



OIL INDIA LIMITED
(A Government of India Enterprises)
Pipeline Headquarter, Narengi, Assam (India)

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TENDER NO. SGI7654P25/3C

DATE: 05.10.2024

INVITATION TO e-BID UNDER SINGLE STAGE TWO BID SYSTEM

Dear Sirs,

The complete bid documents and details for purchasing bid documents, participation in tenders are available on OIL's e-procurement portal <https://etender.srm.oilindia.in/irj/portal> as well as OIL's website <https://www.oilindia.com/>

NOTE: All addenda, Corrigenda, time extension etc. to the tenders will be hosted on above website and e-portal only. Bidders should regularly visit above website and e-portal to keep themselves updated.

OIL invites Bids for the supply of **FURNITURES** through its e-Procurement site under **Local Competitive Bidding (LCB) - Single Stage Two Bid System**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005. The prescribed Bid Forms for submission of bids are available in the tender document folder.

The general details of tender can be viewed by opening the Rfx [Tender no.] under Rfx and Auctions page. The details of items tendered can be found under Item tab and details can be found under Technical RFX.

The tender is invited with firm price for the specified quantity. Further details of tender are given in Technical Attachments under Rfx Information tab as **ANNEXURE IA**.

THE TENDER WILL BE GOVERNED BY:

- a) "General Terms & Conditions" for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-procurement (Indigenous Tenders). Special attention to the bidders is drawn to Section – E of the document.
- b) Technical specifications, Quantity and Notes for **FURNITURES** as per **Annexure – IA**.
- c) The prescribed Bid Forms for submission of bids are available in the Technical Rfx -> External Area -> Tender Documents. Technical Checklist and Commercial Checklist must be filled-up and submitted along with the technical bid.
- d) Amendments to the NIT after its issue will be published on OIL's website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on

OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.

- e) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- f) Bidder are advised to fill up the Technical bid check list (Annexure EEE) and Response sheet (Annexure FFF) given in MS excel format in Technical RFx -> External Area ->Tender Documents. The above filled up document to be uploaded in the Technical Attachment. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”
- g) A certificate issued by a practicing Chartered/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in “Annexure CA Certificate”. The same must be submitted along with the bid.

SPECIAL NOTE:

- 1.0 Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with Tender no. and due date to Office of Dy. General Manager - Materials (PL), Oil India Limited, Pipeline Headquarters, Narangi, P.O. Udayan Vihar, Dist. Kamrup(Metro), Assam, Pin-781171 on or before **13:00 Hrs (IST)** on the Bid Closing Date mentioned in the Tender.
 - a) Detailed Catalogue.
 - b) Any other document required to be submitted in original as per tender requirement.

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in triplicate.

- 2.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidder’s risk and may result in rejection of its offer without seeking any clarifications.
- 3.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. The date for implementation of new system is 12th April 2017 and the requirement of the new DSC will be applicable for the tenders floated on 12th April 2017 onwards. All our current and prospective esteemed bidders are therefore requested to acquire Class III DSC [Organization] along with Encryption Certificate issued by any of the Licensed Certifying Authorities (CA) operating under Controller of Certifying Authorities (CCA) of India as per Indian IT Act 2000. Guideline for getting Digital Signature and other related information are available on the e-tender website www.oil-india.com. The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.

- 4.0 Encryption certificate is mandatorily required for submission of bid. In case bidder created response using one certificate (using encryption key) and bidder subsequently changes the digital signature certificate then the old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of his response. Once decryption is done, the bidder may use his new DSC certificate for uploading and submission of his offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of DSC certificate, Oil India Limited is not responsible.
- 5.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before 13:00 Hrs (IST) on the bid closing date failing which the offer shall be rejected.
- 6.0 **Two Bid System** shall be followed for this tender and the technical bids will be opened initially & price bid will be opened later for the techno-commercially acceptable bid(s) only. Bidder must not disclose their prices in their technical offer. The technical bid shall contain all techno-commercial details except the prices/costs. Bidder must note that disclosure of price in technical bids shall lead to rejection of the offer.
- 7.0 Benefits to Micro & Small Enterprises (MSEs) as per OIL's Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go through MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders for more details.
- 8.0 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical Attachments under Rfx Information tab only. The "TECHNO-COMMERCIAL UNPRICED BID" shall contain all techno-commercial details except the prices. **Please note that no price details should be uploaded in Technical RFX Response or else offer will be straightway rejected.**
- 9.0 The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. **The prices of the items should be quoted in "Notes and Attachments" tab as per the Price Bid Format uploaded.**
- 10.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed Annexure-CCC. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per Annexure-CCC) contradict the Clauses of the tender and/ or "General Terms & Conditions" as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders elsewhere, those in the BEC / BRC shall prevail.
- 11.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
- 12.0 Please refer BEC/BRC under "BEC-BRC" applicable against this tender. Please ensure compliance to BEC/BRC and submit requisite documentation, failing which offer may be liable for rejection.
- 13.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the following document before uploading their bid. This document is also uploaded as part of NIT.

- 14.0 Bidders should fill-up and submit alongwith their bid an UNDERTAKING towards authenticity of information/documents furnished by them, as per enclosed ANNEXURE-K.
- 15.0 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.
- 16.0 **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 processand/or order execution processes. 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.
- 17.0 **LAND BORDER SHARING:** It is for information of all Bidders that Ministry of 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-D of this tender. In this respect, the format of Undertaking to be submitted by the bidders is given vide EXHIBIT-I & EXHIBIT-II of this tender
- 18.0 For convenience of the qualified Bidders and to improve transparency, the rates/costs quoted by bidders against OIL's e-tenders shall be available for online viewing by such Bidders whose price bids are opened by Company. A Bidder can view item-wise rates/ costs of all other such peer bidders against the tender immediately after price bid opening, if the e-tender is floated by Company with PRICE CONDITION. In case the Price-Bid is invited by Company through attachment form under "Notes & Attachment" (i.e., NO PRICE Condition), Bidders must upload their detailed Price-Bid as per the prescribed format under "Notes & Attachment", in addition to filling up the "Total Bid Value" Tab taking into account the cost of all individual line items and other applicable charges like freight, tax, duties, levies etc. Under NO PRICE Condition (i.e., Price Bid in attachment form), the "Total Bid Value" as calculated & quoted by the Bidder shall only be shared amongst the eligible bidders and Company will not assume any responsibility whatsoever towards calculation errors/ omissions therein, if any. Notwithstanding to sharing the "Total Bid Value" or the same is whether filled up by the Bidder or not, Company will evaluate the cost details to ascertain the interse-ranking of bidders strictly as per the uploaded attachment and Bid Evaluation Criteria only. Online view of prices as above shall be available to the Bidders only upto seven days from the date of Price-Bid opening of thee-tender.

19.0 DISCLAIMER: Rates/Costs shown above are as calculated/quoted by the respective Bidder. Company does not assume any responsibility and shall not be liable for any calculation error or omissions. However, for placement of order/award of contract, Company shall evaluate the cost details to determine the inter-se ranking of Bidders strictly as per their Price-Bids and Bid Evaluation Criteria of the Tender. OIL INDIA LTD accepts no liability of any nature resulting from mismatch of "Total Bid Value" & price submitted under "Notes & Attachment" by any bidder and no claim whatsoever shall be entertained thereof.

Yours faithfully,

OIL INDIA LIMITED

Sd/-

(Papri H. Borah)
Manager Materials-(PL)
FOR DGM-MATERIALS
FOR EXECUTIVE DIRECTOR PLS

TECHNICAL SPECIFICATIONS AND PRICE FORMAT

Annexure-IA

Item of Requisition	Item description	Delivery Location (Note: Bidders must comply the delivery locations as mentioned below)	Quantity	UOM	Unit Price (in INR)	GST rate (in %)	Total FOR Destination price (in INR) (inclusive of all cost)
10	<p>EXECUTIVE TABLE Brand:GODREJ INTERIO Enterprise 1500, Featherlite vm-t 1575 or Equivalent GENERIC Mode of supply :Knocked Down To Be Assembled At Consignee Site By The Seller. MISC Storage: two side Total Number of Storage Units: triple storage on one side and double/triple on the other Table Top Material and Thickness (+/-2 mm): 18 mm thick pre laminated Particle Board (Not as per IS 8126) Pedestal (Under structure) Mild steel ERW tube 38 mm x 25 mm x 1.2 mm thick Table Top Length +/-10(mm) 1500 millimeter Table Top Width +/-10(mm) 650-750 millimeter Table Height +/-5(mm) 700-750 millimeter Storage Unit and Drawer Units Material 0.6 mm M S Sheet Depth of Storage Unit +/-10(mm) 500-700 millimeter Width of Locker / Cupboard type Storage unit 320-360 mm Depth of Locker / Cupboard type Storage unit 550-600 mm Test reports to be furnished to buyer on demand: YES OEM of offered product is ISO 9001:2015 certified: YES OEM of offered product is ISO 14001:2015 certified: YES OEM of offered product is ISO 18001:2007 certified: YES WARRANTY PERIOD IN NUMBER OF YEARS: 1</p>	PS-3, Jorhat	1	NO			
20	<p>Slotted Angle Steel Rack (Brand : Godrej or Equivalent) Overall height ±3mm 1700-2000 milimetre Overall width ±3mm 915-950 milimetre Overall depth ±2mm 410-450 milimetre No. of Shelves : 5 Nos. (on removable basis) Holes/slots In the sides/shelves dividers/back and kick plate to be accurately drilled/punched Open at front and back side Warranty period in number of years : 01 Vendor should compulsorily submit a photo of the product for which the offer would be made</p>	PS-3, Jorhat	15	NO			
30	<p>Slotted Angle Steel Rack (Brand : Godrej or Equivalent) Overall height ±3mm 1700-2000 milimetre Overall width ±3mm 915-950 milimetre Overall depth ±2mm 410-450 milimetre No. of Shelves : 5 Nos. (on removable basis) Holes/slots In the sides/shelves dividers/back and kick plate to be accurately drilled/punched Open at front and back side Warranty period in number of years : 01 Vendor should compulsorily submit a photo of the product for which the offer would be made</p>	PS-1, Duliajan	2	NO			
40	<p>Slotted Angle Steel Rack (Brand : Godrej or Equivalent) Overall height ±3mm 1700-2000 milimetre Overall width ±3mm 915-950 milimetre Overall depth ±2mm 410-450 milimetre No. of Shelves : 5 Nos. (on removable basis) Holes/slots In the sides/shelves dividers/back and kick plate to be accurately drilled/punched Open at front and back side Warranty period in number of years : 01 Vendor should compulsorily submit a photo of the product for which the offer would be made</p>	PS-2, Moran	2	NO			

50	Slotted Angle Steel Rack (Brand : Godrej or Equivalent) Overall height ±3mm 1700-2000 milimetre Overall width ±3mm 915-950 milimetre Overall depth ±2mm 410-450 milimetre No. of Shelves : 5 Nos. (on removable basis) Holes/slots In the sides/shelves dividers/back and kick plate to be accurately drilled/punched Open at front and back side Warranty period in number of years : 01 Vendor should compulsorily submit a photo of the product for which the offer would be made	PS-11, Tengakhat	2	NO			
60	Slotted Angle Steel Rack (Brand : Godrej or Equivalent) Overall height ±3mm 1700-2000 milimetre Overall width ±3mm 915-950 milimetre Overall depth ±2mm 410-450 milimetre No. of Shelves : 5 Nos. (on removable basis) Holes/slots In the sides/shelves dividers/back and kick plate to be accurately drilled/punched Open at front and back side Warranty period in number of years : 01 Vendor should compulsorily submit a photo of the product for which the offer would be made	PS-11, Tengakhat	3	NO			
70	OFFICE TABLE Make: Godrej, Nikamal, Supreme or Equivalent. Specifications 1. Storage Space: Smooth sliding drawers on one side atleast 2. Minimum Dimensions: 1500 mm Length x 700 mm Width x 700 mm Height 3. Minimum warrenty period: 01 years 4. Frame & Table top material: Particle board 5. Warranty: Minimum 01 year	PS-3, Jorhat	3	NO			
80	CHAIR Make: Godrej, Nikamal, Supreme or Equivalent. Specifications: 1. Chair Type: Wheeled Revolving and Tilting chair with Armrest Moulded Seat and Backrest type. 2. Frame material; Stainless Steel (SS 304) or equivalent 3. Minimum Seat Width (± 5 mm): 580 mm 4. Minimum Seat height from floor surface (± 5 mm): 525 mm 5. Minimum Backrest width and Height(± 5 mm): 450 mm and 460 mm 450 mm 6. Warranty: Minimum 01 year	PS-3, Jorhat	8	NO			
90	OFFICE CHAIR Make: Godrej, Nikamal, Supreme or Equivalent Specifications: 1. Chair Type: Wheeled Revolving and Tilting chair with Armrest Moulded Seat and Backrest type. 2. Frame material; Stainless Steel (SS 304) or equivalent 3. Minimum Seat Width (± 5 mm): 580 mm 4. Minimum Seat height from floor surface (± 5 mm): 525 mm 5. Minimum Backrest width and Height(± 5 mm): 450 mm and 460 mm 450 mm 6. Warranty: Minimum 01 year	PS-3, Jorhat	3	NO			
100	OFFICE CHAIR Make: Godrej, Nikamal, Supreme or Equivalent Specifications: 1. Chair Type: Wheeled Revolving and Tilting chair with Armrest Moulded Seat and Backrest type. 2. Frame material; Stainless Steel (SS 304) or equivalent 3. Minimum Seat Width (± 5 mm): 580 mm 4. Minimum Seat height from floor surface (± 5 mm): 525 mm 5. Minimum Backrest width and Height(± 5 mm): 450 mm and 460 mm 450 mm 6. Warranty: Minimum 01 year	PS-3, Jorhat	3	NO			

110	Material: Wooden Size: [(W): 1800mm-2200mm] X [(D): 1800mm-2000mm or less] X [(H): 750-760mm] Shape : L Shape Storage: With Storage having at least 01 side cabinet Storage Type: Drawer Storage Table Top Material : MDF & TWIN PARTICLE BOARD Suitable For : Executive Office Brand : Godrej (tonax executive Suite) or Featherlite or Durian (Clint) or equivalent	PHQ, Guwahati	1	NO			
120	Material: Wooden Size: [(W): 2000mm-2400mm] X [(D): 2200mm-2400mm or less] X [(H): 750-760mm] Shape : L Shape Storage: With Storage having at least 01 side cabinet Storage Type: Drawer Storage Table Top Material : MDF & TWIN PARTICLE BOARD Suitable For : Executive Office Brand : Godrej (Aristo Executive Suite) or Featherlite or Durian (Meridian) or equivalent	PHQ, Guwahati	1	NO			
130	Durian (Insight) or equivalent brand Dimension : (W) 625mm X (D) 760mm X (H) 1320mm Seating Height: Around 555mm Seat Depth: Around 515mm Seat Width: Around 525mm Back Height: Around 780mm	PHQ, Guwahati	1	NO			
140	Godrej Thrill executive Cushion or equivalent brand Dimensions W x H x D (cm): 76.1 x 113.6-131.1 x 76.1 Upholstery Material: Leather Finish Color: Black Seat Height (cm): 44.1-54.1	PHQ, Guwahati	1	NO			
150	MANUFACTURER: GODREJ MODEL: BRAVO, PREMIRE OR MANUFACTURER: BP ERGO MODEL: GALE VISITOR, BUDD OR MANUFACTURER: FEATHERLITE MODEL: SMART VA, MAGNA VA OR MANUFACTURER: DURIAN MODEL: SPARK, DIMENSION IN MM: W 590XD 490XH 980 MMPL 70018/CN DIMENSION IN MM: W 480XD 440XH 820	PHQ, Guwahati	3	NO			
160	MANUFACTURER: GODREJ MODEL: BRAVO, PREMIRE OR MANUFACTURER: BP ERGO MODEL: GALE VISITOR, BUDD OR MANUFACTURER: FEATHERLITE MODEL: SMART VA, MAGNA VA OR MANUFACTURER: DURIAN MODEL: SPARK, DIMENSION IN MM: W 590XD 490XH 980 MMPL 70018/CN DIMENSION IN MM: W 480XD 440XH 820	PHQ, Guwahati	3	NO			
170	Material & Subtype: Premium Leatherette Upholstery Material : Premium Leatherette Finish: Matte Colour & Colour Family : Black or Blue Dimension : Around (W)580mm X (D)525mm X (H)970mm Seating Capacity: 1 Seater Function : Cantilever Frame Size: Standard Brand: Durian or Godrej or Equivalent	PHQ, Guwahati	4	NO			

180	<p>Computer Table for Office use: Make: Godrej, Nikamal, Supreme or Equivalent. Specifications-</p> <ol style="list-style-type: none"> 1. Storage Space: Smooth sliding drawers on one side (2 Box & 1 File Drawer with lock) & One drawer with lock on the other side for storing files 2. Minimum Dimensions: 1200 mm Length x 600 mm Width x 750 mm Height (Dimensions Approx 10% variation allowable) 3. Minimum warrenty period: 01 years 4. Frame & Table top material: Particle board 5. Warranty: Minimum 01 year 6. Sliding drawer for keyboard 	PHQ, Guwahati	1	NO			
190	<p>Brand : Godrej Interio (Companion C3) or equivalent Type: Computer Desk Finish Type: Melamine Style: Contemporary & Modern Wheels Included : Yes Bush Included: Yes Storage Included: Yes CPU Compartment: Yes Keyboard Tray: Yes Number of Shelves : 2 Number of Drawers : 1</p>	PHQ, Guwahati	2	NO			
200	<p>Model: 4Door Book Case Specification: 4 Door book case of size: 1742mm H x 914mm W x 320mm D, made of made of 0.7mm thick CRCA MS epoxy powder coated with knock down construction. Each door should have 6 lever cam lock with common key. Each door should have 3mm thick glass for clear inside vision secure in metal frame through rubber gasket.</p>	PHQ, Guwahati	1	NO			
210	<p>BOOK CASE MAKE: HNI (Formerly BF Ergo) MODEL: HNI 4 Door Bookcase having 0.8mm thick metal body powder coated upto 50-60 microns and glass facia with 4 separate compartments size: 900x450x1660 mm</p>	PHQ, Guwahati	2	NO			
220	<p>OFFICE TABLE Make: Godrej, Nikamal, Supreme or Equivalent. Specifications</p> <ol style="list-style-type: none"> 1. Storage Space: Smooth sliding drawers on one side atleast 2. Minimum Dimensions: 1500 mm Length x 700 mm Width x 700 mm Height 3. Minimum warrenty period: 01 years 4. Frame & Table top material: Particle board 5. Warranty: Minimum 01 year <p>Vendor should compulsorily submit a photo of the product for which the offer would be made</p>	PHQ, Guwahati	2	NO			

230	<p>STEEL ALMIRAH specification of Almirah steel Generally conforming to BIS specification IS: 3312:2021 Almirah Steel with Glass door Number of door- 2 Number of shelves- 4 Colour of finish- Silver Grey Steel sheet material- CRCA sheets conforming to grade CRI of IS513(part-1):2016 (with latest amendment) Almirah height(excluding the height of pedestal) ± 5 mm- 1980 mm Almirah width ± 5 mm- 920 mm Almirah depth ± 5 mm- 490 mm Side/Back/top/bottom sheet thickness- 0.8- 1 mm Shelves sheet thickness- 0.7 mm Shelves supporting bracket thickness- 1.6 mm Hinges sheet thickness- 1.6 mm Number of glass sheet fixed- 4 Handle size- 12-15 cm Steel Almirah lock/locker lock- Six lever lock Make- Godrej or equivalent.</p>	Technical	PHQ, Guwahati	1	NO		
240	<p>Equivalent Model : Featherlite Versaline VMT-1890 Table or equivalent Storage Provided : One side Number of storage unit :Triple storage Length of Table Top ±10% : 1800 millimeter Depth of Table Top±10%: 750 millimeter Height of Table Top±10% : 750 millimeter</p>		PHQ, Guwahati	1	NO		
250	<p>Equivalent Model: Featherlite - Senate Executive Table - HT 531 or equivalent Width of tabletop ±10% : 1500 mm Depth of table ±10% : 1300 mm Height of table ±10% : 750 mm Total Number of drawers /storage in Pedestal units : Three drawers ,One storage unit with shutter Table top finish : Laminate with matt finish conforming to IS 2046/Latest with having balancing laminate on another side or equivalent Tabletop Material : Prelaminated MDF board or equivalent</p>		PHQ, Guwahati	1	NO		
260	<p>Equivalent Model: Godrej - Marvel Mid Back or equivalent Dimensions (cm) : 76.1 x 96.1-113.6 x 76.1 (+/- 10%) Seat Height (cm) : 42.7-52.7 (+/- 10%) Upholstery Material : Leatherette or equivalent</p>		PHQ, Guwahati	1	NO		
270	<p>Equivalent model : Durian (Insight) or equivalent brand Dimension (+/- 10 %) : (W) 625mm X (D) 760mm X (H) 1320mm Seating Height (+/- 10 mm) : Around 555mm Seat Depth (+/- 10 mm) : Around 515mm Seat Width (+/- 10 mm) : Around525mm Back Height (+/- 10 mm) : Around 780mm</p>		PHQ, Guwahati	1	NO		
280	<p>MANUFACTURER: GODREJ MODEL: BRAVO, PREMIRE OR MANUFACTURER: BP ERGO MODEL: GALE VISITOR, BUDD OR MANUFACTURER: FEATHERLITE MODEL: SMART VA, MAGNA VA OR MANUFACTURER: DURIAN MODEL: SPARK, or EQUIVALENT DIMENSION IN MM (+/- 10 %): W- 500 X D- 400 X H- 980</p>		PHQ, Guwahati	1	NO		

290	<p>MANUFACTURER: GODREJ MODEL: BRAVO, PREMIRE OR MANUFACTURER: BP ERGO MODEL: GALE VISITOR, BUDD OR MANUFACTURER: FEATHERLITE MODEL: SMART VA, MAGNA VA OR MANUFACTURER: DURIAN MODEL: SPARK, or EQUIVALENT DIMENSION IN MM (+/- 10 %): W 500 X D 400 X H 980 or similar dimensions</p>	PHQ, Guwahati	3	NO		
300	<p>MANUFACTURER: GODREJ MODEL: BRAVO, PREMIRE OR MANUFACTURER: BP ERGO MODEL: GALE VISITOR, BUDD OR MANUFACTURER: FEATHERLITE MODEL: SMART VA, MAGNA VA OR MANUFACTURER: DURIAN MODEL: SPARK, or equivalent model DIMENSION IN MM: W 500 X D 400 X H 980 (+/- 10 %) or similar dimensions or equivalent</p>	PHQ, Guwahati	3	NO		
310	<p>Model: 4-Door Book Case or equivalent / similar models Specification: 4-Door book case of size (+/- 10 %): 1742mm-H x 914mm-W x 320mm-D or similar dimensions ,made of 0.7mm (+/- 0.1mm) thick CRCA MS epoxy powder coated with knock down construction. Each door should have lever-cam lock with common key. Each door should have 3mm (+/- 1 mm) thick glass for clear inside vision secure in metal frame through rubber gasket.</p>	PHQ, Guwahati	2	NO		
320	<p>Almira with any of the following Make & Model or equivalent :</p> <p>Make: Godrej Model: Storewell Plain Make: BP Ergo Model: Eric Almira Make: Durian Model: GARNER or equivalent models</p> <p>Specifications: Generally conforming to BIS specification IS: 3312:2021 (with latest amendment) or equivalent Type of Almira steel : Almira Steel shelving cabinet with partial wardrobe Number of door : 2 Number of shelves : 4 Almira height(excluding the height of pedestal) ± 20 mm : 2000 mm Almira width ± 20 mm : 900 mm Almira depth ± 20 mm : 480 mm Min. shelves supporting bracket thickness : Around 1.6 mm or higher</p>	PHQ, Guwahati	1	NO		

330	<p>SOFA SET - EXOTICA CHAIRS 5 Seater Sofa With Leatherite Cover (RK1661) or equivalent brands / models Total Number of Seats in the Sofa Set : 5 Number of Single Seater Units : 2 nos Number of Three Seater Units : 1 no. Frame Covering : Fully Upholstered Backrest Cushion Material : Foam Covering Material for Seat and Backrest : Leatherite Frame Structure Material and size (±2 mm) : Teak wood of minimum 25 mm thickness Seat Cushion Material : Foam Length of Three Seater Units in mm (±20 mm) : 1700 mm Depth of Sofa Units in mm (±10 mm) : 850 mm Length of Single Seater Units in mm (±5 mm) : 500 mm Seat Cushion Length ±5 (mm) : 450 mm Seat Cushion Width ±5 (mm) : 700 mm Seat Cushion Thickness (mm) : 100 mm</p>	PHQ, Guwahati	1	NO		
340	<p>Specifications 1. Approximate Size 60"W x 78"D x 60"H & Color Teak 2. Minimum Three drawers on each side with lock system 3. Material – E1 grade MDF & natural wood finish walnut laminate 4. Surface shall be scratch proof 5. Specify Load Carrying Capacity 6. Minimum one year warranty Make: Godrej or equivalent. Vendor should compulsorily submit a photo of the product for which the offer would be made</p>	PHQ, Guwahati	1	NO		
350	<p>1. Approximate Size 68"W x 81"D x 72"H & Color Teak 2. Minimum Three drawers on each side with lock system 3. Material – E1 grade MDF & natural wood finish walnut laminate 4. Surface shall be scratch proof 5. Specify Load Carrying Capacity 6. Minimum one year warranty Make: Godrej or equivalent. Vendor should compulsorily submit a photo of the product for which the offer would be made</p>	PHQ, Guwahati	1	NO		
360	<p>1. Medium height & stable (not adjustable& not revolving) 2. Contoured Back rest upholstered in fabric or Rexene 3. Thick foam for backrest and seat 4. Well rounded polyurethane armrest, that is indifferent to climatic conditions 5. Dimensions W x H x D (cm): 55 x 80.5 x 61 6. Finish Color : Maroon/Dark Blue/ Black 7. Minimum one year warranty Make: Godrej, Featherlite or equivalent.</p>	PHQ, Guwahati	2	NO		
370	<p>1. Medium height & stable (not adjustable& not revolving) 2. Contoured Back rest upholstered in fabric or Rexene 3. Thick foam for backrest and seat 4. Well rounded polyurethane armrest, that is indifferent to climatic conditions 5. Dimensions W x H x D (cm): 55 x 80.5 x 61 6. Finish Color : Maroon/Dark Blue/ Black 7. Minimum one year warranty Make: Godrej, Featherlite or equivalent.</p>	PHQ, Guwahati	3	NO		
380	<p>4 Drawer VFC powder coated with laminated top Filing Cabinet height ± 5 mm- 1400 mm Filing Cabinet width ± 5 mm- 500 mm Filing Cabinet ± 5 mm- 620 mm Color: Grey / White Make: Godrej or equivalent</p>	PHQ, Guwahati	1	NO		
390	<p>4 Drawer VFC powder coated with laminated top Filing Cabinet height ± 5 mm- 1400 mm Filing Cabinet width ± 5 mm- 500 mm Filing Cabinet ± 5 mm- 620 mm Color: Grey / White Make: Godrej or equivalent</p>	PHQ, Guwahati	1	NO		

400	<p>4 door powder coated with laminated top. Bookcase height(excluding the height of pedestal) ± 5 mm- 1750 mm Bookcase width ± 5 mm- 920 mm Bookcase depth ± 5 mm- 350 mm Color: Silver Make: Godrej or equivalent.</p>	PHQ, Guwahati	1	NO			
410	<p>Technical specification of Almirah steel: Generally conforming to BIS specification IS: 3312:2021 Number of door- 2 Number of shelves- 4 Colour of finish- Silver Grey Steel sheet material- CRCA sheets conforming to grade CRI of IS513(part-1):2016 (with latest amendment) Almirah height(excluding the height of pedestal) ± 5 mm- 1980 mm Almirah width ± 5 mm- 920 mm Almirah depth ± 5 mm- 490 mm Side/Back/top/bottom sheet thickness- 0.8- 1 mm Shelves sheet thickness- 0.7 mm Shelves supporting bracket thickness- 1.6 mm Hinges sheet thickness- 1.6 mm Handle size- 12-15 cm Steel Almirah lock/locker lock- Six lever lock</p>	PHQ, Guwahati	1	NO			
420	<p>PLASTIC CHAIR for Union Office, PHQ Description: Plastic Chairs Make: Nilkamal or Equivalent Model: 2135 or Equivalent</p>	PHQ, Guwahati	30	NO			
430	<p>FILING CABINET Model: 4Door Book Case Specification: 4 Door book case of size: 1742mm H x 914mm W x 320mm D, made of made of 0.7mm thick CRCA MS epoxy powder coated with knock down construction. Each door should have 6 lever cam lock with common key. Each door should have 3mm thick glass for clear inside vision secure in metal frame through rubber gasket</p>	PHQ, Guwahati	1	NO			
440	<p>CHAIR High back chair Specification: 1. Seat/Back Assembly: The Seat is made up of 1.2 cm. thick hot pressed plywood upholstered with fabric and moulded polyurethane foam. The back is made up 1.2 cm. thick hot pressed plywood upholstered with replaceable fabric upholstery covers and moulded polyurethane foam. The back ply and foam is designed with contoured lumber support for comfortable seating posture. BACK SIZE: 48cm. (W) x 76.0cm(H), SEAT SIZE: 51.0cm. (W) x 48.0cm,(D) 2. Polyurethane Foam: The polyurethane foam for seat and back is moulded with density = 45+ / - 2 kg/m³ and Hardness = 20 + / - 2. 3. Armrest (Adjustable): The armrest top is made of moulded polyurethane (P.U) and mounted on to a drop lift height adjustable type M.S tubular armrest support chrome plated. The armrest height is adjustable up to 6.5cm in 5 steps & also has swivel adjustment of 22 degree on both sides.</p>	PHQ, Guwahati	1	NO			

450	<p>INDUSTRIAL LOCKER 20 UNIT-</p> <ul style="list-style-type: none"> • 20 unit Locker • Doors made of 0.8 mm thick powder coated CRCA Sheet • Body, Back & Shelves made of 0.6 mm thick powder coated CRCA Sheet • Locking facility available with a duplicate key • Completely knock down design simplifies assembly. • Provision for Label on each Locker for writing name of a person or other texts. • Dimensions of each of the 20 unit minimum • Width (cm) 30 • Depth (cm) 35 • Height (cm) 35 <p>NOTE: 1) SERVICE CENTRE MUST BE AVAILABLE AT GUWAHATI FOR MAKE & MODEL OFFERED AND ADDRESS DETAILS IS TO BE SUBMITTED ALONG WITH BID. 2) SUPPLIER SHALL ARRANGE FOR INSTALLATION & COMMISSIONING . 3) DULY SIGNED & SEALED WARRANTY DOCUMENTS, O&M MANUAL ETC. MUST BE SUBMITTED ALONG WITH PRODUCT.</p>	PHQ, Guwahati	1	NO			
460	<p>SOFA SET <u>SPECIFICATIONS</u> Sofa Set (3+2+1) with 1 coffee or centre table Bidder to provide the model no. and details of the item to be quoted with all the specifications. Sofa set Dimensions (Approx 10% variation allowable) 3 seater 170 X 83.5 X 80.5 cm 2 seater 121 X 83.5 X 80.5 cm 1 seater 75X 83.5 X 80.5 Cm Seat height : 43.5 cm Finish Colour : Nimbus Grey or Black Primary material : Pinewood or Teak Upholstery material : leatherette Style : Modern & contemporary for Office</p> <ul style="list-style-type: none"> • Solid Wood Frame <p>The sofa frame shall be made from seasoned solid wood that undergoes multi-step treatment for protection against termites and bugs.</p> <ul style="list-style-type: none"> • High Grade Foam <p>Three layer of super soft foam shall be put together with a layer of recron which offers a sinking feeling with floating comfort to create comfortable seating for long hours</p> <ul style="list-style-type: none"> • Synthetic Leather Upholstery <p>Easily cleanable surface and does not let dust accumulate.</p> <ul style="list-style-type: none"> • Soft Foam With Recron Filler <p>Nylon webbing of 2 mm thickness prevents the foam from sagging</p> <ul style="list-style-type: none"> • Ergonomic Support <p>Back rest of the sofa shall be designed ergonomically to provide an additional lumbar support to keep your back in its perfect position. Angular head cushion shall be provided for adequate headrest and</p>	PHQ, Guwahati	1	NO			

470	<p>SOFA SET</p> <p>Sofa Set (3+2+1) with 1 coffee or centre table</p> <p>Bidder to be provide the model no. and details of the item to be quoted with all the specifications.</p> <p>Sofa set</p> <p>Dimensions (Approx 10% variation allowable)</p> <p>3 seater 170 X 83.5 X 80.5 cm</p> <p>2 seater 121 X83.5 X 80.5 cm</p> <p>1 seater 75X 83.5 X 80.5 Cm</p> <p>Seat height : 43.5 cm</p> <p>Finish Colour : Nimbus Grey or Black</p> <p>Primary material : Pinewood or Teak</p> <p>Upholstery material : leatherette</p> <p>Style : Modern & contemporary for Office</p> <ul style="list-style-type: none"> • Solid Wood Frame <p>The sofa frame shall be made from seasoned solid wood that undergoes multi-step treatment for protection against termites and bugs.</p> <ul style="list-style-type: none"> • High Grade Foam <p>Three layer of super soft foam shall be put together with a layer of recron which offers a sinking feeling with floating comfort to create comfortable seating for long hours</p> <ul style="list-style-type: none"> • Synthetic Leather Upholstery <p>Easily cleanable surface and does not let dust accumulate.</p> <ul style="list-style-type: none"> • Soft Foam With Recron Filler <p>Nylon webbing of 2 mm thickness prevents the foam from sagging</p> <ul style="list-style-type: none"> • Ergonomic Support <p>Back rest of the sofa shall be designed ergonomically to provide an additional lumbar support to keep your back in its perfect position. Angular head cushion shall be provided for adequate headrest and enabling correct body posture for long seated hours,</p> <p>TABLE</p> <p>Dimension : Approx 10% variation allowable)</p> <p>120X41X60 cm</p> <ul style="list-style-type: none"> • Contemporary Design 	PHQ, Guwahati	1	NO			
480	<p>COMPUTER TABLE</p> <p>Computer Table for Office use:</p> <p>Make: Godrej, Nikamal, Supreme or Equivalent.</p> <p>Specifications-</p> <ol style="list-style-type: none"> 1. Storage Space: Smooth sliding drawers on one side (2 Box & 1 File Drawer with lock) & One drawer with lock on the other side for storing files 2. Minimum Dimensions: 1200 mm Length x 600 mm Width x 750 mm Height (Dimensions Approx 10% variation allowable) 3. Minimum warrenty period: 01 years 4. Frame & Table top material: Particle board 5. Warranty: Minimum 01 year 6. Sliding drawer for keyboard <p>Material: Wooden</p>	PHQ, Guwahati	5	NO			
490	<p>Material: Wooden</p> <p>Size: [(W): 1800mm-2200mm] X [(D): 1800mm-2000mm or less] X [(H): 750-760mm]</p> <p>Shape : L Shape</p> <p>Storage: With Storage having at least 01 side cabinet</p> <p>Storage Type: Drawer Storage</p> <p>Table Top Material : MDF & TWIN PARTICLE BOARD</p> <p>Suitable For : Executive Office</p> <p>Brand : Godrej or Featherlite or Durian (Clint) or equivalent</p>	PHQ, Guwahati	1	NO			
500	<p>Material: Wooden</p> <p>Size: [(W): 2000mm-2400mm] X [(D): 2200mm-2400mm or less] X [(H): 750-760mm]</p> <p>Shape : L Shape</p> <p>Storage: With Storage having at least 01 side cabinet</p> <p>Storage Type: Drawer Storage</p> <p>Table Top Material : MDF & TWIN PARTICLE BOARD</p> <p>Suitable For : Executive Office</p> <p>Brand : Godrej or equivalent</p>	PHQ, Guwahati	1	NO			

510	Durian (Insight) or equivalent brand Dimension : (W) 625mm X (D) 760mm X (H) 1320mm Seating Height: Around 555mm Seat Depth: Around 515mm Seat Width: Around 525mm Back Height: Around 780mm	PHQ, Guwahati	2	NO		
520	Computer Table for Office use: Make: Godrej, Nikamal, Supreme or Equivalent. Specifications- 1. Storage Space: Smooth sliding drawers on one side (2 Box & 1 File Drawer with lock) & One drawer with lock on the other side for storing files 2. Minimum Dimensions: 1200 mm Length x 600 mm Width x 750 mm Height (Dimensions Approx 10% variation allowable) 3. Minimum warranty period: 01 years 4. Frame & Table top material: Particle board 5. Warranty: Minimum 01 year 6. Sliding drawer for keyboard	PHQ, Guwahati	1	NO		
530	BOOK CASE MAKE: HNI (Formerly BF Ergo) MODEL: HNI 4 Door Bookcase having 0.8mm thick metal body powder coated upto 50-60 microns and glass facia with 4 separate compartments size: 900x450x1660 mm	PHQ, Guwahati	1	NO		
540	Steel Almirah lock/locker lock- Six lever lock Make- Godrej or equivalent. Vendor should compulsorily submit a photo of the product for which the offer would be made.	PHQ, Guwahati	1	NO		
550	Sofa Set (3+2+1) with 1 coffee or centre table Bidder to provide the model no. and details of the item to be quoted with all the specifications. Sofa set Dimensions (Approx 10% variation allowable) 3 seater 170 X 83.5 X 80.5 cm 2 seater 121 X 83.5 X 80.5 cm 1 seater 75X 83.5 X 80.5 Cm Seat height : 43.5 cm Finish Colour : Nimbus Grey or Black Primary material : Pinewood or Teak Upholstery material : leatherette Style : Modern & contemporary for Office TABLE Dimension : Approx 10% variation allowable) 120X41X60 cm • Contemporary Design ultra-modern combination of wood and glass. NOTE: 1)DETAILS IS TO BE SUBMITTED ALONG WITH BID.	PHQ, Guwahati	1	NO		
560	OFFICE TABLE SIZE: l=150 cm, b=75 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	1	NO		
570	OFFICE TABLE HIGH BACK SIZE: l=76 cm, b=76 cm, h=99.5-108.8 cm SEAT HEIGHT: 44.5-53.8 cm MAKE: Godrej Interio or equivalent	PS-8, Sonapur	1	NO		
580	OFFICE CHAIR HIGH BACK SIZE: l=76 cm, b=76 cm, h=114-128 cm SEAT HEIGHT: 45.5-55.5 cm MAKE: Godrej Interio or equivalent	PS-8, Sonapur	1	NO		
590	OFFICE TABLE SIZE: l=200 cm, b=200 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	1	NO		

600	OFFICE CHAIR HIGH BACK SIZE: l=76 cm, b=76 cm, h=114-128 cm SEAT HEIGHT: 45.5-55.5 cm MAKE: Godrej Interio or equivalent	PS-8, Sonapur	1	NO			
610	OFFICE TABLE SIZE: l=150 cm, b=75 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	2	NO			
620	TABLE SIZE: l=150 cm, b=75 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	1	NO			
630	OFFICE CHAIR HIGH BACK SIZE: l=76 cm, b=76 cm, h=99.5-108.8 cm SEAT HEIGHT: 44.5-53.8 cm MAKE: Godrej Interio or equivalent	PS-8, Sonapur	1	NO			
640	OFFICE CHAIR HIGH BACK SIZE: l=76 cm, b=76 cm, h=99.5-108.8 cm SEAT HEIGHT: 44.5-53.8 cm MAKE: Godrej Interio or equivalent	PS-8, Sonapur	3	NO			
650	OFFICE CHAIR HIGH BACK SIZE: l=76 cm, b=76 cm, h=99.5-108.8 cm SEAT HEIGHT: 44.5-53.8 cm MAKE: Godrej Interio or equivalent	PS-8, Sonapur	3	NO			
660	OFFICE TABLE SIZE: l=150 cm, b=75 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	1	NO			
670	OFFICE TABLE SIZE: l=150 cm, b=75 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	1	NO			
680	OFFICE TABLE SIZE: l=200 cm, b=200 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	1	NO			
690	OFFICE TABLE SIZE: l=200 cm, b=200 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-8, Sonapur	1	NO			
700	OFFICE CHAIR HIGH BACK SIZE: l=76 cm, b=76 cm, h=114-128 cm SEAT HEIGHT: 45.5-55.5 cm MAKE: Godrej Interio or equivalent	PS-8, Sonapur	5	NO			
710	ALMIRAH Almirah for L1,PS-8,MM :- 2 DOOR ALMIRAH, DOOR TYPE: HINGED NUMBER OF SHELVES: 2 DIMENSION: W=90-92 cm, H=185-205 cm, D=45-50 cm PRIMARY MATERIAL: CRCA STEEL MAKE/MODEL: Godrej(StorwelM3) Interio or equivalent	PS-8, Sonapur	1	NO			

720	STORAGE ALMIRAH, 3-DOOR, 8 SHELVES, CONVENTIONAL STORAGE MAKE:Godrej or equivalent DIMENSIONS: 134.9 CM (WIDTH) x 195 CM (HEIGHT) x 50.7 CM (DEPTH) (SIZE SPECIFICATION IS APPROXIMATE)	PS-6, Bongaigaon	1	NO			
730	OFFICE CHAIR Make: Godrej, Nikamal, Supreme or Equivalent as per furniture circular. Specifications: 1. Chair Type: Wheeled Revolving and Tilting chair with Armrest Moulded Seat and Backrest with headrest type. 2. Frame material; Stainless Steel (SS 304) or equivalent 3. Minimum Seat Width (± 5 mm): 580 mm (Approx) 4. Minimum Seat height from floor surface (± 5 mm): 525 mm (Approx) 5. With Backrest and headrest 6. Warranty: Minimum 01 year 7. Colour - Black 8. Upholstery material - Fabric 9. Adjustable seat height and adjustable armrest 10. No. of wheels - 5	PS-4, Sekoni	3	NO			
740	OFFICE TABLE Make: Godrej, Nikamal, Supreme or Equivalent as per furniture circular. Specifications 1. Storage Space: Smooth sliding drawers on both sides side (2 Box & 1 File Drawer with lock on one side and minimum 2 drawers on other side) 2. Minimum Dimensions: 1200 mm Length x 600 mm Width x 750 mm Height(Approx) 3. Minimum warrenty period: 01 years 4. Frame & Table top material: Made of 15mm thick pre-laminated particle board 5. Warranty: Minimum 01 year	PS-4, Sekoni	2	NO			
750	COMPUTER TABLE Make: Nikamal, Godrej, Supreme or Equivalent as per furniture circular. Specifications- 1. Storage Space: Smooth sliding drawers on one side (2 Box & 1 File Drawer with lock) & One drawer on the other side. 2. Minimum Dimensions: 1200 mm Length x 600 mm Width x 750 mm Height(Approx) 3. Minimum warrenty period: 01 years 4. Frame & Table top material: Particle board 5. Warranty: Minimum 01 year 6. Sliding drawer for keyboard	PS-4, Sekoni	1	NO			
760	VISITOR CHAIR Make: Godrej or equivalent	Rangpani Terminal, Siliguri	10	NO			
770	FILING CABINET Make: Godrej or equivalent Model: Gain Pro Full Glass Door	Rangpani Terminal, Siliguri	2	NO			
780	SLOTTED ANGLE RACK Brand : Godrej or Equivalent) Size: 78" X 36" X 15" No. of Shelves : 5 Nos. (on removable basis) Holes/slots In the sides/shelves dividers/back and kick plate to be accurately drilled/punched Open at front and back side Warranty period in number of years : 01 Vendor should compulsorily submit a photo of the product for which the offer would be made	PS-1, Duliajan	10	NO			
790	OFFICE TABLE GRADE L2 FEATURES: MAIN TABLE + SIDE TABLE DRAWERS in Pedestal Unit: 3 NO (Minimum). LOCK PROVIDE FOR PEDESTAL UNIT: INDIVIDUAL LOCKS Components: 1 Storage Unit with shutter Locking: Central Locking System MAKE: GODREJ ARISTO / TOPAZ (MAIN DESK +SIDE TABLE) OR EQUIVALENT WARRANTY: 1 year or more Vendor should compulsorily submit a photo of the product for which the offer would be made	PS-1, Duliajan	1	NO			

800	OFFICE TABLE GRADE A METAL RECTANGULAR OFFICE TABLE WITH MINIMUM FIVE DRAWERS MAKE: GODREJ OFFICE TABLE T9 OR EQUIVALENT SIZE: 136.5 x 68 x 73.5 (IN CM) DRAWER LOCKABLE: YES Vendor should compulsorily submit a photo of the product for which the offer would be made.	PS-1, Duliajan	3	NO			
810	STEEL ALMIRAH WITH MINIMUM 7 SHELVES AND 2 DRAWERS COLOUR: TEXTURED BOND WHITE DOOR TYPE: SLIDING SIZE: 180 x 240 x 60 MAKE: GODREJ OR EQUIVALENT MODEL: SLIDE N STORE XL PLUS WARDROBE OR EQUIVALENT WITH 1 YEAR WARRANTY Vendor should compulsorily submit a photo of the product for which the offer would be made.	PS-1, Duliajan	1	NO			
820	OFFICE TABLE Make: Godrej, Nikamal, Supreme or Equivalent. Specifications 1. Storage Space: Smooth sliding drawers on one side atleast 2. Minimum Dimensions: 1500 mm Length x 700 mm Width x 700 mm Height 3. Minimum warrenty period: 01 years 4. Frame & Table top material: Particle board 5. Warranty: Minimum 01 year	PS-2, Moran	2	NO			
830	L1 GRADE EXECUTIVE TABLE Brand:GODREJ INTERIO Enterprise 1500, Featherlite vm-t 1575 or Equivalent Storage: Two side Total Number of Storage Units: Triple storage on one side and double/triple on the other Table Top Material and Thickness : 18 mm thick pre laminated Particle Board (minimum) Pedestal (Under structure) Mild steel ERW tube 38 mm x 25 mm x 1.2 mm thick (minimum) Table Top Length -1500 millimeter (minimum) Table Top Width -10(mm) 650-750 millimeter(minimum) Table Height- 700-750 millimeter(minimum) Depth of Storage Unit - 500-700 millimeter(minimum) Width of Locker / Cupboard type Storage unit 320-360 mm (minimum) Depth of Locker / Cupboard type Storage unit 550-600 mm (minimum) WARRANTY: 1 year Minimum	PS-2, Moran	2	NO			
840	L1 GRADE EXECUTIVE CHAIR Make: Godrej interio Or Equivalent Minimum Specifications- Dimentions (W*H*D)- 76*113-123*76 (Mimimum) Finish color- Black Warrantv- 1 Year period minimum	PS-2, Moran	2	NO			
850	VISITOR CHAIR Make: Godrej interior Or Equivalent Minimum Specification: Dimensions W x H x D (cm):55 x 80.5 x 61 (minimum) Finish Color:Black Seat Height (cm):43 (mimimum) Upholstery Material:Fabric WARRANTY: 1 year Minimum	PS-2, Moran	10	NO			

860	<p>COMPUTER TABLE WITH KEYBOARD DRAWER MAKE: Godrej / Nilkamal or equivalent. Other specs: Adjustable keyboard arm Table top thickness : 25 MM (minimum) Height of table : 760 MM (minimum) Length of table : 1065 MM (minimum) Thickness of Keyboard: 15 MM (minimum) WARRANTY- 1 year Minimum</p>	PS-2, Moran	3	NO			
870	<p>L2 GRADE EXECUTIVE CHAIR Make: Godrej interio Or Equivalent Minimum Specifications- Dimentions (W*H*D)- 76*113-123*76 (Mimimum) Finish color- Black Warranty- 1 Year period minimum</p>	PS-2, Moran	1	NO			
880	<p>ALMIRAH Make: Godrej Interior or Equivalent Specification: 1. Book case body and door should be made of good quality. 2.Surface Finish : All Powder coated components are to be provided with anti-rust treatment. The dry film thickness (DFT) after powder coating would be on an average 35 microns. 3. Equal compartments for storage. 4. High quality locking mechanism and Traditional Solid Handle should be there. 5. Size:Minimum Dimension should be as follows# H=1.8-2m W=0.8-1 m D=.46-.54m WARRANTY- 1 year minimum</p>	PS-2, Moran	1	NO			
890	<p>SOFA 1.Total Number of Seats in the Sofa Set-5 2.Number of Single Seater Units (Nos)-2 3.Frame Covering-Fully Upholstered 4.Sofa Set is Foldable to use as bed-No 5.Backrest Cushion Material-Foam 6.Density of Cushion of Backrest Material (Kg/Cubic M)-28 7.Covering Material for Seat and Backrest-Leatherite 8.Frame Structure Material and size (± 1 mm)-18 mm thick Teak Plywood 9.Seat Cushion Material-Foam 10.Density of Cushion of Seat Material ± 3 (Kg/Cubic M)-35 11.Type of Spring in the Base / Seating-Web suspension 12.Length of Single Seater Units in mm (± 5 mm)-920 13.Length of Three Seater Units in mm (± 10 mm)-1750 14.Depth of Sofa Units in mm (± 10 mm)-850 15.Sofa Height (Without Back Cushion) ± 5 (mm)-400 millimeter 16.Sofa Height (With Back Cushion) ± 5 mm-765 millimeter 17.Seat Cushion Length ± 5 (mm)-910 18.Seat Cushion Width ± 5 (mm)-495 19.Seat Cushion Thickness ± 3 (mm)-100 20.Backrest Cushion Length ± 5 (mm)-940 21.Backrest Cushion Width ± 5 (mm)-335</p>	PS-10, BARAUNI	1	NO			

900	VISITOR CHAIR Technical Specifications: ----- CHAIR - EXECUTIVE MAKE:Godrej or equivalent MODEL: BRAVO VISITOR CHAIR SIZE : 61.40 CM (LENGTH) X 61.50 CM (DEPTH) X 89.50 (HEIGHT) SEAT HEIGHT: 46.50 CM	Numaligarh Terminal, Numaligarh	10	NO			
910	COMPUTER TABLE Specifications: ----- 1. Make: Godrej Model:Companion C3D or Target plus, Target 114 OR 2. Make: Durian Model:DWS/34723 (without side runner) OR 3. Make: Featherlite Model: CT 1200 DU (Beech)	Technical Numaligarh Terminal, Numaligarh	1	NO			
920	VERTICAL FILING CABINET, 4 DOOR MAKE:Godrej or equivalent MODEL:4 DRAWER VFC HIGH BACK SIZE: 47 CM (LENGTH) X 62 CM (DEPTH) X 132 CM (HEIGHT)	Numaligarh Terminal, Numaligarh	1	NO			
930	REVOLVING CHAIR MAKE:Godrej or equivalent MODEL: VISITOR (REVOLVING) SIZE : 77 CM (LENGTH) X 77 CM (DEPTH) X 99.40-111.40 CM (HEIGHT) SEAT HEIGHT: 43.40-55.40 CM	Numaligarh Terminal, Numaligarh	2	NO			
940	OFFICE TABLE SIZE: l=200 cm, b=200 cm, h=75 cm MAKE: Nilkamal/Godrej or equivalent	PS-7, Madarihat	1	NO			
950	OFFICE CHAIR HIGH BACK SIZE: l=76 cm, b=76 cm, h=114-128 cm SEAT HEIGHT: 45.5-55.5 cm MAKE: Godrej Interio or equivalent	PS-7, Madarihat	1	NO			
960	3 SEATER PATIENT WAITING CHAIR MAKE: Godrej Interio or equivalent	PS-7, Madarihat	1	NO			

BID REJECTION CRITERIA / BID EVALUATION CRITERIA

The bids must conform to specifications, terms and conditions given in the tender document. Bids shall be rejected in case the items offered do not conform to the required minimum/maximum parameters stipulated in the technical specifications and to the respective national/international standards wherever stipulated. All the documents related to BRC clauses shall be submitted along with the techno-commercial Bid. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the offer/offers will be considered as not-responsive and is/are liable to be rejected, if the following conditions are not fulfilled:

BID REJECTION CRITERIA (BRC)

(A) TECHNICAL:

1.0 BIDDER'S ELIGIBILITY:

- 1.1 The bidder shall be an Original Equipment Manufacturer (OEM) of the tendered item(s) or its authorised dealer having valid dealership certificate. Copy of valid dealership certificate from the OEM must be submitted along with the offer or else offer will be rejected straightway.
- 1.2 The bidder must have experience of successfully executing atleast 1(one) "similar order" for value not less than Rs. 32.32 Lakh in preceding 5(five) years from original bid closing date of the tender.

"Similar Order" means experience of Supplying of Furniture Items.

Note: Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Order along with copies of any of the following documents in respect of satisfactory execution of each of those Purchase Orders, such as

- (i) Satisfactory Inspection Report (OR)
- (ii) Satisfactory Supply Completion / Installation Report (OR)
- (iii) Consignee Receipted Delivery Challans (OR)
- (iv) Central Excise Gate Pass / Tax Invoices issued under relevant rules of Central Excise/VAT/GST (OR)
- (v) Any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above.

Note:

- a) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.
- b) Satisfactory supply/completion/installation report (if submitted) should be issued on client's official signature and stamp.

- 1.3 The bidder should categorically confirm in the technical bid that the tendered items will be supplied within the delivery period, if mentioned in the tender, without which the bid will be rejected.

(B) FINANCIAL:

a) Annual Financial Turnover of the bidder during any of preceding 03 (three) financial/accounting years from the original bid closing date should be at least Rs. 32.32 Lakh.

b) Net Worth of the firm should be Positive for preceding financial /Accounting year.

Note -For (B)- (a) & (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 2023-24 (As the case may be) has actually not been audited so far'.

Notes: a) For proof of Annual Turnover & Net worth any one of the following documents must be submitted along with the bid:

i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE-J. OR

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

b) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central

Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same."

FORMAT OF ANNEXURE J		
CERTIFICATE OF ANNUAL TURNOVER & NET WORTH		
(TO BE ISSUED BY PRACTISING CHARTERED ACCOUNTANTS' FIRM ON THEIR LETTER HEAD)		
TO WHOM IT MAY CONCERN		
This is to certify that the following financial positions extracted from the audited financial statements of M/s..... (Name of the Bidder) for the last three (3) completed accounting years up to..... (As the case may be) are correct.		
YEAR	TURN OVER In INR (Rs.) Crores	NET WORTH In INR (Rs.) Crores

Place:
Date:
Seal:
Membership No.:
Registration Code:
Signature:

(C) COMMERCIAL:

1.0 Validity of the bid shall be minimum 120 days from the date of Bid closing. Bids with lesser validity shall be rejected.

2.0 **Bid Security:**

The bid must be accompanied by Bid Security of **Rs. 1,29,307.34** in OIL's prescribed format as Bank Guarantee in favour of OIL. However, the Original Bid Security to be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to **DGM(Materials)-Pipeline, Materials Department, Oil India Limited, Pipeline Headquarters, Guwahati- 781171, Assam** on or before the Bid Closing Date and Time mentioned in the Tender. The Bank Guarantee towards Bid Security should be valid for 90 days beyond the bid validity.

Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.

OIL's Bank Account details are as under:

Account Name	IFSC Code of the Bank	Branch	Name of the Bank	Account No. (9 digits or more)	Cash Credit/ Current
Oil India Ltd	UTIB0000140	G S ROAD	AXIS BANK	140010200027654	CURRENT

If bid security in ORIGINAL of above mentioned Amount and Validity is not received or paid online within bid closing date and time, the bid submitted will be straightway rejected without any further consideration.

3.0 **Performance Security:** The successful bidder shall submit Performance Security as given below:

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 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.

Note: Submission of Bid Security/Performance Security, as applicable, in the form of Electronic Bank Guarantee(e-BG) is also acceptable.

SL.NO.	BANK NAME	SL.NO.	BANK NAME
1	AU Small Finance Bank	12	IDFC First Bank
2	Axis Bank	13	Indian Bank
3	Bank of Baroda	14	Indian Overseas Bank
4	Bank of India	15	IndusInd Bank
5	Canara Bank	16	Karur Vysya Bank
6	City Union Bank	17	Kotak Mahindra Bank
7	Federal Bank	18	Punjab National Bank
8	HDFC Bank	19	RBI Bank
9	HSBC Bank	20	State Bank of India
10	ICICI Bank	21	South Indian Bank
11	IDBI Bank	22	Yes Bank

Beneficiary details for issue of e-BG are:

Sl. No.	Particulars	Details
1	Name	Oil India Limited
2	PAN	AAACO2352C
3	Date of Incorporation	18.02.1959
4	Email ID	bikram_chakraborty@oilindia.in prasoon_tripathi@oilindia.in
5	Mobile No.	9954067677/967222247
6	Local Address	Oil India Limited, PHQ, Narangi

- 4.0 All the Bids must be Digitally Signed using “Class 3” digital certificate with Organisation’s name (e-commerce application) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than “Class 3 with Organisation’s Name” digital certificate, will be rejected.
- 5.0 Bids are invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic form in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The “Techno-commercial Unpriced Bid” shall contain all technical and commercial details except the prices which shall be kept blank. Details of prices as per Price Schedule to be uploaded as attachment in the Attachment Tab “Notes and Attachments”.
- 6.0 Bidders must confirm that Goods/materials to be supplied shall be brand new (of recent make) and of the best quality and workmanship and shall be guaranteed for a period of 12 months from the date of supply against any defects arising from faulty materials, workmanship or design. Defective goods/materials or parts rejected by OIL shall be replaced by the supplier at the supplier’s expenses without any extra cost to OIL.
- 7.0 The prices offered shall have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.
- 8.0 Bids received in physical form against online invitation through e-portal shall be rejected (except the documents specifically called for in hard copies, if any). Similarly, Bids received after the bid closing date and time shall be rejected. Also, modifications to bids received after the bid closing date & time shall not be considered.
- 9.0 Bids containing incorrect statement shall be rejected.
- 10.0 Evaluation of Bid shall be done on itemwise basis.
- 11.0 **Integrity Pact:** Integrity Pact are deemed as "non-negotiable" and offer shall be rejected straightaway without seeking clarification in case the party refuses to sign Integrity Pact.
The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII 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 technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. The name of the OIL's

Independent External Monitors at present are as under:

Shri Ram Phal Pawar, IPS (Retd.),

Former Director, NCRB, MHA

Mobile No.: 8017017878

*E-mail id : rpawar61[at]hotmail[dot]com
ramphal[dot]pawar[at]ips[dot]gov[dot]in*

Shri Ajit Mohan Sharan, IAS (Retd.),

Former Secretary,

Ministry of Ayush,

Govt. of India

Mob No.: 9810701876

E-mail: ams057[at]gmail[dot]com

Dr. Tejendra Mohan Bhasin,

Former Vigilance Commissioner, CVC

E-mail: tmbhasin[at]gmail[dot]com

- 12.0 Delivery Period: Supply to be made within three (03) months after receipt of order. Bidder to categorically confirm their acceptance to this clause, failing which their offer will be rejected.
- 13.0 **A bid shall be rejected straightway if it does not conform to any one of the following clauses:**
- (a) Validity of bid shorter than the validity indicated in the Tender.
 - (b) Original Bid Security not received within the stipulated bid closing date & time mentioned in the Tender.
 - (c) Bid Security with (i) Validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.
 - (d) Annual Turnover of a bidder lower than the Annual turnover mentioned in the Tender.
 - (e) In case the Party refuses to sign Integrity Pact.
- 14.0 Bidder must accept and comply with the following clauses as given in the Bid Document, failing which bid shall be liable for rejection:
- a) Liquidated Damages
 - b) Guarantee of material
 - c) Arbitration / Resolution of Dispute
 - d) Force Majeure
 - e) Applicable Laws
 - f) Performance Security

PROFORMA EXCEPTION / DEVIATION

EXCEPTION / DEVIATION PERFORMA

OIL expects the bidders to fully accept the terms and conditions of the bidding documents. However, should the bidder experience some exception and deviations to the terms of the bidding documents, the same should be indicated here and put in unpriced bid. In order to be considered responsive, Bidder's offer must specifically include the following statement
:

- (a) We certify that our offer complies with all NIT requirements and specifications without any deviations.

Or

- (b) We certify that our offer complies with all NIT requirements and specifications with the following deviations :

Clause No. of Bidding Document	Full compliance/ not agreed	Exception/ deviations taken by the Bidders	Remark

Signature of the Bidder

Name :

Seal of the company

**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 DGM(M)-PL
Materials Deptt,
OIL, PHQ, Guwahati

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)

Annexure XII
INTEGRITY PACT

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

(Name of the bidder).....hereinafter referred to as "The Bidder/Contractor"

Preamble:

The Principal intends to award, under laid down organizational procedures, contract/s for _____ The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organization "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section: 1 -Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

- (i) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
- (ii) The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder

confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.

- (iii) The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officers and in addition can initiate disciplinary actions .

Section: 2 -Commitments of the Bidder/Contractor

(1) The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

- (i) The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which h e/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- (ii) The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- (iii) The Bidder (s) / Contractor (s) will not commit any offence under the relevant Anticorruption Laws of India, further, the Bidder (s) / Contractor (s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

- (iv) The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - (v) Bidders to disclose any transgressions with any other company that may impinge on the anti-corruption principle.
 - (vi) The Bidder (s)/ Contractor (s) of foreign origin shall disclose the name and address of the Agents/ representatives in India, if any. Similarly, the Bidder (s)/ Contractor (s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further, all the payments made to the Indian agent/ representative have to be in India Rupees only.
 - (vii) Bidders not to pass any information provided by Principal as part of business relationship to others and not to commit any offence under PC/ IPC Act;
- (2)** The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- (3)** The Bidder/Contractor signing Integrity Pact shall not approach the Courts while representing the matters to IEMs and he/she will await their decision in the matter.

Section 3 -Disqualification from tender process and exclusion from future Contracts

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or risibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the

amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 2 years.

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

4. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.

5. Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties till the final completion of the contract **or as mentioned in Section 9- Pact Duration whichever is later**. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings. Any issue relating to execution of contract, if specifically raised before the IEMs shall be looked into by IEMs.

Section 4 -Compensation for Damages

1. If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.

3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 -Previous transgression

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

Section: 6 -Equal treatment of all Bidders/Contractor/Subcontractors

1. The Principal will enter into Pacts on identical terms with all bidders and contractors.
2. The Bidder / Contractor undertake(s) to procure from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the provisions laid down in this agreement/Pact by any of its sub-contractors/sub-vendors.
3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section: 7 -Criminal charges against violating Bidders/Contractors/Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section: 8 -External Independent Monitor/Monitors

1. The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.

3. The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality. However, the documents/records/information having National Security implications and those documents which have been classified as Secret/Top Secret are not to be disclosed.

4. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the Independent External Monitor shall give an opportunity to the bidder / contractor to present its case before making its recommendations to the Principal.

6. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

7. If the Monitor has reported to the Chairperson of the Board a Substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

8. The word 'Monitor' would include both singular and plural.

9. In case of any complaints referred under IP Program, the role of IEMs is advisory and would not be legally binding and it is restricted to resolving the issues raised by an intending bidder regarding any aspect of the tender which allegedly restricts competition or bias towards some bidder.

Section:9 -Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

Section:10 -Other provisions

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.

2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

3. If the Contractor / Bidder is a Joint Venture or a partnership concern or a consortium, this agreement must be signed by all partners or consortium members. In case of sub-contracting, the Principal contractor shall take the responsibility of the adoption of IP by the sub-contractor and all sub-contractors shall also sign the IP.

4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intensions.

5. Issues like warranty / guarantee, etc. shall be outside the purview of IEMs.

<p>-Sd- Papari Hazarika Borah Manager Materials-PL For the Principal Date : 05.10.2024 Place :GUWAHATI</p>	<p>..... For the Bidder/Contractor Witness 1: Witness 2:</p>
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Technical Bid Checklist**Annexure-EEE**

Tender No.			
Bidder's Name :			
		Compliance by Bidder	
Sl. NO.	BEC / TENDER REQUIREMENTS	Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	Confirm that validity has been offered as per NIT.		
2	Confirm that Bid Security / Earnest Money has been submitted as per NIT (Wherever Applicable) ?		
3	Confirm that you shall submit Performance security (in the event of placement of order) (Wherever Applicable) ?		
4	Confirm that duly signed Integrity Pact has been submitted as per NIT (Wherever Applicable) ?		
5	Confirm that you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)		
6	Confirm that you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.		
7	Confirm that the bid has been signed using Class 3 digital certificate with Organisation's Name as per NIT.		
8	Confirm that you have not taken any exception/deviations to the NIT .		

NOTE: Please fill up the greyed cells only.

(*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Received Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of GST/Central Excise / VAT etc. (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of the purchase order cited above.

Response Sheet

Annexure-FFF

Tender No.
Bidders Name

Bidders Response Sheet

Sl No.	Description	Remarks
1	Place of Despatch	
2	Whether Freight charges have been included in your quoted prices	
3	Whether Insurance charges have been included in your quoted prices	
4	Make of quoted Product	
5	Offered Validity of Bid as per NIT	
6	Bid Security Submitted (if applicable)	
6	Details of Bid Security Submitted to OIL (if applicable)	
	a) Bid Security Amount (In Rs):	
	b) Bid Security Valid upto:	
7	Whether you shall submit Performance Security in the event of placement of order on you (if applicable)	
8	Integrity Pact Submitted (if applicable)	
9	Whether you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)	
10	Whether you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.	
11	Delivery Period in weeks from placement of order	
12	Complied to Payment terms of NIT (if applicable) otherwise to Standard Payment Terms of OIL or not.	
13	If bidder is MSE whether you have quoted your own product	
14	If Bid security submitted as Bank Guarantee, Name and Full Address of Issuing Bank including Telephone, Fax Nos and Email id of branch manager	

NOTE: Please fill up the greyed cells only.

(*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of GST/Central Excise / VAT etc. (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of the purchase order cited above.

**(TO BE FILLED UP BY ALL THE VENDOR IN THEIR OWN LETTER HEAD)
(ALL FIELDS ARE MANDATORY)**

Tender No. :.....
Name of Beneficiary :M/s.....
Vendor Code :.....
Address :.....
.....
Phone No. (Land Line) :.....
Mobile No. :.....
E-mail address :.....
Bank Account No. (Minimum
Eleven Digit No.) :.....
Bank Name :.....
Branch :.....
Complete Address of your
Bank :.....
IFSC Code of your Bank
a) RTGS :.....
b) NEFT :.....
PAN :.....
GST Registration No. :.....
VAT/CST Registration No. :.....
Service Tax Registration :.....
No. Provident Fund :.....

Registration

I/We confirm and agree that all payments due to me/us from Oil India Limited can be remitted to our above mentioned account directly and we shall not hold Oil India Limited responsible if the amount due from Oil India Limited is remitted to wrong account due to incorrect details furnished by us.

Office Seal

.....
Signature of Vendor

**Counter Signed by Banker:
Seal of Bank:**

Enclosure: Self attested photocopies of the following documents-

- 1) PAN Card
- 2) GST Registration Certificate
- 3) Service Tax Registration
- 4) VAT/CST Registration
- 5) Provident Registration Certificate
- 6) Cancelled cheque of the bank account mentioned above (in original).
- 7) Bank Statement not older than 15 days on the date of submission.

ANNEXURE - VIII

PERFORMA OF PERFORMANCE SECURITY FORM

Ref. No

Bank Guarantee No
Dated

TO,

OIL INDIA LIMITED
PHQ, GUWAHATI-PIN: 781171
ASSAM, INDIA

Whereas (herein after called 'the Seller') has undertaken, in pursuance of Order No. dated.to supply(description of Goods and Services) hereinafter called 'the Contract'.

AND WHEREAS it has been stipulated by you in the said Contract that the seller shall furnish you a Bank guarantee by a recognized Bank for the sum specified therein as security for compliance with the Seller's performance obligation in accordance with the contract.

AND WHEREAS we have agreed to give the seller a Guarantee:

THEREFORE we hereby affirm that we are Guarantors on responsibility to you, on behalf of the seller, up to a total of(amount of the Guarantee in words and figures) and we undertake to pay you upon first written demand declaring the Seller to be in default under the contract and without cavil or argument and sum or sums within the limits of.(Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

The Guarantee is valid until theday of

The details of the issuing bank and controlling bank are as under:

A.Issuing Bank

- 1. Full address of the bank:
- 2. Email address of the bankers:
- 3. Mobile nos. of the contact persons:

B.Controlling Office

- 1. Address of the controlling office of the BG issuing banks:
- 2. Name of the contact persons at the controlling office with their mobile nos. and email address:

Signature & Seal of the gurantors

Date

.....
Witness

NOTE. APPLICABLE FOR BOTH BID SECURITY/EMD AND PBG

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/MT 760 COV for issuance of bank guarantee.

(ii) MT 767/MT 767 COV for amendment of bank guarantee.

The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Guwahati Branch, IFS Code - UTIB0000140, Branch Address - Axis Bank Ltd., Guwahati Branch, Chibber House, G.S. Road, Dispur, Assam, Pin - 781005 (India). The Seller shall submit the copy of SFMS message as sent by the issuing bank branch along with the Original Bank Guarantee and/or with amendment to Bank Guarantee.

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.

**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:

Phon

e No.

Place

:

Date:

(Affix Seal of the Organization here, if applicable)

- 1.1 Bids must be accompanied with requisite Earnest Money Deposit / Bid Security as mentioned in the bidding document. Bids not accompanied with requisite Earnest Money deposit / Bid Security shall be considered as non-responsive and such Bids shall be summarily rejected.
- 1.2 **EMD must be paid either through online mode (PAYMENT GATEWAY only*) or submitted as Bank Guarantee/LC / Bank Draft/Bankers' cheque.**
- 1.3 EMD shall be in shall be in the OIL's prescribed format as Bank Guarantee (BG) enclosed as **APPENDIX-I to IFB/RFQ** or a Bank Draft/Bankers' cheque in favour of OIL or an irrevocable Letter of Credit (L/C) from any of the following Banks:
 - a) Any schedule Indian Bank or Any Branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of domestic bidder, or
 - b) Any foreign Bank which is not a Scheduled Bank in India, provided the Bank Guarantee issued by such Bank is counter-guaranteed by any Branch situated in India of any Scheduled Bank incorporated in India. Or,

Bid security shall also be acceptable through online payment modes. OIL's Bank Account details are as under:

Account Name : Oil India Ltd

IFSC Code of the Bank : UTIB0000140

Branch Name of the Bank : G S ROAD AXIS BANK

Account No. (9 digits or more) : 140010200027654

Cash Credit/ Current : CURRENT

- 1.4 Bidder shall upload the scanned copy of EMD / BG/ Proof of Invoice Generation through Payment Gateway to OIL on e-Tendering Portal along with the unpriced bid.
- 1.5 **EMD BG should be valid for 90 days from Bid validity.**
- 1.6 **Original EMD (BG/ Bank Draft/Bankers' cheque) shall be submitted on or before final Bid due date and time at address mentioned in Bid Data Sheet (BDS)/RFQ/IFB otherwise offer shall be rejected and no further opportunity shall be given to bidder for submission of EMD.**
- 1.7 **SWIFT payment acknowledgement message/ Cheque/ Cash shall not be acceptable.**
- 1.8 **INVOKING/FORFEITURE OF BID SECURITY/EMD:**

The bid security can be forfeited in the following condition:

 - i) The bidder withdraws the bid within its original/extended validity.
 - ii) The bidder modifies/revise their bid sumoto.
 - iii) **Bidder does not accept the order/contract.**
 - iv) Bidder does not furnish Performance Security Deposit/(CPBG) within the stipulated time as per tender/order/contract.
 - v) If it is established that the bidder has submitted fraudulent documents or has indulged into corrupt and fraudulent practice, the bid security shall be forfeited after due process in addition to other action against the bidder as specified elsewhere in "Guidelines for Banning business Dealings".
- 1.9 OIL shall return EMD to unsuccessful Bidders if it is submitted in the form of BG. OIL shall return the EMD submitted in the form of DD directly to unsuccessful Bidders. In the case of successful Bidder, the EMD shall be returned to them after the order / contract is effective and Contract Performance Bank Guarantees submitted as per tender conditions. No interest shall be payable by OIL on the EMD at the time of returning the same.

1.10 **Exemption of EMD:**

- i. In case of Micro and Small Enterprise, only Udyam registration certificate shall be considered for availing the Benefit of EMD exemption. EMD exemption shall be given to all Manufacturers/Service Providers having Valid MSE registration irrespective of Primary Product/Service category including traders. However, MSE price preference shall not be given to a trader.

The Udyam registration certificate shall be verified from Gol Udyam registration portal (present web address is <https://udyamregistration.gov.in>). The status of MSE Bidder as on the of Unpriced Bid Opening shall be considered for applying above benefits for entire evaluation. In case an MSE bidder has submitted Udyam Registration but authenticated scanned document is not uploaded along with Bid the same can be accepted provided a valid MSE Certification is available on Government Udyam Registration portal.”

- ii. Central Govt. department and Public Sector Undertaking are exempted from submission of EMD.
- iii. Start-ups as recognized by Department of Industrial Policy and Promotion (DIPP) are exempted from submission of EMD.