



NOTICE INVITING TENDER

Indian Oil Corporation Limited invites Public Tender under Two Bid System for the following:

1. NAME OF WORK, LOCATION, TENDER NO & CLOSING DATE:

1	Tender No	CRYO_PT_ CC1819019
2	Name of work	Appointment of Agents / Business Facilitators for State of Odisha as per Tender Scope of Work
3	Earnest Money Deposit (EMD): Online Submission or through NEFT/RTGS as per Special Instructions to Bidder (SITB)	Nil
4	Document Download	
	(a) Starts on	12.05.2018 at 03.00 PM
	(b) Closes on	31.05.2018 at 03.00 PM
5	Pre Bid Meeting	21.05.2018 at 02.00 PM at IOCL URJA GUEST HOUSE, BEHIND ADITYA PETROL PUMP, GANGAPUR ROAD, ANANDWALI, NASHIK
6	Bid Submission Start Date	22.05.2018 at 10.00 AM
7	Last of Date and Time for submission of completed Tender set.	31.05.2018 at 03.00 PM
8	Date of Time of Opening of Bid	01.06.2018 at 03.30 PM
9	Work / Supply Completion Period	As per tender
10	Contact person	Sr.Manager (IS), Indian Oil Corporation Limited , Business Group (Cryogenics), Nashik- 422 010 Phone - 0253-2382532 Email- manish_sawale@indianoil.in Mobile No. 9423687930

Tender are advised to visit <https://iocletenders.nic.in> for downloading and participating in e-tender.

Bidders holding any MSE/NSIC Certificate may please submit the same along with their Offer to avail benefits under MSME Act.

PRE-QUALIFICATION / EVALUATION CRITERIA

Pre-Qualification Criteria for Bidders other than MSE

1.0 Educational Qualification:

Bidder should be minimum matriculate or equivalent. In support of same bidder will have to submit with their technical bid, self certified document in this respect.

2.0 Age:

In case of Proprietary Firm the age of Proprietor should be between 21 years (completed) to 55 years else there should be minimum three staff working in his/her firm and where age of all three staff shall be between 21 years (completed) to 55 years.

In case of Partnership Firm the age of any one of the Partner should be between 21 years (completed) to 55 years else there should be minimum three staff working in the said firm and where age of all three staff shall be between 21 years (completed) to 55 years.

In case of Private Limited Companies the age of any one of the Directors should be between 21 years (completed) to 55 years else there should be minimum three staff working in their Company and where age of all three staff shall be between 21 years (completed) to 55 years.

In support of same bidder will have to submit with their technical bid, proof of their age or age of their Staff together with employment details (like Letter of Employment, PF A/c details, Form-16, etc) of the staff as the case may be.

3.0 Establishment Requirement:

Bidder should have Office premises in any of the states covered in defined territory. In this case the territory comprises of states of Andhra Pradesh, Telangana, Odisha. Office premises should have basic communication facilities of telephone, e-mail, internet services. Documents pertaining to ownership of Office or lease papers shall be submitted in this respect by the bidder along with their Technical Bid.

4.0 Annual Turnover:

The annual turnover of the tenderer during any of the preceding three financial years should be at least **Rs. 7.52 Lacs.**

Turnover **(7.52 Lakhs)** should comprise of direct sales of Veterinary equipments/ Medicines & accessories made by the bidder to **Animal Husbandry Department/Livestock Development Board** plus Liasoning/commissionable sales of Veterinary equipments/ Medicines & accessories made by the bidder to

Animal Husbandry Department/Livestock Development Board (commission of Sales to be considered as 5 %)

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 obtained.

For Tenders invited during April – September, in case of non availability of audited balance sheets (Profit & Loss Account statements) / published accounts of the immediate preceding year, the audited balance sheet (P&L Statement) / published account of 4th preceding financial year shall also be acceptable.

Audited Balance Sheet (P&L Statement) / Published accounts on a calendar year basis shall also be acceptable.

Definition of Turnover: Total Revenue as per Schedule III of Companies Act 2013 (earlier revised Schedule VI of Companies Act 1956) shall be considered as Turnover.

5.0 Similar Work Experience:

The tenderer should have experience of successfully completed “similar work” i.e. either Direct sales or liasoning sales/commissionable sales of Veterinary equipments / Medicines & accessories to **Animal Husbandry Department/Livestock Development Board pertaining to any of the states in the defined territory of this tender** (Andhra Pradesh, Telangana, Odisha), amounting to atleast Rs. 10.03 Lakhs per annum average, during last 5 years, ending last day of month previous to the one in which tenders are invited.

This amount of Rs. 10.03 Lakhs will include Direct Sales amount Plus Liasoning/Commissionable Sales (commission of sales to be considered as 5 %)

Only Basic amount shall be considered in this respect & not the taxes.

Government Bodies / PSU bidders: Bidder will have to submit copies of Purchase Order and duly certified copy of bill/invoice.

Private Bidders:

- (i) Bidder will have to submit copies of Purchase Order and duly certified copy of bill/invoice.
- (ii) Proof of Payment received (either Sales amount or Commission) as Bank Statement.
- (iii) Commission Statement or any other document showing Commission received for liasoning/commissionable sales

- Note: (a) In the case of direct sales, the Purchase Order copy should be of client to whom the bidder has sold the Veterinary equipments / Medicines / accessories, whereas in the case of liasoning sales / commissionable sales the Purchase Order copy shall be of Party who has paid the Commission.
- (b) In the case of direct sales, Invoice copies should be of Bidder who has sold the Veterinary equipments / Medicines / accessories, whereas in the case of liasoning sales / commissionable sales the Invoice Copies should be of Party who has paid the Commission.
- (c) In the case of Direct Sales by Bidder, the payment proof should be Bank Statement of Bidder's Bank where the sales proceeds have been received, whereas in the case of liasoning/commissionable sales it should be Bank Statement of the Bidder where the Commission amount has been received.
- (d) For Commissionable Sales, a Commission Payment Statement or any other document showing commission amount as issued by Party paying Commission shall be Required.
- (d) In the case of Liasoning / Commissionable Sales, if the Purchase Order Copies cannot be obtained then in that case a Certificate is required from Chartered Accountant certifying value of work done by the Bidder.

6.0 Declaration:

Bidders will have to provide an **Affidavit on Rs. 100 Stamp Paper** declaring that they are neither Agent nor Distributor of Cryogenic Containers manufactured by other manufacturers than IOCL. Scanned copy to be uploaded with Technical Bid on IOCL e-tender site & Original to be sent by Speed Post / Courier to IOCL BG (Cryogenics) Nashik so as to reach us within 10 days after original or extended date of opening of Technical Bid, as the case may be.

Note: Bidders who qualify on above six criteria of PQC, will get technically qualified. Price Bids will be opened of Technically Qualified Bidder only. Bidders whose Agency has been terminated by IOCL shall not qualify for opening of Price Bids. Decision in the matter shall be with IOCL.

Pre-Qualification Criteria for MSE Bidders

1.0 Educational Qualification:

Bidder should be minimum matriculate or equivalent. In support of same bidder will have to submit with their technical bid, self certified document in this respect.

2.0 Age:

In case of Proprietary Firm the age of Proprietor should be between 21 years (completed) to 55 years else there should be minimum three staff working in his/her firm and where age of all three staff shall be between 21 years (completed) to 55 years.

In case of Partnership Firm the age of any one of the Partner should be between 21 years (completed) to 55 years else there should be minimum three staff working in the said firm and where age of all three staff shall be between 21 years (completed) to 55 years.

In case of Private Limited Companies the age of any one of the Directors should be between 21 years (completed) to 55 years else there should be minimum three staff working in their Company and where age of all three staff shall be between 21 years (completed) to 55 years.

In support of same bidder will have to submit with their technical bid, proof of their age or age of their Staff together with employment details of the staff as the case may be.

3.0 Establishment Requirement:

Bidder should have Office premises in any of the states covered in defined territory. In this case the territory comprises of **states of** Andhra Pradesh, Telangana, Odisha. Office premises should have basic communication facilities of telephone, e-mail, internet services. Documents pertaining to ownership of Office or lease papers shall be submitted in this respect by the bidder along with their Technical Bid.

4.0 Annual Turnover:

The annual turnover of the tenderer during any of the preceding three financial years should be at least **Rs. 6.40 Lacs.**

Turnover (6.40 Lakhs) should comprise of direct sales of Veterinary equipments/ Medicines & accessories made by the bidder to Animal Husbandry Department/Livestock Development Board plus Liasoning/commissionable sales of Veterinary equipments / Medicines & accessories made by the bidder to Animal Husbandry Department/Livestock Development Board (commission of Sales to be considered as 5 %)

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 obtained.

For Tenders invited during April – September, in case of non availability of audited balance sheets (Profit & Loss Account statements) / published accounts of the immediate preceding year, the audited balance sheet (P&L Statement) / published account of 4th preceding financial year shall also be acceptable.

Audited Balance Sheet (P&L Statement) / Published accounts on a calendar year basis shall also be acceptable.

Definition of Turnover: Total Revenue as per Schedule III of Companies Act 2013 (earlier revised Schedule VI of Companies Act 1956) shall be considered as Turnover.

5.0 Similar Work Experience:

The tenderer should have experience of successfully completed “similar work” i.e. either Direct sales or liasoning sales/commissionable sales of Veterinary equipments / Medicines & accessories to Animal Husbandry Department/Livestock Development Board pertaining to any of the states in the defined territory of this tender (Andhra Pradesh, Telangana, Odisha), amounting to atleast Rs. 8.53 Lakhs per annum average, during last 5 years, ending last day of month previous to the one in which tenders are invited.

This amount of Rs. 8.53 Lakhs will include Direct Sales amount Plus Liasoning/Commissionable Sales (commission of sales to be considered as 5 %)

Only Basic amount shall be considered in this respect & not the taxes.

Government Bodies / PSU bidders: Bidder will have to submit copies of Purchase Order and duly certified copy of bill/invoice.

Private Bidders:

- (iv) Bidder will have to submit copies of Purchase Order and duly certified copy of bill/invoice.

- (v) Proof of Payment received (either Sales amount or Commission) as Bank Statement.
- (vi) Commission Statement or any other document showing Commission received for liasoning/commissionable sales

Note: (a) In the case of direct sales, the Purchase Order copy should be of client to whom the bidder has sold the Veterinary equipments / Medicines / accessories, whereas in the case of liasoning sales / commissionable sales the Purchase Order copy shall be of Party who has paid the Commission.

(b) In the case of direct sales, Invoice copies should be of Bidder who has sold the Veterinary equipments / Medicines / accessories, whereas in the case of liasoning sales / commissionable sales the Invoice Copies should be of Party who has paid the Commission.

(c) In the case of Direct Sales by Bidder, the payment proof should be Bank Statement of Bidder's Bank where the sales proceeds have been received, whereas in the case of liasoning/commissionable sales it should be Bank Statement of the Bidder where the Commission amount has been received.

(d) For Commissionable Sales, a Commission Payment Statement or any other document showing commission amount as issued by Party paying Commission shall be Required.

(d) In the case of Liasoning / Commissionable Sales, if the Purchase Order Copies cannot be obtained then in that case a Certificate is required from Chartered Accountant certifying value of work done by the Bidder.

6.0 **Declaration:**

Bidders will have to provide an **Affidavit on Rs. 100 Stamp Paper** declaring that they are not Agent or Distributor of Cryogenic Containers manufactured by other manufacturers than IOCL. Scanned copy to be uploaded with Technical Bid on IOCL e-tender site & Original to be sent by Speed Post / Courier to IOCL BG (Cryogenics) Nashik so as to reach us within 10 days after original or extended date of opening of Technical Bid, as the case may be.

Note: Bidders who qualify on above six criteria of PQC, will get technically qualified. Price Bids will be opened of Technically Qualified Bidder only. Bidders whose Agency has been terminated by IOCL shall not qualify for opening of Price Bids. Decision in the matter shall be with IOCL.

The above relaxation in Annual Turnover & Similar Work Experience shall only be applicable for procurement of goods produced and services rendered by MSE units. Further the relaxation shall be subject to meeting the quality and technical specifications of the tendered items.

The above relaxation for MSE's shall not be applicable to items/services which are critical in nature. Items related to Public safety, health, critical security operations and equipments etc shall be considered as critical items / services.

Notes: "Notwithstanding any other condition / provision in the tender documents, in case of ambiguity or incomplete documents pertaining to PQC, bidders shall be given only one opportunity with a fixed deadline after bid opening to provide complete & unambiguous documents in support of meeting the PQ Criteria. In case the bidder fails to submit any document or submits incomplete documents within the given time, the bidders tender will be rejected. Further IOCL reserves the right to extend the fixed deadline for all bidders, which will be only once.

All above required documents in support of Educational Qualification, Age, Annual Turnover, Similar Work Experience, Establishment, Staff, etc will have to be uploaded by Bidder along with their Technical Bid.

Evaluation Criteria

6.0 Tender Conditions for Benefits / Preference for Micro & Small Enterprises (MSEs):

- I. As Per Public procurement policy for Micro & Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012, Press Release dated 18.2.2016 & Office Memorandum dated 24.10.2016 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSEs must be registered with any of the following in order to avail the benefits/preference available vide Public Procurement Policy MSEs Order, 2012.
 - a. District Industries Centers (DIC)
 - b. Khadi and Village Industries Commission (KVIC)
 - c. Khadi and Village industries Board
 - d. Coir Board
 - e. National Small Industries Corporation (NSIC)
 - f. Directorate of Handicraft and Handloom
 - g. Any other body specified by Ministry of MSME.
 - h. Udyog Adhaar
- II. MSEs participating in the tender must submit along with their technical bid, the certificate of registration with any one of the above agencies.

- III. The registration certificate issued from any one of the above agencies must be valid as on closing date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period also.
- IV. The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for tender fee, EMD, Security Deposit, etc, exemption as also for price preference.
- V. The MSEs registered with above mentioned agencies are exempted from payment of Earnest Money Deposit (EMD) / Tender Fee, if any. Units registered with NSIC and having single point registration are also exempted from Security Deposit to the extent of Monetary Limit stated in their Registration Certificate.
- VI Price Preference - Subject to meeting terms and conditions stated in the tender document including but not limiting to prequalification criteria, where the tendered quantity can be split, MSEs quoting a price within a price band of **negotiated** L1+15 percent shall be allowed to supply **atleast** 20 percent of total tendered quantity provided they match **negotiated** L1 price. In case the tendered quantity cannot be split, MSE shall be allowed to supply total tendered quantity provided their quoted price is within a price band of **negotiated** L1+15 percent and they match the **negotiated** L1 price. In case of more than one such MSEs are in the price band of **negotiated** L1+15% and matches the **negotiated** L1 price, the supply may be shared proportionately (**this shall be applicable only in the cases where tender quantity can be split**).

For Further clarity in this regard a table is furnished below:

Type of Tender	Price Quoted by MSE	How Tender will be Finalized
Can be split	L1	Full Order on MSE
Can be split	Not L1 but within L1+15%	Minimum 20% order on MSE subject to Matching L1 price
Cannot be split	L1	Full Order on MSE
Cannot be split	Not L1 but within L1+15%	Full Order on MSE subject to matching L1 price

- VII. Out of the total quantity to be procured in this tender from micro and small enterprises four percent shall be earmarked for procurement from micro and small enterprises owned by Scheduled Caste & Scheduled Tribe entrepreneurs. In the event of failure of such MSEs to participate in the

tender process or meet the tender requirements and L1 price, four percent sub-target so earmarked shall be met from other MSEs.

- VIII.** To qualify for entitlement as SC/ST owned MSE, the SC/ST certificate issued by District Authority must be submitted by the bidder in addition to certificate of registration with any one of the agencies mentioned in paragraph (I) above. The bidder shall be responsible to furnish necessary documentary evidence for enabling IOCL to ascertain that the MSE is owned by SC/ST. MSE owned by SC/ST is defined as:
- a.** In case of proprietary MSE, proprietor (s) shall be SC/ST
 - b.** In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the enterprise.
 - c.** In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.
- IX.** Allotment of order to MSEs bidder shall be subject to spare supply capacity available against this tender.

In the instant tender the quantity of goods mentioned in the tender cannot be split (in context to above mentioned clauses for award of full or atleast 20 % tender Quantity to MSE). Accordingly the clause of Price Preference mentioned above for MSE bidders shall apply. Further the instant tender is not on LOT basis.

In cases where full Order is not be given to MSE (can be split cases) the allotment of atleast 20 % of tender quantity to MSE matching negotiated Lowest Bidder price shall be considered only if splitting of quantity between MSE & others is feasible & does not affect IOCL procurement process. For example if one unit is to be purchased, then in that case splitting in ratio of 80:20 (Others:MSE) is not feasible. Like wise there may be many cases. Thus the decision to award split tender quantity to MSE units rests with IOCL.

7.0 Earnest Money Deposit Instrument: As Applicable

Bidder has to submit EMD in form of Bank Guarantee or Online or through RTGs/NEFT, as the case may be. However, it is to be ensured that the EMD reaches Office of tender issuing Authority before closing date and time of Tender, else the Offer of bidder shall be considered as without EMD and will be rejected. EMD in physical form shall be applicable only if it is a Bank Guarantee.

In case of exemption from EMD (as in the case of MSE units), bidder has to submit valid exemption certificate in line with exemption category for considering technical bid before end of bid submission date/time, else the tender shall be treated as unresponsive and rejected. Such certificate can either be uploaded or can be submitted as hard copy but before due date and time of tender.

In both the cases above either EMD (Bank Guarantee) or exemption certificate, the envelope bearing these documents should be super scribed as Technical Bid & should also mention Tender No, Tender Date, Due Date and Bidders Name. The envelope should be in sealed form.

The amount towards Earnest Money should be submitted either in form of:

- Online as per instructions contained in SITB OR
- NEFT/RTGS as per instructions contained in SITB OR
- Bank guarantee as per prescribed format (Bank Guarantee will be accepted only in cases where EMD is more than Rs. One Lakh). Please note Bank Guarantee has to be received by IOCL from the Bankers of tenderer. However, if it is received directly from the tenderer, then in that case IOCL shall send the BG to banker for verification of its authenticity & till the response of banker is received, IOCL will not issue Purchase Order to successful tenderer. If Bankers of Bidder send directly the BG to IOCL, in that case, Bidder has to submit to IOCL before due date & time of tender, the copy of BG issued by their Bankers, to avoid any delay from the Bidders Bankers in sending the BG. This is essential for considering the Offer of Bidder as with EMD.

No interest will be payable by the purchaser on Earnest Money Deposit amount.

7.1 Exemption from EMD and Note to Tenderer:

7.1.1 Central / State PSU / SSI with NSIC / MSEs / JVs of IOC will be exempted from Payment of EMD. However, the bidders registered with MSE Agencies stated above have to produce along with their Technical Offer, documentary evidence of valid registration with these agencies. Registration Certificate should be valid as on closing date of tender. However, if the tenderer ceases to be registered with any of above MSE agencies at any point of time within the period of 90 days from the date of opening of the tender, they shall forthwith inform IOCL and shall submit necessary EMD within a period of ten days from the date of cessation. Only in exceptional cases time limit for submitting EMD shall be extended in such cases.

Firms registered with DGS&D are not exempted from payment of Earnest Money Deposit.

- EMD payment instrument if BG or Copy of MSE/NSIC exemption registration certificate shall reach to Office of tender issuing authority before tender close date/time, in sealed envelope super subscribing Tender No, Tender date, Due

Date & time and Bidders name, & shall also be marked as “Technical Bid”. However in case of BG where Banker of bidder will be sending EMD to IOCL, in that case envelope marked as “technical bid” will contain the copy of BG.

- 7.1.2** Scanned copy of above Instrument in form of BG/MSE Agency Certificate/NSIC certificate, must be uploaded/submitted along with tender documents, as sought by tender issuing authority.
- 7.1.3 IOCL reserve rights to allow price preference to PSUs/MSEs/IOCL JVs as per applicable Govt. Guidelines / Company Policy.
- 7.1.4 E-tender bidder shall note that all communication will be done on e-tendering web site. No cognizance will be taken for communication outside this system. However, in exceptional cases due to valid reasons, communication outside the system will be entertained.

7.2 The Earnest Money Deposit shall be refunded:

- (i) Immediately after finalization of technical bid, to those tenderers, whose Offers have not been technically qualified.
- (ii) after placement of Purchase Order, to those tenderers, whose Offers have not been accepted in price bid.
- (iii) To those tenderers whose Offers have been accepted and LOI/PO issued & have submitted necessary bank guarantee(s) and other documents sought by IOCL as per tender terms.

EMD shall be refunded by RTGS payment or Demand Draft to outstation tenderers, subject to recovery of DD charges.

7.3 Earnest Money Deposit will be forfeited in the event of:

- Unilateral withdrawal by the tenderer during the validity period of their Offer.
- Non-acceptance or non-confirmation of our Purchase Order(s) within the stipulated time.
- Non-execution of requisite documents after acceptance of the Contract / Purchase Order(s).
- Non-Payment of Security Deposit within stipulated period

This is without prejudice to Company's rights to recover damages on account of breach of Contract.

7.4 Other Instructions regarding Earnest Money Deposit:

- Request for adjustment of pending bill / credit / Earnest Money Deposit submitted earlier for other tender, will not be entertained.
- EMD above Rs. 1 Lakh is acceptable in the form of Bank Guarantee (BG) The BG shall be valid for 3 (three) months from the date of tender opening. The Bank Guarantee should be as per the prescribed format.

- In the case of non-finalization of tender within time, bidders will have to extend the validity of the Bank Guarantee at their cost for further period of 3 (three) months.
- EMD in the form of BG may be encashed by IOCL for the performance and liability of Bidders under the resultant contract until the bidder acknowledges the acceptance of the Purchase order.
- Security Deposit amount / Performance Guarantee shall be submitted by successful bidder within stipulated time period. In case bidder fails to submit the same or does not accept Purchase Order, then in that case, IOCL shall encash EMD amount or revoke Bank Guarantee furnished by the Bidder, as the case may be.
- EMD paid by unsuccessful bidder(s) shall be refunded / returned within 15 days of the finalization of the tender by IOCL.

8.0 Evaluation Criteria for Tender:

Technical Evaluation Criteria: Technical qualification of bidder shall be done based on compliance to prequalification criteria and technical parameters, performance criteria, sample approval if any, as specified in the tender. Please note that in the case of two bid system tender, Technical Bid shall not mention Price, otherwise the Offer of bidder will be rejected.

Price Evaluation Criteria: Price bid shall be opened of the technically qualified bidders only. Tender ranking shall be decided on the basis as mentioned below:

Sr. No	Item	Tender Ranking (L1,L2...
1	Appointment of Agents / Business Facilitators for State of Odisha as per Tender Scope of Work	Overall Lowest Bidder

Tender ranking shall be based on the landed cost after adding to Basic rate (in case of item tender) or adding to estimated rate after option of % Excess / %Less /At Par (in case of percentage tender); the GST or any other taxes (if applicable at time of opening of price bid) or other charges as applicable and after considering set-offs as applicable.

Offers received from tenderers falling under MSME Act, 2006 (or Erstwhile NSIC registered Parties) shall be considered as per applicable guidelines of Govt. of India.

Notwithstanding the above, the procurement will be done on the basis of the most competitive rates.

Bidders will have to quote for all the tendered items. Otherwise, their offer will be dis-qualified & will not be considered for price comparison.

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 in a sealed envelope. Opening of sealed envelopes can be witnessed by bidders. The lowest bidder after discount will be successful bidder. In case there is a tie again after getting discounted offers, the bidder with the highest turnover worked out to three decimal points in any of the last three years as submitted against Turnover Criteria (in Public Tender) shall be considered as L1 bidder.

The bidders against Limited tenders shall also be required to submit documents against turnover along with their discount bid. In the event of bidder submitting turnover documents for only one or two years, L1 shall be decided on the basis of turnovers submitted.

% of discount quoted by Bidder in the BoQ shall be applicable for all line items of BoQ.

Territory has been defined comprising of four states in this Tender, i.e. Andhra Pradesh, Telangana, Odisha. While there shall be separate tenders for each State (one for Telangana, one for Andhra Pradesh, one for Odisha), the Territory has been defined for purpose that the Bidder having their operations either in Odisha or Andhra Pradesh or Telangana can bid for all the states. Eg: If Bidder is operating in Telangana then he can bid for Telangana as well as Andhra Pradesh as well as Odisha. However Bidder has to qualify in the PQC Criteria of each state tender separately.

Applicable for all Bidders:

Copy of following documents should also be uploaded with the Technical/Commercial Bid. However, they do not form part of PQ criteria:

- i. Partnership Deed Or Certificate of Incorporation with Memorandum & Articles of Association, as applicable.
- ii. PAN.
- iii. PF Registration Certificate (for Works).
- iv. GST Registration No.
- v. Declarations at Annexure - "A" (Statement of Credentials), Annexure - "B" (Details on Relationship with IOC's Directors etc), Annexure - "C" (List of Board of Directors effective 1st July, 2017) & Annexure - "D" (Proforma of Declaration of Black listing / Holiday Listing).
- vi. Declaration at Annexure - "E" (Proforma of Tender not Tampered).
- vii. Annexure – "G" (Proforma for confirmation on applicability of Micro and Small Enterprises)
- viii. Annexure – "H" (Declaration agreeing to carry out work as per IOCL Specifications)
- ix. Undertaking by Tenderers - for Acceptance of Tender Terms and Conditions duly filled and signed. Bidders shall upload this document instead of complete set of technical bid documents as a token of their acceptance.

- x. Power of Attorney in favour of the person uploading the bids with his DSC & if this person is different then person signing declarations, then in that case Power of Attorney will also be required of person signing declarations.
- In case of Proprietary Concern (If the bid is submitted by the proprietor, no POA required. However, he will upload undertaking certifying that he is sole proprietor. If the bid is submitted by person other than proprietor, POA authorizing the person to submit bid on behalf of the concern)
 - In Case of Company (Certified copy of Board Resolution authorizing the person submitting the bid on behalf of the company **OR** POA and the supporting Board Resolution authorizing the person submitting the bid on behalf of the company)
 - In Case of Partnership Firm / LLP) (POA along with Deed of Partnership / LLP Agreement)
 - In Case of Co-Operative Society) (Copy of resolution passed as per Society Rules)
- xi. Submission of duly signed Integrity Pact (IP) agreement, along with Tender is a mandatory prerequisite for Bids to be eligible for further evaluation. The Integrity Pact Agreement consists of (1) Covering letter from the bidder to IOCL and (2) Integrity Agreement consisting of 10 (Ten) articles. Annexure – "M" (Bidders should mandatorily sign and submit the complete Integrity Pact Agreement consisting of both the Covering letter as well as the Integrity Agreement consisting of 10 articles in order to be eligible for further evaluation in this tender. The signed IP should be complete in all respect and is required to be uploaded in the e-tender portal along with the Bid. Bid not having the duly signed IP agreement attached with it will be given one opportunity before summarily rejected. Partial submission of IP document will also not be considered).

NOTE : In absence of submission of above documents the bids will not be considered.

NOTE : Conditional offers will be rejected.

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