

**बिड दस्तावेज़ / Bid Document**

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	12-02-2026 13:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	12-02-2026 13:30:00
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	IoCl- Paradip Refinery
वस्तु श्रेणी /Item Category	Custom Bid for Services - 9070C26A35 Agency for Sieving, Segregation, Sampling, Weighing, Packing and Sealing of CCRU Spent catalyst/ Fines/ Dust containing Precious metal (Pt) at IOCL Paradip Refinery, Paradip, Odisha
समान श्रेणी/Similar Category	<ul style="list-style-type: none"> <li>• Support Services</li> <li>• Repair, Maintenance, and Installation of Plant/ Systems/Equipments (Version 2)</li> </ul>
अनुबंध अवधि /Contract Period	1 Year(s)
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	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों 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	3

**बिड विवरण/Bid Details**

दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / <b>Number of days for which Bid would be auto-extended</b>	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / <b>Number of Auto Extension count</b>	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	5 Days
अनुमानित बिड मूल्य /Estimated Bid Value	1995496.65
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**

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	27

(a).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

**लाभार्थी /Beneficiary :**

IOCL  
IOCL- Paradip Refinery, INDIAN OIL CORPORATION LIMITED, INDIAN OIL Corporation Limited, Ministry of Petroleum ar  
Natural Gas  
(IoCl)

**UIN Number NCTGC2415P**

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

#### एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15

1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1\\_4\\_2021\\_PPD\\_dated\\_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

2. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

3. 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.

#### अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

**Scope of Work:**[1769669950.pdf](#)

**Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:**[1769669965.pdf](#)

**GEM Availability Report ( GAR):**[1769669968.pdf](#)

**Any other Documents As per Specific Requirement of Buyer -1:**[1769669999.pdf](#)

**Any other Documents As per Specific Requirement of Buyer -2:**[1769670008.pdf](#)

**Quantifiable Specification / Standards of The Service/ BOQ:**[1769670021.pdf](#)

**Instruction To Bidder:**[1769670799.pdf](#)

**Payment Terms:**[1769670832.pdf](#)

**Penalties:**[1769670846.pdf](#)

**Project Experience and Qualifying Criteria Requirement:**[1769670847.pdf](#)

**Educational Qualification including Profile of SME/Consultants /Professional Resources /Technical Resources if they are part of Project .:**[1769670849.pdf](#)

**Custom Bid For Services - 9070C26A35 Agency For Sieving, Segregation, Sampling, Weighing, Packing And Sealing Of CCRU Spent Catalyst/ Fines/ Dust Containing Precious**

**Metal (Pt) At IOCL Paradip Refinery, Paradip, Odisha ( 1 )****तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	9070C26A35 Agency for Sieving, Segregation, Sampling, Weighing, Packing and Sealing of CCRU Spent catalyst/ Fines/ Dust containing Precious metal (Pt) at IOCL Paradip Refinery, Paradip, Odisha
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>एडऑन /Addon(s)</b>	

**क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer**

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents****प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Sita Ram Prasad	754141,IOCL Paradip Refinery ,Administrative Building, Post- Jhimani ,Via-Kujang Dist- Jagatsinghpur Odisha	Project / Lumpsum Based	N/A

**क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions****1. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**REFINERIES DIVISION  
Paradip Refinery**(Regd. Office: G-9, Ali Yavar Jung Marg, Bandra (East)  
Mumbai-400051 (India) CIN - L23201MH1959GOI011388)

NOTICE INVITING TENDER (NIT)

<b>1</b>	<b>Tender No.</b>	<b>9070C26A35</b>
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2.	Type of Bid (Domestic / Global)	<b>DOMESTIC BIDDING</b> Under <b>Two Bid System</b> <b>One-Time Job, Service Contract</b>
3.	Name of the Job	<b>Agency for Sieving, Segregation, Sampling, Weighing, Packing and Sealing of CCRU Spent catalyst/ Fines/ Dust containing Precious metal (Pt) at IOCL Paradip Refinery, Paradip, Odisha.</b>
4.	Time Schedule/ Duration of Contract	<b>21 days from the date of site handover.</b> <b>The contract shall be valid for 12 months effective from the date of issue of LOA / WO.</b>
5.	Tender download schedule	<b>As per GeM schedule(14 days)</b> <b>Tender documents can be downloaded free of charge from the website <a href="https://gem.gov.in/">https://gem.gov.in/</a> during the above period.</b>
6.	Pre-Bid Meeting	Pre- bid meeting shall be conducted on 02.02.2026; 11:00 Hrs or later date/time through Virtual Video Conferencing Platform.  Please note: Bidders who shall not be available physically may join the bid meeting on the below link:  <b>Microsoft Teams meeting</b>  <b>Join: <a href="https://teams.microsoft.com/meet/49285178367808?p=iiRZ8oki1MPFB3oJi">https://teams.microsoft.com/meet/49285178367808?p=iiRZ8oki1MPFB3oJi</a></b>  <b>Meeting ID: 492 851 783 678 08</b>  <b>Passcode: SV7d66im</b>  Based on the Pre-bid meeting, IOCL will issue necessary Amendments/ Addendums (Only If felt necessary by IOCL) in IOCL e-tender portal only. No reply to Pre-bid.
7.	Bid Submission Start Date & Time	As per GeM Schedule
8.	Last date of submission of tender	As per GeM Schedule
9.	Techno-commercial Tender opening date	Tender (Techno-commercial) shall be opened as per As per GeM schedule or at a later date/time convenient thereafter.  Date and time of Priced Bid opening will be communicated only to techno-commercially acceptable bidders.
10.	Earnest Money Deposit (EMD)	<b>Not Applicable</b>
11.	Pre-qualification Criteria (PQC):	The intending tenderers shall have to furnish proof of their pre-qualification and experience along with the Part-I (Techno-commercial bid).

<p><b>11.1 Annual Turnover (ATO)</b></p>	<p><b>Minimum ₹11.98 Lakhs</b> during any of the three preceding financial years</p> <p>Proof of ATO shall be submitted in form of Audited Profit and Loss account statement of the bidder <b>with UDIN (Unique Document Identification Number)</b>.</p> <p>Published Annual report available in the public domain shall also be acceptable.</p> <p><i>In case of tenders having original bid closing date up to 6 months from the current financial year, and, in case audited financial results of the immediate three preceding financial years are not available, the bidder has an option to submit the audited financial results of the three years immediately prior to preceding financial year. Whenever the closing date of the bid is after 6 months from the current financial year, bidder has to submit the audited financial results for the immediate three preceding financial years. The immediately preceding financial year shall be considered, accordingly. The audited financial results shall be certified by an auditor on or before the date of bid submission.</i></p> <p><b>For Indian bidder other than Companies:</b></p> <p><i>Audited Financial statements means below statements duly certified by Practising Chartered Accountant</i></p> <ul style="list-style-type: none"> <li>· <i>Audited accounts under Income Tax Act 1961.</i></li> <li>· <i>However, if the Bidder is not required to get its accounts audited under the income Tax Act, 1961, a certificate from "Practising Chartered Accountant towards the turnover of the Bidder and same is correlated with Annual GST turnover" along with copy of its Income Tax Return or Acknowledgement copy shall be furnished along with UDIN no.</i></li> </ul> <p><i>For Indian Companies: As defined under section 2(40) of Companies Act -2013.</i></p> <p><i>For foreign bidders: Similar documents under respective law of land.</i></p>
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11.2	<p><b>Value of Single Work (S WO) executed by the bidder as main contractor or sub-contractor for similar nature of work (during any of the last seven years ending on last day of the month immediately previous to the month in which last date of original bid submission falls)</b></p>	<p>Three completed works each costing not less than <b>₹5,99,000.00</b> OR Two completed works each costing not less than <b>₹7,99,000.00</b> OR One completed work costing not less than <b>₹9,98,000.00</b> (The above value of completed works is <b>inclusive</b> of service tax/GST). (The <b>executed</b> value of completed work submitted by the bidder shall be considered during evaluation for experience criteria of PQC). Note: In case of extended bid submission date, original bid submission end date shall be considered.)</p> <p><i>For fulfilling the experience criteria against work order(s) following documents shall be considered as valid proof for meeting the criteria</i></p> <p>a) <i>Purchase/ Work Order copy with Schedule of Rates/ Scope of works and</i></p> <p>b) <i>Completion certificate by end client with executed value, date of completion of the job and reference work order number.</i></p> <p>c) <i>In case of works done as a sub-contractor: the bidder has to submit a certificate from the end user / owner / consultant of the owner acting as EIC stating that the main contractor has intimated them about the engagement of sub-contracting OR have been allowed/ permitted as a sub-contractor.</i></p> <p><i>Apart from copy of purchase/work order with schedule of rates/scope of work from the main contractor, the bidder who has worked as a sub-contractor has to submit certificate of completion of work from the end user / owner / main contractor/ consultant of the owner acting as EIC.</i></p>
11.3	<p><b>Similar nature shall be defined as</b></p>	<p><b>"Mechanical cold job or mechanical hot works in any petroleum refinery/petrochemical plants /hydrocarbon fertilizers/hydrocarbon industry."</b></p>
11.4	<p><b>Whether the Tendered Job is an ARC / AMC of one-year or more duration [If ARC / AMC job of one-year or more duration then the work experience value submitted by the bidder shall be annualized]</b></p>	<p><b>No, One-Time Job</b></p>
12	<p><b>Additional Technical Requirement (if any)</b></p>	<p><b>Nil</b></p>
13.	<p><b>Mode of Submission</b></p>	<p>Offer must be uploaded on GeM website <a href="https://gem.gov.in">https://gem.gov.in</a> (as applicable) before the last date &amp; time of submission of tender.</p> <p>Offer submitted using any other mode will not be accepted.</p>
14	<p><b>Other requirements</b></p>	<ol style="list-style-type: none"> <li>1. PF Code Allotment letter/PF registration.</li> <li>2. Independent ESI Code or undertaking for Independent ESI code in the Format given as Annexure to ITB.</li> <li>3. Proof of Authority/ Power of Attorney in favour of person authorized to submit the bid.</li> <li>4. Copy of PAN card.</li> <li>5. Certificate of Incorporation / Partnership deed/ Proprietorship affidavit/ Societies Registration Certificate.</li> <li>6. GSTIN registration certificate</li> <li>7. Udyam certificate (if MSE)</li> <li>8. Assessment order of copy of Income tax returns duly acknowledgement by income tax department for last three (03) financial years.</li> <li>9. Duly filled Undertakings and Annexures</li> <li>10. Startup Certificate (if applicable)</li> </ol>

15	<b>Tender Inviting Authority</b>	Deputy General Manager (Contracts) Indian Oil Corporation Limited Paradip Refinery PO- Jhimani, Via-Kujang, District-Jagatsinghpur, Odisha-754141 Tel No- 06722-255375,5371 Email: <a href="mailto:pdprcontractcell@indianoil.in">pdprcontractcell@indianoil.in</a> , <a href="mailto:shraddha@indianoil.in">shraddha@indianoil.in</a>
16	<b>Integrity Pact Agreement</b>	Not Applicable
17	<b>Reverse Auction</b>	Not Applicable
18	<b>Public Procurement (Preference to Make in India), 2017 and amendments thereof (PPP- MII)</b>	Not Applicable
19	<b>Purchase Preference to Micro and Small Enterprises (MSEs) Bidders (PPP-2012)</b>	Applicable, Bidder must submit valid MSE UDYAM certificate. Refer SITB Clause no. 13 regarding Modalities for preferential treatment in tender evaluation.
20	<b>Splitting of tender</b>	<b>No</b>
21	<b>Job nature (Critical/ Non-critical)</b>	Critical PQC relaxation for Startups and MSE bidders is not applicable.
22.	<b>Mobilisation advance</b>	Not Applicable.

### **23. General**

Bidder to note:

1. Provisions/Conditions stipulated in NIT supersedes all the sections of Tender document.
2. Offers from following types of bidder will not be accepted:
  - i. Who are in the Holiday list of IOCL or its Administrative Ministry, MoPNG
  - ii. Who are under liquidation, court receivership or similar proceedings.
  - iii. Who are undergoing insolvency resolution process or liquidation or bankruptcy proceeding under Insolvency and Bankruptcy Code,2016(Code) or any other applicable law (in case where Code is not applicable).
  - iv. If insolvency resolution process has commenced (viz. application has been admitted by Adjudicating Authority and moratorium has been imposed and IRP has been appointed) or liquidation or bankruptcy proceedings have commenced in respect of bidder in terms of Insolvency and Bankruptcy Code, 2016 or any other applicable law (in cases where code is not applicable) at any stage of evaluation of bid. In case where the bid of the L-1 bidder is rejected on the aforesaid grounds during the period between Price-Bid-Opening and Award of Contract, the bid of the next higher eligible bidder will be considered for further processing. EMD of such bidder shall be returned.
  - v. 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.
  - vi. Foreign bidders participating in Domestic /National tender.
  - vii. Offer from joint bidders / consortium, unless specifically permitted in the tender for such bidding.
3. The subject work is indivisible and shall be awarded to single successful bidder unless stated otherwise elsewhere in the tender document.
4. The experience of bidding entity will only be considered unless specifically permitted in the tender document to use the credentials of its parent or any group company to meet the Experience

ce Criteria. 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.

5. Consultant appointed for the project / work shall not be allowed to participate in the tender either directly or indirectly. An indirect participation shall include participation through an affiliate or as a sub-contractor, consultant or supplier. The expression 'affiliate' for the purpose of this clause will include any person, or company or association (howsoever designated) who/which is a member of the consultant (if the consultant is a joint venture or consortium or who or which directly or indirectly holds 10% (ten percent) or more of the capital or voting capital of consultant (if the consultant or any of its members is a company or a body corporate) or who or which is a consultant or sub-contractor of the consultant with regard to the project.
6. **The executed value of completed work submitted by the bidder shall be considered during evaluation for experience criteria of PQC.**
7. In case, the executed value of job is more than work order value and bidder claims for meeting the PQC requirement on the basis of executed value then **it is the responsibility of the bidder to submit the documentary evidence of final executed value (such as executed value mentioned in completion certificate etc.) along with his bid.**
8. In case of works done as a sub-contractor: the bidder has to submit a certificate from the end user / owner / consultant of the owner acting as EIC stating that the main contractor has intimated them about the engagement of sub-contracting OR have been allowed/ permitted as a sub-contractor.  
Apart from copy of purchase/work order with schedule of rates/scope of work from the main contractor, the bidder who has worked as a sub-contractor has to submit certificate of completion of work from the end user / owner / main contractor/ consultant of the owner acting as EIC.
9. In case of Rate Contracts, which are running under extension after original contractual completion period, suitable document (certified by "WO issuing company" / Engineer-In- Charge) indicating executed value up to the original/extended completion period along with extension Letter will be treated as proof of successful completion of work. For Rate Contract tender of duration one year or more, evaluation of the experience criteria will done based on annualized value of the Rate Contract.  
ARC jobs successfully completed by the bidder for the originally awarded / extended period of such ARC shall be considered as completed works even though such ARC is under execution on account of extension.
10. 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 uploading their pre qualification documents.
11. If bidder has submitted a composite work order for evaluation and the AMC/CAMC /PWAMC/O&M is going on, after supply and installation part is completed by the Contractor as per completion certificate, the same is to be considered as completed work and the amount towards supply and installation shall be considered for qualifying the bidder in PQC towards experience criteria. Such work orders in which both supply & installation and AMC/CAMC/PWAMC/O&M is completed, the same shall be treated 'At Par' with the other work orders and bidder is required to submit the copy of work order and completion certificate for the complete work including AMC/CAMC/PWAMC/O&M part.
12. In case any bidder submits work order and completion certificate of any executed contract where the bidder had worked as a leader / member of Joint Venture / Consortium / Joint Bidder, the work value shall be worked out as per the percentage share of the bidder in the JV / Consortium / Joint bidding agreement. Further in case the bidder had executed only a certain portion of the composite job through such agreement, his experience shall be counted for that particular portion of the job executed by him only, as specified in the JV/ consortium/joint bidder agreement. For such cases, in addition to work order and completion certificate(s), bidder will also submit copy of JV / consortium / joint bidder agreement and work order & completion certificate(s) has to be issued in the name of such JV / consortium / Joint bidder OR in the name of the Leader with brief details of JV / consortium / joint bidder specified in the work order.
13. **For tendered ARC jobs, executed value of the submitted work orders by the bid**

**der (one time job or ARC job) shall be annualized for evaluation of pre-qualification criteria.**

14. If a Foreign Bidder's Audited Financial Report is in currency other than INR, the respective/ desired figures for calculation of Annual Turnover shall be converted into equivalent INR considering the conversion factor indicated in Bidder's Audited Financial Report. In case the same is not indicated, the rate of conversion as on last date of respective financial years, for which the bidder has submitted the financial results, shall be considered. The conversion rates shall be based on SBI TT selling rate or RBI/ Other scheduled bank/ Customs Notified exchange rate. Conversion rates from the above sources shall be used uniformly for evaluation of all bidders participating in the tender.
15. In case the work orders/ completion certificate submitted by the bidder is in multiple currency/ non-INR, the same shall be converted to equivalent INR considering the conversion rate as on the date of issue of the reference order(s) based on SBI TT selling rate or RBI/ Other scheduled bank/ Customs Notified exchange rate.
16. Relevant supporting documents towards other requirements specified are also to be uploaded along with Techno-commercial bid failing which bid is liable for rejection.
17. The completion certificate, submitted by the bidder shall separately indicate the Service Tax amount included in the value of completed job OR a separate certificate from the respective client, mentioning the service tax amount, if any, included in the value of completed job under consideration should be submitted by the bidder.
18. Amount considered for meeting the experience criteria of PQC shall be inclusive of Service Tax /GST. In case the value of job submitted by the bidder does not have clarity with regard to inclusion /exclusion of Service tax/GST, the amount appearing in the certificate shall be considered inclusive of GST and shall be evaluated accordingly.
19. 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.
20. IOCL will allow Purchase Preference to MSE / PPP-MII as per applicable Govt. guidelines, if applicable in Tender.
21. 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.
22. Legal dispute, if any, shall only be within the jurisdiction of Local Court unless mentioned otherwise.
23. All communication will be made through Portal. However, IOCL reserve the right to take cognizance of the communication made outside Portal under exceptional circumstances.
24. 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.

25. Bidder should make sure that their priced bid (Part-II/BOQ) contain 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).
26. Submission of authentic documents is the sole responsibility of the bidder. However, IOCL reserves the right to verify the PQC documents submitted by the bidder(s). For the purpose of verification, bidders shall submit complete client details with names, address, phone numbers and e-mail id with the understanding that IOCL may contact the bidder's client to verify the PQC documents. Wherever required, bidders may have to submit notarized / verified copy of PQC documents. Non submission of these documents, if asked for, will lead to rejection of offer. Should IOCL decide to place order pending verification of PQC documents, payment shall be made only after completion of order. If at any stage, the PQC documents are found to be forged / false / fake, suitable penal action shall be taken, which may include offer rejection, EMD forfeiture, termination of order (wherever applicable) and holiday listing of the bidder / vendor.
27. Offers not meeting statutory requirement are liable for rejection.
28. Notwithstanding any other condition / provision in the tender documents, bidders are required to submit complete documents pertaining to Pre- Qualification Criteria (PQC) along-with their offer. IOCL reserves the right to complete the evaluation, with or without seeking any additional supporting documents / clarifications.
29. Any Addendum/ Corrigendum/ Sale date extension in respect of above Tender shall be issued on Portal only and no separate notification shall be issued in the press. 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.
30. 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.
31. Tenders without Earnest Money are liable to be rejected. Bidders claiming exemption need to submit necessary documentary proof of their eligibility along with their techno-commercial bid. The document must be valid on the bid submission date. In absence of same their offer are liable for rejection. Suo motto submission of document after the due date of bid submission will not be considered for EMD exemption.
32. During the contract / engagement the organization, its employees, agents, other contractors, sub- contractors and their employees, etc., may be exposed to certain unpublished price sensitive information (UPSI), that is not generally available and which upon becoming generally available is likely to materially affect the price of the securities issued by Indian Oil. Such UPSI shall be held by the organization, its employees, agents, other contractors, sub-contractors and their employees etc., in strictest confidence and shall not be disclosed to any other party except on need to know basis and with the prior consent of Indian Oil. It is hereby further cautioned that, the organization, its employees, agents, other contractors, sub-contractors, their employees and immediate relatives thereof, should not trade in the securities of Indian Oil while in possession of such UPSI or communicate such UPSI to any person except in furtherance of legitimate purposes, performance of duty or discharge of legal obligations. Any trades in securities of Indian Oil, while in possession of any UPSI would be presumed to have been motivated by the knowledge and awareness of the UPSI and liable for penal action under this contract / engagement as well as under SEBI (Prohibition and Insider Trading) Regulations, 2015. It is therefore advised to familiarize with the "Code for Prevention of Insider Trading in the Securities of Indian Oil", copy of which is hosted on the website [www.iocl.com](http://www.iocl.com). Accordingly, it must be ensured that any UPSI, whenever received from the Indian Oil, (a) shall be used solely for the purpose for which it is being disclosed; (b) shall be preserved and the secrecy of such information shall be maintained; (c) shall not be disclosed to any third party; (d) shall be kept securely and properly protected against theft, damage, loss and unauthorized access (including access by electronic means) by deploying means similar to those being used to secure their own confidential information; (e) to notify Indian Oil immediately upon becoming aware that any of the confidential information has been disclosed to or obtained by a third party. The organization shall undertake that its employees & their immediate relatives, agents, sub- contractors and any other person associated

with said contract / engagement does not violate any of the provision of the SEBI (Prohibition of Insider Trading) Regulation, 2015. Any violation shall be considered as breach of terms of contract / engagement and Indian Oil shall take necessary action for such breach in addition to reporting to SEBI for taking necessary action under SEBI (Prohibition of Insider Trading) Regulations, 2015.

**Deputy General Manager (Contracts)**  
**Indian Oil Corporation Limited**  
**Paradip Refinery**  
**PO- Jhimani, Via-Kujang,**  
**District-Jagatsinghpur Odisha-754141**

### **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 [attacher 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. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders

against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

16. 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.
17. 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.**

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in 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 इस 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 failure of 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---