

INSTRUCTIONS TO THE APPLICANTS / BIDDERS

Submission of EOI:-

Indian Oil Corporation Ltd. (Pipelines Division) is seeking application in Two Bid System i.e. Technical Bid (Part-I) and Price Bid (Part-II) from interested Yard/landowners who are willing to provide Yard/land on hiring basis for the HRPL Project at District Ramgarh in the following area:

Area requirement	Storage Type	Location	District
Approx. 2500-3500 sqm	Open storage	Nearby major district roads /NH/SH in Ramgarh Sadar block	Ramgarh

The application with above details should reach our office within 15 days from the date of publication in newspaper at the following address in closed / sealed envelope:

**Chief Construction Manager
Indian Oil Corporation Limited
South-Eastern Region Pipelines
"INDU-SHANKAR BHAWAN" House No. 102 C,
Mandir Marg, Ashok Nagar,
Ranchi, Jharkhand-834002.**

Contact No: 9729089231

Pre-Requisites:

1. There must be proper approach for movement of heavy vehicles.
2. There must be availability of electricity.
3. Storage yard should have boundary.
4. Availability of Security Gate & Hut.
5. Land should be free hold or have full authority to lease the offered property and free from all encumbrances with clear title deed.
6. Yard facility should be preferably near SV/RT location in Ramgarh district on NH/SH/Major District Roads.
7. There will be a provision for withdrawal of space with 1 month's prior notice.
8. Details of Advertisement, Details of instructions to bidders/ Selection criteria with weightage Scheme/ Procedure for selection/ Formats of Technical Bid/ Formats of Financial Bid/ Evaluation methodology to be downloaded from <https://www.iocl.com/suppliers-notices>

Interested parties are requested to apply with following details in the two bid systems as mentioned below:

1. **Technical Bid (Part-1) : (As per prescribed format)**

To be submitted in separate envelope consisting of following documents other than the cost offered for the yard:

- a. 1) Name of 2) Address: Village, Post office, Police Station, Pin code, District 3) Telephone No. 4) Yard details – Village, Landmark, District 5) Proof of ownership

6) brief description of premises being offered 7) Conformity declaration meeting all prerequisites mentioned above.

2. **Price Bid (Part-2): (As per prescribed format)**

To be submitted in separate envelope consisting of:

- 1) Rate per Sq.m. per month (Excluding GST) of offered premises for space. (Written in figures and words.)

The above two envelopes containing the Technical bid (part-1) and Price Bid (part-2) should be put together in large envelope duly sealed with Name and Address inscribed on it.

The cost offered by the party shall not appear in any manner in part-1 (Technical Bid). The expression of interest would be liable for rejection if cost appears in any manner in part-1 (Technical Bid). The technical Bid and Price bid formats are available at <https://www.iocl.com/suppliers-notices> and bidders may download the same from the link and submit the hard copy with relevant details as mentioned above.

Other General instructions: -

1. Open Yard facility shall be approximately 2500- 3500 sqm of size.
2. The EOIs received after the due date and time shall not be considered.
3. IOCL shall not be responsible for any postal/courier or other delays, and applicants should take care to ensure the submission of EOI(s) at above-mentioned place before due date and time.
4. Offers sent by fax/e-mail shall not be accepted.
5. All alterations, erasure(s) and/or over-writing(s), if any, should be duly authenticated by the person signing the EOI.
6. All Proforma forming part of EOI documents has to be duly filled-in, signed and stamped by the applicant.
7. An applicant can submit any number of EOIs, but each EOI must be separately sealed envelope containing sealed "Technical Inputs" and "Financial Offer" therein for each case.
8. The rates offered by the applicant/owner(s) shall initially remain valid for a minimum period of 180 days from the date of opening of the EOIs. The validity of offers may also require extension of time with the consent of the applicant/owner(s).
9. Mere submission of offers/ EOIs will not be treated as acceptance/ selection of the offer. The property will be selected based on detailed analysis and evaluation of offers considering various factors including those mentioned in the technical information/ criteria of evaluation. Further, the applicants may note that IOCL is not bound to purchase any of the land from the shortlisted offers.
10. Conditional bids shall be rejected.

11. The IOCL reserves the right to negotiate (through single or multiple rounds of negotiations) the price/rate with any or short-listed or all the intending applicant(s).
12. The unilaterally revised offer/rates received from the applicants, after conclusion of the process of negotiations, shall not be entertained under any circumstances.

GENERAL TERMS & CONDITIONS

1. IOCL shall open & scrutinize the EOIs submitted by the applicant/ intending Developers/ Property Owner(s)/ authorised representative taking into consideration the selection criteria.
2. The representatives of IOCL shall visit the site for physical verification, location & observe the status of land as well as whole area. IOCL subsequently may carry out Due Diligence or other verifications for its satisfaction, for which all assistance shall have to be provided by the applicant/owner(s) including ownership documents and chain of Title documents.
3. The IOCL reserves the right to accept or reject any or all the applications or negotiate for reduction in the quoted price with any or all the applicants or annul this process at any time without assigning any reason for whatsoever reasons.
4. IOCL is not bound to give reasons for rejection of any of the EOI.
5. The decision of IOCL in this matter shall be final & binding on all the applicants.
6. IOCL shall issue LOI/LOA in the name of applicant/owner(s) on approval of the proposal by the competent authority.
7. The initial lease period shall be for period of 12 months, which may be extended further for 6months.
8. Additionally, it can also be withdrawn at any time as per the requirement of the IOCL with 1-month prior notice to the owner.

TECHNICAL BID

To be submitted in separate envelope consisting of following documents other than the cost offered for the yard:

S.No.	Description	Details
1	Name of Bidder or company	
2	Address	
3	Telephone/Mobile no.	
4	Yard details (Village, Landmark, District)	
5	Brief description of premises being offered	
6	Proof of ownership (Lease deed/Land/Building Sale deed) Supporting documents to be submitted with the bid	

1. I/we confirm that I/we have read & fully understood all the prerequisites mentioned in EOI for yard renting facility in Ramgarh districts and confirm that our facility meets all the prerequisites mentioned.
2. I/we confirm that I/we shall be providing approx 2500-3500 sqm of open facility area as per prerequisite immediately after award of contract for occupying.

Signature / Stamp of Bidder

Price Bid**ANNEXURE - II**

(TO BE SUBMITTED SEPARATE IN SEALED ENVELOPE - II)

Dear Sir,

In response to press advertisement for "Open storage type Yard facility" required by Indian Oil Corporation Limited (Pipelines Division) at Ramgarh district, the undersigned hereby offers the premises on lease on the terms & conditions cited herein:

Owner Name:		
Details of Property	Area of offered yard premises	Lumpsum Monthly Rent (Rent to be quoted considering yard storage Area only) (Both in figures and in word) (Rent = Area X Rate per Sqm of Area)

9. Lumpsum Rental shall be quoted inclusive of basic rent plus all applicable statutory charges i.e. all taxes like income tax, Municipal taxes, Water tax, House tax, Property tax cess and/or any other levy and all maintenance charges (society charges, if any) etc., in respect of the premises, due to the State Government, Central Government or other local or civic authorities. The quoted rental value is exclusive of Goods and Service Tax (GST) only. No extra rent shall be paid for parking area & common area usage.
10. Storage Area does not include common area & parking
11. Monthly rent quoted for a period of 12 months which may be withdrawn at any time with 1-month prior notice to the owner.
12. TDS, as applicable, will be deducted from the monthly rent.
13. The Electricity charges on actual are payable separately by the lessee.

Thanking you,

Yours faithfully,

Place & Date: _____

Signature & stamp of Owner