



TENDER NO: IOAODSO/ENGG/2021-22/LT/02(2021_NEISO_135957)

Title: Architectural, Interior and exterior, HVAC, Civil, Mechanical, Electrical, Plumbing, Project Management and Associated Consultancy Services for Development of IOCL Guest house Building at Ulubari, Guwahati, Assam

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Indian Oil Corporation Limited (MD)
IndianOil AOD State office
Noonmati, Guwahati-29

NAME OF WORK: Architectural, Interior and exterior, HVAC, Civil, Mechanical, Electrical, Plumbing, Project Management and Associated Consultancy Services for Development of IOCL Guest house Building at Ulubari, Guwahati, Assam


PART 'A': TECHNICAL COMMERCIAL BID

TENDER NO: IOAODSO/ENGG/2021-22/LT/02
eTender id: 2021_NEISO_135957

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ANNEXURE -1


NOTICE INVITING E-TENDER

Indian Oil Corporation Limited (Marketing Division), a Company having its registered office at G-9, Ali Yavar Jung Marg, "Western Express Highway", Bandra (East), Mumbai-400 051 invites Limited Tender in Single bid system through its website **<https://iocletenders.nic.in>** from empanelled contractors under Refinery HQ(Projects Dept) empanelled architects of Cat D (Projects cost upto 10 Cr):

1.	TENDER NO.	IOAODSO/ENGG/2021-22/LT/02
2.	E-Tender ID	2021_NEISO_135957
3.	NAME OF THE WORK	Architectural, Interior and exterior, HVAC, Civil, Mechanical, Electrical, Plumbing, Project Management and Associated Consultancy Services for Development of IOCL Guest house Building at Ulubari, Guwahati, Assam
4.	LOCATION OF WORK with GST No	Dist: Kamrup (M), Assam Pin Code: 781007 (GSTIN No :18AAAC11681G1ZO)
5.	ESTIMATED VALUE OF WORK	Amount: Rs. 23,42,839.00 (w/o GST) Rs. 27,64,550.00 (with GST @18%)
6.	TENDER FEE	Nil. Bidders are required to download the tender documents free of cost from IOCL e-tender website (https://iocletenders.nic.in)

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7.	EARNEST MONEY DEPOSIT (EMD)	<p>There is no EMD for this tender.</p> <p>Bidders are advised to mandatorily submit “BID SECURITY DECLARATION” format in bidder’s letterhead as attached in this tender document, in lieu of EMD.</p> <p>Bidder to also note that in the event of withdrawal / modification of the bid during the period of validity OR failure to execute formal contract agreement within the given timeline OR failure to submit a performance security within the given timeline OR commit any other breach of Tender Conditions / Contract which amounts for forfeiture of EMD; the bidder shall be suspended from being eligible for bidding / award of all future contract (s) of Indian Oil Corporation Limited for a period of one year from the date of committing such breach.</p> <p>Bid is liable to be rejected if the bid security declaration document is not uploaded on e-tendering portal</p>
8.	TENDER DOWNLOAD PERIOD FROM e-TENDER PORTAL:	
	a) Starts on	: As per E-Tender portal
	b) Ends on	: As per E-Tender portal
	Clarification sought in e-Tender portal	
	c) Starts on	: NA
	d) Ends on	: NA
9.	PRE BID MEETING	: NA
10.	SUBMISSION OF TENDER IN e-TENDER PORTAL:	
	a) Starts on	: As per E-Tender portal
	b) Ends on	: As per E-Tender portal
11.	DUE DATE FOR OPENING OF TENDER:	
12.	Opening of Tender	As per E-Tender portal
13.	NOTE:	Corporation reserves the right to revise/extend any Date/time from scheduled timelines of published tender.
14.	TENDER VALIDITY	: Offer shall be valid for 120 Days from date of opening of tender. In case of requirement, IOCL may seek further extension of the validity of the offer from the bidders.
15.	WORK COMPLETION TIME	: 15 Months from the 10th day from the date of issue of commencement order or actual handing over of the site whichever is earlier.

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16.	NO. OF CONTRACTORS REQUIRED	:	01 (One)
17.	MODE OF TENDER SUBMISSION	:	You may please note that this is an e-Tender and can only be downloaded and submitted in the manner specified in 'Special Instructions to bidders for participating in e-tender' attached separately in this tender
18.	CONTACT PERSON	:	Name: Hitesh Deka Designation : Manager(Engg) Contact No. 8486880744 Email-ID : hiteshd@indianoil.in Address: 2 nd floor, IndianOil AOD State Office, Indian Oil Bhavan, Noonmati, Sector III, Guwahati-781020, Assam

19. EVALUATION OF TENDERS :

A) 1. Each tenderer can submit only one bid.

2. The tender bid is liable to be rejected if the bid security declaration document is not uploaded on e-tendering portal as mentioned in NIT.

3. The bid of the party will also be rejected on the following grounds:

- i. Non-withdrawal of conditions imposed in tender document & conditions imposed during negotiations.
- ii. A bidder who offers unsolicited reduction in the price offer whether before or after the opening of the price part of the tender(s)/bid(s) shall be liable to have his/its/their bid(s) rejected. Bidders may, however, at any stage offer a reduction if such reduction is solicited or if the OWNER gives the Bidder an opportunity to offer such reduction.
- iii. Tenderer submitting fabricated/ false/ forged documents for the tender.
- iv. Tenderer put on holiday list during the pendency of this tender.


B) The procedure for evaluation of tenders shall be as follows:

1. Only the Bid, of those parties uploading their tenders before due date and time of submission, shall be considered for opening.
2. After opening the price bid, party who has quoted the lowest rate (L1rate) on landed cost basis will be considered for award of work, with or without negotiation as per the policy of the Corporation.

Negotiations shall not be conducted with the bidders as a matter of routine. However, Corporation reserves the right to conduct negotiations. Tenderers will have to attend the Office of INDIAN OIL CORPORATION LIMITED as informed by Tender Issuing Authority for negotiations/clarifications as required in respect of their quotation without any commitment from INDIAN OIL CORPORATION LIMITED.

3. **In case of tie between two or more bidders at L-1 position:** In case of tie between two or more bidders at L-1 position, all the L-1 bidders shall be asked to submit discount bid in terms of percentage discount over previous quoted amount and Annual Turnover Documents of the preceding years(2018-19, 2019-20 and 2020-21) in a sealed envelope.

In case of non-availability of audited balance sheets (Profit & Loss Account Statement)/ published accounts of the immediate preceding year (2020-21), the audited balance sheet

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(P&L Statement)/published account of **4th preceding** financial year (2017-18) shall also be acceptable. Above exercise shall currently be an offline activity outside the e-portal. Above exercise shall currently be an offline activity outside the e-portal.

In the event of bidder submitting turnover documents for only one or two years, decision will be taken on the basis of turnover documents submitted.

Turnover for this purpose should be as per audited Balance Sheet including P&L Statement/Published Account/Profit & Loss Account Statement of the tenderer. However, if the tenderer is not required to get its accounts audited under Section 44AB of The Income Tax Act, 1961, certificate from a Practicing Chartered Accountant towards the turnover of the tenderer along with copies of its Income Tax Return should be submitted.

Total Revenue as per Schedule III of Companies act, 2013 (Earlier revised Schedule VI of Companies Act, 1956) shall be considered as Turnover.

Audited Balance Sheet (P&L Statement)/ Published accounts on a calendar year basis shall also be acceptable. (The balance sheet copy MUST bear the Registration Number of the authorized Chartered Accountant and its SEAL. This is not applicable for published annual reports).

Note: In case the bidder has been asked to submit price bid/ price implication in physical form, the use of white/erasing fluid for correcting the rates is banned. Wherever the rates are corrected with white/ erasing fluid, the bids will be summarily rejected.


- In case revised bids are sought from bidders, they will be advised to witness the opening of sealed envelopes.
- In case there is a tie again, the bidder with the highest turnover worked out to three decimal points in any of the last three years as submitted against Annual Turnover documents shall be considered as L-1 bidder.
- Modality for receiving price implication from bidders for breaking of tie :
 - i) Mode of information to bidders shall preferably be through Mail with copy through courier/registered post.
 - ii) Receipt both by hand and through post shall be acceptable. If received in advance, the same may be put in tender box.
 - iii) Normally at least 7days shall be given for submission & opening of revised price-bid / price implication. However, IOCL reserves the right to alter this period.
 - iv) In absence of response (non-receipt of revised bid/implication), the bid may be treated as one with nil additional discount.

C) Rejection of Tender

The bid of the party will be rejected on the following grounds:

1. Does not submit the bid security declaration document as per attached format in the bidder's letterhead.
2. Non-withdrawal of conditions imposed in tender document & conditions imposed during negotiations.
3. A bidder who offers unsolicited reduction in the price offer whether before or after the opening of the tender / bid shall be liable to have his/its/their bid(s) rejected. Bidders may, however, at any stage offer a reduction if such reduction is solicited or if the OWNER gives the Bidder an opportunity to offer such reduction.
4. Tenderer submitting fabricated/ false/ forged documents for the tender.
5. Tenderer put on holiday list during the pendency of this tender.

Rejection of tenders/Invalid Tenders: A Tender is invalid and may be rejected in the following circumstances:

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- a) Is holiday listed or blacklisted
- b) Use of White / erasing fluid in Rates for physical bids
- c) Does not submit complete price bid in line with bid requirements

Tender is also liable for rejection, if the tenderer:

- a) Stipulates the validity period less than what is stated in the Tender Form. However, if the Party agrees to extend the validity as required, the tender can be accepted.
- b) Stipulates his own conditions.
- c) Revised price bid during validity period without being asked for.
- d) If the tenders are partly quoted
- e) If the tenders contain unacceptable terms and conditions
- f) If the tender is not according to our format
- g) In case of Suo Moto reduction in the prices offered by the tenderer

20.0 OTHER POINTS:

1) This is a single bid Limited Tender among **Category D** empanelled contractors under Refinery HQ. Hence, any condition by bidders is liable for rejection of the bid.

2) Any Addendum/ Corrigendum/ Sale Date Extension in respect of the tender shall be issued on our website <https://iocletenders.nic.in> only & no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit our website to keep themselves updated.

All bidders must login and visit their DASHBOARD on regular basis to get the timely updates related to any communication sent in the form of e-mail/SMS by system.

4) Legal dispute, if any, arising during the evaluation of the tender shall be within the jurisdiction of local courts.

- a) For disputes up to stage of LOA – **Guwahati**
- b) For disputes during execution stage – **Guwahati**.


5) Please visit our website <https://iocletenders.nic.in> for further details of this tender.

- 6) Bidders may note that the following are attached separately and uploaded in the e-tendering portal:
- a) Special Instructions to bidders for participating in e-tendering
 - b) FAQ's –in IOCL e-tendering and
 - c) Format for Acceptance of Tender Terms and Conditions.

7) In case of credentials in foreign currencies, the same will be converted to INR based on SBI TT selling rate as on the last day of the month previous to one in which the tender was invited.

S.No	Documents to be submitted along with Bid
1.	Declaration for Acceptance of Tender terms and conditions in Bidders Letter head in the attached format.
2.	Declaration on NCLT/NCLAT/DRT/DRAT/Court Receivership/Liquidation in Bidders Letter head in the attached format.
3.	Duly filled Price Bid
4.	Bid security declaration document as per attached format in the bidder's letterhead
5	Compliance Certificate regarding bidders from countries which shares a land border with India
6	Proforma for tender not tampered

Thanking you,

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Yours faithfully,
For Indian Oil Corporation Limited,
Tender Inviting Authority

Tender No: IOAODSO/ENGG/2021-22/LT/02 (2021_NEISO_135957)

M/s -----

Sub: Architectural, Interior and exterior, HVAC, Civil, Mechanical, Electrical, Plumbing, Project Management and Associated Consultancy Services for IOCL Guest house Building at Ulubari, Guwahati, Assam

Dear Sir,

We invite quotation for the subject work in Single Bid on Limited tender basis from empaneled vendor under Category D (Upto 10 Cr project cost) of Refinery HQ. The following Tender documents can be downloaded from the website <https://iocletenders.nic.in/>. No tender fee is required for downloading of tender. Tender will not be available for purchase from any of our offices.

1. NIT
2. Tender Document : Technical / Commercial Bid
3. Schedule of Works /Price bid (BOQ)

Terms and conditions given during empanelment, contract agreement signed against the Empanelment Order and all tender conditions / specifications of work / special terms and conditions contained in the Empanelment Order are also applicable for this Limited Tender.


Bidders are requested to go through all these documents thoroughly, inspect the site, study the situations, site conditions and then upload your completed bid on our e-tendering portal <https://iocletenders.nic.in/>. List of documents to be submitted along with tender is mentioned below.

Canvassing of information or submission of forged or false documents/information by any bidder shall make their offer invalid.

Bidders must note that Indian Oil will not be responsible for delay in submission of online tender on or before due date & time of tender submission. Bidders must also note that before the bid is uploaded, the bid comprising of all attached documents should be digitally signed using digital signatures as specified in the tender.

Tender will be opened on the day as mentioned in the NIT. If the date of opening of the tender happens to be a Bandh or Holiday, the tender will be opened on the next working day.

Price Bid: Tenderer shall have to quote a percentage above / below / at par (Zero percent), over the rates indicated in the price schedule & same shall be applicable uniformly to all items i.e. they should give their price against the total price of the schedule of works. The quoted price shall be exclusive of GST. GST shall be paid extra.

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Security Deposit:

Successful bidder shall have to submit Security deposit within 15 days after issuance of Letter of Intent / Acceptance. Payment of Security Deposit(SD)/Initial Security Deposit(ISD) will be as per Clause 2.1.0.0 of GCC. SD will be **3.0 (three) %** of the total contract value (Without GST) & ISD will be **1.0 (one) %** of the total contract value (Without GST).

The security deposit will be released after 12 months (defect liability period) from the date of completion of work provided no defects are noticed in the work during this period. No interest will be allowed on security deposit.

The tenderers should respond to the tender by submitting their bids. Regretting participation, quoting without proper **Bid security declaration** shall be considered as non-participation as per empanelment contract condition.

Indian Oil reserves the right to accept or reject any or all tenders at their sole discretion. However, reasons for rejection shall be disclosed only upon specific enquiry by a prospective bidder (as per Rule 160 (ii) of GFR 2005).

Thanking you,

Yours faithfully,
For Indian Oil Corporation Limited,

GM (Engg)
IOAOD State Office