

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	16-02-2026 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	16-02-2026 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Petroleum And Natural Gas
विभाग का नाम/Department Name	Indian Oil Corporation Limited
संगठन का नाम/Organisation Name	Indian Oil Corporation Limited
कार्यालय का नाम/Office Name	locl- Paradip Refinery
कुल मात्रा/Total Quantity	147
वस्तु श्रेणी /Item Category	1361755773 , 1361755733 , 1361755743 , 1361755763 , 7510290213 , 7510290011 , 7510290113 , 7510290103 , 7510290091 , 7510290081 , 7510290041 , 7510290051 , 7510290061 , 7510290071 , 1361751503 , 7530665054 , 7530675484 , 7108339083 , 7140321443 , 7530065572 , 7530675444
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	spares for thyristor Heater panel of M/s AEI make
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	Shaft and Shaft Assembly as per Drawing (RCF)
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	<ul style="list-style-type: none"> • Shaft and Shaft Assembly as per Drawing (RCF)
बीओक्यू शीर्षक /BOQ Title	9070M26B05
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC),Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	1361755773
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	4 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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एमएसई के लिए सक्षम प्राधिकारी का विवरण:/Details of the Competent Authority for MSE

सक्षम प्राधिकारी का नाम/Name of Competent Authority	NA
सक्षम प्राधिकारी का पदनाम/Designation of Competent Authority	NA
सक्षम प्राधिकारी का कार्यालय/विभाग/प्रभाग/Office / Department / Division of Competent Authority	NA
सीए अनुमोदन संख्या/CA Approval Number	NA
सक्षम प्राधिकारी अनुमोदन तिथि/Competent Authority Approval Date	03-02-2026
सक्षम प्राधिकारी द्वारा प्रदान की गई स्वीकृति का संक्षिप्त विवरण//Brief Description of the Approval Granted by Competent Authority	SINGLE TENDER PROPRIETARY ITEM.MSE NOT APPLICABLE FOR THIS TENDER.

Competent Authority Approval for not opting Micro and Small Enterprises Preference : [View Document](#)

एमआईआई खरीद वरीयता/MII Purchase Preference

एमआईआई खरीद वरीयता/MII Purchase Preference	No
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एमआईआई के लिए सक्षम प्राधिकारी का विवरण:/Details of the Competent Authority for MII

सक्षम प्राधिकारी का नाम/Name of Competent Authority	Ministry of Petroleum and Natural Gas
सक्षम प्राधिकारी का पदनाम/Designation of Competent Authority	Deputy Secretary to the Government of India, Ministry of Petroleum and Natural Gas
सक्षम प्राधिकारी का कार्यालय/विभाग/प्रभाग/Office / Department / Division of Competent Authority	Ministry of Petroleum and Natural Gas
सीए अनुमोदन संख्या/CA Approval Number	FP-20013/2/2017-FP-PNG
सक्षम प्राधिकारी अनुमोदन तिथि/Competent Authority Approval Date	26-04-2022
सक्षम प्राधिकारी द्वारा प्रदान की गई स्वीकृति का संक्षिप्त विवरण/Brief Description of the Approval Granted by Competent Authority	The Purchase Preference (linked with Local Content) policy of MOPNG is not applicable for tenders less than Rs. 1 cr. SINGLE TENDER PROPRIETARY ITEM.MSE NOT APPLICABLE FOR THIS TENDER.

Competent Authority Approval for not opting Make In India Preference : [View Document](#)

Single Tender

Single Tender Applicable	Yes
Reason	It will not be in public interest to procure the goods through advertised tender enquiry. Sufficient reasons for the same have been recorded in writing by the competent authority.
List of Seller Organization for participation	EPAXO AUTOMATION

1. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

1361755773

तकनीकी विशिष्टियाँ /Technical Specifications

Specification Document	View File
BOQ Detail Document	View File

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post-Jhimani ,Via-Kujang Dist-Jagatsinghpur Odisha	2	120

1361755733

तकनीकी विशिष्टियाँ /Technical Specifications

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	2	120

1361755743

तकनीकी विशिष्टियाँ /Technical Specifications

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	1	120

1361755763

तकनीकी विशिष्टियाँ /Technical Specifications

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	1	120

7510290213

तकनीकी विशिष्टियाँ /Technical Specifications

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	2	120

7510290011

तकनीकी विशिष्टियाँ /Technical Specifications

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	2	120

7510290113

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	3	120

7510290103

तकनीकी विशिष्टियाँ /Technical Specifications

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	2	120

7510290091

तकनीकी विशिष्टियाँ /Technical Specifications

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	2	120

7510290081

तकनीकी विशिष्टियाँ /Technical Specifications

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	2	120

7510290041

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	3	120

7510290051

तकनीकी विशिष्टियाँ /Technical Specifications

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	3	120

7510290061

तकनीकी विशिष्टियाँ /Technical Specifications

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	1	120

7510290071

तकनीकी विशिष्टियाँ /Technical Specifications

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	1	120

1361751503

तकनीकी विशिष्टियाँ /Technical Specifications

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क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	20	120

7530665054

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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	20	120

7530675484

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	20	120

7108339083

तकनीकी विशिष्टियाँ /Technical Specifications

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	10	120

7140321443

तकनीकी विशिष्टियाँ /Technical Specifications

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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	10	120

7530065572

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Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	10	120

7530675444

तकनीकी विशिष्टियाँ /Technical Specifications

Specification Document	View File
BOQ Detail Document	View File

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	30	120

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

Bidder shall submit the following documents along with their bid for Vendor Code Creation:

- Copy of PAN Card.
- Copy of GSTIN.
- Copy of Cancelled Cheque.
- Copy of EFT Mandate duly certified by Bank.

2. Scope of Supply

Scope of supply (Bid price to include all cost components) : Only supply of Goods

3. Buyer Added Bid Specific ATC

**Indian Oil Corporation Ltd.
Paradip Refinery
IOCL Tender Ref No. 9070M26B05**

–
Proprietary Article Certificate (PAC)

–
(For tendering through Custom Bidding)

–
i. The indented goods/services are manufactured / service provided by M/s EPAXO AUTOMATION (Authorized Distributor of M/s AEI Power India Pvt. Ltd.).

ii. No other make or model / service provider is acceptable for the following reasons:

The reliability of operation of the system & its components are critical for sustained operation of the equipment & plant. Hence, to ensure reliability of the system, there is a requirement of genuine spare parts of the existing system which can be sourced only from the OEM.

iii. Concurrence of Finance to the proprietary list proposal vide dated 17.04.2024.

iv. Approval of the competent authority for proprietary list vide dated 17.04.2024

Contact person details:

Dealing officer mail : sahakk@indianoil.in

Contact number: 06722-25-5260

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Special Instructions to Bidder/Special Conditions of Contract

1. This **Proprietary Tender** is issued to the approved **OEM: M/s EPAXO AUTOMATION (Authorized Distributor of M/s AEI Power India Pvt. Ltd.)**.
2. **Offer from only M/s EPAXO AUTOMATION (Authorized Distributor of M/s AEI Power India Pvt. Ltd.) shall be considered for evaluation who is the proprietary bidder for the required Goods/Services in IOCL for the required Goods/ Services category. Offer received from any other bidder will be treated as unsolicited offer and summarily rejected.**
3. **For single line item, bidder to quote all-inclusive FOR destination total landed single price (inclusive of P&F, Freight, TPI, GST, other taxes, and duties etc. as applicable) in GeM.**
4. **For multiple line items, bidder to quote all-inclusive FOR destination total landed single price (inclusive of P&F, Freight, TPI, GST, other taxes, and duties etc. as applicable) in GeM and to submit the item wise price break up indicating landed price of each item.**
5. Bidder to submit scan copy of duly signed and stamped or **digitally signed copy of technical specification of IOCL and scope of supply** as a token of acceptance.
6. In case of any deviation to IOCL's technical specification, bidder must submit "Technical deviations" sheet mentioning all the technical deviations as per attached format given in special instruction to bidder. If the deviation sheet is not submitted along with bid it shall be treated as NIL deviation bid.
7. In case of any deviation to GeM's commercial specification, bidder must submit "Commercial deviations" sheet mentioning all the commercial deviations as per attached format given in special instruction to bidder. If the commercial deviation sheet is not submitted along with bid it shall be treated as NIL commercial deviation bid.
8. Please note that any deviations/ reservations/ notes/ comments etc., given **elsewhere in the offer** other than the "Technical deviations/commercial deviations" sheet **shall not be considered**.
9. The responsibility of downloading the tender documents including corrigendum, if any, and subsequent uploading of offer shall rest with the bidder.
10. IOCL reserves the right to make any changes in the terms and conditions of enquiry and to accept or reject the bid without assigning any reason and without incurring any liability to the affected bidder. Tender can be abandoned without assigning any reason and no compensation shall be paid for the efforts made by the bidder.
11. Guarantee/warranty clause: Guarantee certificates shall be submitted and materials shall be guaranteed for a period of 18 months from the date of supply or 12 months from the date of put in use whichever is earlier or mentioned elsewhere in the tender specification.
12. In case of any conflict between PO text/ technical specifications/ drawings/ ITP, as such, the more stringent requirement shall govern. However, the bidder should ask IOCL for clarifications before arriving at any conclusion.
13. Quoted Prices shall remain FIRM and FIXED till complete execution of the order and shall not be subject to variation on any account.

14. If a bidder withdraws its bid/increases the prices within validity period for any reason, their bid shall not be further evaluated, and suitable penal action shall be taken at the discretion of IOCL.
15. Negotiations will not be conducted with the bidders as a matter of routine. However, IOCL reserves the right to conduct price negotiations.
16. **One Bid per Bidder:** The bidder shall submit only one bid in the same bidding process.

All the multiple bids of a bidder/their authorized agents/dealers shall be rejected.

17. Invalid Tenders and tenders liable for rejection:

A Tender is liable for rejection in the following circumstances, if a bidder:

- i. Stipulates the validity period less than what is stated in the Tender Documents and refuses to extend.
- ii. Stipulates their own conditions and does not agree to withdraw the deviations, rendering their bid unacceptable.
- iii. Does not submit bid in the prescribed format making it impossible to evaluate the bid.
- iv. Indulges in tampering of tender documents.
- v. Does not conform to any tender condition which stipulates non-conformance of tender conditions as a rejection criteria.
- vi. Submits false/ fraudulent / forged documents.
- vii. Influences tender outcome.

Instruction To Bidder For Transportation Of Materials

Bidder (Vendor) to dispatch the materials by any bank approved road transporters. Necessary Road Permits/Way Bills is in the scope of supplier. Materials should be booked on Freight paid basis and dispatched on door delivery basis to our IOCL Paradip Refinery, Central stores.

Safety Practices In Material Dispatch & Transportation

Refinery being sensitive establishment from fire and safety point of view, therefore there are certain rule and regulation while entering the vehicle and personnel in Central Stores, Paradip Refinery.

Vendor to ensure availability of required original and valid documents for entry of Vehicle carrying Consignment / Material inside the Refinery Premises like RC Book, Insurance Papers, Fitness certificate of Vehicle (Tanker/Truck/Container), Driving License and Cleaner's photo pass etc. at the time of dispatch of Materials & delivery at Paradip Refinery. Vendor to also ensure that the materials / supplies und

er the PO are transported through registered common carrier only as per relevant provisions of the updated Road Act (Motor vehicle act 1988 & its latest updated revision). This shall enable CISF at Paradip Refinery to allow them smoothly inside Refinery due to security reasons and avoiding any hassles at Refinery Gate.

Truck / Tanker should report at IOCL gate by 8.30 am (excluding Sundays or holidays as per Refinery norms) in order to facilitate unloading at the earliest and release of trucks.

For Entry in Refinery Premises, Vehicle should be fitted with Spark Arrestor, Fire Extinguisher & back horn. Drivers and Cleaner should wear PPE i.e. Shoes, Apron and Safety Helmets.

CNG / Two Stroke engine Vehicles are not allowed to enter the refinery premises. Please ensure to send the material in Non-CNG / Non-Two Stroke Engine Vehicles only.

- i) Motor vehicle act: Vehicles shall follow motor vehicle act 1988 & its latest updated revision and all other applicable laws of land during transportation of the material from bidder's works to Paradip Refinery.
- ii) Successful Vendor to indicate the name of driver/khalasis on the lorry receipt/c hallan etc. so that the same can be verified at the entry gate while allowing entry by CISF. khalasis (Cleaner) should have at least one ID card such as Aadhar Card , Bank Passbook , Driving License etc. This is required for enhancing security measures for incoming material.
- iii) Successful Vendor to also ensure availability of required original and valid documents like RC Book, Insurance Papers, Fitness certificate of Vehicle (Tanker/Truck/Container), Driving License and Cleaner's photo pass etc. at the time of dispatch of Materials & delivery at Paradip Refinery. This shall enable CISF at Paradip Refinery to allow them smoothly inside Refinery due to security reasons and avoiding any hassles at Refinery Gate. In case of non availability of original RC Book in the vehicle, Notarised (True Copy) of RC Book will also be accepted. Vehicle propelled by CNG/LPG or vehicles having less than 4 wheels viz. 3 wheelers etc. are not allowed in Refinery

vi) Penalties for Violation / Non-adherence of safety procedures and practices (Applicable for Tenders/Purchase Orders involving site work):

a) Violation of applicable Safety, Health and Environment related norm a penalty of

Rs.5,000.00 per occasion

b) Violation as above resulting in any physical injury, a penalty of 0.5% of the contract value (maximum of Rs.2,00,000.00) per injury in addition to Rs.5,000.00 per occasion as in item a.

c) Fatal accident, a penalty of 1% of the contract value (maximum of Rs.10,00,000.00) per injury in addition to Rs.5,000.00 per occasion as in item a.

The vendor is advised to take appropriate insurance policy for the effective implementation of the above penalty provision.

In case of accidents depending on the seriousness of injury etc. in addition to the hospitalization / treatment charges and group insurance amount, compensation shall be paid by the vendor to the affected person / his family members in presence of Engineer-in-charge as per Workmen Compensation Act.

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Vendor Invoice Management

Communication to Business Partners

Dear Business Partners,

Indian Oil has been keeping its systems updated with latest developments and newest technologies to efficiently add to the delight of our partner vendors. Many digitalization steps have been taken in the past and have been successfully implemented with the continuous support of partners.

We are introducing Vendor Invoice Management system for centralized processing of invoices for supply of goods and services with an intent to further expedite the payment process. A centralized query management system including self-help is also being introduced for convenience of the vendors on tracking details related to payments.

A. Invoice Management System

With effect from **04.07.2022**, **original copy of invoice** raised on **this office** against SAP PO shall be submitted to the following address: -

Indian Oil Corporation Limited

IBM Building, 2nd Floor,

A 26, Rani Ramgarh Road,

Block A, Industrial Area,

Sector 62, NOIDA,

Uttar Pradesh-201309

Only Original Invoice along with supporting invoices for any reimbursement like freight & inspection bills should be sent to the above address. The documents like **Inspection Release Note, Test Certificate, Bank Guarantee** etc. in original should continue to be submitted to the **Office** of supply or service.

Invoice raised against order **other than SAP PO/GEM Contract** should continue to be submitted to the **office** of supply of Goods and services

To achieve the full benefit of the newly introduced system, you are requested to note the following changes in Invoicing and submission of the same: -

Invoice Requirement - Physical

Digitally signed invoice uploaded through Vendor Portal is preferred.

However, where vendor submits the physical copy of the invoice, following

g points may be ensured: -

- It should not be handwritten invoice.
- It should be in English language only.
- It should not be photocopy.
- It should not be carbon copy.
- It should not be Dot Matrix Print copy.
- Invoice should not be damaged or tampered and should always be preserved in original state.
- Writing of comments, remarks etc. on the Invoice may be avoided.

2. Invoice Requirement - Content

- Mention PO Number on Invoice where invoice is raised against SAP Order
- Where SAP Order not issued, vendor should mention details of IOCL Officer like email on whose order work has been executed
- Invoice should be in line with Order conditions
- Invoice should comply with applicable GST provisions including HSN/SAC Code
- Ensure that the address in Invoice is correctly mentioned as per Order including Company Code & Plant Code available on Order
- In case where Vendor knows its SAP Vendor Code with Indian Oil, the same should also be captured on the body of Invoice

3. Price Reduction on account of Delay

- Raise invoice after effecting Price Reduction on account of Delay in Invoice, wherever applicable.
- In case where request for time extension has been submitted but not approved by EIC, invoice still should be raised by reduced amount.
- Subsequently, Vendor can issue Debit Note when time extension is granted after raising of invoice.
- This process will eliminate the requirement of credit note for GST accounting and consequential delay in processing payment of the entire amount due to complication of GST input credit.

4. Other Requirements

- Ensure that Bank Guarantee, wherever applicable, has been submitted at local office of the place of supply/ service as per required format
- Ensure submission of all the documents at local office of the place of supply/ service in line with conditions of the contract

B. Query Management System

For expeditious resolution of queries from the vendors, Round the clock Self-help tool (BOT), Webform, Dedicated Email and 9 to 5 Helpdesk have been introduced, details of which are as under: -

Email	VIMHelpdesk@indianoil.in
Helpdesk Phone	+91 120 6730555

In order to further enhance the Vendor Experience, a Web-based self-help Chatbot “**Indu**” has been developed.

Key features include status of invoice, payment details including deductions, if any, and the UTR details checked in the below link

<https://apps.indianoil.in/vim/resources/out/index.html>

Annexure - 1

Performa for declaration on proceedings under Insolvency and Bankruptcy Code, 2016 {To be submitted in bid documents}

I/ We hereby declare that I/We /M/s _____, declare that:

- i. I / We am/are not undergoing insolvency resolution process or liquidation or bankruptcy proceeding as on date.
Or,
- ii. I / We am/are undergoing insolvency resolution process or liquidation or bankruptcy proceeding as on date as per details mentioned below. (Attached detail with technical bid)

Note: - Strike out which is not applicable.

It is understood that if this declaration is found to be false, Indian Oil Corporation Ltd. shall have the right to reject my/our bid, and forfeit the EMD. If the bid has resulted in a contract, the contract will be liable for termination without prejudice to any other right or remedy (including black listing or holiday listing) available to Indian Oil Corporation Ltd.

Place:

Seal & Signature of Bidder:

Date:

Name of Signatory:

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Annexure - 2

Proforma of Declaration of Blacklisting / Holiday Listing

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In the case of a Proprietary Concern:

I hereby declare that neither I, in my personal name nor in the name of my Proprietary Concern, M/s _____ which is submitting the accompanying Bid/Tender nor any other concern in which I am proprietor nor any partnership firm in which I am involved as a Partner are presently on any blacklist or holiday list declared by Indian Oil Corporation Ltd. or by Ministry of Petroleum & Natural Gas (MOPNG), nor any inquiry is pending by Indian Oil Corporation Ltd. or MOPNG, in respect of any corrupt or fraudulent practice(s) against me or any other of my proprietorship concern(s) or against any partnership firm(s) in which I am or was at the relevant time involved as a partner, except as indicated below:

(Here give particulars of blacklisting or holiday listing, and /or inquiry and in absence thereof state "NIL")

Particulars - "NIL"

In the case of a Partnership Firm:

We hereby declare that neither we, M/s _____, which is submitting the accompanying Bid/Tender, nor any partner involved in the said firm either in his individual capacity or as proprietor or partner of any other firm or concern presently, are placed on any blacklist or holiday list declared by Indian Oil Corporation Ltd. or by Ministry of Petroleum & Natural Gas (MOPNG), nor any inquiry is pending by Indian Oil Corporation Ltd. or MOPNG, in respect of corrupt or fraudulent practice(s) against us or any partner or any other concern or firm of which he is proprietor or partner, except as indicated below:

(Here give particulars of blacklisting or holiday listing and/or inquiry and in the absence thereof state "NIL")

Particulars - "NIL"

In the case of Company:

We hereby declare that we are presently neither placed on any holiday list or blacklist declared by Indian Oil Corporation Ltd. Or by Ministry of Petroleum & Natural Gas (MOPNG), nor any inquiry is pending by Indian Oil Corporation Ltd. or MOPNG, in respect of corrupt or fraudulent practice(s), except as indicated below:

(Here give particulars of black listing or holiday listing and/or inquiry and in the absence thereof state "NIL")

Particulars - "NIL"

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(Page 1 of 2)

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In the case of Consortium:

We hereby declare that none of the members of the Consortium are presently placed on any holiday list or blacklist declared by Indian Oil Corporation Ltd. Or by Ministry of Petroleum & Natural Gas (MOPNG), nor any inquiry is pending by Indian Oil Corporation Ltd. or MOPNG, in respect of corrupt or fraudulent practice(s), except as indicated below:

(Here give particulars of black listing or holiday listing and/or inquiry and in the absence thereof state "NIL")

Particulars - "NIL"

It is understood that if this declaration is found to be false in any particular, Indian Oil Corporation Ltd. shall have the right to reject my/our bid, and if the bid has resulted in a contract, the contract is liable to be terminated without prejudice to any other right or remedy (including black listing or holiday listing) available to Indian Oil Corporation Ltd.

Place:
Address:

Signature of Bidder

Date:
Signature:

Name of Bidder

NOTE: Default declaration has been kept as "NIL". The same to be replaced with "Particulars of black listing or holiday listing and/or inquiry", If applicable.

Annexure-3

Deviations Statement- Technical

Please note that bidders are, normally, not allowed to take deviations and any deviation listed below may make the Bid liable for rejection.

Sl. No	Ref doc name/page no.	Clause No.	Description of Clause	Deviation proposed by bidder
1				
2				
3				No Deviation
4				
5				

Annexure-4

Deviations Statement- Commercial

Please note that bidders are, normally, not allowed to take deviations and any deviation listed below may make the Bid liable for rejection.

Sl. No	Ref doc name/page no.	Clause No.	Description of Clause	Deviation proposed by bidder
1				
2				
3				No Deviation
4				
5				

Annexure-5**Bidder's Inputs**

Name of bidder	
Vendor code with IOCL (if available)	
GSTIN of Vendor	
GSTIN of Supplying plant/ place/Invoice	
Complete Address	
<p>"Whether any of the Directors of BIDDER is a relative of any Director of IOCL or the BIDDER is a firm in which any Director of IOCL or their relative is a Partner or the BIDDER is a private company in which any director of IOCL is a member or Director.": No</p>	

Designation	Name	Telephone Nos.	Mobile nos.	E mail ids
Sales - Head				
Contact Person(s) for this Tender				

Check List of documents to be submitted with offer

Sr. No.	Description	Remarks (Yes / No)
1	Declaration of proceedings under Insolvency and Bankruptcy Code,2016 (Annexure-1)	
2	Declaration of Black listing / Holiday listing (Annexure-2)	
3	Deviations Statement - Technical, if any (Annexure-4)	
4	Deviations Statement - Commercial, if any (Annexure-4)	
5	Bidder's input (Annexure-5)	
6	Relevant Power of Attorney	

Kindly upload this file with all Annexures duly filled, signed and stamped.

1. For this tender, IOCL tender no to be read as 9070M26B05 for Procurement of spares for thyristor Heater panel of M/s AEI make installed at Paradip refinery.

2. For any technical query you may address to Mr K. K. Saha, MTM, Email id: sahakk@indianoil.in or [Ranjit Kumar,DGM\(Mat\), Email id: ranjitek@indianoil.in](mailto:Ranjit Kumar,DGM(Mat), Email id: ranjitek@indianoil.in), Ph no:06722-255261.

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3. The indented goods/services are manufactured / service provided by M/s EPAXO AUTOMATION (Authorized Distributor of M/s AEI Power India Pvt. Ltd.)

4. No other make or model / service provide is acceptable for the following reasons:

The reliability of operation of the system & its components are critical for sustained oper

ation of the equipment & plant .Hence, to ensure reliability of the system ,there is a requirement of genuine spare parts of the existing system which can be sourced only from the OEM.

5. Consignee Details

Deputy General Manager (Materials)
IOCL Paradip Refinery, Paradip Post-Jhimani,
Via-Kujang Dist-Jagatsinghpur Odisha 754141
Ph-06722-25-5275

Vehicle should report at Gate no. 1 and immediately inform at 06722-255270 or 06722255278/9431694224

6. Ship to & Bill to address

Paradip Refinery,
Indian Oil Corporation Ltd,
Paradip,
Po - Jhimani, Via- Kujang
Dist - Jagatsinghpur,
Odisha - 754141
GSTIN no - **21AAACI1681G1Z1(9070)**
PAN no - AAACI1681G

4. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum

issued by DPIIT in this regard.

2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

[यह बिड सामान्य शर्तों के अंतर्गत भी शासित है /This Bid is also governed by the General Terms and Conditions](#)

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, 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. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---