

To

XXXXXXXXXXXXXXXXXXXXX,
 XXXXXXXXXXXXXXXXXXXXX,
 XXXXXXXXXXXXXXXXXXXXX,
 XXXXXXXXXXXXXXXXXXXXX,
 XXXXXXXXXXXXXXXXXXXXX,

Dear Sir,

Subject: Invitation to participate in the bid “**ANNUAL RATE CONTRACT (ARC) FOR MECHANICAL MAINTENANCE JOBS**” at Indian Strategic Petroleum Reserves Limited, Visakhapatnam-53005.

Indian Strategic Petroleum Reserves Limited (ISPRL) is a wholly owned subsidiary of OIDB, 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 a period of One year or Exhaust of cost which over comes earlier and in case of any requirement, the contract shall be extended for another period upto 12 months on the same terms and conditions on mutual agreement. This Contract can be terminated any time with one month notice during its execution.

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

Section I – Notice Inviting Tender (NIT) (15 pages)
 Section II - General Condition of Contract (GCC) (24 pages)
 Section III - Special Conditions of Contract (SCC) (25 pages)
 Section IV - Schedule of Rates (SOR) (6 pages)

Tender Receiving Authority	Dy. General Manager, Indian Strategic Petroleum Reserves Ltd , Strategic Crude Oil Storage Facilities, Behind HSL Fabrication Yard, Lova Gardens, Visakhapatnam – 530005 Tel Number: 0891- 2868000/4; E mail: altidivakar@isprlindia.com
Last Date, Time and Location for Submission of duly filled in Tender documents	13.11.2017 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 or you can send through Post/Courier so that they can reach us before last date and time.
Date and time of opening of Tender	15:00 hrs. on 13.11.2017

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 "ANNUAL RATE CONTRACT (ARC) FOR MECHANICAL MAINTENANCE JOBS" 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 (Need to submit the proof that showing tenderer is registered with Central / State PSUs / NSIC / MSME) are exempted from payment of EMD	
Period of Work	12 months from the date of award of contract

For any clarification please contact our Office between 0900 Hrs to 1700 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 superscribing "EMD for ANNUAL RATE CONTRACT (ARC) FOR MECHANICAL MAINTENANCE JOBS at ISPRL, VISAKHAPATNAM".
- b) Second Envelop superscribing "Filled Tender Documents" containing Section I, Section II and Section III duly signed and stamped by the bidder.
- c) Third Envelop superscribing "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 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.
- ❖ 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

Deputy General Manager – ISPRL, Visakhapatnam