



Indian Oil Corporation Limited

(A Govt. of India Undertaking)

**Business Development, Petrochemicals
Corporate Office, New Delhi**

Advertisement No. / Tender Reference No. IOCL/PC/POLY/CHN/DEALER/2016

Ref: BD/PC/POLY/CHN/DEALER/01/2016/1.1.1

(To be read in conjunction with the marking scheme/ guidelines / application form etc.)

Appointment of Dealers for Polymer Marketing

Indian Oil Corporation Limited proposes to appoint Dealers for its polymer business at the following locations:

S.No.	Location Advertised for	Office Location (district / city / town)	Warehouse Location (district / city / town)	No. of Dealers	Territory (Area of Operation)
1	Kolkata	Kolkata	Kolkata	2	West Bengal
2	Guwahati	Guwahati	Guwahati	1	North East
3	Patna	Patna	Patna	1	Bihar
4	Balasore	Balasore	Balasore	1	Odisha
5	Cuttack	Cuttack	Cuttack / Bhubaneswar	1	Odisha
6	Delhi	Delhi	Delhi	2	Delhi / Gautam Buddha Nagar
7	Gurgaon	Faridabad / Gurgaon	Faridabad / Gurgaon	1	Haryana / Chandigarh
8	Indore	Indore	Indore / Dhar	1	Madhya Pradesh
9	Mumbai	Vasai / Mumbai / Bhiwandi	Vasai / Mumbai / Bhiwandi	2	Maharashtra
10	Silvassa	Silvassa	Silvassa	1	Dadra & Nagar Haveli / Daman & Diu
11	Aurangabad	Aurangabad	Aurangabad	1	Maharashtra
12	Ahmedabad	Ahmedabad	Ahmedabad	1	Gujarat
13	Surat	Surat	Surat	1	Gujarat
14	Hyderabad	Hyderabad	Hyderabad	1	Andhra Pradesh / Telangana
15	Kozhikode	Kozhikode	Kozhikode	1	Kerala

1. The area of operation mentioned above is indicative only and is subject to change at the sole discretion & business requirement of IndianOil.

These Dealers would act as a reseller for the polymer products (LLDPE, HDPE, PP etc.) manufactured and / or traded by IOCL.

2. Eligibility Criteria

- 2.1 Applicant(s) should be an Indian citizen and must have the domicile of the State / Union Territory in which the advertised location falls.

In addition, (a) In case of individual, the applicant must have the domicile of the State / Union Territory in which the advertised location falls. (b) In cases other than individual, i.e. Proprietary Firm/ Partnership firm/ Limited Liability Partnership (LLP) Firm / Body Corporate / Registered Cooperative Society / HUF, the concerned entity should be registered in that State / Union Territory or its branch office / sub-office should be registered with excise and/or sales tax of that State / Union Territory in which the advertised location falls.

Explanation: Body Corporate shall mean One Person Company (OPC), Private Limited Company (PLC), Unlisted Public Limited Company (UPLC), Listed Public Limited Company (LPLC) and State or Central PSU.

- 2.2 Applicant(s) should not be less than 21 years of age on date of advertisement.
- 2.3 Applicant(s) should be an Individual / Proprietary Firm / Partnership Firm /Body Corporate / Registered Co-operative societies / Limited Liability Partnership / HUF.
- 2.4 Applicant(s) should have minimum 3 years of experience in marketing and distribution of Polymer / Petroleum / Petrochemical / Chemical goods.
- 2.5 Applicant(s) must have a warehouse (owned or leased / rented) having size of min. 1000 sq. ft. within the advertised location.
- 2.6 Applicant(s) should have a minimum average turnover (of the preceding three completed financial years) of Rs. 05 Cr per annum. (Refer Note below)
- 2.7 Applicant (s) should have a minimum average net worth (of the preceding three completed financial years) of Rs. 25 lacs per annum.

Note 1: In case an applicant is working as Del Credere Associate (DCA) / CS / agent / dealer or Appointed Business Associate of any other company, the value of sales through them would be considered for fulfillment of eligibility criteria in clause 2.6 above for the purpose of turnover. A certificate issued by a qualified Chartered Accountant (providing detailed itemized working), duly stamped and mentioning the Registration No. of the CA, with respect to the value of sales undertaken in any financial year will be required to be submitted.

Note 2: Existing channel partners for polymer marketing of IndianOil and their immediate family members (spouse and dependent children) or Channel Partners/any other dealer/distributor/transporter/Contractor of IOCL who have resigned or have been terminated in last 5 years from date of advertisement shall not be eligible to apply.

Note 3: In case the audited balance sheet of the last FY is not available, the financial details of the last three completed financial years preceding the last FY shall be considered for the purpose of eligibility and marking of financial parameters.

2.8 Ineligibility Criteria: Persons / Firms / Companies convicted for any criminal offence (other than freedom struggle) involving moral turpitude / economic offences / mentally unsound and totally paralyzed persons shall not be eligible.

2.9 Applicant will be required to submit a medical fitness certificate **in original** from a govt. medical practitioner (MBBS or above) for applying in the prescribed format only (Refer **Annexure-E** of Guidelines to Applicants for Appointment of Dealer for Polymer Marketing of Indian Oil for (A) Filling the Application Form & (B) for Evaluation/ Marking). Applicants failing to submit the same shall be ineligible.

The medical certificate is required to be submitted by individual / proprietor / applying partner of a partnership firm or LLP / applying director of private limited company or public limited company / applying person in other cases.

*Remarks: In case of partnership firm or LLP, medical certificate for all partners or designated partners other than the applicant partner or applicant designated partner, respectively will also be required to be shown in original from a Govt. medical practitioner (MBBS or above) in the prescribed format only (Refer **Annexure-E**) at the time of Field Investigation for the empanelled applicant entity; failing which the empanelled applicant entity will be liable for rejection.*

2.10 Applicants, who have been appointed as Consignment Stockists / Agents / Dealers / Distributors for PE / PP by any Indian or foreign plastic raw material manufacturers, shall not be eligible to apply unless they submit an undertaking along with their application to disengage themselves from such appointment on being selected as Dealer by IOC.

3. The existing channel partner for polymer marketing of IndianOil and their immediate family members (spouse and dependent children) or Channel Partners/any other dealer/distributor/transporter/Contractor of IndianOil who have resigned or have been terminated in last 5 years from date of advertisement are also not eligible to apply.

4. Refer clause 3 on page 4 of Guidelines to Applicants for Appointment of Dealer for Polymer Marketing of Indian Oil for (A) Filling the Application Form & (B) for Evaluation/ Marking, it is to be noted that the appointment will be on exclusive basis, i.e. the selected applicant will either be a Del Credere Associate (DCA) cum Consignment Stockist (CS) / DOPW or Dealer for Polymer Marketing of IndianOil. The applicant selected for Del Credere Associate (DCA) cum Consignment Stockist (CS) / DOPW will not be considered for Dealership.

5. The applicants will have to download the application forms and attachments including detailed guidelines available on the website (<https://eprocure.gov.in/epublish/app>). The applicant will have to fill up the application form and submit the same along with the enclosures as required and a non-refundable application processing fee of Rs. 5000/- (Rs. Five Thousand only) as a Demand Draft drawn on any scheduled bank in favour of Indian Oil Corporation Limited, payable at New Delhi.
6. Applicants shall also submit an EMD of Rs 2,00,000/- (Rs. Two Lac only) along with the application form in the form of a Demand Draft drawn on any scheduled bank in favour of Indian Oil Corporation Limited, payable at New Delhi.
7. The following details must be written in BLOCK LETTERS on the envelope containing the application form along with attachments.

“APPLICATION FOR DEALER AT” (Name of the location applied for)

8. Application forms, enclosures completed in all respects must be sent in sealed envelope in hard copy form so as to reach the office address mentioned below on or before 1600 hrs on 20.06.2016.

Asst. Manager (PC- Marketing),
Seat No. – 8033,
8th Floor, Indian Oil Bhavan,
No. 1, Sri Aurobindo Marg,
Yusuf Sarai, New Delhi – 110016
Phone No. – 011 – 26514328
e-mail ID: sdheeraj@indianoil.in

It is clarified that the Phone No. and e-mail ID specified are only for any query, and not intended for online submission.

9. **Marking Scheme:** The detailed Marking Scheme for the evaluation of applicants in Stage I & Stage II have been uploaded on the website <https://eprocure.gov.in/epublish/app>.
10. **Dealership Agreement:** The draft / indicative Dealership Agreement has been uploaded on the website <https://eprocure.gov.in/epublish/app>.
11. **Guidelines:** The selection guidelines and the guidelines for applicants for filling the application form and for evaluation/marketing have also been uploaded on the website <https://eprocure.gov.in/epublish/app>.
12. **Roles & Responsibilities of Dealer:**
 - a. A **Dealer** will act as a reseller for IOC polymers and is primarily intended to cater to small, micro and irregular buyers. Product supply to dealers will be on sale-purchase basis with applicable VAT or CST either from Plant or from RSC.

- b. Dealers will have their own goodwill & financial standing in the market and will supply to the small / micro sector as per customer's needs, including credit etc, at their own risk.
- c. New small scale companies keep coming up in the sector. Dealers will provide required support to these industries in commercial terms including credit and small volumes for successful start up, thus contributing to Make in India initiative also.
- d. Dealer will have to maintain a suitable warehouse as per the requirement of IOC and will also be required to sell within his defined Territory.
- e. Dealer will operate on exclusive basis and will not be involved in Marketing & Distribution of competing products.
- f. Dealer will place indents with IOC like direct customers and will give advance planning for indents. Dealer will also ensure timely placement of indents.
- g. Dealer will maintain and issue invoice as per IOC format.
- h. Dealer will comply with all statutory requirements and will keep IOC indemnified.
- i. Dealer can sell not more than 20 MT to a customer in any single month.
- j. Product sales to the Dealers shall be on cash (D+2) basis.
- k. Dealers will increase customer spread in the micro and low volume segment.
- l. Dealer will maintain and make available all documents including statutory, invoices, tax returns etc. to IOC officers, as and when required by IOC.
- m. Dealer will abide by all the terms & conditions of the Dealer agreement and shall also abide by all other requirements specified by IOC from time to time.

The role & responsibility of Dealers mentioned above is not exhaustive and is subject to change as per the requirement of the Corporation.

- 13. The other terms and conditions are as per the detailed guidelines available with the application form uploaded on our website.
- 14. The company reserves the right to cancel/withdraw/amend this advertisement or extend the due date at its sole discretion without assigning any reason. IOCL will not be responsible for any delay in receipt of the applications, whatsoever and the same will be rejected without assigning any reason.

NOTE: Any subsequent corrigendum pertaining to this appointment will be hosted on website (<https://eprocure.gov.in/epublish/app>) only.

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