

**INDIAN OIL CORPORATION LIMITED
(REFINERIES DIVISION)
Gujarat Refinery**

NOTICE INVITING LIMITED TENDER

1.	Tender No.	JC22FNT291
2.	Type of Bid	DOMESTIC BIDDING Two Bid System- Physical Tender
3.	Name of Work	Physical Verification of Fixed Asset for FY 2022-23
4.	Time Schedule	6 Months from date of issue of LOA.
5.	Tender download schedule	From (01.10.2022; 15:00 hrs.) To (08.10.2022; 15:00 hrs.) Tender documents can be downloaded free of charge from the website https://eprocure.gov.in/eprocure/app during the above period. Tender documents can be also collected from the office of Deputy General Manager (Contracts), Contract Cell, Gujarat Refinery. Issuing authority is not responsible for the delay / non-downloading of tender document by the recipient due to any problem.
6.	Pre-Bid Meeting	Pre Bid Meeting shall be held as per details mentioned below: Date: 04.10.2022 Time: 10:30 AM Venue: Conference Room, Contract Cell, Admin Building, IOCL Gujarat Refinery, Vadodara – 391320
7. a	Bid Submission Start Date	From 01.10.2022; 15:00 hrs.
7. b	Bid Submission End Date	Up to 08.10.2022; 15:00 hrs in Tender box of Contract Cell Gujarat Refinery.
8.	Techno-commercial Tender opening date	On 10.10.2022; 15:30 hrs at Contract Cell Gujarat Refinery. Date and time of Price Bid opening will be communicated only to techno-commercially acceptable bidders.
9.	Earnest Money Deposit (EMD)	EMD is not applicable. Please ignore if mentioned elsewhere in tender documents. Bidders are required to submit Format for Bid Security Declaration (ANNEXURE-3) along with their offer. Offer shall be liable for rejection in case of non-submission of Bid Security Declaration (ANNEXURE-3).
9.1	Tender Fee	NIL
10.	Pre-qualification Criteria(PQC):	NA
11.	QCBS Evaluation Criteria: SELECTION/ QUALIFICATION CRITERIA (30% Weightage in Selection Criteria)	The following criteria will be the basis of marks to be assigned to the firms and selection of firms will be made on the basis of attainment of highest marks. i. Firm's experience in practice (From date of registration with the Institute of Chartered/Cost Accountants of India) as on the date of publishing of Tender. ii. No. of partners in the firm iii. No. of Physical Verification assignments conducted from F.Y.2017- 18 to 2021-22. Requisite documentary evidence(s) duly attested by the applicant firm in support of Criteria given above is required to be submitted by the bidders.

		<p>Offers without the requisite documentary evidence(s) shall not be considered for evaluation. The following documents (duly Self-certified copies) are required for S1. No. i to iii above respectively for evaluation:</p> <ol style="list-style-type: none"> For Sl. No. i: Copy of Registration Certificate issued by Institute of Chartered Accountant / Cost Accountant of India showing details of registration no. & date, office addresses and partners. For Sl. No. ii: Copy of relevant document available(LATEST) at Institute's site such as registration certificate' containing details of partners along with 'Partnership deed' or any document issued by the Institute, substantiating that 'partners' are in the firm for not less than one year. For Sl. No. iii: Copy of Letter of Award / Appointment letter issued by concerned company along with the copy of relevant page of the Balance Sheet/Financial result showing turnover of the concerned Company. <p>For detailed QCBS evaluation criteria refer tender document Page No. 29-30.</p>				
12.	Mode of Submission.	<p>Bids should be submitted separately in two parts, viz. PART I & PART II in sealed envelopes super-scribed with the Tender no., Due Date, and nature of bid (Un priced Bid-Part I or Priced Bid Part-II).</p> <p>PART I: Shall consist of UNPRICED BID, complete with Technical & Commercial details, relevant documentary evidence for qualifying the QCBS Evaluation Criteria mentioned in Sl. No. 11 of NIT, Power of Attorney, Copy of PAN card and GSTIN certificate etc. duly signed & stamped on each page, other than prices.</p> <p>PART II: Shall consist of PRICED BID, signed & stamped on each page.</p> <p>The two sealed envelopes containing Part I and Part II of bids separately should be enclosed in a single sealed envelope super scribed with the Tender no., name of work and Due Date.</p> <p>The part-I and part-II be enclosed in one bigger envelope.</p> <p>Offer submitted using any other mode will not be accepted.</p>				
13.	Other requirements	<ol style="list-style-type: none"> PF registration- waived off. ESI registration- waived off. Assessment Order or copy of Income Tax Returns (duly acknowledged by Income Tax Department) for last 3 (three) financial years. Power of Attorney in favour of person authorized to submit the bid. <table border="1" data-bbox="699 1661 1438 1902"> <thead> <tr> <th data-bbox="699 1661 906 1696">Firm Category</th> <th data-bbox="906 1661 1438 1696">Requisite documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="699 1696 906 1902">In case of Proprietary Concern</td> <td data-bbox="906 1696 1438 1902"> <ul style="list-style-type: none"> If the bid is submitted by the proprietor, no POA required. However, bidder must submit undertaking certifying that he/she 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 </td> </tr> </tbody> </table>	Firm Category	Requisite documents	In case of Proprietary Concern	<ul style="list-style-type: none"> If the bid is submitted by the proprietor, no POA required. However, bidder must submit undertaking certifying that he/she 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
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		<p>In case of Company</p> <p>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.</p> <p>In case of Partnership Firm/ LLP</p> <p>POA along with Deed of Partnership / LLP Agreement</p> <p>In case of Co-Operative Society</p> <p>Copy of resolution passed as per Society Rules</p> <p>5. Copy of PAN card 6. Certificate of Incorporation/ Partnership deed/ Proprietor ship affidavit. 7. GST Registration Certificate 8. Integrity Pact Agreement, if applicable</p>
14.	Tender Inviting Authority	<p>Deputy General Manager (C) Indian Oil Corporation Limited, Gujarat Refinery, Jawaharnagar, Vadodara-391320 Phone : 0265-2237181/84/85. E-Mail: sankeethar@indianoil.in; kugayatri@indianoil.in; ghoshst@indianoil.in</p>
15.	Integrity Pact Agreement	Not Applicable
16.	Criticality of work	Critical
17.	Split-ability	Not splittable
18.	<p>Job category: (Pure Service / Works contract)</p> <p>Note: Price Preference to MSE Bidders is not applicable in Works Contracts</p>	Pure Service Contract
19.	Reverse Auction	Not Applicable
20.1	Minimum Local Content required as per Policy to provide Purchase Preference Linked with Local Content.	<p>i. Not Applicable ii. More than 20% (Class I and Class II Local Bidders are eligible for participation) iii. More than or equal to 50% (Only Class I Local Bidders are eligible for participation) Note: Bidder is required to declare the local content % in his bid in the format given at Annexure-5 for all above cases.</p>
20.2	Purchase Preference Category	<p>As per regulations for public procurement, following categories of purchase preferences are applicable:</p> <ol style="list-style-type: none"> 1. Micro & Small Enterprises (MSEs) 2. Purchase Preference linked with Local Content (PP-LC) 3. Domestically manufactured electronic products (DMEP)
20.3		<p><i>In case the tendered item falls under the list in respect of which the Nodal Ministry / Department under DPIIT's Public Procurement Preference to Make in India) Order, 2017 has communicated that there is sufficient local capacity and local competition, only Class - I Local Supplier shall be eligible to bid. The list may be referred at https://dipp.gov.in/public-procurements and https://dipp.gov.in/public-procurement-archives under the heading "Declaration of sufficient Local Capacity and Competition under Clause 3 (a) of PPP-MII Order 2017</i></p>
21.	Mobilization Advance	Not Applicable
22.	Nature of work: Annual Rate Contract / Other than Annual Rate Contract	Other than Annual Rate Contract

23.	Pre-Price Bid Meeting	NA
24.	Security Deposit (SD)	Waived off.
25.	Initial Security Deposit	Waived off.

25. General

Beware of Fake Communications - IOCL officials never asks for any financial transaction other than as mentioned in NIT or Tender doc. Any communication like Call SMS Email etc. can be made by fraudster. Please do not act on such communication.

Bidder to note the followings before bidding:

- i.) A. Offer from following types of bidder will not be accepted
 - a) Who are in the Holiday list of IOCL or its Administrative Ministry, MoPNG.
 - b) Who are under liquidation, court receivership or similar proceedings.
 - c) Consultant or their subsidiary Company or companies under the management of consultant for execution of the same project for which they are working as consultant.
- B. Offer from following types of bidders will not be accepted.
 - a) Bidder(s) who are undergoing insolvency resolution process or liquidation or bankruptcy proceeding under Insolvency and Bankruptcy Code, 2016 (Code).
 - b) Bidder(s) whose insolvency resolution process or liquidation or bankruptcy proceeding is initiated under the Code at any stage of evaluation of the bid.
- ii.) Offer from Joint Bidders / Consortium will not be acceptable unless stated otherwise elsewhere in the tender document.
- iii.) The subject work is **not splittable** as per MSE guidelines mentioned in tender (Refer Special Conditions of Contract - Commercial).
- iv.) Experience of only the bidding entity shall be considered. A work executed by a bidder for its own plant/projects shall not be considered as experience for the purpose of meeting requirement of experience criteria of the tender. However, jobs executed for Subsidiary / Fellow Subsidiary / Holding company will be considered as experience for the purpose of meeting experience criteria subject to submission of tax paid invoice(s) duly certified by Statutory auditor of the bidder towards payments of statutory tax in support of the job executed for Subsidiary / Fellow Subsidiary /Holding company. Such bidders shall submit these documents in addition to the documents specified in the PQ Documents to meet Experience Criteria.
- v.) The offers with incomplete /irrelevant documents or anomalies are liable to be rejected without any communication. Hence, bidders are advised to take utmost care while submitting their prequalification documents.
- vi.) Foreign bidders are not permitted to bid against domestic tender.
- vii.) Relevant supporting documents towards other requirements specified are also to be submitted along with Techno-commercial bid failing which bid is liable for rejection.
- viii.) IOCL reserves the right to reject any or all of the tenders or any parts of the tender so received and may cancel the tender in part or full, extend the due date of Tender submission etc. without assigning any reason.
- ix.) IOCL reserves the right to allow purchase preference to Micro and Small Enterprises (MSEs) or other organizations as per Government policy prevailing at the time of floating the tender.
- x.) IOCL will allow Purchase Preference to MSE as per applicable Govt. guidelines. (Refer to Public Procurement Policy, 2012 for MSE and Special Conditions of Contract - Commercial).
- xi.) Bidders are to quote their most competitive rates. Negotiations will not be conducted with the bidders as a matter of routine. However, Owner reserves the right to conduct negotiations.
- xii.) Legal dispute, if any, shall only be within the jurisdiction of Local Court unless mentioned otherwise.
- ~~xiii.) All communication will be made through e-Tendering web site (www.iocltenders.nic.in). However, IOCL reserve the right to take cognizance of the communication made outside e-Tendering Portal under exceptional circumstances.~~
- xiv.) OWNER reserves the right to reject, accept or prefer any tender or to abort the bidding process without assigning any reason whatsoever.
- xv.) Tendering can be abandoned without assigning any reason. No compensation is paid for the efforts made by the contractor.
- xvi.) Bidder cannot make any claim against IOCL towards its expense incurred in connection with the preparation and delivery of their bids, site visit, participating in the discussion and other expenses incurred during bidding process.
- xvii.) Bidder should make sure that their priced bid (Part-II/BOQ) contains only prices. Rates mentioned elsewhere shall not be taken into cognizance. Offer shall be liable for rejection if any condition directly or implied, recorded in Priced Bid (Part-II/BOQ).

- xviii.) Submission of authentic documents is the prime responsibility of the bidder. Wherever IOCL has concern or apprehension regarding the authenticity/ correctness of any document, IOCL reserves the right to get the documents verified from issuing authority/any relevant source. If documents (part or full) are found forged, such offers will be summarily rejected and EMD will be forfeited and may be debarred from future tenders.
- xix.) After opening of the technical bids but before the opening of the price bids, the bids may be rejected for unsatisfactory performance or adverse comments which have come to the notice after the issue of the tender enquiry.
- xx.) Offers not meeting statutory requirement are liable for rejection.
- ~~xxi.) Bidders are advised to visit Announcement section/ Information for DSC/ Bidders Manual Kit/ FAQ of e-Tender Portal before bidding.~~
- xxii.) **Notwithstanding any other condition / provision in the tender documents, bidders are required to submit complete documents pertaining to PQC along with their offer. Failure to meet the PQC will render the bid to be summarily rejected. IOC reserves the right to complete the evaluation based on the details furnished by the bidder, with or without seeking any additional supporting documents / clarifications.**
- ~~xxiii.) Refer ITB of the tender document /Special Instruction to Bidder (SITB) of e tender web site for more details.~~
- ~~xxiv.) Any Addendum/Corrigendum/Sale date extension in respect of above Tender shall be issued on our website: <https://iocletenders.nic.in> only and no separate notification shall be issued. Bidders are therefore requested to regularly visit our website to keep themselves updated. Failure of Bidder to submit tender without taking cognizance of Corrigendum / Amendment (if any) issued by IOCL shall make bid liable for rejection.~~
- xxv.) IOCL does not take any responsibility for the correctness of tender documents obtained from any other source. Bidders are advised to visit above mentioned website before submitting their offer for official version of the tender document including any corrigendum / amendment if any, which shall be binding to the bidder.
- xxvi.) Owner reserves the right to increase/decrease the tendered quantity of any or every item and delete any item at any stage of work at the accepted rates. The Contractor's claim for compensation or damages on account of these shall not be entertained subject to provision contained in GCC.
- xxvii.) In case of tie between two or more bidders at L-1 position, all the L-1 bidders should be asked to submit discount over previous quoted rate in a sealed envelope within the due date & time. In case there is still a tie, the bidder with highest annual turnover in the most recent financial year shall be considered as lowest bidder.

Jawaharnagar, Vadodara-391320
Notice Board – Contract Cell

Deputy General Manager (C)
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