



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्योग) पंजीकृत कार्यालय: दुर्गाबाग, अस्म
Oil India Limited
(A Government of India Enterprise) Registered Office: Durgabag, Assam

Oil India Limited (RP)
2-A. District Shopping Centre
Saraswati Nagar, Basni
Jodhpur-342005,
Phone- 0291 -2729-473,
0291 -2729-466
Fax: 0291-2727050
Email: km_kumar@oilindia.in
erp_mm@oilindia.in

FORWARDING LETTER

TENDER NO. SJI5662P15 Dated 11.12.2014

INVITATION TO e-BID UNDER SINGLE STAGE TWO BID SYSTEM

Dear Sirs,

1.0 Oil India Limited, Rajasthan Project invites Bids for the entire job of supply, installation & commissioning of Access-Control system, Visitor's Management System, Attendance monitoring system and CCTV Monitoring System on a turnkey basis through its e-Procurement site. The details of the tender are as under:

1. Details of item with specification, Scope of Work and Qty:
Refer Annexure 6 IA
2. Details of Bid Rejection Criteria(BRC) / Bid Evaluation Criteria (BEC) : Refer Annexure- IB
3. General terms and Conditions of the tender are as per attached document No. MM/RP/GLOBALL/E-01/2005.
4. The prescribed Bid Forms for submission of bids are available in the tender document folder. Technical Bid Checklist : Annexure-EEE, Response Entry Sheet : Annexure-FFF and Bank Details : Annexure-GGG must be filled-up and submitted along with the technical bid.
5. The tender is invited with firm price for the specified quantity. Further details of tender are given in Technical Rfx -> External Area - > Tender Documents
6. Type of Bidding : **Single Stage Two Bid system**
7. Tender Fee : **INR 1,000.00**
8. Bid security : **INR 92,000.00**

9. Performance Security: : Applicable
For details pls refer Annexure-IB
10. Integrity Pact : Applicable
11. Bid Closing /Opening Date & Time : Please refer to the e- Tender Portal

2.0 Application showing full address/email address with Tender Fee (Non-refundable) of Rs. 1,000.00 in favour of M/s Oil India Limited, Rajasthan Project and payable at Jodhpur is to be submitted to Chief Manager (M&C), Oil India Limited, Rajasthan Project, 2A, Saraswati Nagar, District Shopping Centre, Basni, Jodhpur-342005, Rajasthan. Application shall be accepted only **upto one week prior to Bid Closing date (or as amended in e-portal). The envelope containing the application for participation should clearly indicate “REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO SJI5662P15” for easy identification and timely issue of user ID and password. On receipt of requisite tender fee, USER_ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL’s e- Procurement portal. No physical tender documents will be provided. Details of NIT can be viewed using “Guest Login” provided in the e-Procurement portal. The link to e-Procurement portal has also been provided through OIL’s web site www.oil-india.com.**

NOTE: PSUs and SSI units are provided USER_ID and initial PASSWORD Free of Cost (as per govt guidelines), however they have to apply to OIL's designated office to issue USER_ID and initial PASSWORD before the last date of apply.

3.0 Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following document/materials which are to be submitted manually in sealed envelope super scribed with **Tender no.** and **Due date** to **Chief Manager (M&C), Oil India Limited, Rajasthan Project, 2A, Saraswati Nagar, District Shopping Centre, Basni, Jodhpur-342005, Rajasthan** on or before the Bid Closing Date and Time mentioned in the Tender.

- a) **Original Bid Security**
- b) **Detailed Catalogue (if any)**
- c) **Any other document required to be submitted in original as per tender requirement**

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in duplicate.

4.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidders are required to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic format in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

4.1 Please ensure that Technical Bid / all technical documents related to the tender are uploaded in the Technical RFX Response-> User -> Technical Bid only. The **TECHNO-COMMERCIAL UNPRICED BID shall contain all techno-commercial details **except the prices. Please note that no price details should be uploaded in** Technical RFX Response.**

4.2 The **PRICE BID must contain the price schedule and the bidder's commercial terms and conditions. **The prices of the items should be quoted in "Conditions Tab". Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments".****

4.3 A screen shot in this regard is given below. Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in Annexure-IB.

Display RFX Response:

Edit | Print Preview | Refresh | Technical RFX Response | Close | Withdraw | View

RFX Response Number 60006452 RFX Number TEST2 Status Submitted
RFX Owner WIPRO_TEST1 Total Value 0.00 INR RFX Response Value

RFX Information | Items | Notes and Attachments | Conditions

Basic Data | Questions

Event Parameters

Currency: Indian Rupee

Detailed Price Information: Price with Conditions

Terms of Payment: 9010 90% against despatch+10% after receipt

Service and Delivery Information

Incoterms
and Statistics
Created By
Created Date
Last Processed By
Last Processed Date

Partners and Delivery Information

Details | Send E-Mail | Call | Clear

Function	Number	Name	Valid from
The table does not contain any data			

On "EDIT" Mode- The following screen will appear. Bidders are advised to Upload "Techno-Commercial Unpriced Bid" and "Priced Bid" in the places as indicated above:

Edit RFX Response:

Submit | Read Only | Print Preview | Check | Technical RFX Response | Close | Save | Verify sign

Bid on "EDIT" Mode

RFX Response Number 60006452 RFX Number TEST2 Status Withdrawn Submission Deadline 13.04.2013 11:00:00 INDIA
RFX Owner WIPRO_TEST1 Total Value 0.00 INR RFX Response Version Number 2 RFX Version Number 5

RFX Information | Items | **Notes and Attachments** | Conditions | Summary

Area for uploading Techno-Commercial Unpriced Bid*

▼ Notes

Add | Clear

Assigned To	Category	Text Preview

▼ Attachments

Sign Attachment | Add Attachment | Edit Description | Versioning | Delete | Create Qualification Prof

Assigned To	Category	Description	File Name	Version	Processor	Checked
The table does not contain any data						

Area for uploading Priced Bid**

Note :

* The "Techno-Commercial Unpriced Bid" shall contain all techno-commercial details **except the prices.**

** The "Price bid" must contain the price schedule and the bidder's commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on Sign to sign the Sign. On Signing a new file with extension .SSIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and click on OK to save the File.

5.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.

6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.

7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.

8.0 In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the Company. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date, shall not be permitted to revise their quotation.

9.0 Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons

contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).

10.0 SINGLE STAGE TWO BID SYSTEM shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

11.0 a) The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **Annexure-XII** of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder shall be rejected straightway. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.

b) The name of the OIL's Independent External Monitors at present are as under:

- i) SHRI N. GOPLASWAMI, I.A.S. (Retd.),
Former Chief Election Commissioner of India
E-mail Id : gopaldaswamin@gmail.com**
- ii) SHRI RAMESH CHANDRA AGARWAL, IPS (Retd.)
Former Director General of Police
E-mail Id : rcagarwal@rediffmail.com**

12.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-IB**. However, if any of the **Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria** (as per **Annexure-IB**) contradict the **Clauses of the tender and / or General Terms & Conditions** as per Booklet No. MM/RP/GLOBALL/E-01/2005 elsewhere, those in the **BEC / BRC** shall prevail.

13.0 Materials to be supplied hereunder shall be new, unused, of recent make, of best quality & workmanship and shall be guaranteed by the seller against defects arising from faulty materials, workmanship or design. Defective goods / materials or parts notified by OIL to the seller shall be replaced immediately by the supplier at the supplier's expense at no extra cost to OIL.

14.0 Bidder to quote best delivery period

15.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

16.0 All the Bids must be Digitally Signed using "Class 3" digital certificate (*e-commerce application*) with organisation name as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

17.0 Please refer to Annexure "AA" on Price Break Up against Tender No. SJI5662P15 uploaded under "Notes & Attachments" tab. Duly filled in aforesaid Annexure must be submitted by the bidders as a part of "PRICE BID". Please ref. to para 4.2 above on uploading of Price Bid as attachment.

18.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

NOTE:

Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the terms and conditions of NIT.

Yours Faithfully

Sd-
(KRISHNA MOHAN KUMAR)
DY. MATERIALS MANAGER
FOR CHIEF MANAGER (M&C)
FOR EXECUTIVE DIRECTOR (RP)

1.0 Introduction

1.1 The requirement under this tender is for supply, installation & commissioning of Access-Control system, visitor's management System, Attendance monitoring system and CCTV Monitoring System at OIL's, Rajasthan Project, Plot No. 2A, District Shopping Centre, Saraswati Nagar, Basni, Pali Road, Jodhpur, Rajasthan which is a three storied building with a basement.

1.2 The entire job of supply, installation & commissioning of Access-Control system, Visitor's Management System, Attendance monitoring system and CCTV Monitoring System will be done on a turnkey basis and handed over to OIL after completion.

2.0 Scope of Work:

2.1 Access Control system

2.1.1 It is proposed to provide an electronic access control system (smart card (I-class) based system) to ensure that only authorised persons are allowed to enter the building as may be designated by OIL from time to time at their respective/authorised time which shall be programmable dynamically for various cards and for different time zones.

2.1.2 For this purpose, it is proposed to use Smart Cards based access control system. It is proposed to have control for entry and exit both.

2.1.3 The proposed system must be integrated with the existing Fire Detection & Alarm system (FDAS) of Notifier make. In case of fire alarm activated by FDAS all access controls should be disabled.

2.1.4 Individual Floors: The Bidder is required to install access control at each floor as described in Annexure-A.

2.1.5 For the entry and exit on different floors, doors are proposed to have electromagnetic lock/strike controlled by card reader and controller.

2.1.6 In case of power or communication failure, the reader/controller should be able to function independently and upon restoration of power/communication link, the data should get transferred to the computer memory.

2.1.7 The Battery back-up provided shall be for 30 minutes and should support operation of lock/strike. Further the battery provided shall be chargeable type and the charger is included in the scope of the work.

2.1.8 Besides the usual features of the access control software such as keeping a record of entry, exit, time of entry/exit, the software shall have the following features also:-

(a) Raising audio/visual alarm in case of

- i. Presenting invalid cards;
- ii. Keeping the entry door forcibly open beyond specified and pre-programmed time;
- iii. Failure of any card reader;
- iv. Failure of door operating mechanism to respond;

2.1.9 System/Equipment requirements: The system shall be scalable and shall permit expansion of both the capacity and functionality through the addition of controllers, card readers etc.

2.1.10 The system shall incorporate necessary hardware/software comprising broadly of smart cards, smart card readers, controllers, electromagnetic door lock/strike, PC interface cards etc. to meet the scope and requirements as stated above.

2.1.11 Detailed specifications are attached as Annexure -B

2.2 Visitor's Management System

2.2.1 A sound Visitor's Management System should be provided. The system should be capable of keeping records of visitors in a database and should be able to query/fetch records pertaining to regular visitors.

2.2.2 The visitors may be given pre-programmed access cards (as detailed above) so that their access is limited to the floor where they want to visit. For example a visitor intending to go to first floor should not have access to other floors.

2.2.3 The pre-programmed card may have different color ribbons or cards so that it is easily identifiable to security persons for monitoring the movement of the visitors. Color schemes to be finalized in consultation with OIL.

2.2.4 The software for Visitor's Management System should be made available on a branded PC and a mono laser printer also be provided to carry out the printing jobs specification details given in the annexure- B.

2.2.5 The Visitor Management Software should have the following features:

- i. Option for fingerprint capturing
- ii. Integration with Security Access Control System
- iii. Provision to take picture of visitor
- iv. Should be able to know which visitor's have signed out

2.3 Attendance Monitoring System

2.3.1 A sound Attendance Monitoring System should be provided. The system should be capable of keeping records of employees in a database and should be able to query/fetch records to generate reports as required by OIL.

2.3.2 Two dedicated biometric readers (Attendance Docking Stations) should be provided in the ground floor as per Annexure-A, for capturing the attendance of all employees.

2.3.3 All the two biometric readers should work in tandem and transactions captured should be stored in database of Security Access control server.

2.3.4 Detailed specifications are attached as Annexure -B

2.4 CCTV monitoring System

2.4.1 A sound CCTV monitoring System should be provided. The system should be capable of keeping records of the entire cameras for a period of one month in a database and should be able to query/fetch records to generate reports as required by OIL. Two nos. of 32" display unit will be placed one will be at reception and other in the Admin department for monitoring the system.

2.4.2 Video Management Software (VMS)

2.4.2.1 VMS should be of the same make of that of camera and should be single software. Multiple software shall not be accepted. VMS will be a highly scalable, enterprise level software solution. It must offer a complete Video Surveillance solution that will be scalable.

2.4.2.2 VMS shall allow the live display of cameras & configuration of system settings.

2.4.2.3 VMS shall have a navigation panel to allow the user to select the required camera.

2.4.2.4 The software shall support searching as per camera and date/time.

2.4.2.5 The Software shall resume recording automatically after reboot or network re-connection.

2.4.2.6 For each camera set up bit rate, frame rate, and resolution shall be set independent of other Cameras in the system. Altering the setting of one shall not affect the settings of other cameras.

2.4.2.7 The Software shall provide Digital electronic map, in which user shall be able to view video by double click mouse on the camera icon on the map also map preset should be available.

2.4.2.8 VMS Shall have facilities for play, forward, rewind, pause along with fast forward and rewind for reviewing the recorded videos.

2.4.2.9 VMS Shall is capable of 4 X 4(max) viewing panes at 16 frames.

2.4.2.10 The VMS should have dual stream video capture support. It should be possible to have different stream for Viewing and Recording.

2.4.2.11 The VMS shall provide the following:

A. The system shall allow for live view, playback and system configuration of the IP video system.

B. Several simultaneous live picture connections of camera in network. It shall be capable of showing video pane layouts including 2x2, 3x3, 4x4, various Hot Spots (1+5, 1+7, 1+9, 1+12, 1+16) and custom layouts.

C. It shall be possible to display video and audio bit rates; frame rate and resolutions on each video pane as overlays.

D. VMS shall provide manual recording, auto recording, alarm recording and motion recording.

E. The VMS shall cater for 21 cameras recording, viewing and playback capability.

All licenses for smooth operation of CCTV, Access Control, Attendance, Visitor Management System, etc., shall fall within the scope of work.

2.5 Completeness of Tender

2.5.1 To make the system operational, the personal information, access levels etc. of all the users will be furnished by OIL. The contractor shall prepare all the smartcards and enter the information on the system and the cards as well as subsequent amendments if any, during the course of warranty and AMC period.

2.5.2 All sundry fittings, assemblies, accessories, hardware items (like controllers, cables, connectors, conduits etc.), foundation bolts, termination lugs for electrical connections as required, and all other sundry items which are useful and necessary for proper assembly and efficient working of the various components of the work / system, whether such items are specifically mentioned in the tender documents or not, the contractor shall have to supply & install for efficient working of the system.

2.6 Works to be done by the contractor

2.6.1 Unless and otherwise mentioned in the tender documents, the following works shall be done by the Contractor, and therefore their cost shall be deemed to be included in their tendered cost:

2.6.1.1 Care shall be taken by the contractor to avoid damage to the building during execution of the work. He shall be responsible for repairing all the damages and restoring the same of their original finish at his cost. He shall also remove at his cost all unwanted and waste materials arising out of his work from the site.

2.6.1.2 Painting at site of all exposed metal surfaces of the installation other than pre-painted items like fittings, switchgear/distribution gear items, etc. Damages to finished surfaces of these items while handling and erection, shall however be rectified to the satisfaction of the company.

2.6.1.3 Storage space and locking arrangement thereof, and watch and ward of the materials and completed installation till completion of the work.

2.6.1.4 Testing and commissioning of completed installation.

2.7 Software-

2.7.1 The application software shall be supplied with the license in the name of OIL INDIA LIMITED. The controllers and card readers etc. shall also be supplied with relevant software embedded.

2.7.2 Any software upgrades or patches or firmware shall be provided by the Bidder, free of cost, during warranty and / or AMC period.

2.8 Warranty

2.8.1 Comprehensive on-site warranty for a period of 1 year from the date of successful implementation and commissioning of all the systems. Warranty has to cover all equipments supplied by the successful Bidder.

2.8.2 During the warranty period, any failed device shall have to be replaced/ repaired within 48 hrs. of reporting the failure. If replacement of any component is required then necessary configuration of the device is to be carried out by the successful Bidder.

2.8.3 During the warranty period, the engineer attending the call shall have to submit a call report mentioning nature of the fault, action taken, any replacement of parts, serial no. of replaced equipment, serial number of replacement equipment and any other details of the call to OIL. The report has to be duly signed by OIL's personnel and then only the call shall be considered attended.

2.8.4 In case of failure on the part of the successful Bidder to rectify a reported problem within 48 hrs of reporting the problem a penalty at the rate of Rs 1000/- per day will be imposed till rectification of fault, subject to a maximum of 7.5% of total material cost.

2.8.5 All visits (including transport to and from Jodhpur and accommodation at Jodhpur) by Bidders personnel for warranty related work shall have to be borne by the successful Bidder.

2.9 Comprehensive Annual Maintenance Contract

2.9.1 The comprehensive Annual Maintenance Contract shall start after successful completion of warranty period. Any parts/components, whatsoever needs replacement during the period shall be provided and installed by Bidder without any extra cost.

2.9.2 For any reason, if the warranty period is extended, AMC shall start after completion of the extended warranty period.

2.9.3 The AMC shall be for a period of four (4) years from the date of successful completion of warranty.

2.9.4 During the AMC period, any failed device shall have to be replaced/repair within 48 hrs. of reporting the failure. If replacement then necessary configuration of the device to be carried out by the successful Bidder.

2.9.5 During the AMC period, the engineer attending the call shall have to submit a call report mentioning nature of the fault, action taken, any replacement of parts, serial no. of replaced equipment, serial number of replacement equipment and any other details of the call to OIL. The report has to be duly signed by OIL's personnel and then only the call shall be considered attended.

2.9.6 In case of failure on the part of the successful Bidder to rectify a reported problem within 48 hrs of reporting the problem a penalty at the rate of Rs 1000 per day will be imposed till rectification of fault subject to a maximum 7.5% of the total AMC charges.

2.9.7 All visits (including transport to and from Jodhpur and accommodation at Jodhpur) by Bidder's personnel for AMC related work shall have to be borne by the successful Bidder.

2.10 Facility Management Services (FMS)

2.10.1 The Bidder shall be required to provide services for all the equipment covered under this order. Bidder shall be required to provide all the services based on industry best practices. The Bidder should ensure the service and equipment availability of all the systems. The Services are required to be provided Monday to Friday from 9.30am to 5.30pm and Saturday from 9.30am to 2.30pm. Holiday will be applicable as per our company holiday list. The following

are the broad coverage of services to be provided by the successful Bidder but not limited to:

- i. Bidder has to provide one smart qualified & experienced female operator for operating & supporting the Visitors' Management System. She must have graduate degree and Computer literate. She has to issue the Visitor pass and new ID card as and when required during the office hours as per instruction given by OIL. She must have proficiency in written and spoken English & Hindi language and age less than 35 years.
- ii. One service engineer who has to take care of total system problems as well as weekly backup of the system and MIS report when its required to OIL. Service Engineer must have a relevant qualification for executing the services.

2.10.2 General Qualification & Experience of Resources:

The Engineers / Receptionist deployed for the job must have suitable qualification and experience for the assigned job. The Bidder should provide the bio-data of the personnel to be deployed. If the service of particular personnel is not satisfactory, OIL shall ask for the suitable replacement, the Bidder shall be required to provide the replacement within a week. All the Engineers / Receptionist deputed shall have the cell phone so that they can be contacted any time.

2.10.3 FMS will start after successfully installation & commissioning.

2.10.4 In case of absence of Engineer / Receptionist, replacement should be provided without any absence. In case absent of Engineer / Receptionist a penalty of Rs 1000 per day/person will be imposed subject to a maximum 7.5% of the FMS charges. Besides the penalty charges, daily rate will not be payable for the period of such absenteeism.

2.10.5 The charges for FMS should be quoted on yearly basis and will be considered for commercial evaluation. However, if it is found that the FMS charges are quoted unrealistically / unreasonably low, Bidder will be required to furnish detailed support plan and methodology to maintain the system as per this tender requirement. In case, it is found unacceptable then OIL will inevitably be compelled to exercise alternative options by readjusting the FMS charges from the total material Cost, at its own discretion.

3. Delivery, Installation and Commissioning

3.1 Successful Bidder has to arrange delivery, installation and commissioning of the security access control system complete in all respect within 120 days from the date of order.

4. Payment Terms

4.1 70% of the total material cost (FOR Jodhpur) will be paid after receipt of complete material at site.

4.2 If AMC charges quoted by the bidder is more than or equal to 10% of the total material cost (FOR Jodhpur) then the remaining amount will be paid after successful completion of installation & commissioning and handing over to OIL.

4.3 If AMC charges quoted by the bidder is less than 10% of the total material cost (FOR Jodhpur) then only 20% of the total material cost (FOR Jodhpur) & AMC charges will be paid after successful completion of installation & commissioning and handing over to OIL. Remaining 10% will be paid in the four equal instalments during the tenure of the contract.

4.4 AMC and FMS charges will only be paid on monthly basis on submission of invoices duly certified by the competent authority or his representative.

4.5 The contractor have to submit the certification against the payment of his contract personnel for last month duly signed/verified by the contract personnel with the invoice.

4.6 The contractor have to pay the basic wages to the appointed Receptionist as per the minimum wages (Central) as intimated by Dy.Chief Labour Commissioner, Ajmer. Contractor have to deduct the PF from the employee's monthly wages(if applicable) and deposit the same in his respective PF account along with employer's contribution. On production of documentary evidence of deposit of PF contribution as above, the employer's contribution component (as applicable) shall be reimbursed by the company. However the contractors have to bear the administrative charges as required as per law. In case the contractor fails to produce the required documentary evidences, the amount equal to employer's contribution and employee's contribution will be deducted from his monthly bills. Contractor have to pay Bonus on yearly basis as per Payment of Bonus Act 1965. The amount paid will be reimbursed by the company.

5 Pre-Dispatch Inspection & Training

5.1 Necessary arrangement for Pre-dispatch inspection of all the equipments by OIL Engineers to be made by the contractor. However, expenditure towards to & fro and accommodation of OIL engineers will be borne by OIL.

5.2 The contractor shall have to impart training to OIL personnel on configuration, operation, security features and control of the supplied equipments for Two days at our site by one Engineer after successful installation & commissioning of the system.

6. General Terms and Conditions

6.1 Bidder must follow all safety norms prescribed by OIL while carrying out the job.

6.2 Bidder has to obtain necessary security pass etc. to enter the worksite. OIL shall arrange for the necessary security passes.

6.3 Bidder has to arrange for all necessary tools, measuring equipments for carrying out the job.

7. APPLICABLE LAWS :

7.1 The Bidder shall be governed by and perform in accordance with the laws of India.

7.2 Bidder shall ensure full compliance of various Indian Laws and statutory regulations as stated below, but not limited to, in force from time to time and obtain necessary permits/ licenses, etc. from appropriate authorities for conducting operations under the Order/Contract :

- Employees Compensation Act.
- The Maternity Benefit Act 1961
- Payment of Bonus Act, 1965.
- Contract Labour (Regulation & Abolition) Act, 1970.
- The Employees Provident Funds and Miscellaneous Provisions Act 1952
- Interstate Migrant Workmen Act, 1979 (Regulation of employment and conditions of service).
- Income Tax, Sales Tax & Service Tax Acts etc.
- Customs and Excise Act & Rules
- The Minimum Wages Act 1948
- The Payment of Wages Act 1936

Annexure -A

Door Details Security System					
Sl. N.	Floor	Door	Card Reader	Bio Metric Reader	Indoor Camera
1	Ground Floor	From the Main Gate (Admin block)	√	√	√
2		Fire Exit Gate	√	√	√
3		Cafeteria Room (all three doors)	√	x	√
4	First Floor	Geosciences Dept. Gate	√	x	√
5		ED (RP) Office Gate	√	x	√
6		Fire Exit Gate	√	x	√
7		V. Director & ED Room	√	x	x
8	Second Floor	Drilling Dept. Gate	√	x	√
9		IT/Vigilance Office Gate	√	x	√
10		Fire Exit Gate	√	x	√
11	Basement	Three Camera for covering the Electricity equipment & One will cover for UPS room	√	x	√

Annexure -B

Detailed Specifications

1.0 smart card (I-Class)

1.1 Read range : Minimum 2 to 3 inch (Working on 13.56 MHz)

1.2 Card Design : Thin, Flexible polyvinyl chloride laminate or composite polyester /PVC.

1.3 Properties :

- i. card shall have uniquely identifiable serial number.

ii. It should be strong and shall not bend or get damaged during usage.

iii. The cards shall have sufficient space for printing company logo, personal details such as name, designation, department, employee number, date of birth, blood group etc.

iv. The capacity of the smart chip shall be sufficient (minimum 2 KB bit) to capture all the aforesaid personal information following:-

a. A unique number identifiable/readable only by the card reader

b. Finger print details (minimum two per users)

c. Personal identification marks etc.

d. Date of joining OIL's service

e. Meets ISO 15693 and 14443B for contactless communications

1.4 Make & Model: Bidder should mention

1.5 Card Holder Extender: The retractable card holder extender features a durable metal case with 80cm pulls cord and clip for attaching ID Badge Holders or light keys.

2.0 smart card Reader

2.1 Read range: Minimum 2 to 3 inch (Working on 13.56 MHz) Each of the access control at entry/ exit points shall be provided with the above type of card reader.

2.2 Design: It shall be rugged, vandal resistant, temper proof, etc.

2.3 Audio Visual Indication: shall be available in form of Buzzer beep and multicoloured LED.

2.4 Power supply: 05 - 16 VDC (shall draw power from the controller)

2.5 Operating Temperature: -10 to 65 degree Celsius

2.6 Operating humidity: 0 -95% relative humidity non-condensing

2.7 Meets ISO 15693

2.8 Make & Model: Bidder should mention

2.9 Certification: UL / FCC (documentary evidence must submit along with the tender)

3.0 Controller

3.1 CPU: 32 Bit Operating System Microcontroller Based or Better

3.2 Memory: Minimum 16 MB flash and 32 MB SDRAM

3.3 Readers / Controlled Doors: 1 In 1 Out (1Door)

3.4 Onboard Alarm Input: 2 or better

- 3.5 Output Relays: 2 or better
- 3.6 Operating Temperature: 0 to 50 degree Celsius
- 3.7 Operating humidity: 0 -95% relative humidity non-condensing
- 3.8 Communication protocol: TCP/IP (10/100Mbps) onboard true IP controller. Serial to Ethernet converter not accepted.
- 3.9 Make & Model: Bidder should mention
- 3.10 Certification: UL/ FCC/CE/EN (documentary evidence must submit along with the tender)

4.0 Lock/Door Strike

- 4.1 Type: Single Door - 11 Nos. & Double door -4 Nos.
- 4.2 Holding Force: 600 lbs
- 4.3 Input Voltage: 12V DC
- 4.4 Current drawn: The lock shall draw power from the controller for its regular operations.
- 4.5 Operating Temperature: 0 to 50 degree Celsius
- 4.6 Operating humidity: 0 -95% relative humidity non-condensing
- 4.7 Make & Model: Bidder should mention

5.0 Biometric Reader

- 5.1 Resolution: minimum 500 DPI
- 5.2 Communication : Ethernet (TCP/IP)
- 5.3 Sensor mode : 1:1 / 1:N (configurable)
- 5.4 Transaction Log Capacity : Minimum 10000 transaction logs stored on device
- 5.5 Environmental Specification: operating temp- 0 to 50 degree Celsius IP 65 rated
- 5.6 Authentication options : i. Finger only
ii. Smart card + Finger
- 5.7 Make & Model: Bidder should mention
- 5.8 Certification: CE (documentary evidence must submit along with the tender)

6.0 IP Based Indoor Vandal Resistant Megapixel Low Light IP Minidome Camera with POE

- 6.1 Image Sensor : 1/3" progressive scan CMOS
- 6.2 Dynamic Range : minimum 50db
- 6.3 Sensitivity: B/W 0.01 Lux@F1.2
- 6.4 Video Compression: H.264 /M-JPEG
- 6.5 Maximum Resolution: 1920*720@H.264/MJPEG
- 6.6 Optional Resolution: Major stream:1920*720, 1024*768, 800*600

Minor stream:720*576, 720*480, 640*480, 352*288,
352*240
6.7 Maximum Frame Rate: Minimum 25 fps@1920*720
6.8 Audio: Audio Compression: G.711-u; 1 input, 1 output
6.9 Motion Detection : Up to 4 areas
6.10 ONVIF: Available
6.11 Password Protection: Available
6.12 Network Port: One RJ45 10/100M
6.13 Applicable Protocols: TCP/IP, UDP, HTTP, SNMP, SMTP,
DHCP, RTP, RTSP, IGMP, 802.1X
6.14 Alarm: 2 alarm inputs, 1 relay output
6.15 Lens: 3.0 to 9 MM
6.16 Operating Temperature: 0 to 50 Degree Celsius
6.17 Certifications: CE, FCC, UL(must),EN (documentary
evidence must submit along with the tender)
6.18 Make & Model: Bidder should mention

7.0 Outdoor Box Type Megapixel IP Camera with POE

7.1 Image Sensor : 1/3" progressive scan CMOS
7.2 Dynamic Range : minimum 50db
7.3 Sensitivity: B/W 0.01 Lux@F1.2
7.4 Video Compression: H.264 /M-JPEG
7.5 Maximum Resolution: 1920*1080@H.264/MJPEG
7.6 Optional Resolution: Major stream:1920*1080, 1280*720,
800*450
Minor stream:720*576, 720*480, 640*480, 352*288,
352*240
7.7 Maximum Frame Rate: Minimum 25 fps@1920*1080
7.8 Audio: Audio Compression: G.711-u; 1 input, 1 output
7.9 Motion Detection : Up to 4 areas
7.10 ONVIF: Available
7.11 Password Protection: Available
7.12 Network Port: One RJ45 10/100M
7.13 Applicable Protocols: TCP/IP, UDP, HTTP, SNMP, SMTP,
DHCP, RTP, RTSP, IGMP, 802.1X
7.14 Alarm: 2 alarm inputs, 1 relay output
7.15 Lens: 5 to 50 MM varifocal
7.16 Operating Temperature: 0 to 50 Degree Celsius
7.17 Housing : IP66 Outdoor Housing with Heater and Blower
7.18 Certifications: CE, FCC, UL (must), EN (documentary
evidence must submit along with the tender)
7.19 Make & Model: Bidder should mention

8.0 CCTV Recording Server:

- 8.1 Make & Model: Bidder should mention
- 8.2 Processor: Intel® Xeon® 64-bit processors E2407, (Quad-Core) or higher
- 8.3 RAM : Min. 8 GB DDR3 - 1333 MHz
- 8.4 HDD : Min. 8 TB Scalable upto 30 TB
- 8.5 I/O Interface :
 - i. 10/100/1000 Mbps Ethernet interface card with RJ-45 Port - 2 (Two) nos
 - ii. 4 USB 3.0 (Min. 2 in front)
- 8.6 Optical Drive : DVD Combo
- 8.7 Operating System: OEM Windows Server 2008 R2 Standard 64-bit or latest with latest service pack and patches on CD/DVD media with 5 Client Access License
- 8.8 Chassis : Rack model

9. Client Computer

- 9.1 Make & Model : Bidder should mention
- 9.2 Processor: Intel ® Core i7 - 3770 or higher
- 9.3 Chipset: Original Intel
- 9.4 Memory: Minimum 8-GB (4 X 2GB) DDR3 SDRAM 1600-MHz
- 9.5 Hard Disk: Minimum 1 TB SATA 3Gbps HDD, 7200rpm
- 9.6 Graphics Card: Minimum 2GB nVIDIA
- 9.7 Optical Drive: Minimum 16X DVD +/-RW with Dual Layer Write Drive Capabilities
- 9.8 Ethernet: Integrated 10/100/1000 Mbps Ethernet Controller
- 9.9 Monitor: OEM 19" TFT Monitor or higher
- 9.10 Keyboard: 104 Keys OEM keyboard
- 9.11 Mouse: OEM USB optical scroll mouse with mouse pad
- 9.12 OS: Preloaded Genuine Microsoft ® Windows 8.1 professional or latest with recovery DVD/CD

10. Data Base Server (For Access control system)

- 10.1 Make & Model : Bidder should mention
- 10.2 Processor: Xeon® 64-bit processors E2407, (Quad-Core) or higher
- 10.3 Chipset: Original Intel
- 10.4 Memory: Minimum 8-GB (4 X 2GB) DDR3 SDRAM 1333-MHz
- 10.5 Hard Disk: Minimum 2 TB SATA 3Gbps HDD
- 10.6 Optical Drive: 16X DVD +/-RW with Dual Layer Write Drive Capabilities or higher
- 10.7 Ethernet: Integrated 10/100/1000 Mbps Ethernet Controller
- 10.8 Monitor: OEM 19" TFT Monitor or higher
- 10.9 Keyboard: 104 Keys OEM keyboard
- 10.10 Mouse: OEM USB optical scroll mouse with mouse pad

10.11 OS: OEM Windows Server 2008 R2 Standard 64-bit or latest with latest service pack and patches on CD/DVD media with 5 Client Access License

10.12 Data Base: Licensed database as per software requirement

11. 42U Rack with KVM switch

11.1 Rack : 42 U Heavy duty racks for installation of all the servers, Monitor with Keyboard, KVM Switch & other accessories which are installed at server room with power distribution unit, cable manager , cooling fans , front & rear doors with necessary locking facility.

11.2 Monitor : Slide 19" TFT flat panel color monitor with necessary cable. (To be fixed in the rack)

11.3 Keyboard : Windows OS compatible.(To be fixed in the rack)

11.4 Mouse : Optical USB scroll mouse.(To be fixed in the rack)

11.5 KVM switch : Digital rack mounted KVM switch to connect all the Windows based servers to TFT monitor, keyboard and mouse to carry out administrative functions of all the servers using the common monitor.(To be fixed in the rack)

11.6 Rack mounting accessories for above items are to be supplied.

11.7 Rack Make & Model : Bidder should mention

11.8 KVM Switch with accessories - Make & Model : Bidder should mention

12. UPS

12.1 Output Capacity: 3 kVA/2400w

12.2 Nominal Output Voltage: 230V

12.3 Nominal Input Voltage: 230 V rms

12.4 Input Frequency: 50 Hz - 65 Hz

12.5 Battery: Maintenance free sealed lead-acid battery for 30 minutes backup on full load

12.6 Make & Model : Bidder should mention

13. Card Printer

13.1 Print Method: Dye-Sublimation / Resin Thermal Transfer

13.2 Resolution: Minimum 300 dpi

13.3 Memory: 16 MB

13.4 Accepted Card Sizes: CR-80 / CR-79

13.5 Accepted Card Thickness: 0.009" (9 mil) to .040" (40 mil) / .229mm to 1.02mm

13.6 Interface: USB 2.0 (high speed) and Ethernet with internal print server

- 13.7 Color Capability: Full Color/Monochrome
- 13.8 Cartridge: Minimum 10 nos. ribbon should be given.
- 13.9 Make & Model : Bidder should mention
- 13.10 Certification: UL/CE (documentary evidence must submit along with the tender)

14. Cable : Cat6 Cable

- 14.1 Category 6 Unshielded twisted pair 4 cable shall be compliant with ANSI/TIA/EIA-568-C.2 Additional Transmission Performance Specifications for 4-pair Category 6 Cabling.
- 14.2 The 4 pair Unshielded twisted pair cable shall be UL listed.
- 14.3 Make & Model : Bidder should mention

15. Cabling -

- 15.1 All the power supply, control and communication cables shall be of the required size and type.
- 15.2 Power and control cables shall be armoured/ un-armoured copper conductor cables while the communication data cables shall be of twisted pair copper nylon taped and drained and provided with overall shielding, earth drain and sheath.
- 15.3 The cable shall be laid either in concealed way in embedded pipes/conduits or sleeves as required to suit the site condition.
- 15.4 Bidder has to quote per meter length of cabling and pipes/ conduits. However, the payment would be made as per actual quantity used.

16. Mono Laser Printer

- 16.1 Make & Model : Bidder should mention
- 16.2 Print Speed : 16 ppm or higher
- 16.3 Media Size : Legal, letter, executive, A4, A5, A6 Etc.
- 16.4 Media Type : Paper, envelopes, transparencies, labels
- 16.5 Resolution : 600 X 600 dpi or higher
- 16.6 Memory : 64 MB RAM or higher
- 16.7 Duty Cycle : 5,000 pages/month or higher
- 16.8 Connectivity : USB port with Cable

17. Access and Time Attendance Management software

- 17.1 The Software should be one unit running on one server and having the i. Access Control System &
 - ii. Time & Attendance system

- 17.2 The Software must be included with license Database.
- 17.3 The software should be able to support unlimited number of client, at no extra commercial implication. If licensed based client software is to be quoted, Bidder to quote minimum 500 user licenses at no extra cost.
- 17.4 Software with following features:-

- i. Creation of data base and PIN for each employee (apx.300).
 - ii. Generation of reports periodically, (weekly, fortnightly or monthly) employee code wise.
 - iii. Generation of Daily reports for HR (Complete report, Incomplete, Late, Early out, absent report etc.)
 - iv. Backup option.
 - v. Software is to be customized as per our requirement to include other features like leave management.
 - vi. Global Anti passback
- 17.5 Make & Model : Bidder should mention

18. Network Switch

- 18.1 24-Gigabit Port L2 switch with SFP Port:-
 - 18.1.1 Ports:
 - i. Should have 24 RJ-45 autosensing 10/100/1000 ports full duplex
 - ii. should have 2 SFP 100/1000 Mbps ports
 - 18.1.2 Memory : 128 MB RAM, packet buffer size:512 KB, 8MB flash
 - 18.1.3 Throughput: should support minimum up to 35 mpps
 - 18.1.4 Switching capacity: should support minimum up to 50 Gpps
 - 18.1.5 Management features: should support manageable through Web browser or CLI
 - 18.1.6 Connectivity : should support Auto-MDI/MDIX and packet strom protection
 - 18.1.7 Performance: should support half / full-duplex auto-negotiating capability on every port.
 - 18.1.8 Quality of Service: Should support Traffic prioritization (IEEE 802.1p) and broadcast control
 - 18.1.9 Layer 2 Switching : should support VLAN and tagging up to 64 port-based VLAN and dynamic configuration of IEEE 802.1Q VLAN tagging, providing security between work groups.

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18.2 8-port Gigabit POE+ layer -2 switch

- 18.2.1 Ports Configuration: 10 port Gigabit Ethernet PoE+ Switch with 2 nos. of SFP ports Combo ports
- 18.2.2 Standards and Protocols:
 - IEEE 802.1x Remote authentication through RADIUS
 - IEEE 802.1x Dynamic VLAN assignment
 - IEEE 802.1x MAC-based authentication
 - IEEE 802.3ad Link aggregation
 - IEEE 802.1Q Tagged VLAN
 - IEEE 802.1d STP, IEEE 802.1w RSTP, IEEE 802.1s MSTP
- 18.2.3 IP Multicast Support (IPv4): IGMP snooping (v1/v2)
- 18.2.4 Management Features:
 - Window-based configuration of the Switches
 - SNMP Trap View and Discovery Support
 - SNMPv1/v2/v3
 - LLDP
 - RMON Groups 1,2,3 & 9
- 18.2.5 Performance:
 - Switching Fabric 20Gbps
 - Throughput 14Mpps
 - MAC Address 8000
 - Packet Buffer : 1MB
- 18.2.6 Power Budget : Minimum 75W or higher
- 18.2.8 Electrical/Mechanical Approvals :
 - FCC/EN55022/CISPR 22 Class A
 - CSA / cUL ; CE Mark
 - EN60950 (TUV)

19. Workstation Computer (VMS / client)

- 19.1 Make & Model: Bidder should mention
- 19.2 Processor: Intel ® Core i7 - 3770 or higher
- 19.3 Chipset: Original Intel
- 19.4 Memory: Minimum 8-GB (4 X 2GB) DDR3 SDRAM 1600-MHz
- 19.5 Hard Disk: Minimum 1 TB SATA 3Gbps HDD, 7200rpm
- 19.6 Optical Drive: 16X DVD +/-RW with Dual Layer Write Drive Capabilities or higher
- 19.7 Ethernet: Integrated 10/100/1000 Mbps Ethernet Controller
- 19.8 Monitor: OEM 19" TFT Monitor or higher
- 19.9 Keyboard: 104 Keys OEM keyboard
- 19.10 Mouse: OEM USB optical scroll mouse with mouse pad
- 19.11 OS: Preloaded Genuine Microsoft ® Windows 8.1 professional or latest with recovery DVD/CD

Schedule of Rates

Annexure - C

Sr.No	Item Description	Unit	Qty	Make / Model
CCTV				
1	Indor megapixel IP minidome camera, PoE	Nos	13	
2	Outdoor megapixel IP fixed camera, POE	Nos	8	
3	Camera Recording and Viewing software with minimum 5 client Software	Nos	1	
4	32" LED For Viewing of Camera	Nos	2	
5	Server for recording of camera (8.0)	Nos	1	
6	Workstation for viewing of camera (9.0)	Nos	2	
7	3 KVA UPS	Nos	2	
Network Switch				
8	24-Port Layer-3	Nos	1	
9	8-Port POE Switch	Nos	3	
ACCESS CONTROL SYSTEM				
10	Door Controller (1 IN and 1 OUT), with Enclosure, Adapter & battery backup	Nos	14	
11	HID iClass Readers	Nos	28	
12	Single Door Electromagnetic Lock	Nos	11	
13	Double Door Electromagnetic Lock	Nos	4	
14	Biometric Reader with power supply	Nos	2	
15	Finger Enrolment Kit	Nos	1	
16	Server with license Database (10.0)	Nos	1	
17	Workstation for client operation (19.0)	Nos	1	
18	Access & Attendance Software	Nos	1	
19	I-Class Smart Card with card holder	Nos	300	
20	Smart Card Printer	Nos	1	
21	Cartridge for smart card printer	Nos	3	
Visitor Management System (VMS)				
22	Visitor Management Software	Nos	1	
23	Workstation for VMS (19.0)	Nos	1	
24	Web Camera	Nos	1	
25	Laser Printer	Nos	1	
26	Cartridge for Laser Printer	Nos	2	
Control Room Equipment & Cables				
27	42 U Rack With Accessories	Nos	1	
28	Rack Mounted Sliding type Monitor	Nos	1	
29	Cat-6 UTP Cable for CCTV & Access	Mtr	2000	
30	6 Core Cable for Reader & Controller	Mtr	1600	

31	Power Cable	Mtr	100	
32	PVC Pipe for Cable Protection	Mtr	1500	
Laying of Cables				
33	Laying of all types of Cable	Mtr	3700	
34	Laying of pipe	Mtr	1500	
Other Charges				
35	Installation, Testing, Commissioning and Documentation Charges of the Systems	Activity	1	
36	Any Other Items (Please mentioned in the detail)	Activity	1	
37	Training Charges	Activity	1	
38	FMS charges for 1st Year	Year	1	
39	FMS charges for 2nd Year	Year	1	
40	FMS charges for 3rd Year	Year	1	
41	FMS charges for 4th Year	Year	1	
42	FMS charges for 5th Year	Year	1	
43	AMC charges for the 1st Year	Year	1	
44	AMC charges for the 2nd Year	Year	1	
45	AMC charges for the 3rd Year	Year	1	
46	AMC charges for the 4th Year	Year	1	

BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)

The following BRC/BEC will govern the evaluation of the bids received against this tender. Bids that do not comply with stipulated BRC/BEC in full will be treated as non responsive and such bids shall prima-facie be rejected. Bid evaluation will be done only for those bids that pass through the Bid Rejection Criteria as stipulated in this document.

Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/RP/GLOBAL/E-01/2005 for E-Procurement (Both ICB & LCB Tenders). However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the tender or MM/RP/GLOBAL/E-01/2005 elsewhere, those in the BRC / BEC shall prevail.

<u>Criteria</u>	Complied / Not Complied. (Remarks if any)
<p>1.0 BID REJECTION CRITERIA (BRC):</p> <p>The bid shall conform generally to the terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.</p> <p>A) TECHNICAL:</p> <p>1. Bidders have to be OEM or authorized partner / Service provider / dealer of OEM. The Bidder must provide relevant authorization from OEM stating that the Bidder is an authorized service provider and their authorization is valid up to or beyond eighteen (18) months from the bid closing date of this tender.</p> <p>2. The Bidder should have completed minimum one similar order of Rs 27.60 Lakhs during last 3 years and must provide necessary documentary of successful implementation of IP CCTV or Access-Control system. Bidder also has to submit completion certificate of the same. Bidder also has to certify that the make (as quoted by bidder) has been installed in any PSU's / Government department in India and running successfully from not less than one year. Such Installation in any PSU's/ Government department may be bidder or any third party. OIL reserves the right to visit such installation for necessary verification. If OIL demands, Bidder has to obtain necessary permission from the competent authority for such visits.</p> <p>3. Annual turnover of the firm in any of the last 3 financial years or current financial year should not be less than Rs 92.00 Lakhs. (Documentary</p>	

evidence to be submitted along with Technical Bid).

4. Bidders have to submit the Technical compliance to the specifications given in the Tender.

5. All the Cameras, Access control system, Access & CCTV Software, Visitor management system & accessories equipment's for CCTV Systems shall be of same make for seamless integration except universal platform of Smart card and Smart card Reader.

6. Authorization that the items quoted by the Bidders are in production and would be serviceable for at-least 5 years from the bid closing date. No obsolete products should be quoted. Undertaking certificate should be attached from the OEM for the service will be given to OIL.

7. The Manufacturer shall have its own Service centre in India for CCTV, Access control & Visitor management system etc. Document should be attached from the OEM with full address and phone no.

8. A copy of all the desired material certification should be attached with the tender else tender will be rejected.

9. Bidder shall have to quote for all items as specified in Tender. Partial offer will be considered as non-responsive and rejected.

10. Manufacturer should be registered company in India for minimum 3 years as on the bid closing date.

11. Manufacturer shall be ISO 9001 2000 certified or should be an SEI CMM Level 5 certified company.

B) COMMERCIAL:

i). Bids are invited under "Single Stage Two Bid System". Bidders have to submit both the "Techno-commercial Unpriced Bids" and "Priced Bids" through electronic form in the OIL's e-Tender portal within the bid Closing date and time stipulated in the e-tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. Any offer not complying with the above shall be rejected straightway.

ii). In Technical Bid opening, only the "Technical RFX Response" tab will be opened. Therefore, the bidder should ensure that Technical Bid is uploaded in the Technical RFX Response- >User->Technical Bid only. No price should be given in above "Technical RFX Response" tab, otherwise the offer will be rejected. Please go through the help document provided in OIL's e-Portal, in details before

uploading the documents.

iii). Bid security:

The bid must be accompanied by Bid Security of **Rs 92,000.00** in OIL's prescribed format as Bank Guarantee or a Bank Draft/Cashier cheque in favour of OIL. The Bid Security shall be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to Chief Manager (M & C), Oil India Limited, Rajasthan Project, 2A District Shopping Centre , Saraswati Nagar , Basni Jodhpur-342005, Rajasthan, India on or before the Bid Closing Date and Time mentioned in the Tender. If bid security in ORIGINAL of above mentioned amount is not received within bid closing date and time , the bid submitted through electronic form will be rejected without any further consideration. The Bank Guarantee towards Bid Security shall be valid for 300 days from Bid closing date.

In case of extension of Bid Closing date against the tender where a bidder has already submitted his bid with requisite bid security validity within the original B.C. Date, such bidders will extend validity of bid security covering the extended period of the bid closing date.

iv). Performance Security:

The successful Bidder will have to provide Performance Security as below:

a) 1st Performance Security @ 10% of total Order Value (except FMS & AMC) shall be submitted after receipt of order. The Performance Security shall be valid for 20 months from the date of issue of Purchase Order.

b) 2nd Performance Security @ 10% of FMS charges shall be submitted after successful installation and commissioning. The Performance Security shall be valid for 5 years & 3 months from the date of commissioning.

b) 3rd Performance Security @ 10% of AMC value shall be submitted 1 month before expiry of warranty period. The Performance Security shall be valid for 4 years and 4 months from the date of issue.

Bidder must confirm the same in their bid. Offers not complying with this clause will be rejected.

The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of

the Performance Security is to be extended suitably as advised by OIL.

For exemption for submission of Performance Security, please refer Clause No. 10 of General Terms and Conditions vide MM/RP/GLOBAL/E-01/2005 for E-Procurement ICB/ LCB Tenders.

- v). *The Bank Guarantee should be allowed to be encashed at all branches within India.*
- vi). Validity of the bid shall be minimum 120 days from the Bid Closing Date.
- vii). The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.
- viii). Bids received in physical form, but not uploaded in OIL's e-Tender Portal will be rejected.
- ix). The Bid documents are not transferable. Offers made by bidders who have not been issued the bid document by the Company will be rejected.
- x). Any Bid containing a false statement shall be rejected.
- xi). Bids received by Company after the bid closing date and time will be rejected.
- xii). All the Bids must be Digitally Signed using "Class 3" digital certificate with Organisation's name (*e-commerce application*) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than "Class 3 with Organisation's Name" digital certificate, will be rejected.
- xiii). Technical RFX Response folder is meant for Technical bid only. Therefore, No price should be given in Technical RFX Response folder, otherwise the offer will be rejected.
- xiv). Price should be maintained in the "online price schedule" only. The price submitted other than the "online price schedule" shall not be considered.
- xv). Integrity Pact :

OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide [Annexure XII](#) of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. **Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder shall be rejected straightway.** Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.

2.0 BID EVALUATION CRITERIA (BEC)

1.0 The bids conforming to the terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria as well as verification of original of any or all documents/ documentary evidences pertaining to BRC, will be considered for further evaluation as per the Bid Evaluation Criteria.

2.0 Priced bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "priced bid".

3.0 For evaluation of bids, total project cost of equipments with all accessories, installation & commissioning charges, training charges, facility management system charges (for 5 years) and post warranty annual maintenance charges (for 4 years) are to be considered. All the items will be procured from the same source.

4.0 Comparison of offers will be done on FOR- OIL Office, Jodhpur basis.

5.0 To evaluate the inter-se-ranking of the offers, Rajasthan Entry Tax on purchase value will be loaded as per prevailing Govt. of Rajasthan guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.

6.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

NOTE:

Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.

Note : Details of above e- Tenders can be viewed using %Guest Login+provided in OIL\$ e-Procurement portal <https://etender.srm.oilindia.in/irj/portal>. The link to e-procurement portal has also been provided through OIL\$ website www.oil-india.com.

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