

TO

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Dear Sir,

Subject: Request for bid to provide services on “HIRING OF VEHICLES FOR ISPRL, LOVA GARDENS, VISAKHAPATNAM”.

Indian Strategic Petroleum Reserves Limited (ISPRL) is a wholly owned subsidiary of OI DB, under the Ministry of Petroleum & Natural Gas, Government of India. ISPRL has its Strategic Crude Oil Storage cavern facility at Lova Garden, Behind Hindustan Shipyard Limited, Gandhigram (P.O), Visakhapatnam -530005.

For the above ISPRL 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 Web-site www.isprlindia.com/tenders.asp.

The Initial period of contract will be for One year and in case of any requirement, the contract shall be extended twice for a period of 12 months each on the same terms and conditions.

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

Section I – Tender Invitation Letter
Section II - Instruction to Tenderers
Section III - General Condition of Contract
Section IV - Special Conditions of Contract (SCC) and
Section V - Schedule of Rates (SOR) etc., for a clear understanding of the requirements and submit your most competitive bid.

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: 0891- 2574059; E mail: altidivakar@isprlindia.com
Last Date, Time and Location for Submission of duly filled in Tender documents	14.12.2016 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 14.12.2016
Earnest Money Deposit (EMD)	Rs.60,000/- (Rupees Sixty Thousand 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 HIRING OF VEHICLES FOR

	ISPRL, VISAKHAPATNAM” 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 of EMD.	
Period of Work	12 Months

The Initial period of Contract will be for One Year and in case of any requirement the contract shall be extended twice for a period of 12 months each on the same terms and conditions. For any clarification please contact our Office between 900 hrs to 1700 hrs on any working day.

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

- a) First Envelop superscripting “EMD for HIRING OF VEHICLES FOR ISPRL, VISAKHAPATNAM”.
- b) Second Envelop superscripting “Tender Documents” containing Section II, Section III and Section IV duly signed and stamped by the bidder.
- c) Third Envelop superscripting “Price Bid” containing the Section V, 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 form offers shall not be accepted.
- ❖ Tendering can be abandoned without assigning any reason. No compensation shall be payable for the efforts made by the bidder.
- ❖ Change in other levies, taxes will be considered during the contract period. (Refer 2.7 and 8.0 of SCC for more details)
- ❖ 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 documents