Indian Oil Corporation Limited
(Pipelines Division)

EOI No.: PLCC/EOI-EIA RA/MON/20055
EXPRESSION OF INTEREST (EOI)

FOR
Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for Pipeline Projects

Issued by

Deputy General Manager (PJ-Contracts)
Indian Oil Corporation Limited
Indian Oil Bhawan
A-1, Udyog Marg, Sector-1
Noida (U.P.) - 201 301, INDIA
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DISCLAIMER

1. No representation or warranty, expressed or implied, is or will be made as to the reliability, accuracy or the completeness of any of the information contained herein. While this Document has been prepared in good faith, neither IOCL nor any of its respective directors, officers or employees make any representation or warranty or shall have any responsibility or liability whatsoever in respect of any statements or omissions here from. Any liability whatsoever (including any liabilities under law of contract or tort) arising in connection with this EOI is accordingly expressly disclaimed by IOCL. The Bidder by submitting a response to this EOI expressly accepts the waiver of all liabilities by IOCL as set out in this paragraph 3.

2. IOCL is not bound to consider for acceptance of any or all the Offers. IOCL reserves the right to reject any or all the Offers without assigning any reasons. No Bidder shall have any cause of action or claim against IOCL or its officers, employees, consultants, agents, successors or assignees for rejection of its Offer.

3. IOCL reserves the right to issue Request for Proposal (RFP) for the above work to the qualified bidders of this EOI only.

4. IOCL reserves the right to modify/alter the EOI. Any Addendum/ Corrigendum /due date extension in respect of above EOI shall be issued on our website: https://iocletenders.nic.in only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit our website to keep themselves updated. Bidders are advised in their own interest to ensure that bids are uploaded in e-Procurement system well before the closing date and time of bid. IOCL shall not be responsible in case of failure of the bidder to upload the documents within specified time of EOI submission.

5. Companies under Holiday list by IOCL or the Government of India or any other Public Sector Undertaking under the Government of India are not eligible to participate in the EOI.

6. This is not a Tender /Request for Quotation and Price information are not to be submitted with “Expression of Interest”.
### Detailed Notice Inviting National Expression of Interest (EOI)

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| 11. | Others | • The bidders shall furnish necessary documents online in support of required qualification and experience along with their offer.  
• The bidders shall upload scanned copy of necessary documents in support of required qualification and experience along with their offer as per the instruction given in the EOI document.  
• Physical documents shall not be accepted. EOI Document can be downloaded from [https://iocletenders.nic.in](https://iocletenders.nic.in) and on line EOI is required to be submitted with Digital signatures on the system.  
• IOCL reserves the right of annulment of EOI without assigning any reasons whatsoever.  
• The EOI documents are non-transferable. |
| 12. | Issuing/ Submission Office Address | Deputy General Manager (Contracts)  
Indian Oil Corporation Limited (Pipelines Division)  
A-1, Udyog Marg, Sector-1, NOIDA (UP) 201 301, INDIA  
Phone: 91-120-2448 409/403/440 Fax: 91-120-24488025  
E-mail: anilkumar@indianoil.in; nitu@indianoil.in; garguk@indianoil.in |
SECTION-1

GENERAL INFORMATION TO APPLICANTS

- Indian Oil Corporation Limited, a company registered in India under the Companies Act, 1956 invites Expression of Interest (EOI) from reputed and established Indian Engineering firms/contractors meeting requisite criteria for execution of work as per the details mentioned below:

<table>
<thead>
<tr>
<th>Name of Work:</th>
<th>Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects.</th>
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<td>EOI No.</td>
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</table>

- Pipelines Division of Indian Oil Corporation Limited (IOCL), a Government of India Undertaking (hereinafter called as the Owner), owns and operates about 14500 km of pipeline network and intend to shortlist vendors who may take up the work of carrying out EIA and RA study for IOCL’s pipeline projects.

The applicants have to furnish details of work executed by them in last seven years as per Technical Annexure-I. The completion certificates issued by clients are to be furnished by the bidders.

- The brief scope of services to be performed by consultants is given in Clause 2.0 of Section-2. The detailed and final scope of work shall be provided in the specific tender for EIA RA study of a project.

- The evaluation criteria for short listing in EOI are given in Clause 12.0 of Section-02.

At time of specific tender, bidder shall also need to fulfil additional requirements as per clause 13.7.0, 13.8.0 of section-2 and also commercial criteria of the tender.

- The capabilities of interested applicants will be assessed through the information/credentials submitted by them.

- The approved panel will be for three (3) years commencing from date of issuance of empanelment letter.

- Please note that you are not required to quote any rates.
• ‘Bid validity days’ and ‘Calendar Completion/Delivery Period in Days’ given in e-tender site shall not be applicable for this EOI.

In the entire process of preparing panel for **EIA and RA study for pipeline projects**, decision of Owner shall be final and binding on the bidder.

**Please Note: This is not a Tender /Request for Quotation and Price information are not to be submitted with “Expression of Interest”**.
Section-2
(Instruction to Applicants-Technical)

1.0 Preamble

2.0. Indian Oil Corporation Limited, a company registered in India under the Companies Act, 1956 invites Expression of Interest (EOI) from reputed and established Indian Engineering firms/contractors meeting requisite criteria for execution of work as per the details mentioned below:

<table>
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<tr>
<th>Name of Work:</th>
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</table>

2.1. Pipelines Division of Indian Oil Corporation Limited (IOCL), a Government of India Undertaking (hereinafter called as the Owner), owns and operates about 14,700 km of pipeline network and intend to shortlist vendors who may take up the work of carrying out Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for the facilities related to pipeline projects.

2.0.0 SCOPE OF WORK:

Carrying out Environment Impact Assessment (EIA) and Risk Assessment (RA) Study in respect of mainline (Scope in km) and station facilities (No. of stations) and submission of reports including Environment Management Program (EMP) and Disaster Management Plan (DMP) for the project under study.

Notwithstanding the scope of the work as indicated in the letter (invitation to offer), the work is to be carried out as contained in the entire tender document and in accordance with the guidelines set-forth by the Ministry of Environment & Forest (MoEF&CC), Govt. of India indicating that the Environmental Impact Assessment should include:

- Delineation of mitigation and compensation measures for all the identified significant impacts.

- Delineation of unmitigated impacts.

- Physical planning including work programme, time schedule and locations for putting mitigation and compensation systems in place.

- Delineation of financial plan for implementing the mitigation measures in the form of budgetary estimates and demonstration of its inclusion in the project budget estimates.

- Technological measures are to be specified to mitigate the impacts in each phase of the project and to comply with MoEF&CC’s EIA notification dated 14th September, 2006 & its subsequent amendments made thereafter.
- **Impact on the following**
  - Impact of new station facilities on existing station facilities
  - Impact of new pipeline on existing pipelines

However the scope may be summarized as follows:

2.1.0 To carry out EIA & RA study in line with statutory guidelines/ requirements of State Pollution Control Boards, Coastal Zone Management Authority, State Wild Life, and Ministry of Environment & Forest (MoEF&CC), GoI. The study shall be carried out as per detailed terms of reference mentioned at clause no. 3.0.1.2 below.

In case of any change in terms of reference (ToR) desired by MoEF&CC/ CRZ/ PCBs / State Wild Life, necessary changes shall be carried out without any additional financial implications to IOCL.

2.2.0 Evaluate the impact and assess Risk of probable accidental hazards from the proposed facilities taking into account of the existing facilities in its surroundings to men, material and assets in and around the pipeline system/ project sites.

2.3.0 Identify and evaluate the existing environment aspects and impacts that are consequent to the proposed facilities along with the existing facilities on various environmental components.

2.4.0 Recommend necessary mitigating measures based on risk analysis and measures for mitigating environmental components.

2.5.0 Collection and analysis of primary as well as secondary data in and around the project sites **in 15 km radius at the stations and 1 km along pipeline route (independent RoW and existing pipelines)** under the subject project of “xxxxx Pipeline project” to prepare RA-DMP and EIA –EMP report.

2.6.0 To prepare EIA report covering all relevant environmental aspects, land use, demographic and industrial establishments’ details, flora & fauna, list of historical monuments, sanctuaries, national park etc., covering all requirements of PCBs/CRZ/MoEF&CC,GoI/state wild life/Other statutory authority involved in issuance of clearance from environmental aspects. The report shall also include the details on applicability of special statutory requirements, if any.

2.7.0 To prepare RA report identifying the hazards and the risk due to the proposed facilities taking into account of the existing facilities in its surroundings to man, material, assets etc. suggesting mitigating measures along with Disaster Management Plan (DMP).

2.8.0 Co-ordination with Governmental and data collection agencies for the purpose of the studies.

2.9.0 To provide technical assistance to the owner to facilitate to furnish replies to the queries/ clarifications in regard to the report if asked by any authority to whom the report is to be submitted by the owner and shall attend offices of State
PCBs/State CRZ authority/MoEF&CC, GoI/state wild life/ Other statutory authority along with IOCL officials to give presentations on the study whenever asked.

2.10.0 Technical assistance to IOCL in getting Environmental Clearance from PCBs/CZ authority/ MoEF&CC /Other statutory authority by way of:

- Providing all prerequisite data/information required for environmental screening, scoping & appraisal.
- Preparation of presentation materials for review by Expert Appraisal Committee of PCBs/MoEF&CC
- Extending all technical assistance to IOCL for submission of any additional information required by PCBs/MoEF&CC / Other statutory authority pertaining to draft EIA & RA study as and when required.
- Providing all requisite data/information/presentations during detailed scrutiny by Expert Appraisal committee of final EIA / RA report.

2.11.0 During the period of EIA-RA Study, CRZ map is to be prepared at a scale of 1:4000, superimposing pipeline facilities as per the specification, demarcation of LTL, HTL & CRZ boundaries, demarcation of mangroves, if any, demarcation of setback lines, providing certification from statutory authority regarding applicability/non-applicability of CRZ clearance. The cost of purchase of CRZ maps will be reimbursed by IOCL on actual cost basis. If CRZ / Eco-sensitive area is encountered & ToR from State Environment Impact Assessment authority / MoEF&CC, Delhi is mandated for the EIA-RA Study will cover all the conditions of ToR.

3.0.0 ENVIRONMENT IMPACT ASSESSMENT
3.0.1.1 The contractor shall prepare EIA report as per the Generic Structure of Environment Impact Assessment report given in Appendix III & IIIA in the EIA Notification dated 14th September, 2006. The study in general is to be carried out adhering to the Technical EIA Guidance Manual for “Oil & Gas Transportation Pipeline “released by MoEF&CC, GoI.

3.0.1.2 Terms of Reference (ToR) are :
1) Justification of the project
2) Route map indicating project location.
3) Details of land to be acquired. Details of projects vis-à-vis Ecological Sensitive Areas and approvals thereof.
4) Project location along with map of 1 km area (500 meters on either side of the pipeline from centerline) and site details providing various industries, surface water bodies, forests etc.
5) Analysis of alternative sites and Technology.
6) Location of National Park/Wild life sanctuary/Reserve Forest within 15 km radius of the project.
7) Status of clearance from NBWL for pipeline passing through wildlife sanctuary/Eco-logical sensitive area.
8) Recommendation of SCZMA /CRZ clearance for the proposed pipeline (if applicable).
9) Present land use based on satellite imagery for the study area of 15 km radius.
10) Details of applications filed for forest clearance to be obtained for the project for the forest land involved in the project along with details of the compensatory afforestation.


12) Details of associated facilities/utilities to be installed.

13) Details of water consumption and source of water supply, waste water generation, treatment and effluent disposal.

14) Detailed solid & Hazardous waste generation, collection, segregation, its recycling and reuse, treatment and disposal.

15) Total cost of the project along with total capital cost and recurring cost/annum for environmental pollution control measures.

16) Site-specific micro-meteorological data for temperature, relative humidity, hourly wind speed and direction and rainfall for one season at one location.

17) Ambient air quality monitoring within the study area of 500 m along the pipeline route and around the pumping station and delivery station for PM2.5, PM10, SO2, NOx, CO, HC, VOC for one season (Non Monsoon) taking into account the pre-dominant wind direction at the representative locations covering population zone and sensitive receptors including reserved forests.


19) Water monitoring to be conducted including surface & ground water for one season (Non Monsoon).

20) Soil sample analysis within the study area for one season (Non Monsoon).

21) Noise Monitoring will be taken up for one season (Non Monsoon)

22) Demography & socio-economics of the study area.

23) Ecological features (terrestrial & Aquatic) of the study area for one season (Non Monsoon)

24) Assessment of impact on air, water, soil, solid/hazardous waste and noise levels.

25) A detailed note on method to be used for crossing road, nalla, stream, rivers, railway line etc.

26) Air pollution control measures proposed for the effective control of gaseous emissions within permissible limits.

27) Details of proposed preventive measures for leakages and accident.

28) Risk assessment including Hazard identification, Consequence Analysis, Risk Assessment and preparation of Disaster Management Plan as per Regulations.

29) Corrosion Management of Pipeline

30) Details of proper restoration of land after laying the pipelines.

31) Details of proposed Occupational Health Surveillance program for the employees and other labour

32) Detailed Environment management Plan (EMP) with specific reference to Energy conservation and natural resource conservation, details of air pollution control system, water & wastewater management, monitoring frequency, responsibility and time bound implementation plan for mitigation measure will be provided.

Besides the above, the general points mentioned below should be followed during preparation of EIA / EMP Report:

- All documents to be properly referenced with index, page numbers and continuous page numbering.

- Where data are presented in the report especially in tables, the period in which the data were collected and the sources should be indicated.

- Where the documents provided in the language other than English, an English translation should be provided.
3.1.1 The Contractor shall study/review all the relevant data on the environment around the project sites **in 15 km radius at the stations & 1 km along pipeline route (500 meters on either side of the pipeline from centre-line) under the subject project** and identify the areas where monitoring will be undertaken. Contractor may appoint if they require, a Government recognized monitoring agency, who will collect primary data under their supervision.

3.1.2 The Contractor shall assume total responsibility with regard to the collection, analysis and compilation of all data, primary and secondary, that may be required in completing the studies and as required by concerned state PCBs/MoEF&CC, GoI.

3.1.3 The Contractor shall prepare an EIA report on the proposed project in accordance with the relevant guidelines and in a manner acceptable to state PCBs/MoEF&CC, GoI.

3.1.4 The Contractor shall co-ordinate with various organizations/ institutes and statutory authorities for generating inputs for the preparation of the various reports in a timely and professional manner.

3.1.5 The Contractor shall prepare consequence analysis report for hydrocarbon/gas release into water bodies/environment

4.0.0 **PUBLIC CONSULTATION:**

Contractor shall attend Public Consultation(s), if required, on behalf of IOCL, as per the requirements of the concerned State Pollution Control Board to provide technical assistance to facilitate the proceedings. The Public consultations shall include:

a) Public hearings at the site or its close proximity, district wise, in the manner prescribed by state PCBs/MoEF&CC, GoI for ascertaining concerns of local affected people and

b) Obtaining responses in writing from the concerned persons having a plausible stake in the environmental aspects of project or activity.

It shall be mandatory for the contractor to be present in each public consultation without any additional cost to IOCL, participate in the proceedings of the public hearing, and make presentations, wherever required, on the project and EIA report.

After completion of public consultation, all the environmental concerns expressed during public consultation shall be addressed and appropriate changes shall be incorporated in EIA/EMP.
5.0.0  **APPRAISAL**: Contractor shall be present during each presentation, if required to be made, to PCBs/MoEF&CC, GoI/Other statutory authority during appraisal without any additional financial implications to IOCL.

11.0.0  **REPORTS:**

11.1.0  The contractor shall submit six (6) hard copies and an equivalent number of soft copies of final **EIA & RA reports along with EMP & DMP** in line with the generic structure, including Summary Environment Assessment Report in English and in the local languages. The identification/applicability of Coastal Regulatory Zone is to be confirmed and reported.

11.1.1  **Summary EIA:** The Summary EIA shall be a summary of the full EIA Report condensed to ten pages (A-4 size) at the maximum. It should necessarily cover in brief the following chapters of the full EIA Report:

1. Project Description
2. Description of the Environment
3. Anticipated Environmental impacts and mitigation measures
4. Environmental Monitoring Programme
5. Additional Studies
6. Project Benefits
7. Environment Management Plan

11.1.2  **GENERIC STRUCTURE OF EIA Report**

<table>
<thead>
<tr>
<th>S. N.</th>
<th>EIA structure</th>
<th>Content</th>
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</table>
| 1.    | Introduction  | • Purpose of the report  
• Identification of project and project proponent  
• Brief description of Nature, size, location of the project and its importance to country, region  
• Scope of study – details of regulatory Scoping carried out (as per Terms of Reference) |
| 2.    | Project Description | Condensed description of those aspects of the project (based on project feasibility study), likely to cause environmental effects. Details should be provided to give clear picture of the following:  
• Type of project  
• Need for the project  
• Location (maps showing general location, specific location, project boundary & project site layout)  
• Size or magnitude of operation (including associated activities required by or for the project)  
• Proposed schedule for approval and implementation  
• Technology and process description  
• Project description. Including drawings showing project layout, components of project etc. Schematic representations of the feasibility drawings which give information important for EIA purpose |
<table>
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<tr>
<th>S. N.</th>
<th>EIA structure</th>
<th>Content</th>
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<tbody>
<tr>
<td></td>
<td>Description of mitigation measures incorporated into the project to meet environmental standards, environmental operating conditions, or other EIA requirements (as required by the scope)</td>
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<td>Assessment of New &amp; untested technology for the risk of technological failure</td>
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<td>3.</td>
<td>Description of Environment</td>
<td>• Study area, period, components &amp; methodology</td>
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<td>• Establishment of baseline for valued environmental components, as identified in the scope</td>
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<td>• Base maps of all environmental components</td>
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<td>4</td>
<td>Anticipated Environmental Impacts &amp; Mitigation Measures</td>
<td>• Details of investigated Environmental impacts due to project location, possible accidents, project design, project construction, regular operations, final decommissioning, or rehabilitation of a completed project</td>
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<td>• Measures for minimizing and / or offsetting adverse impacts identified</td>
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<td>• Irreversible and Irretrievable commitments of environmental components</td>
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<td>• Assessment of significance of impacts (Criteria for determining significance, Assigning significance)</td>
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<td>• Mitigation measures</td>
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<tr>
<td>5.</td>
<td>Analysis of Alternatives (Technology and site)</td>
<td>• In case, the scoping exercise results in need for alternatives:</td>
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<tr>
<td></td>
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<td>• Description of each alternative</td>
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<td>• Summary of adverse impacts of each alternative</td>
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<td>• Mitigation measures proposed for each alternative and</td>
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<td></td>
<td>• Selection of alternative</td>
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<tr>
<td>6.</td>
<td>Environmental Monitoring Programme</td>
<td>• Technical aspects of monitoring the effectiveness of mitigation measures (incl. Measurement methodologies, frequency, location, data analysis, reporting schedules, emergency procedures, detailed budget &amp; procurement schedules)</td>
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<tr>
<td>7.</td>
<td>Additional Studies</td>
<td>• Public Consultation</td>
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<td>• Risk assessment</td>
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<td></td>
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<td>• Social Impact Assessment. R&amp;R Action Plans</td>
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<tr>
<td>8.</td>
<td>Project Benefits</td>
<td>• Improvements in the physical infrastructure</td>
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<td>• Improvements in the social infrastructure</td>
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<td></td>
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<td>• Employment potential -skilled; semi-skilled and unskilled</td>
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<td>• Other tangible benefits</td>
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<tr>
<td>9.</td>
<td>Environmental Cost benefit analysis</td>
<td>If recommended at the Scoping stage</td>
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<tr>
<td>S. N.</td>
<td>EIA structure</td>
<td>Content</td>
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<tr>
<td>10.</td>
<td>CRZ</td>
<td>The identification/applicability of Coastal Regulatory Zone is to be confirmed and reported.</td>
</tr>
<tr>
<td>11.</td>
<td>EMP</td>
<td>Description of the administrative aspects of ensuring that mitigate measures are implemented and their effectiveness monitored, after approval of the EIA.</td>
</tr>
<tr>
<td>12.</td>
<td>Summary and Conclusion</td>
<td>• Overall justification for implementation of the project&lt;br&gt;• Explanation of how, adverse effects have been mitigated</td>
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</tbody>
</table>

The **Specific scope of work will be provided along with the specific tender for pipeline projects.**

**12.0.0 Technical Evaluation Criteria for shortlisting in EOI:**

**12.1.0** The tenderer should have successfully completed work of “EIA & RA study for project in crude oil/petroleum products/Gas pipeline transportation system during last seven years.”

**12.2.0** The work completed during any of the last 7 (seven) years ending on last day of the month, immediately previous to the month in which the last date of bid submission falls, shall be considered. Even in case the date of bid submission is extended, the date originally considered as reference date for experience criteria, shall remain unchanged.

**12.3.0** Bids of the Party/Consultant which is under debarment by MoEF&CC from carrying out any preparation of EIA/EMP report and also for appearing before Expert Appraisal Committee/ State Expert Appraisal Committees, State Coastal Zone Management Authority across the country, shall not be considered.

**12.4.0** Documentary proof in support of all the aforesaid requirements are required to be submitted along with the technical bid failing which offers may be liable for rejection.

**12.5.0** Relevant documents, such as copies of Work Order and Completion certificates along with contract copy with detailed scope of work, supporting the claim shall be furnished along with the offer.

**12.6.0** In addition to above, the performance of past / ongoing works executed for IOCL, if any, and performance in past / ongoing works for other clients shall have important bearing in evaluating the tenderers’ technical capability.

**12.7.0** After opening of Bid, Bidders may be called, if required, for verification of documents uploaded on e-tender portal in support of the “Criteria for Evaluation”. While verification, the respective uploaded bid documents shall be cross-checked with the Original documents.
13.0.0 **Other details:**

13.1.0 Interested bidder having the requisite experience as stated above are invited to submit their EOI with necessary documents supporting the qualification criteria and other credentials as per Annexure-I.

13.2.0 IOCL reserve the right to reject any or all the EOI applications or annul the Invitation for EOI at any time without assigning any reasons thereof and without thereby incurring any liability to the applicants.

13.3.0 The submission of Expression of Interest shall not construe that the applicant is automatically considered qualified.

13.4.0 IOCL at their discretion may seek any clarifications from applicants and/or ask applicants to furnish any other document for scrutiny during examination/evaluation of the EOI applications.

13.5.0 The Invitation for EOI does not constitute any contract or agreement of any kind whatsoever or any contractual obligation between IOCL and the applicant or potential applicants.

13.6.0 The approved panel will be for 3 years commencing from date of issuance of enlistment/empanelment certificate by IOCL and the same shall be reviewed periodically.

13.7.0 The bidders shall provide Proof of registration/listing with QCI/MoEF&CC, GoI indicating the Serial Number in Category of Oil & Gas Transportation Pipeline (Crude and Refinery/Petrochemical Products), passing through national Parks/Sanctuaries/Coral Reefs/Ecologically sensitive areas including LNG terminal as per list of Accredited EIA Consultant Organizations at the time of tendering for EIA RA study of a project(s). The bidder will also ensure that their registration remains valid during entire period of contract, if awarded in the tender. Bidder to give declaration that registration with MoEF&CC will be renewed during the empanelment period, if expiring.

13.8.0 The laboratory from where bidders shall be securing testing facilities should have obtained recognition under the provision of Environment (Protection) Act, 1986, issued by MoEF&CC, GoI. The bidder to provide proof at the time of tendering for EIA RA study of a project(s). The bidder will also ensure that their registration remains valid during entire period of contract, if awarded in the tender. Vendor to give declaration that registration with MoEF&CC will be renewed during the empanelment period, if expiring. If bidder does not have its own testing facilities, then a formal agreement with MoEF&CC approved testing facility under Environment (Protection) Act, 1986 must be furnished.

13.9.0 Empanelled bidders shall fulfil requirements mentioned at clause 13.7.0 and 13.8.0 and any other requirement(s) for qualification in individual tenders. IOCL however will
have the discretion of making suitable amendments in conditions as stipulated in 13.7.0 and 13.8.0 during publication of individual tenders.

13.10.0 The approved panel after outcome of EOI may be asked to participate in the tendering process solely at the discretion of owner. In case performance of any shortlisted bidder who is executing/will execute works for IOCL is found unsatisfactory, then their name will be removed from the approved panel and they will not be considered for award of further works during the period of empanelment.

Contact person details
For technical clarifications:

DGM (PJ-Monitoring)
Indian Oil Corporation Limited (Pipelines Division),
A-1, Udyog Marg, sector-1, NOIDA (UP)-201301
Phone: 0120 2448607
E-mail: suman2@indianoil.in
SECTION – 3
INSTRUCTIONS TO APPLICANTS (Commercial)

1.0 General Instructions

a. Application for qualification is divided into 5 sections as detailed below:

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section-1</td>
<td>General Information to Applicants</td>
</tr>
<tr>
<td>Section-2</td>
<td>Instruction to Applicants (Technical)</td>
</tr>
<tr>
<td>Section-3</td>
<td>Instructions To Applicants (Commercial)</td>
</tr>
<tr>
<td>Section-4</td>
<td>Details to be Submitted.</td>
</tr>
<tr>
<td>Section-5</td>
<td>Annexure (Commercial &amp; Technical)</td>
</tr>
</tbody>
</table>

b. Applicants who are interested empanelment should apply providing requisite information to the Owner as stipulated in Section-1, 2, 3, 4 & 5.

c. Bidders are advised to ensure that all the qualification documents are uploaded in the manner prescribed. Owner reserves the right to evaluate the submitted documents without seeking any new documents or clarification on the submitted documents. EOI with incomplete supporting qualification documents’ are liable to be rejected.

d. Firms/bidders, whose offers are shortlisted, would not be entitled for any preference in future tendering process.

e. Owner reserves the right to accept/ reject any EOI without assigning any reason whatsoever.

f. The complete EOI can be downloaded from IOCL’s website https://iocletenders.nic.in.

g. The complete EOI documents shall be uploaded in IOCL’s website https://iocletenders.nic.in strictly as per IOCL’s format, which will be considered for evaluation.

h. Any amendment / clarifications issued prior to due date would be put on the web sites https://iocletenders.nic.in. It would be presumed that applicants have examined all amendments on the website and have submitted their application accordingly.

i. Language of application shall be English. If any document is submitted by applicant in language other than English, authenticated English translation of the same shall also be submitted along with the application.
2.0 Enlistment of Vendors

Vendor enlistment is the pre-condition for getting tender enquiry from IOCL Pipeline Division for the shortlisted/selected items against the items/works offered for enlistment. The enlistment of vendors shall be solely carried out based on technical criteria mentioned at Clause 12.0 and its sub-clauses of section-2 (Instruction to Applicants-technical). The empanelment shall be for 03 (three) years period.

3.0 Validity of empanelment

The vendors have to register themselves and submit the required documents by uploading in the website to get them enlisted. After completion of enlistment the party / vendor will be issued a certificate of enlistment which shall be valid for 3 years period.

4.0 List of enlisted vendors/contractors

The individual Bidder will be informed regarding their enlistment through e-mail. Against each enlisted vendor, their respective Annual Turnover during the preceding three completed financial years and execution capability of similar completed work during preceding seven years. The requirement is specified in clause 5.0 below.

5.0 Documents to be submitted to determine Commercial capability

General Notes:

1. If Audited Financial Report of a company is in currency other than INR, the respective/desired figure for calculation of Annual Turnover shall be converted into equivalent INR considering the conversion factor indicated in their Audited Financial Report. In case the same is not indicated, the conversion rate of INR as on last date of financial year shall be considered based on TT Sell exchange rate published by State Bank of India or any other reputed Financial Institutions.

2. The audited financial results should be certified by the auditor on or before the bid submission closing date. Any certificate issued by CA must have UDIN mentioned on it.

3. For the bidders whose financial year is calendar year, for such bidders the audited financial results shall be considered as calendar year, in lieu of financial year.
EOI NO. PLCC/EOI-EIA RA/MON/20055

(i) Any bidder participating in this Eoi shall provide the Audited Balance sheet of last three Financial years (2019-20, 2018-19 and 2017-18) to determine annual turnover of the tenderer.

Turnover for this purpose shall be determined from the audited Balance Sheet of the tenderer. However, if the tenderer is not required to get its accounts audited under section 44AB of the income Tax Act, 1961, a certificate from a Practicing Chartered Accountant towards the turnover of the tenderer along with copy of its Income Tax Return shall be furnished.

(ii) To determine the execution capability of the bidder, bidder shall submit 03 (Three) work order available with them with maximum completed value, executed by them as a main contractor or approved sub contractor, during any of the last Seven (07) years ending on last day of the month, immediately previous to the month in which the last date of bid submission falls, shall be considered. Even in case the date of bid submission is extended, the date originally considered as reference date for experience criteria, shall remain unchanged.

The similar work mentioned above is works involving ”EIA/RA study for project in crude oil/petroleum products/Gas pipeline transportation system during last seven years”.

Note:

i) The work completed during any of the seven (07) years ending on last day of the month, immediately previous to the month in which the last date of bid submission falls, shall be considered. Even in case the date of bid submission is extended, the date originally considered as reference date for experience criteria, shall remain unchanged.

ii) In case the work order submitted by the bidder is in multiple currency/ non INR, the same shall be converted in 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.

iii) The qualification document should include work order (WO) along with Completion certificate as a main contractor or as an approved subcontractor, clearly specifying WO no., final executed value & duration of Contract. For work done as an approved subcontractor, necessary documentary evidence from end user for carrying out works as approved subcontractor to be furnished along with bid. Copy of TDS Certificates has to be submitted in case of subcontract work orders or in case where the tender issuing authority specifically asks for the same. The said documents must be for the work executed between the periods indicated there only.

iv) Bidders are required to ensure that the value of completed job indicated by them
depicts separately the value of completed job and GST/Service tax as applicable. Accordingly, the completion certificate submitted by the bidder shall separately indicate the Service tax/ Goods and Services tax amount included in the value of completed job OR a separate certificate from the respective client, mentioning the Service tax/ Goods and Services tax amount if any, included in the value of completed job under consideration should be submitted by the bidder.

v) In case Service tax/Goods and Services tax amount/component is not specified in the submitted completion certificate, then it shall be presumed that the amount mentioned in the certificate is including goods and services tax/service tax (whichever is applicable) and the offer shall be evaluated accordingly

vi) For Annual Rate Contracts (ARC) of repetitive nature, similar ARC job that has been successfully completed by bidder for the originally awarded period of such ARC shall be considered as completed works even though such ARC is under execution on account of extension. However, the original contract must have been completed within the cut-off date of completion as mentioned under clause 7.1.0 (ii) above and documentary evidence thereon shall be provided by the bidder.

vii) If a bidder has executed a work jointly in consortium/JV, the bidder shall be considered eligible subject to the following:

A. The bidder should meet required technical experience as per Clause No 12.0 of section-02 and required commercial experience as per Clause No. 5.0(ii) above.

B. The detailed scope of work / responsibility matrix of each member, the percentage/quantum of payment to be received by each member, executed value of the work with the client shall be evident from any of the following document(s) duly certified by the client:

   a. MOU Agreement between the consortium or JV partners.
   b. Work order issued by the client to the Consortium/JV.
   d. Completion certificate issued by the client

**6.0 Updation of vendor enlistment**

All applications received within the cutoff date notified in the initial stage will be evaluated as mentioned above. New vendors, who could not participate in the enlistment process can participate and submit their application for enlistment. New vendors shall have option to submit their credentials and also the existing vendors shall have option to upgrade their credentials. New vendors may be added to our list of empanelled vendors based on the submitted credentials and credentials of the existing vendors shall again be evaluated and shall be updated in our records.

All applications received up to the cutoff date (as notified for initial enlistment), shall be downloaded and evaluated. All efforts shall be made to evaluate and finalize the
enlistment of such applications at the earliest. Thereafter, further applications received
till the end of cutoff date of subsequent EoI, shall be downloaded and finalized.

7.0 BIDDING ENTITY

7.1.0 Bids may be submitted by:

A. Sole Bidder: Individual (Proprietary) /Partnership/ Limited Company;
B. Incorporated JV.
C. Deleted
D. Indian Wholly owned subsidiary of a Foreign or Indian company on the strength of
   its parent company

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. Please refer
clause 12.0.0 for details.

7.2.0 REQUIREMENTS FOR INDIAN COMPANY WHOLLY OWNED SUBSIDIARY OF A FOREIGN/
   INDIAN COMPANY:-

Following shall be complied and necessary documents from Parent Company shall be
submitted:

(a) The jobs under consideration shall be executed by the Wholly Owned Subsidiary.
Details of mode of job execution, manpower, machinery deployment shall be
submitted at the time of bid. Responsibility matrix of Parent company & bidding
company not limited to the following shall be furnished along with the bid:

(i) Overall responsibility for execution of entire job under the contract shall be with
    wholly Owned Subsidiary that shall be financially supported by the parent
    company.

(ii) The parent company & bidding company are jointly & severally responsible in
terms of tender

(iii) The parent company will ensure deployment of requisite equipments required
    for undertaking the different jobs as per tender requirements.

(iv) The correspondences for execution of job will be made with bidding company.
    However, parent company is to ensure its presence in progress review meeting
    whenever called for by the Owner.

(v) The Parent Company shall furnish an undertaking to be jointly and severally
    responsible with the subsidiary for due, proper and timely performance of the
    Contract and discharge of liabilities of its subsidiary in the event of the award of
    job to its subsidiary.

(b) Failure to honour the commitment as per MoU, will attract all actions including but
not limited to General Conditions of Contract Clause No. 7.0.0.0, 4.7.3.0, 4.7.4.0,
holiday listing of bidding company, parent company. Copy of General Conditions of Contract shall be provided at the time of tendering after empanelment of bidders.

(c) Bidder to submit notarised copy of MoU between parent company and bidding company (subsidiary). The MoU should be signed by the competent authority of both the companies respectively. Proof of competent authority should also be submitted.

7.2.1 QUALIFICATION OF INDIAN COMPANY WHOLLY OWNED SUBSIDIARY OF A FOREIGN OR INDIAN COMPANY ON THE FINANCIAL STRENGTH OF ITS PARENT COMPANY

1. A company registered in India (under Companies Act) which is a Wholly Owned Subsidiary of a foreign or Indian company can be qualified:

(a) based on the financial qualification, of its parent company provided the parent company declares under a memorandum of understanding with the Indian subsidiary that it would be jointly and severally responsible for all the jobs being carried out by the bidding company.

(b) A company registered in India (under Companies Act) which is a Wholly Owned Subsidiary of a foreign or Indian company can be qualified as stated above, only if the following conditions are met by the bidding company:

(i) The bidding company, has the required technical experience as evaluation criteria for short listing given in Clause12.0 of section-2.

(ii) Bidding entity i.e. Wholly Owned Subsidiary of a foreign or Indian company should meet 50% of all the financial criteria i.e. 50% of Annual Turnover, 50% of work order values as specified in the tender document respectively and should meet 100% criteria for Concurrent Commitments (if applicable), Net Worth (if applicable).

(iii) The parent company should meet in full the commercial criteria

Note: Criteria specified at sl. No. (ii) and (iii) above are applicable after EOI empanelment i.e. during Limited tendering issued to EOI empanelled bidders.

(c) Relevant documents, such as copies of Work Order and Completion Certificate, supporting the claim shall be furnished along with the offer.

(d) The final techno-commercial evaluation shall be done on the basis of financial soundness, past experience, the performance of past/ongoing works executed for IOCL, if any and performance in past/ongoing works for other clients shall have important bearing in evaluating the bidders capability.

8.0 VERIFICATION OF DOCUMENTS

After opening of Technical Bid, Bidders shall be called for verification of documents uploaded on e-tender portal in support of the “Criteria for Evaluation”. While
verification, the respective uploaded bid documents shall be cross-checked with the Original documents.

9.0 **Provisions for discouraging submission of forged/ false/ fake documents/ incorrect information with the bid**

The Bidder shall enclose documents to show that he has previous experience in having successfully completed in the recent past works of similar nature together with the name of the end customer location, sites and value of contract in the format annexed to the EOI. It shall be the responsibility of the Bidder to fill complete, correct and accurate information in line with the requirements/stipulations of the EOI, regarding their past experience and other information required to facilitate due evaluation/ consideration of their tender.

If any information/ particular relevant for the evaluation of the bid, submitted by the Bidder is found to be incorrect or is found by IOCL Pipelines Division to misrepresent facts, or if any of the documents submitted by the Bidder in support of or relevant to the bid submitted in EOI is found by IOCL Pipelines Division to be forged, false or fabricated, IOCL Pipelines Division may reject the bid and take action for putting the Bidder on holiday list for such period as IOCL Pipelines Division in this behalf considers warranted and/ or to remove the Bidder from the approved list of Vendors/ Contractors.

Submission of the information and details shall be done strictly in the manner described. In case the relevant data/ details/ information in respect of the above is not furnished within the stipulated time, the bid may be rejected.

10.0 **Delisting of enlisted vendors**

The enlisted vendor shall be de-listed from the approved vendor list for the balance validity period of enlistment in case of no participation/response in consecutive three tenders on all India basis. Regret letter with valid reason for non-participation shall be treated as response.

Further, in case performance of any shortlisted bidder who is executing/will execute works for IOCL is found unsatisfactory, then their name will be removed from the approved panel and they will not be considered for award of further works during the period of empanelment.

11.0 **Court of jurisdiction**

The Courts at Delhi shall have the exclusive jurisdiction to entertain and try any dispute relating to vendor Enlistment process.

12.0 **General Notes**
i. The vendor enlistment is an independent activity which has no link with ongoing tendering activities. During enlistment process, focus will be on selection of competent and capable vendors. This process shall not be influenced by any specific ongoing tenders. Once enlistment is completed, the enlisted vendors will be considered for sending tender enquiry for subsequent EIA RA study of pipeline projects.

ii. Value of work order with taxes (including GST/ Service Tax, whichever is applicable) shall be taken into account to determine execution capability.

iii. IOCL (Pipelines Division) reserves the right of annulment of EoI without assigning any reasons whatsoever.

iv. Bidder is free to seek clarification/interpretation/scope/similar item etc. before submitting the application for enlistment.

v. After enlistment, in the event of any change in status / credential, it will be the responsibility of the enlisted vendor to inform IOCL (Pipelines Division) timely.

12.0.0 Guidelines for Bidders sharing land Border with India


12.1.2 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. For details of competent authority refer to Annexure I of Order (Public Procurement No. 1) dated 23.07.2020.

Further the above will not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Updated lists of countries to which lines of credit have been extended or in which development projects are undertaken are given in the website of the Ministry of External Affairs, Govt. of India.

12.1.2.1 “Bidder” (including the term “tenderer”, ‘consultant’ or ‘service provider’) means any person or firm or company, including any member of a consortium or joint venture (this is an association of several persons, or firms or companies), every artificial Juridical person not falling in any of the descriptions of bidders stated hereinabove, including any agency, branch office or office controlled by such person, participating in procurement process.
12.1.2.2 “Bidder from a country which shares a land border with India “ for the purpose of above clause is defined as:

a. An entity incorporated, established or registered in such a country; or
b. A subsidiary of an entity incorporated, established or registered in such a country; or

c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
d. An entity whose beneficial owner is situated in such a country; or
e. An Indian (or other) agent of such an entity; or
f. A natural person who is a citizen of such a country; or
g. A consortium or incorporated joint venture where any member of the consortium or incorporated joint venture falls under any one of the above.

12.1.2.3 “Beneficial owner” for the purpose of 12.1.2.2 (d) above will be as under:

(i) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a controlling ownership interest or who exercises control through other means.

(a) “Controlling ownership interest” means ownership of, or entitlement to, more than twenty-five percent of shares or capital or profits of the company;

(b) “Control” shall include the right to appoint the majority of directors or to control the management or policy decisions, including by virtue of their shareholding or management rights or shareholders agreements or voting agreements.

(ii) In case of a partnership firm, the beneficial owner is the natural person(s), who whether acting alone or together, or through one or more juridical person has ownership of or entitlement to more than fifteen percent of capital or profits the partnership;

(iii) In case of an unincorporated association or body of individuals, the beneficial owner is natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

(iv) Where no natural person is identified under 8.6.2.3 (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.

(v) In case of trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in trust and any other natural person exercising ultimate effective control over the trust through a chain of control of ownership.

12.1.2.4 “Agent” for the purpose of this order is a person employed to do any act for another, or to represent another in dealings with third person.
12.1.2.5 All Bidders shall submit certificate for compliance with subject clause as per *Annexure-C6*. If such certificate given by a bidder whose bid is accepted is found to be false, this would be a ground for immediate termination and further legal action in accordance of law.

12.1.2.6 After award of contract to successful bidder, contractor shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India (defined above) unless such sub-contractor is registered with competent authority. All bidders shall submit certificate for compliance with subject clause as per *Annexure-C6*. 
SECTION – 4
DETAILS TO BE SUBMITTED

1. Name of Company ........................................................................................................................................

2. Registered Office...........................................................................................................................................
   Telephone No. ........................................
   Fax No. ........................................
   E-mail ID: ............................................ Mobile No. .................................................................

3. Head Office.............................................................................................................................................
   Telephone No. ................................
   Fax No. ........................................
   E-mail ID: ............................................ Mobile No. .................................................................

4. Please Tick mark against the appropriate box.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Bidding Entity</th>
<th>Please put tick mark against ONE box ONLY out of the following options.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sole Bidder</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Wholly owned subsidiary</td>
<td></td>
</tr>
</tbody>
</table>

   If Yes than please also fill Parent Company:-

NOTE: Choosing more than one Option out of the above may lead to rejection of offer.

5. Whether bidder is from a country that shares a land border with India (Refer clause 12.0 of section-3). ..........Yes/No

   Please also furnish Annexure-C6

6. Name & contact details of person(s) holding power of attorney
   6.1 Name & designation.................................................................
       Contact No.................................................................

7. Contact details of top three key personnel:
   7.1 Name & designation.................................................................
       Contact No.................................................................

   7.2 Name & designation.................................................................
       Contact No.................................................................
7.3 Name & designation
Contact No.

8. Bidders are requested to submit the following additional documents along with the bid as a part of their commercial evaluation. It may be noted that this credentials of shortlisted bidders would be used to further empanel bidders for sending limited tender enquiry (LTE) to them

9. Annual Turn Over of the Company in the last 3 financial years [Copies of Audited Accounts/Annual Reports/Balance sheet & profit and loss account statement to be furnished].

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>2016-17</th>
<th>2017-18</th>
<th>2018-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Turn Over</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

10. Three nos of highest value (including service tax/GST) work orders and their completion certificate to be submitted.

11. Bidder to submit the similar nature of works executed by the bidder in the past seven years as per Annexure-C1 along with relevant documents, such as copies of work order and completion Certificate, supporting the claim.

Similar nature of work for experience (commercial) is defined as work involving “HAZOP study for an installation in petroleum/gas sector” as a main or Approved subcontractor during the last 7 (seven) years. The work completed during any of the last 7 (seven) years ending on last day of the month, immediately previous to the month in which the last date of bid submission falls, shall be considered. Even in case the date of bid submission is extended, the date originally considered as reference date for experience criteria, shall remain unchanged.

12. After empanelment a letter shall be issued to the shortlisted bidder mentioning all the credentials of the bidder as submitted to us. After empanelment, EOI would be floated on our e-tender portal periodically. New vendors shall have option to submit their credentials and also the existing vendors shall have option to upgrade their credentials. New vendors may be added to our list of empanelled vendors based on the submitted credentials and credentials of the existing vendors shall again be evaluated and shall be updated in our records.

13. Corporate Identification No. (CIN)...........(Copy of relevant certificate to be attached)

14. Date of incorporation ...................(Copy of relevant certificate to be attached)
15. GST Registration Number: .................................. (Copy of certificate to be attached)

16. PF Registration Number: .................................... (Copy of certificate to be attached)

17. Income Tax Permanent Account Number: .................. Copy of relevant certificate to be attached)

18. Declaration by the applicants per Annexure C-3, C-4 & C-5
   (i) Declaration of relationship with Directors of IOCL
   (ii) Undertaking for Non-Engagement of Child Labour
   (iii) Declaration of Black Listing / Holiday Listing

19. **MSME/ NSIC**: MSME vendors to provide their Udyog Aadhaar Number (UAN). Category of MSME vendors (whether General or SC/ST to be mentioned specifically)

.................................................................

Signature of applicant:

Name:

Dated

Stamp

Place
5.1
TECHNICAL ANNEXURE-I

PROFORMA FOR FURNISHING DETAILS OF WORK COMPLETED IN THE LAST 7 YEARS
(AS DEFINED IN CLAUSE 12.0 OF SECTION-2).

(To be furnished with the offer)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of project, location</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Description of work</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Work Order No &amp; date</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Completion certificate no &amp; Date of Completion</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Work executed for Cross Country Hydrocarbon Pipelines / Refinery / Terminal</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Duration of Contract in Months</td>
<td></td>
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<tr>
<td></td>
<td>(a) Awarded</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(b) Final Executed</td>
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<tr>
<td>7</td>
<td>Name of Owner, Postal Address, Phone/ Fax No./ E-mail address</td>
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</tr>
<tr>
<td>8</td>
<td>Supporting document submission</td>
<td></td>
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</tbody>
</table>
**Section-5.2**

**ANNEXURES (COMMERCIAL)**

<table>
<thead>
<tr>
<th>Annexure No.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annexure – C1</td>
<td>Details of experience and successful work executed along with completion certificate during last seven years</td>
</tr>
<tr>
<td>Annexure – C2</td>
<td>Covering letter</td>
</tr>
<tr>
<td>Annexure – C3</td>
<td>Declaration of relationship with directors of IOCL</td>
</tr>
<tr>
<td>Annexure – C4</td>
<td>Undertaking for non-engagement of child labour</td>
</tr>
<tr>
<td>Annexure – C5</td>
<td>PROFORMA OF DECLARATION OF BLACK LISTING HOLIDAY LISTING</td>
</tr>
<tr>
<td>Annexure - C6</td>
<td>Certificate regarding restriction of bidder sharing border with India and for tenders involving possibility of subcontractor</td>
</tr>
</tbody>
</table>
**ANNEXURE – C1**

Details of similar work experience for commercial capability (Cl. 5.0(ii) of section-3)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Particulars of the project executed</th>
<th>Name and address of client Including contact person &amp; his tel/ fax nos. and email ID</th>
<th>Awarded Value of contract. W. O ref and date (Please indicate the enclosure No)</th>
<th>Completed Value of contract. W. O ref and date (Please indicate the enclosure No)</th>
<th>Contractual completion time</th>
<th>Date of completion</th>
<th>Completion certificate enclosed at (Please indicate the enclosure No.)</th>
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Similar nature of work as below: - completed work of “EIA/RA study for project in crude oil/petroleum products/Gas pipeline transportation system during last seven years.”

The work completed during any of the last 7 (seven) years ending on last day of the month, immediately previous to the month in which the last date of bid submission falls, shall be considered. Even in case the date of bid submission is extended, the date originally considered as reference date for experience criteria, shall remain unchanged.

**Signature & Seal of the Bidder:** ____________________

**Name of Bidder:** ____________________

EOI No. PLCC/EOI-EIA RA/MON/20055
Annexures
FORMAT OF THE COVERING LETTER

(The covering letter is to be submitted by the Bidding Company along with the Expression of Interest (EOI) for “Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects.”)

Date: ________________
Place: ________________

To,

Deputy General Manager (PJ-Contracts)
Indian Oil Corporation Limited
(Pipelines Division)
A-1, Udyog Marg, Sector-1
NOIDA– 201301

Dear Sir,

Subject: Expression of Interest (EOI) for “Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects.”

Please find our Expression of Interest (EOI) for “Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects” in response to Expression of Interest document No. PLCC/EOI EIA RA/MON/20055 issued by M/s Indian Oil Corporation Ltd (IOCL) on ___________.

We hereby confirm the following:

The Expression of Interest (EOI) for “Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects” is being submitted by (Name of the Bidder) ________________ in accordance with the conditions stipulated in the EOI document.

We __________________________(name of the Bidder), as the Bidder, would be responsible for completion and performance of the Scope of Work.

We have examined in detail and have understood, and abide by, all the terms and conditions stipulated in the EOI document issued by IOCL and in any subsequent communication sent by IOCL. Our Expression of Interest (EOI) for “Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects” is consistent with all the requirements of

EOI No. PLCC/EOI-EIA RA/MON/20055
Annexures
submission as stated in the EOI document or in any of the subsequent communications from IOCL.

The information submitted in our **Expression of Interest (EOI)** is complete, is strictly as per the requirements as stipulated in the Expression of Interest document and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our **Expression of Interest (EOI)**.

The Bidder designates Mr./ Ms. ______________ (mention name, designation, contact address, phone no., e-mail, fax no. etc), as our Authorized Signatory and Contact Person who is authorized to perform all tasks including, but not limited to proving information, responding to enquiries, entering into contractual commitments on behalf of the Bidder etc. in respect of the Scope of Work.

For and on behalf of

Signature : 
Name of the person : 
Designation : (Authorized Signatory)

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Annexures
ANNEXURE – C3

DECLARATION OF RELATIONSHIP WITH DIRECTORS OF IOCL

The Tenderer shall declare the following information in exhaustive details:

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<th>S. No.</th>
<th>Description</th>
<th>Remarks</th>
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<td>i)</td>
<td>Whether proprietor is a Director or is related to any Director of IOC present or retired within the past 2 years.</td>
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<tr>
<td>ii)</td>
<td>Whether any partner or member of the firm is a Director or is related to any Director of IOC present or retired within the last two years.</td>
<td></td>
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<tr>
<td>iii)</td>
<td>Whether any of the Directors of the Company is a Director or is related to any Director of IOC present or retired within past two years.</td>
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</table>

LIST OF DIRECTORS

The list of board of directors are available in our website at http://www.iocl.com/AboutUs/Profile.aspx
Name of Work: National Expression of Interest (EOI) for Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects.

EOI No.: PLCC/EOI-EIA RA/MON/20055

UNDERTAKING FOR NON-ENGAGEMENT OF CHILD LABOUR

I/We hereby declare that:

a) We are committed to elimination of child labour in all its forms.

b) Neither we nor any of our nominated sub-contractor(s) are engaging Child Labour in any of our work(s) in terms of the provisions of The Child Labour (Prohibition and Regulation) Act, 1986 and other applicable laws.

c) We as well as our nominated sub-contractor(s) undertake to fully comply with provisions of The Child Labour (Prohibition and Regulation) Act, 1986 and other applicable labour laws, in case the work is awarded to us.

d) It is understood that if I/We, either before award or during execution of Contract, commit a transgression through a violation of Article b/c above or in any other form, such as to put my/our reliability or credibility in question, the Owner is entitled to disqualify us from the Tender process or terminate the Contract, if already executed or exclude me/us from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Owner. Such exclusion may be for a period of 1 year to 3 years as per the procedure prescribed in the guidelines for holiday listing of the Owner.

e) I/We accept and undertake to respect and uphold the Owner’s absolute right to resort to and impose such exclusion.

Place: 

Signature of Bidder:

Date: 

Name of Signatory:

EOI no.: PLCC/EOI-EIA RA/MON/20055

Annexure
ANNEXURE-C5

PROFORMA OF DECLARATION OF BLACK LISTING/ HOLIDAY LISTING

(FORMAT TO BE SUBMITTED ON BIDDER’S LETTERHEAD, AS THE CASE MAY BE)

(a) In the case of a Proprietary Concern:

I hereby declare that neither I in my personal name or in the name of my Proprietary concern M/s_____________________________ which is submitting the accompanying Bid//Tender nor any other concern in which I am proprietor nor any partnership firm in which I am involved as a Partner, are presently or have during the past three years, been placed on any black list or holiday list declared by Indian Oil Corporation Ltd. Or by any department of any Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any other country nor is there pending any inquiry by Indian Oil Corporation Ltd. Or any Department of the Government or by any Public Sector Organization in India or in any other country, in respect of any corrupt or fraudulent practice(s) against me or any other of my proprietorship concern(s) or against any partnership firm(s) in which I am or was at the relevant time involved as a partner, except as indicated below:

Is there any blacklisting or holiday listing, and /or pending inquiry :  
YES/NO (Select one option)

Details in case of blacklisting or holiday listing, and /or pending inquiry: To be attached

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

(b) In the case of a Partnership Firm:

We hereby declare that neither we, M/s____________________________, submitting the accompanying Bid/Tender nor any partner involved in the said firm either in his individual capacity or as proprietor or partner of any other firm or concern presently are or within the past three years have been or has been placed on any blacklist or holiday list declared by Indian Oil Corporation Ltd. Or by any department of Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any

EOI no.: PLCC/EOI-EIA RA/MON/20055
Annexure
other country nor there is any pending inquiry by Indian Oil Corporation Ltd. Or by any Department of any Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any other country, in respect of corrupt or fraudulent practice(s) against us or any partner or any partner or any other concern of firm of which he is proprietor or partner, except as indicated below:

**Is there any blacklisting or holiday listing and/or pending inquiry:**

YES/NO (Select one option)

**Details in case of blacklisting or holiday listing, and/or pending inquiry:** To be attached

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

(c) **In the case of Company:**

We hereby declare that neither we or a parent, subsidiary or other company under direct or indirect common parent (associate company) are presently nor have within the past three years been placed on any holiday list or black list declared by Indian Oil Corporation Ltd. Or by any Department of any Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any other country; and that there is no pending inquiry by Indian Oil Corporation Ltd or by any Department of any Government (State, Provincial, Federal or Central) or any Public Sector Organization in any country against us or a parent or subsidiary or associate company as aforesaid in India or in any other country, in respect of corrupt or fraudulent practice(s), except as indicated below:

**Is there any blacklisting or holiday listing and/or pending inquiry:**

YES/NO (Select one option)

**Details in case of blacklisting or holiday listing, and/or pending inquiry:** To be attached

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

Place:                 Signature of Bidder

Date:                  Name of Signatory
UNDERTAKING ON LETTERHEAD

To,

M/s Indian Oil Corporation Ltd.
(Pipelines Division) Indian Oil Bhavan,
A-1 Udyog Marg, Sector-1, NOIDA-201 301 (UP). India.

Name of Work: National Expression of Interest (EOI) for Environment Impact Assessment (EIA) and Risk Assessment (RA) Study for pipeline projects.

EoI No.: PLCC/EOI-EIA RA/MON/20055

Dear Sir

We have read the clause regarding Provisions for Procurement from a Bidder which shares a land border with India, we certify that, bidder M/s____________ (Name of Bidder) is:

i) Not from such a country [ ]

ii) If from such a country, has been registered with the Competent Authority. [ ]

(Evidence of valid registration by the Competent Authority shall be attached)

(Bidder to tick appropriate option (√ or x) above).

We hereby certify that bidder M/s____________ (Name of Bidder) fulfills all requirements in this regard and is eligible to be considered against the tender.

We further certify that bidder M/s____________ (Name of Bidder) will not sub-contract any work to an agency from such countries unless such agency is registered with the Competent Authority.

Place: [Signature of Authorized Signatory of Bidder]
Date: Name:
Designation:
Seal:

EOI no.: PLCC/EOI-EIA RA/MON/20055

Annexure