

e-Tender No.: DSK/SMART TERMINAL/ST02 Due Date & Time: 17.8.2015 At 1500 Hrs.	Indian Oil Corporation Ltd (Marketing Division) e-Tender for Software modification works for Auto-Queuing system at Sankari Terminal	Page 1 of 15
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IndianOil

**INDIAN OIL CORPORATION LTD
(Marketing Division)**

E-Single Tender for Software modification works for Auto-Queuing system and Auto Density Protocol

Ex Sankari Terminal

E-Single Tender No.: DSK/SMART TERMINAL/ST-02

SINGLE BID

DUE DATE: 17.8.2015

TIME: 1500 HRS

**Naranappan Chavadi,
Sankari Durg R.S 637302.
Salem Dist.**

SEAL

SIGNATURE OF TENDERER

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NOTICE INVITING E-TENDER

Indian Oil Corporation Limited, a Public Sector Oil Company, Sankari Terminal, Sankari invites e- single tender in Single Bid System for undertaking software modification works for implementation of Auto-Queuing system and Auto Density Protocol at Sankari Terminal. Other details are given below:

S. No	Description	Details
1	Name of Work	Software modification works for Auto-Queuing system and Auto Density Protocol at Sankari Terminal
2	E-Tender No.	DSK/SMART TERMINAL/ST-02
3	Requirement	NIL
4	Validity of E-Tender	Six Months from the start date of Tender
5	e-Tender Fee	Nil
6	Earnest Money Deposit	Nil
7	Downloading of E-Tender documents from e-tender portal	https://iocletenders.gov.in
8a	Starts on	10.8.2015 at 1500 Hrs.
9	Pre Bid Meeting	Nil
10	Submission of E-Tender in e-Tender Portal :	
10a	Starts on	10.8.2015 @ 1500 hours
10b	Closes on	17.8.2015 @ 1500 hours
11	Opening of e-Tenders	18.8.2015 @ 1500 hours

Note: Any query with regard to non-issuance of the tender documents or rejection of the tender may be forwarded to Shri. Prabhakar Kumar, Senior Depot Manager, Indian Oil Corporation Ltd. Sankari Terminal, Naranappan Chavadi, Sankari Durg RS 637 302, e-mail address: kumarprabhakar@indianoil.in.

12. EARNEST MONEY DEPOSIT (EMD):

EMD is Nil for the subject tender.

13. AVAILABILITY OF E-TENDER DOCUMENTS:

Tenderer is advised to download Notice Inviting Tender along with other e-tender documents from Indian Oil e-tendering portal <https://iocletenders.gov.in> free of cost using their Digital signature certificate and registered login ID. This is to ensure that the bidder downloads proper/ complete e-Tender document and also enables the bidder to view any corrigendum/ correction which is essential for submitting proper e-Tender.

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14. **SECURITY DEPOSIT:**

The successful Tenderer shall pay a sum equivalent to 10% of the work order value towards security deposit in any one of the following manner. Pay Orders / Demand Draft of scheduled / nationalized Bank on which no interest will be allowed.

Security deposit will not carry any interest.

15. **INSTRUCTIONS FOR PARTICIPATION IN E-TENDERING :**

Indian Oil Corporation Ltd. has developed a secured and user friendly system through National Informatics Center, which enables Vendors / Bidders to Search, View, Download e-Tenders directly and also, enables them to participate & submit Online Bids on the e-tendering site <https://iocletenders.gov.in> in a secured and transparent manner maintaining confidentiality and security throughout the e-Tender evaluation process.

All interested bidders are requested to register themselves with the portal indicated above and enroll their digital certificate with the user id for participation in the e-Tender.

Bidders are requested to read following conditions in conjunction with various conditions, wherever applicable appearing with this bid invitation for e-Tendering. The conditions mentioned herein under shall supersede and shall prevail over the conditions enumerated elsewhere in the e-Tender document.

a. Procedure to submit On-line Bids / Offers electronically on e-tendering portal

For this purpose, Vendors / Bidders are advised to read the instructions available in the homepage of the portal where detailed procedure for submission of bids is available under the section "**Bidders' Demo Kit**". You may contact the following resource persons for any assistance required in this regard.

Vikrant +919999188919

Ankit +919717983330

Sawan +918130269544

eMail-id: etenderinghelpdesk@indianoil.in

b. The bidders should note the following:

- i. Late and delayed Bids / Offers after due date / time shall not be permitted in e-tendering system. No bid can be submitted after the last date and time of submission has reached. (However if bidder intends to revise the bid already submitted, they may change / revise the same on or before the last date and time of submission of bid). **The system time (IST) that will be displayed on e-tendering web page shall be the time and no other time shall be taken into cognizance.**
- ii. Bidders are advised in their own interest to ensure that bids are uploaded in e-

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tendering system well before the closing date and time of bid. **All bidders are requested to start the submission process 4 hours prior to the submission end time and date**

iii. No printed or posted (hard copy) Bids / Offers shall be accepted.

c. Bidders need to have Digital Signature Certificate (Class III)

Digital Signature Certificate is a unique digital code which can be transmitted electronically and primarily identifies a unique sender. The objective of digital signature is to guarantee that the individual sending the message is who he or she really claims to be just like the written signature. The Controller of Certifying Authorities of India (CCA) has authorized certain trusted Certifying Authorities (CA) who in turn allot on a regular basis Digital Certificates, Documents which are signed digitally are legally valid documents as per the Indian IT Act (2000).

In order to bid for IndianOil e-tenders all the vendors are required to obtain a legally valid Digital Certificate as per Indian IT Act from the licensed Certifying Authorities (CA) operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The Digital Certificate is issued by CA in the name of a person authorized for filing Bids / Offers on behalf of his Company. A Vendor / Bidder can submit their Bids / Offers On-line only after digitally signing the bid / documents with the above allotted Digital Signatures.

Bidders have to procure Digital Certificate (Class III) on their own from any of the Certifying Authorities in India.

d. Submission of Documents

The e-Tender documents including quoted Price Bid have to be submitted **online only**. The entire e-Tender documents duly filled, signed and sealed to be scanned and uploaded. The tenderer shall upload the SINGLE Bid documents only through online and no physical documents with respect to SINGLE Bid to be submitted.

Indian Oil Corporation Limited shall not be responsible in any way for failure on the part of the bidder to follow the instructions.

e. Size of documents for uploading

It is advised that the bidder uploads small sized documents (preferably up to 10 MB) at a time to facilitate easy uploading into e-tendering site. Indian Oil Corporation Limited does not take any responsibility in case of failure of the bidder to upload the documents within specified time of e-Tender submission. Indian Oil Corporation Limited will not be responsible

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for any delay under any circumstances for non-receipt of E-Tenders/submission of filled in e-Tender document by due date & time.

f. Submission and Opening of Bids

Bid along with all the copies of documents should be submitted in the electronic form only through Indian Oil Corporation Limited e-tendering system. Before the bid is uploaded, the bid comprising of all attached documents should be digitally signed using digital signatures issued by an approved Certifying Authority (CA) in accordance with the Indian IT Act 2000. The bidder should go through the detailed instructions available in the homepage of the portal for enrolment and online bid submission process. Bidder has to ensure that their bid is complete in all respect before pressing on the "FREEZE BID" button.

g. Last Date for Submission of Bids:

Bidders are advised in their own interest to ensure that bids are uploaded in e-tendering system well before the closing date and time of bid. Vendors / Bidders must use any computer having Windows XP versions or higher operating system and an Internet web browser version internet explorer V8.0 or higher recommended.

Note: Bidders are requested to go through the "Bidders Manual Kit" available in the homepage of the e-tendering portal i.e. <https://iocletenders.gov.in> to have a clear understanding of the steps to be followed for bid submission. The "Bidders Mannual kit" is for general reference only and the tenderers have to abide by the terms and conditions of this e-Tender.

16. INSTRUCTIONS FOR DOWNLOADING AND UPLOADING DOCUMENTS IN E-TENDER PORTAL

E-Tender - Single Bid System:

- 1) The tenderer should download the documents i) TECHNICAL Bid (*.pdf) and ii) Price bid (*.xls) and save it in PC or pen drive for the purpose of uploading.
- 2) Two packets namely i) Fee Pre Qual /Tech and ii) Finance is available in the portal.
- 3) The tenderer is expected to submit the following bid documents in the first packet namely "Fee/Pre Qual /Tech":
 - a. TECHNICAL Bid:

The TECHNICAL Bid (*.pdf) document already saved, to be uploaded as a token of acceptance of all terms and conditions, e-Tender specifications etc.

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4) In the case of second packet "finance", the tenderer is expected to submit the following bid documents.

- a. In the saved price bid *.xls file, following are to be done by the tenderer and saved again before uploading.
 - i. Firm name to be filled in the relevant space.
- b. The above filled price bid *.xls document to be saved and uploaded.
- c. The file name of the BoQ file (Price Bid) downloaded should not be changed and loading of files in different format will summarily be rejected.

Canvassing of information or submission of forged or false documents / information by any Tenderer shall make their offer invalid. In addition, action shall also be taken by IOCL for forfeiture of EMD as well as putting the Tenderer on Holiday list.

The tenders including the Price Bid shall remain valid for 180 days from the closing date unless extended by mutual consent in writing.

IOCL reserve the right to accept or reject any or all the e-Tenders in part or in totality, or to negotiate with any or all the tenderer's, or to withdraw/ cancel/ modify this e-Tender without assigning any reason whatsoever.

Senior Depot Manager,
Indian Oil Corporation Ltd. (M.D.),
 Sankari Terminal,
 Naranappan Chavadi,
 Sankari Durg RS 637 302

TENDERER'S COVERING LETTER

FROM: M/s. _____

 _____ (Name and Address of the tenderer)

To:
 Indian Oil Corporation Ltd. (M.D.)
 (Operations Department)

Dear Sir,

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Sub: e-Single Tender for Software modification works for Auto-Queuing system and Auto-Density Protocol at Sankari Terminal

With reference to your subject e-Tender, we confirm having carefully read, studied and understood various conditions/ documents supplied with the e-Tender and return them duly signed and stamped for having accepted in toto.

I am/ We are authorized to sign this tender as Proprietor or as per Power of Attorney issued by all other Partners/ Directors as per enclosure no. _____

Thanking you,

Yours Faithfully,

Place:

Date:

Signature_____

Name of Person signing_____

Tenderer's Name and address with seal_____

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9	Category:			
	a. (Please tick one)	<input type="checkbox"/> * General	<input type="checkbox"/> * Scheduled Caste	<input type="checkbox"/> * Scheduled Tribe
10	Whether the tenderer is an existing IOC Contractor: Yes/No If yes, please provide the Vendor Code provided by IOC: <div style="border: 1px solid black; width: 100%; height: 20px; margin-top: 5px;"></div>			
11	Earnest Money Details (EMD):			
	(a) All Tenderers: Rs. nil /-			
	DD no.	Date	Rs.	Bank

12. Whether tenderer/ Proprietor/ any of the Partners/ Directors are related (as defined under Companies Act 1956) to any of Directors of Company to which e-Tender is being submitted, if so, name of Director of IOCL & nature of relationship.
13. We confirm that tenderer (Proprietor/ any of the Partners/ Directors) are neither convicted in any of the criminal cases involving moral turpitude and / or economic offences nor blacklisted by any Oil Company.
14. We confirm that rates offered by us shall remain valid for acceptance by you up to 180 days from the date of opening of this e-Tender.

Place:

Date:

Signature_____

Name of Person signing_____

Tenderer's Name & Address with seal _____

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GUIDELINES FOR TENDERERS

1. GENERAL:

- 1.1 This e-Tender is being invited for software modification works for Auto-Queuing system and Auto-Density Protocol at Sankari Terminal.
- 1.2 Each page of the e-Tender document is to be signed by the legally authorized representative of the tenderer, with the official seal.
- 1.3 All entries are to be made in ink. No over-writing/ whitening/ erasing out is permitted. All corrections are to be made by scoring out incorrect entries, and such corrections are to be signed by the legally authorized representative of the tenderer, with the official seal. E-Tenders deficient in this respect are liable to be rejected.
- 1.4 For any further clarification, concerned officials at IOC Sankari Terminal or e-Tender document issuing offices may be contacted.
- 1.5 This e-Tender is in single bid system, comprising of Technical Bid and Price Bid.

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(On Non-Judicial Stamp Paper of Rs.100/- to be signed, scanned and uploaded)

GENERAL IRREVOCABLE POWER OF ATTORNEY

We, the undersigned (1) Shri _____ (2) Shri _____
(3) Shri _____ all residing at _____ the Partners / Directors
of M/S _____ having its registered office at
_____ do hereby nominate, authorize and appoint Shri
_____ & Shri _____ who are our ----- in the
firm to act as attorneys of our firm M/S _____ with full power and authority to
exercise the following powers or any of them on our behalf and on behalf of our firm:

- i) To sign, seal, execute, perfect and/or complete the e-Tender document of transportation of petroleum products and also other relevant documents required by M/S Indian Oil Corporation Ltd. (hereinafter called The Company) in respect thereof.
- ii) To negotiate, enter into correspondence with the Company and do all and everything necessary suitable or proper with regard to the said e-Tender for transportation of petroleum products.
- iii) To sign, seal, execute, perfect and/or complete Contract Agreement and all and/or any other document, Indemnity Bond etc. Required by the Company in connection with the said Contract Agreement.
- iv) To do all acts, deeds, as may be necessary for and incidental to the execution of proper performance of the said contract agreement with IOC.

We the said partner(s) do hereby agree to allow verify and confirm all and whatsoever the said Shri. _____, and Shri _____ shall or may do or cause to be done in or about the said e-Tender and the Contract Agreement, the execution and proper performance thereof by virtue of these presents.

This Power of Attorney shall remain irrevocable till the validity period of our quotation/ Contract Agreement/ or refund of our Security Deposit whichever is later.

In witness whereof, we have hereunto set and subscribed our hands at _____ this _____ day of _____ Two thousand _____.

Signatures

Signed, Sealed and delivered by
the within named partners/
Directors of M/S _____

1) Shri _____
2) Shri _____
3) Shri _____

Before me.
Notary public
(Notary's Stamp)

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E-TENDER TERMS & CONDITIONS

A. GENERAL:

1. Rates offered would be valid and binding on the tenderer for 180 days from the date of opening of e-Tender unless extended by mutual consent in writing. During the validity period, tenderer shall not be allowed either to withdraw or revise his offer. Once the e-Tender is accepted and work awarded, the rates shall be valid for the entire work completion period.
2. IOCL reserve the right, at their sole discretion, and without assigning any reason whatsoever, to:
 - a) Negotiate with any or all tenderers,
 - b) Reject any or all e-Tenders either in full or in part,
3. IOCL shall not be responsible for the delay under any circumstances whatsoever if the tender document is not submitted before the closing date and time and in the appropriate tender box.
4. Pre-Bid Meeting: - Not applicable for the subject tender.
5. Tenderer should upload all the details and enclosures as has been asked for in the e-Tender form. In case any of the information is not applicable to the tenderer, "Not applicable" may be written against such item. Not uploading any information/ enclosure sought for may be a ground for rejecting the e-Tender.

B. NEGOTIATIONS:

1. IOCL reserves the right to negotiate with any or all the tenderers.
2. Tenderers may be required to visit IOC office or any other office of IOCL for negotiations/ verification of documents, entirely at the cost of tenderers.
3. Tenderer or the authorized representative of tenderer may personally attend such negotiations, as commitments made and/ or clarifications given during the negotiations shall be binding on the tenderer/s. He/ She should carry the necessary authorization to attend such negotiations and to hand over an authenticated copy of the same to the IOCL's representative/s participating in negotiations.

C. SECURITY DEPOSIT (SD):

The successful Tenderer shall pay a sum equivalent to 10% of the work order value towards security deposit in any one of the following manner. Pay Orders / Demand Draft of scheduled / nationalized Bank on which no interest will be allowed.

Security deposit will not carry any interest.

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D. MISCELLANEOUS:

1. IOCL reserve the right to reject the tender of any or all the tenderers without assigning any reason whatsoever at its absolute discretion. IOCL reserves the rights to withdraw/ cancel/ modify this tender without assigning any reason whatsoever.
2. If any of the information submitted by the tenderer is found to be incorrect at any time including the contract period, IOCL reserves the right to reject the tender/ terminate the transportation contract without prejudice and any or all rights and remedies available.
3. Each page of the tender document including notice inviting tender enclosed along with the tender document must be signed by the legally authorized representative of the tenderer, with the official seal, for having fully read and understood the terms and conditions of this tender.
4. The term "IOC", "IOCL", IOC (M), "The Corporation" and "Indian Oil Corporation Ltd. (M.D.)" in the appropriate context means Indian Oil Corporation Limited, a Company registered under the Companies Act, 1956 and having its registered office at G-9, Ali Yavar Jung Marg, Bandra (E), Mumbai- 400 051 and its successors and assigns.

E. DUPLICATION OF CLAUSE:

In case of any difference of interpretation of any of the terms of this tender or agreement, those specified in the agreement shall prevail. Signed in acceptance of the aforesaid tender conditions.

Place:

Date:

Signature_____

Name of Person signing_____

Tenderer's Name and address with seal_____

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Scope of Work

TT QUEUE POSTING IN SAP (SOFTWARE PORTION):

1. Design / Development/ Modification:
 - a. Design the flow chart for implantation of Tank Truck Queue.
 - b. Development of module to implement the logic for Tank Truck Queue.
 - c. Development of logic module for Tank Truck Queue.
 - d. Modification in SAP - TAS Interface Module for Posting of Tank Truck Queue data.
 - e. Modification in Bay Queue Display Module for Tank Truck Queue Status Display.
 - f. Development & Modification of GUI for Tank Truck Queue in various modes
 - g. Development of Tank Truck Queue Module and re-structuring of Data base of TT Reported.
 - h. Modification in Audit Trail Module.
2. **Testing of software at back office:**
 - a. Testing of Tank Truck Queue Module as standalone
 - b. Testing with Other applicable module.
 - c. Testing as a total TAS applications System.
 - d. Testing with SAP interface Simulator.
3. Installation and commissioning of modified software at site and testing the software at site.
4. If any problem is found during warranty or AMC, fix the bug for smooth operation

POSTING OF DENSITY IN SAP DURING LOAD CONFIRMATIONS:

1. **Design / Development/ Modification:**
 - a. Design the flow chart for implantation of Density Data Posting to SAP.
 - b. Development of Density Data Posting module for Mixed Load and Ethanol Product.
 - c. Modification in SAP - TAS Interface Module (latest) for Posting of Mixed & Ethanol Product data.
 - d. Modification in Audit Trail Module
2. **Testing of software at back office:**
 - a. Testing of Density Posting Module as standalone
 - b. Testing with Other applicable module.
 - c. Testing as an total TAS applications System.
 - d. Testing with SAP interface Simulator at EPML.
 - e. Visit to CO-IS for further testing ,if required.
3. Installation and commissioning of modified software at site and testing the software at site.
4. If any problem is found during warranty or AMC, fix the bug for smooth operation

Completion Period: Software development and testing (including field testing) time is 4 weeks.

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**INDIAN OIL CORPORATION LIMITED
SANKARI TERMINAL**

Tender Ref: DSK/SMART TERMINAL/ST-02 DT: 10.8.2015
Due on 17.8.2015 @ 1500 hrs

SUB: E-Single Tender for Software modification works for Auto-queuing System and Auto Density Protocol at Sankari Terminal

Terms and Conditions

RATE SCHEDULE

<i>S. NO</i>	<i>Particulars</i>	<i>Amount in figures (Rs)</i>	<i>Amount in words (Rupees)</i>
1	IOCL TERMINAL: SANKARI Software Modification work required for providing TT PLANNING through SAP in the existing Terminal Automation Software (Auto TT Queuing system) and Implementation of Auto Density Protocol (Inclusive of Service Tax at 14 %)		

**Signature of Tenderer with Seal
Date:**

SEAL

SIGNATURE OF TENDERER