation of decorative wooden paneling Size: 10 ft x 12 ft <u>Specifications</u> <p>Materials</p> <ol style="list-style-type: none"> Wood Type: To be specified (e.g., teak, oak, walnut, etc.) Panel Thickness: To be specified (e.g., 1/2-inch, 3/4 inch, etc.) Finish: To be specified (e.g., natural, stained, painted, etc.) <p>Design Features</p> <ol style="list-style-type: none"> Decorative Design: Custom design to meet aesthetic requirements Intricate Details: Optional intricate carvings or designs Smooth Finish: High-quality finish to ensure a smooth surface <p>Installation</p> <ol style="list-style-type: none"> Professional Installation: Skilled and experienced installers Secure Fastening: Panels will be securely fastened to the wall or frame 	

20.	Powder-coated aluminium door (60" Width × 84" Height) (QTY: Total- 01 Nos)	<u>Scope of work</u> <ul style="list-style-type: none"> • Procurement of powder-coated aluminium door as per approved design <u>Specification:</u> <ol style="list-style-type: none"> 1. Door Size: 60 inches (width) x 84 inches (height) 2. Frame Material: Powder-coated aluminum for durability and aesthetic appeal 3. Glass Type: Toughened laminated glass for safety and security 4. Glass Thickness: 10mm 5. Finish: Powder-coated aluminum finish in a range of colors 6. Hardware: High-quality handles, hinges, and locking mechanisms 7. Features: <ul style="list-style-type: none"> - Smooth operation - Durable and low-maintenance design - Excellent thermal insulation and sound reduction properties 	
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**Format of undertaking by Bidders towards submission of authentic information/documents
(To be typed on the letter head of the bidder)**

Ref. No _____

Date _____

Sub: Undertaking of authenticity of information/documents submitted

Ref: Your tender No._____ **Dated _____**

To,
The HOD-Materials
Materials Deptt,
OIL, Duliajan

Sir,

With reference to our quotation against your above-referred tender, we hereby undertake that no fraudulent information/documents have been submitted by us.

We take full responsibility for the submission of authentic information/documents against the above cited bid.

We also agree that, during any stage of the tender/contract agreement, in case any of the information/documents submitted by us are found to be false/forged/fraudulent, OIL has right to reject our bid at any stage including forfeiture of our EMD and/or PBG and/or cancel the award of contract and/or carry out any other penal action on us, as deemed fit.

Yours faithfully,

For (type name of the firm here)

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here, if applicable)

RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES LAND BORDER WITH INDIA:

Subject to **Order No. F.7/10/2021-PPD (1) dated 23.02.2023** issued by Department of Expenditure, Ministry of Finance, Govt. of India, Bidders should take note of the following:

- 1.0 Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority [Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT)]. Further, any bidder (including bidder from India) having specified Transfer of Technology (ToT) arrangement with an entity from a country which shares a land border with India, shall also require to be registered with the same competent authority to be eligible to bid in this tender.
- 2.0 "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- 3.0 "Bidder (or entity) from a country which shares a land border with India" for the purpose of this Order means:
 - a. An entity incorporated, established or registered in such a country; or
 - b. A subsidiary of an entity incorporated, established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d. An entity whose beneficial owner is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- 4.0 The beneficial owner for the purpose of para 3.0 above will be as under:
- 4.1 In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation:

- a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five percent of shares or capital or profits of the company.
 - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements.
- 4.2 In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
- 4.3 In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- 4.4 Where no natural person is identified under (4.1) or (4.2) or (4.3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- 4.5 In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- 5.0 An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- 6.0 The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.
- 7.0 **Validity of Registration:** The registration should be valid at the time of submission of bid and at the time of acceptance of bid. If the bidder was validly registered at the time of acceptance/placement of order, registration shall not be a relevant consideration during contract execution.
- 8.0 **Undertaking regarding compliance:** The bidders are required to provide undertakings as per **Exhibits - I, II** along with their bid towards compliance of the above guidelines for participation in this tender. If the undertakings given by a bidder whose bid is accepted is found to be false, this would be a ground for debarment/action as per OIL's Banning Policy and further legal action in accordance with law.

EXHIBIT-I

**UNDERTAKING TOWARDS COMPLIANCE OF PROVISIONS FOR RESTRICTIONS
ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES LAND
BORDER WITH INDIA**

We, M/s _____ , have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; we certify that we are not from such a country/or if from such a country, have been registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and are eligible to be considered. *[wherever applicable, evidence of valid registration by the Competent Authority shall be attached]*

Yours faithfully,

For (type name of the firm here)

Signature of Authorised Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

**ADDITIONAL UNDERTAKING BY BIDDER IN CASES OF SPECIFIED TRANSFER
OF TECHNOLOGY**

We, M/s _____ , have read the clause regarding restrictions on procurement from a bidder having Transfer of Technology (ToT) arrangement. We certify that we do not have any ToT arrangement requiring registration with the competent authority.

OR

We, M/s _____ , have read the clause regarding restrictions on procurement from a bidder having Transfer of Technology (ToT) arrangement. We certify that we have valid registration to participate in this procurement. *[Evidence of valid registration by the Competent Authority shall be attached]*

Yours faithfully,

For (type name of the firm here)

Signature of Authorised Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

UNDERTAKING FOR WORKS INVOLVING POSSIBILITY OF SUB-CONTRACTING

(To be typed on the letter head of the bidder)

Ref. No _____ Date: _____

Tender No. _____ Date: _____

**OIL INDIA LIMITED
MATERIALS DEPARTMENT,
DULIAJAN, ASSAM, INDIA**

Dear Sirs,

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such-countries, we certify that we are not from such a country/or if from such a country, have been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and is eligible to be considered. [wherever applicable, evidence of valid registration by the Competent Authority shall be attached]

Yours faithfully,

For (type name of the firm here)

Signature of Authorized Signatory

Name:

Designation:

Phone No.

Place:

Date:

(Affix Seal of the Organization here, if applicable)

ANNEXURE-III

Dispute Resolution-

SETTLEMENT OF DISPUTES:

1.1 If dispute of any kind whatsoever shall arise between the company and the contractor in connection with or arising out of the contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the facilities, whether during the progress of the facilities or after their completion and whether before or after the termination, abandonment or breach of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve any such dispute or difference by mutual consultation, then the dispute may be settled through Settlement Advisory Committee (SAC). In the event, a dispute remains unsettled then Arbitration/ other remedies available under the applicable laws may be availed by the Contractor.

1.2 Resolution of Dispute through SAC:

a) OIL has framed the Conciliation Rules 2020 in conformity with Part III of the Arbitration and Conciliation Act 1996 as amended from time to time for speedier, cost effective and amicable settlement of disputes through conciliation.

b) If the parties fail to resolve such a dispute or difference by mutual consultation as per clause no. S(i), the dispute, if the parties agree, may be referred to conciliation in accordance with OIL Conciliation Rules 2020 as amended from time to time. A copy of the said Rules has been made available on OIL's Website i.e. www.oil-india.com.

c) Where the invitation for conciliation has been accepted by the other party, the parties shall attempt to settle such dispute(s) amicably under OIL conciliation Rules 2020.

d) Parties shall invoke arbitration clauses only after exhausting the option of conciliation as an Alternative Dispute Resolution Mechanism. For the purpose of this clause, the option of conciliation shall be deemed to have been exhausted, even in case of rejection of conciliation by any of the parties.

1.3 Arbitration (Applicable for Suppliers/Contractors other than PSU and MSME):

1. Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, in connection with construction, meaning, operation, effect, interpretation of the contract or breach thereof which parties are unable to settle mutually through Conciliation/Mediation, the same shall be referred to Arbitration.

2. A party wishing to commence arbitration proceeding shall invoke an Arbitration Clause by giving 30 days' notice to the other party. The notice invoking arbitration shall specify all the points of dispute with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter. If the claim is in

foreign currency, the claimant shall indicate its value in Indian Rupee for the purpose of constitution of the arbitral tribunal.

3. The number of arbitrators and the appointing authority will be as under: Claim amount (excluding claim for interest and counter claim, if any)

Claim amount (excluding claim for interest and counter claim, if any)	Number of Arbitrator	Appointing Authority
Up to Rs. 25.00 Lakh	Not applicable	Not applicable
Above Rs. 25.00 Lakh Up to Rs. 5 Crore	Sole Arbitrator from the panel of Arbitrators' List maintained by OIL	Mutually to be decided by the Parties.

4. The Parties agree that dispute involving claims below Rs. 25 lakhs and above Rs. 5 crores shall not be subject matter of Arbitration but subject to the exclusive jurisdiction of the Court(s) situated at New Delhi.

5. The parties agree that they shall appoint only those persons as arbitrators who accept the conditions of the arbitration clause. No person shall be appointed as Arbitrator or Presiding Arbitrator who does not accept the conditions of the arbitration clause.

6. If any of the Arbitrators so appointed dies, resigns, becomes incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned party/arbitrators to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left if both parties consent for the same; otherwise, he shall proceed de novo.

7. Parties agree and undertake that neither shall be entitled for any pre- reference or pendent-lite interest on its claims. Parties agree that any claim for such interest made by any party shall be void. Parties agree that a claim for any such interest shall not be considered and shall be void. The Arbitrator or Tribunal shall have no right to award pre-reference or pendent-lite interest in the matter.

8. The arbitral tribunal shall complete the proceedings, make and publish the award within time stipulated in the Arbitration and Conciliation Act, 1996(as amended from time to time)

9. If after commencement of the arbitration proceedings, the parties agree to settle the dispute mutually or refer the dispute to conciliation, the arbitrators shall put the proceedings in abeyance until such period as requested by the parties. Where the proceedings are put in abeyance or terminated on account of mutual settlement of dispute by the parties, the fees payable to the arbitrators shall be determined as under:

- a) 20% of the fees if the claimant has not submitted a statement of claim.
- b) 40% of the fees if the pleadings are complete.
- c) 60% of the fees if the hearing has commenced.
- d) 80% of the fees if the hearing is concluded but the award is yet to be passed.

10. Each party shall be responsible to make arrangements for the travel and stay etc. of the arbitrator appointed by it. Claimant shall also be responsible for making arrangements for travel and stay of the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties. In the case of sole arbitrator, both parties shall equally share all expenditures that may be required to be incurred.

11. The fees and other administrative/secretarial expenses of the arbitrator(s) shall not exceed the model fee as stipulated in the Schedule of the Act and such expenses shall be equally borne by the parties.

12. The seat and venue of the arbitration proceeding shall be New Delhi.

1.4 Arbitration (applicable in case of Contract awarded on Public Sector Enterprise):

1. If the Parties fail to resolve such a dispute or differences by Mutual Consultation/Good Faith Discussions, such disputes or difference shall be taken up by either party for resolution through Administrative Mechanism for Resolution of CPSEs Disputes (AMRCD) as mentioned in DPE Office Memorandum No. 05/0003/2019-FTS-10937 dated 14.12.2022 issued by Department of Public Enterprises, Ministry of Heavy Industries and Public Enterprises, Government of India and its further clarifications, modifications and amendments, issued from time to time.

2. A party wishing to commence arbitration proceedings shall invoke Arbitration Clause and refer the dispute(s) to AMRCD with a copy to the other party. The notice invoking arbitration shall specify all the points of dispute with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter.

3. Upon such reference, the dispute shall be decided by the Competent Authority appointed under the AMRCD, whose decision shall bind the parties finally and conclusively. The parties in the dispute will share equally the cost of the arbitration as intimated by the Arbitrator.

1.5 Arbitration (Applicable to Micro, Small and Medium Enterprise)

In the event of any dispute or difference relating to, arising from, or connected with the Contract, efforts shall be made to resolve the dispute(s) amicably by mutual consultation and in case such dispute(s) cannot be resolved through mutual consultation, then same shall be resolved through the procedure as prescribed in Section-18 of the Micro, Small and Medium Enterprises Development Act, 2006.

1.6 Exclusions

Parties agree that following matters shall not be referred to conciliation or arbitration:

a) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision to initiate any proceedings for suspension or debarment or banning, or decision to suspend or to ban or to debar business dealings with the bidder/CONTRACTOR and/or with any other person involved or connected or dealing with bid/contract/bidder/CONTRACTOR.

b) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision under the provisions of Integrity Pact executed between OIL and the Bidder/CONTRACTOR.

c) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision to comply with any order or directive of any statutory or government authority.

-----XXX-----

DECLARATION THAT BIDDER IS NOT UNDER HOLIDAY LIST/DELISTED/BLACKLISTED/DEBARRED

To,
M/s. OIL INDIA LIMITED

TENDER NO. _____

Tender Description: _____

Sub: Undertaking/Declaration regarding Holiday List, debarment etc.

Ref: Tender No. _____

- a) We, _____ (Name of the bidder) solemnly affirm that we have read and understood OIL's Banning Policy as available at OIL's website <https://www.oil-india.com/banning-policy> and accept the Banning Policy in toto without any demur, protest, reservations and agree to be bound by the said Policy.
- b) We, hereby declare that neither our company nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, are currently put on holiday list/banning list by OIL debarring us/them from carrying on business dealings with OIL.
- c) We, also hereby declare that neither our company nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, have not been involved in any previous transgressions in the last 3 years with any other company in any country conforming to the TI (Transparency International) approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
- d) We, disclose the following allied concerns, partners or associates or directors or proprietors involved in any capacity in terms of the definition of Allied firms given in the "Banning Policy" of Oil India Limited:

Sl. No.	Name	Address	PAN No.	GST No.	OIL Vendor Code

Place: _____

Date: _____

(Name & Signature of the authorised signatory of the bidder)

(To be typed on the letter head of the bidder)

Annexure O

BID SECURITY DECLARATION

To,

M/s. Oil India Limited

Duliajan, Assam-786602

Sub: BID SECURITY DECLARATION against Tender No. _____

Dear Sir,

After examining / reviewing provisions of above referred tender documents (including all corrigendum/ Addenda), we M/s _____ (Name of Bidder) have submitted our offer / bid no. _____. We, M/s _____ (Name of Bidder) hereby understand that, according to your conditions, we are submitting this Declaration for Bid Security.

We understand that we will be put on watch list/holiday/banning list (as per policies of OIL INDIA in this regard), if we are in breach of our obligation(s) as per following:

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the OIL INDIA LIMITED during the period of bid validity:
 - (i) fail or refuse to execute the Contract, if required, or
 - (ii) fail or refuse to furnish the Contract Performance Security, in accordance provisions of tender document.
 - (iii) fail or refuse to accept 'arithmetical corrections' as per provision of tender document.
- (c) having indulged in corrupt/fraudulent/collusive/coercive practice as per procedure.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation