

ISPR/ VSP/ MAINTENANCE SERVICES/ L/ 16 - XXX

20th October 2016

TO

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Dear Sir,

Subject: Request for Bid to Provide Operations jobs services at ISPR, Lovagardens, Visakhapatnam.

Indian Strategic Petroleum Reserves Limited (ISPR) is a wholly owned subsidiary of OI, under the Ministry of petroleum & Natural Gas, Government of India. ISPR has its strategic crude oil storage cavern facility at LOVAGARDENS, Behind Hindustan Shipyard Limited, Gandhi gram (P.O.), Visakhapatnam-530005.

For the above ISPR Strategic Crude Oil Storage Cavern facility, we invite your most competitive bid for the subject services as per the enclosed terms and conditions in the E- Tender being published on our website www.isprindia.com/tenders.asp

The initial Period of contact will be for six months and in case of any requirement, the contract shall be extended 6 months each on the same terms and conditions.

It is requested to go through the uploaded tender documents viz.,

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| Section I | - Noticed Inviting Tender (NIT) |
| Section II | - General Conditions of Contract (GCC) |
| Section III | - Special Conditions of Contract (SCC) and |
| Section IV | - Schedule of Rates (SOR) etc., for a clear understanding of the requirements and submit your competitive bid. |
| Section v | - Anexture-1- Wage Calculation Sheet |

Tender Receiving Authority	Chief Manager, Indian Strategic Petroleum Reserves Ltd , Strategic Crude Oil Storage Facilities, Behind HSL Fabrication Yard, Lova Garden, Visakhapatnam-530005 Fax Number : 0891-2702005; Tel Number : 09849490456; E-mail: altidivakar@isprlindia.com
Last Date, Time and Location for Submission of duly filled in Tender documents	11.11.2016 before 1300 Hrs. Location: Tender to be dropped in the Tender box Provided at the office of Indian Strategic Petroleum Reserves Ltd., Strategic Crude Oil Storage Facilities, Behind HSL Fabrication Yard, Lova Garden, Visakhapatnam-530005
Date and time of opening of Tender	15:00 Hrs. on 11.11.2016
Earnest Money Deposit (EMD)	Rs. 1,00,000/- (Rupees One Lakh Only) by way of Demand Draft in favour of M/S Indian Strategic Petroleum Reserves Ltd, Payable at Visakhapatnam from any Nationalized / Scheduled Bank (Other than Co- operative bank.) The DD is required to be submitted in a separate envelop superscribing the cover “ EMD for Operations Job Services “ And should be submitted along with the Tender document. The Tenders received without the EMD or an invalid form of DD, it will be summarily be rejected without any notice.
Note: NSIC/MSME registered parties, Central / State PSUs (The proof that tenderer is a central / State PSUs/ NSIC/MSME registered must be submitted) are exempted from payment from payment of EMD.	
Period of Work	06 Months

The initial Period of Contract will be for 06 months and in case of any requirement the contract shall be extended another 06 Months on the same terms and conditions. For any Clarification please contact our office between 09.00 Hrs. to 17.00 Hrs. on any working day.

You are advised to submit the Tender in an Envelope containing the following three envelops in it.

- a) First Envelop superscripting “EMD for OPERATIONS JOB SERVICES at ISPR, Lova Gardens, Visakhapatnam “.
- b) Second Envelop superscripting “ Pre-qualification criteria (Financial, Technical, containing the documents mentioned under SCC of contract under point NO.15
- c) Envelope Containing Annexure-1 showing the wage breakup
- d) Envelop superscripting “ Price Bid “ containing the section IV, i.e., schedule of Rates (SOR)

- ❖ The bidding document is a non-transferrable document that shall not be transferred to any other agency.
- ❖ All the tender documents are to be signed and stamped.
- ❖ The tender issuing authority reserves the right to reject any or all of the offers received or any part of the tender without assigning any reason.
- ❖ Telex/ Telegram/Fax/E-Mail/Physical for offers shall not be accepted.

- ❖ Tendering can be abandoned without assigning any reason. No compensations shall be payable for the efforts made by the bidder.
- ❖ Any legal dispute shall be within the jurisdiction of Delhi District Court.

Thanking You,

Yours faithfully
For Indian Strategic Petroleum Reserves Ltd.

K.V.RAO
CHIEF MANAGER – ISPRL, VISAKHAPATNAM

Encl: Bid document