बिड संख्या/Bid Number: GEM/2026/B/8211711

दिनांक /Dated: 28-10-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	18-11-2026 17:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	19-11-2026 17:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Petroleum And Natural Gas
विभाग का नाम/Department Name	Na
संगठन का नाम/Organisation Name	Oil And Natural Gas Corporation Limited
कार्यालय का नाम/Office Name	Rajahmundry
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :prakash_sanjay@ongc.co.in Buyer Email id: rathore_rs@ongc.co.in
कुल मात्रा/Total Quantity	6000
वस्तु श्रेणी /Item Category	Sodium Hypochlorite (Industrial Grade)
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	Sodium Hypochlorite (Industrial Grade)
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	Sodium Hypochlorite (Industrial Grade) - ONGC(V2), Flame Photometer, Sodium Hypochlorite Solution (V3) Conforming To Is 11673, Sodium Hypochlorite Solution for Water Maker - ONGC, Silicone sealant, Sodium Cyanide Technical - IS 11782, Industrial Tempra Mount Socket, Stable Bleaching Powder for Household and Industrial use (V3) conforming to IS 1065 (Part 1), Pressure Regulator For Gases, Blood Collection Tube
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	• Sodium Hypochlorite Solution for Water Maker - ONGC • Sodium Hypochlorite Solution (V3) Conforming To Is 11673 • Sodium Hypochlorite (Industrial Grade) - ONGC(V2)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	4 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	Yes
Inspection to be carried out by Buyers own empanelled agency	Yes
Type Of Inspection	Post Dispatch
Name of the Empanelled Inspection Agency/ Authority	CONCERNED ONGC INDENTOR
Auto CRAC Days	60
Payment Timelines	Payments shall be made to the Seller within **10** days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई खरीद वरीयता/MII Purchase Preference

एमआईआई खरीद वरीयता/MII Purchase Preference	No

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total

quantity. The buyers are advised to refer the OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
2. **Inspection of Stores by Nominated Inspection Authority / Agency of buyer or their authorized representatives**

An independent third party Professional Inspection Body can help buyer in mitigating buyer's risk with pre-dispatch/post-dispatch inspection in order to ensure that equipment, components, solutions and documentation conform to contractual requirements. The buyer has a right to inspect goods in reasonable manner and within reasonable time at any reasonable place as indicated in contract. Inspection Fee/ Charges (as pre-greed between buyer and Inspection Agency) would be borne by the buyer as per their internal arrangement but may be recovered from the seller if the consignment failed to conform to contractual specification and got rejected by the Inspection Officer .If so requested and accepted by the seller , initially seller may pay for inspection charges as applicable and get the same reimbursed from buyer if consignment accepted by the Inspecting Officer . For reimbursement seller has to submit proof of payment to Inspection Agency.

Seller/OEM shall send a notice in writing / e-mail to the Inspecting officer / inspection agency specifying the place of inspection as per contract and the Inspecting officer shall on receipt of such notice notify to the seller the date and time when the stores would be inspected. The seller shall, at his own expenses, afford to the Inspecting officer, all reasonable facilities as may be necessary for satisfying himself that the stores are being and or have been manufactured in accordance with the technical particulars governing the supply. The decision of the purchaser representative /inspection authority regarding acceptance / rejection of consignment shall be final and binding on the seller.

The Seller shall provide, without any extra charge, all materials, tools, labour and assistance of every kind which the Inspecting officer may demand of him for any test, and examination, other than special or independent test, which he shall require to be made on the seller's premises and the seller shall bear and pay all costs attendant thereon.

The seller shall also provide and deliver store / sample from consignment under inspection free of charge at any such place other than his premises as the Inspecting officer may specify for acceptance tests for which seller/OEM does not have the facilities or for special/ independent tests.

In the event of rejection of stores or any part thereof by the Inspecting officer basis testing outside owing to lack of test facility at sellers premises, the seller shall, on demand, pay to the buyer the costs incurred in the inspection and/or test. Cost of test shall be assessed at the rate charged by the Laboratory to private persons for similar work.

Inspector shall have the right to put all the stores or materials forming part of the same or any part thereof to such tests as he may like fit and proper as per QAP/governing specification. The seller shall not be entitled to object on any ground whatsoever to the method of testing adopted by the Inspecting officer.

Unless otherwise provided for in the contract, the quantity of the stores or materials expended in test will be borne by seller.

Inspecting officer is the Final Authority to Certify Performance / accept the consignment. The Inspecting officer's decision as regards the rejection shall be final and binding on the seller.

The seller shall if so required at his own expense shall mark or permit the Inspecting officer to mark all the approved stores with a recognised Government or purchaser's mark.

Sodium Hypochlorite (Industrial Grade) (6000 kilogram)

तकनीकी विशिष्टियाँ /Technical Specifications

क्रेता विशिष्टि दस्तावेज़ /Buyer Specification Document	Download

परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Sanjay Kanwar	534275,TEMPLE LAND ONGC COMPLEX NARASAPUR	6000	30

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. **Generic**

   OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be (Increased quantity ÷ Original quantity) × Original delivery period (in days), subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

2. **Scope of Supply**

   Scope of supply (Bid price to include all cost components) : Only supply of Goods

3. **Generic**

   Bidder shall submit the following documents along with their bid for Vendor Code Creation:

   a. Copy of PAN Card.

   b. Copy of GSTIN.

   c. Copy of Cancelled Cheque.

   d. Copy of EFT Mandate duly certified by Bank.

4. **Generic**

   Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

5. **Certificates**

   Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

6. **Buyer Added Bid Specific ATC**

   Buyer Added text based ATC clauses

BID EVALUATION CRITERIA

Sl. No.	Proposed BEC Clause
A.	**VITAL CRITERIA FOR ACCEPTANCE OF BIDS:** Bidders are advised not to take any exception/deviations to the bid document. Exceptions/ deviations, if any, should be brought out during the Pre-bid conference. In case Pre-bid conference is not held, the exceptions/ deviations along with suggested changes are to be communicated to ONGC within the date specified in the NIT and bid document. ONGC after processing such suggestions may, through an addendum to the bid document, communicate to the bidders the changes in its bid document, if any. However, during evaluation of bids, ONGC may ask the Bidder for Clarifications/ confirmations/deficient documents of its bid. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought or permitted. If the bidder still maintains exceptions/deviations in the bid, such conditional/ non-conforming bids shall not be considered and may be rejected.
B.	**REJECTION CRITERIA**
B.1	**Technical rejection criteria** The following vital technical conditions should be strictly complied with, failing which the bid will be rejected:
1	Bid should be complete in all aspects covering entire scope of job/ supply and should conform to the technical specifications indicated in the bid document, duly supported with technical catalogues/ literatures, wherever applicable. Incomplete and non-conforming bids will be rejected outright.

2.0	**Manufacturer’s experience:** In case the bidder is a manufacturer of th e offered equipment / item, he should sat isfy the following along with documentar y evidence, which should be enclosed alo ng with the techno-commercial bid: (a) Minimum One (01) year of experienc e of manufacturing Sodium Hypochlor ite. (b) Should have manufactured and sup plied minimum of 10% of tendered qu antity of Sodium Hypochlorite to vario us companies, during the last ten (10) years. For meeting the requirement above at (a) & (b), the period reckoned shall be the pe riod prior to the originally scheduled date of opening of the techno-commercial bid. Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Orders along with copies of any of the documents in re spect of satisfactory execution of each of those Purchase Orders, such as - (i) Satis factory Inspection report (OR) (ii) Satisfac tory supply completion / Installation repo rt (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pa ss / Tax Invoices issued under relevant ru les of Central Excise / VAT/GST (OR) (v) a ny other documentary evidence that can substantiate the satisfactory execution o f each of the purchase orders cited abov e.
2.1	In case the bidder is not a manufacturer, then the bidder is required to *submit* doc umentary evidence in respect of the abo ve 2 (a) and 2(b) *of* the concerned manuf acturer *(having supplied* ***such items*** *either by manufacturer himself* or his dist ributor), along with the techno-commerci al bid.

2.2	Bidders, who have successfully executed development order for Sodium Hypochlorite placed by ONGC/OIL pursuant to successful field trial testing would be considered as established source of supply and in that case, documents for satisfying BEC Clause B.1.2(a) and B.1.2(b) are not required to be submitted. However, such bidders shall submit the certificate towards satisfactory execution of development order pursuant to successful field trial testing along with the techno-commercial bid. For Development Order issued by ONGC after 02.12.2020, such certificate should have been issued by Head INDEG only.
2.3	In case Start-up bidder has successfully executed Purchase Order placed by ONGC/OIL/IOCL/HPCL/BPCL/GAIL for Sodium Hypochlorite and the material supplied has been used in field satisfactorily, then such Start-up bidders will be considered meeting experience criteria as per BEC Clause B.1.2(a) and B.1.2(b). In this regard, bidder shall submit copy of purchase order/contract along with supporting document towards having used the material satisfactorily in the fields. If bidder is a Start-up (Definition of "Start up" shall be as per Gazette Notification G.S.R. 127(E) dated 19.02.2019 (as amended) of Govt of India) and willing to avail the relaxations as stipulated in tender document, then they should submit the following documents: i. Registration Certificate issued by Department for Promotion of Industry and Internal Trade (DPIIT), earlier known as Department of Industrial Policy and Promotion (DIPP), Ministry of Commerce, certified by Start-up Director/Partner. ii. A declaration from the Directors/Partner of the start-up stating that bid is submitted by Start-up as Manufacturer of the quoted item (in case of procurement of Goods)/ Provider of quoted services (in case of procurement of services) and not as a trader/dealer/distributor.

3.	Bidders should have the required facilities for testing the quoted material as per International standards at their premises and also agree to inspection by ONGC or any other agency nominated by ONGC. In case the bidder is not the manufacturer, a certificate from the manufacturer to the effect that the manufacturer possesses the required facilities for testing the quoted material should be enclosed along with the techno-commercial bid.
4.	**Quality Assurance:** Bidder shall submit certificate from manufacturer (even if the bidder is an authorized dealer / distributor) along with the bid that the material being offered / supplied is of the same standard and quality as per tender technical specifications. Undertaking by the bidder to this effect should be submitted as per format of tender document.
5	**Warranty from Manufacturer:** The material/s should have a shelf-life of minimum 12 months from the date of supply and a warranty certificate/s to this effect is/are to be submitted at the time of bid. Required warranty cover of the manufacturer for the product will be provided by such a bidder and an undertaking to this effect shall be provided by the bidder in the techno-commercial bid.
6	**Packing & Marking:** Bidder shall submit an undertaking along with their Techno-commercial bids that: The material shall be supplied as per packing and marking conditions mentioned in the tender document.
7	The bidder shall submit an undertaking along with bid they will agree to mark Special Hazardous Symbol indicating the nature of hazard of the material as per MSDS on each packing.

8	**MSDS:** The bidder should furnish an undertaking along with the bid they will provide Material Safety Data Sheet (MSDS) along with the supply of material.
9	The bidder should furnish an undertaking along with the bid that they will strictly adhere to Special terms and conditions of tender document at Appendix-01 and the sampling-Bonding / Inspection procedure, testing and dispatch clauses mentioned under “QAP/Standard Operating Procedure (SOP) for the destination inspection” at Appendix-2.
B.2	**Commercial rejection criteria:** The following vital commercial conditions should be strictly complied with failing which the bid will be rejected.
1	**Eligibility of Bidders:** Bidder should preferably be a Manufacturer. In case the bidder is not a manufacturer, its bid can also be considered provided such bid is accompanied with tender specific back-up authority letter from the concerned manufacturer, who authorizes them to market their product provided further, such an authority letter should remain valid during the entire execution period of the order. Required warranty cover of the manufacturer (as per the warranty clause. of the bid document) for the product will be provided by such a bidder and an undertaking to this effect shall be provided by the bidder in the techno-commercial bid. Offers without tender specific back-up authority letter from manufacturers will not be considered. Notwithstanding anything contained above, Either the manufacturer or their authorised distributor/dealer etc. can bid in a tender, but not both. Further, in cases where authorised distributor/ dealer etc. participate in a tender on behalf of one manufacturer, they are not allowed to quote on behalf of another manufacturer along with the first manufacturer for the same item.

2	**Acceptance of terms and conditions:** The bidder must submit an undertaking a long with their techno-commercial bid th at all instructions and conditions as cont ained in the tender document as well as t he instructions contained in GeM are acc eptable to them unconditionally.
3	Bidders should not indicate/disclose price s in techno-commercial bid (In case bidd ers indicate/disclose prices e-bid, their bi ds shall be evaluated without giving any cognizance to such prices. Evaluation will be done as per prices quoted in the finan cial bid only.
4	Bidder should submit a declaration (as p er Annexure- F & G) that neither the bidd ers themselves, nor any of its allied conc erns, partners or associates or directors or proprietors involved in any capacity, a re currently serving any banning orders i ssued by ONGC debarring them from car rying on business dealings with ONGC.
5	Bidder should submit an undertaking on t he company's letter head and duly signe d by the signatory of the bid that all the documents/certificates/information subm itted by them against the tender are gen uine.
6	Bidder should submit a declaration that b idder is not undergoing an Insolvency Re solution Process under the Insolvency & Bankruptcy Code, 2016 (or any amendm ents thereof)/ proceedings for resolution of bankruptcy /insolvency by concerned court/authority of relevant jurisdiction in respective country.

Annexure-A

TECHNICAL MATRIX

For the supply of Sodium Hypochlorite

The bidder shall write "**Complied/YES**" or "**Not complied/NO**" or "**Not applicable**" in the last column ag ainst all the points.

Sl. No	Technical Evaluation Parameters	Complied or Not complied or Not applicable

1)	Whether the bidder has unconditionally agreed to accept all the terms and conditions of the bid document?	
2)	Whether the bidder has quoted for the entire scope of supply?	
3)	Whether the Bidder is actual manufacturer?	
4)	Whether bidder has submitted manufacturer experience as per TBEC B.1.2.0	
5)	If the bidder is not the manufacturer, whether the bidder has provided documentary proof of a tender-specific back-up authorization letter from the manufacturer?	
6)	In case the bidder is not the manufacturer, whether the bidder has provided manufacturer experience as per TBEC B.1.2.1?	
7)	Whether the bidder has submitted bid under Development order and submitted requisite document as per TBEC B.1.2.2?	
8)	Whether the bidder has submitted bid under Start up and submitted requisite document as per TBEC B.1.2.3?	
9)	Whether the bidder has submitted undertaking from the manufacturer for offering/supplying material as per tender technical specifications?	
10)	Whether the bidder has submitted undertaking/warranty certificate from the manufacturer for shelf-life of minimum 12 months of the material from the date of supply?	
11)	Whether the bidder has submitted undertaking from the manufacturer for requisite facilities for testing of the quoted material as per TBEC B.1.3?	
12)	Whether the bidder has submitted undertaking for supplying material as per packing and marking in tender document?	
13)	Whether the bidder has submitted undertaking for marking of Special Hazardous Symbol indicating the nature of hazard on each packing?	
14)	Whether the bidder has submitted undertaking to provide MSDS with bulk supply?	

15)	Whether the bidder has submitted undertaking strictly adhere to Special terms and conditions of tender document and the sampling-Bonding / Inspection procedure, testing and dispatch clauses QAP?		Bidder's Signature with seal & date
16)	Whether the bidder has submitted undertaking as per Annexure-B?		

Annexure-B

UNDERTAKING BY THE BIDDER

–

Bid no. _____

Name of Chemical: **Sodium Hypochlorite**

I/We, _____, hereby give an undertaking that if the material supplied in each lot does not conform to tender/PO specifications, then I/we will lift the material within two weeks from the date of intimation at our own cost. In case the material is not lifted by us within two weeks, ONGC may decide to return rejected material on freight to pay basis at our risk and cost. Further, I/we will replace the material at its cost within delivery schedule, failing which provision of "Failure and Termination Clause/Liquidated Damages Clause' of tender document will be applicable.

Signature of the bidder with stamp.

Annexure-C

UNDERTAKING BY THE MANUFACTURER

I/We, _____, hereby give an unde

rtaking for the following

i) The material being offered / supplied is of the same standard and qu ality as per tender technical specifications.

ii) The material should have a shelf-life of minimum **12** months from th e date of supply.

iii) The required facilities for testing the quoted material as per Internati onal standards at their premises and also agree to inspection by ONGC or any other agency nominated by ONGC.

Signature of the Manufacturer with stamp.

Annexure-D

UNDERTAKING BY THE BIDDER

I/We, _____, hereby give an undertaking for the following

i) The material shall be supplied as per packing and marking mentioned in the tender document.

ii) Shall be agreed to mark Special Hazardous Symbol indicating the nature of hazard of the material as per MSDS on each packing.

iii) Shall be agreed to provide Material Safety Data Sheet (MSDS) along with the supply of material.

iv) Strictly adhere to Special terms and conditions of tender document at Appendix-01 and the sampling-Bonding / Inspection procedure, testing and dispatch clauses mentioned under “QAP/Standard Operating Procedure (SOP) for the destination inspection” at Appendix-2.

Signature of the Bidder with stamp.

Annexure- E

UNDERTAKINGS BY THE BIDDER

(to be submitted on Bidder's/Firm's Letterhead)

I/We, _____, hereby give an undertaking for the following that

i. all instructions and conditions as contained in the tender document as well as the instructions contained in GeM are acceptable to them unconditionally.

ii. bidder is not undergoing an Insolvency Resolution Process under the Insolvency & Bankruptcy Code, 2016 (or any amendments thereof)/ proceedings for resolution of Bankruptcy/insolvency by concerned court/authority of relevant jurisdiction in respective country.

iii. all the documents/ certificates/information submitted by us against the tender are genuine. In case any of the documents/certificates/information submitted by us is found to be false or forged, action as deemed fit may be initiated by ONGC at its sole discretion.

(Bidder/Authorized signatory of Bidder)

Seal:

Annexure-F

FORMAT FOR UNDERTAKING ON CURRENTLY NOT SERVING ANY BANNING ORDER(S) ISSUED BY ONGC

(to be submitted on Bidder's/Firm's Letterhead)

I_____, age ____years Son/ Daughter of _____, resident of _____ _____ do solemnly affirm and state as under:

1. That I _____ is a Bidder/Authorized signatory of Bidder, and being duly authorized, I furnish this undertaking on behalf of Bidder/Firm.

2. That_____ (Name of the Bidder/Firm) is desirous of submitting its bid against tender no_____ dated _____ for _____ item / works (Name of tender).

3. That ..... (Name of the Bidder/Firm) hereby undertakes as under:

i. That neither the Bidder/Firm itself, nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, are currently serving Banning order issued by ONGC debarring them from carrying on business dealings with ONGC.

ii. That Bidder/Firm is not eligible to submit its bid in the tender of ONGC, directly or indirectly with any Joint Venture/Consortium/Partnership with any other bidder etc., which is currently serving Banning order of business dealings with ONGC.

4. I disclose the following allied concern(s), partner, or associate(s) or director(s) or proprietor(s) involved in any capacity in terms of the definition of allied Firms given in "Policy for Banning/provisional Suspension of Business dealings with erring Firms

Sl No.	Name	Address	PAN No. (if allotted)	GST No. (if allotted)	Vendor code in ONGC (if available)

(Bidder/Authorized signatory of Bidder)

Seal:

Annexure-G

FORMAT FOR UNDERTAKING ON CURRENTLY NOT SERVING ANY SUSPENSION ORDER(S) ISSUED BY ONGC

(to be submitted on Bidder’s/Firm’s Letterhead)

I_____, age ____years Son/ Daughter of _____, resident of _____ _____ do solemnly affirm and state as under:

1. That I _____ is a Bidder/Authorized signatory of Bidder, and being duly authorized, I furnish this undertaking on behalf of Bidder.

2. That_____ (Name of the Bidder/Firm) is desirous of submitting its bid against tender no_____ dated _____ for _____ item / works (Name of tender)

3. That ..... (Name of the Bidder/Firm) hereby undertakes as under:

i. That the Bidder/Firm is not currently serving Suspension order of business dea

lings with ONGC, pending enquiry of banning process business.

ii. Firm is not eligible to submit its bid in the tender of ONGC, directly or indirectly through any Joint Venture/Consortium/Partnership with any other bidder etc., which is currently serving Suspension order of business dealings with ONGC, pending enquiry of banning process.

(Bidder/Authorized signatory of Bidder)

Seal:

Appendix-1

Special Terms and Conditions

1. The material shall be offered for inspection at destination i.e., at Narsapur stores ONGC, Temple land, Narsapur - 534275, West Godavari Dist., Andhra Pradesh. The sampling will be carried out at destination as per standard ONGC procedure in force.

2. Delivery schedule: Delivery to be made in three lots as mentioned below.

Lot	Lot quantity	Delivery Schedule Start (from the Date of Placement of GeM Contract)	Delivery Schedule Completion
1st Lot	6000 Kg	1 day	30 days

Note:

i. Aforesaid delivery schedule is start from the Date of Placement of GeM Contract.

ii. The date of receipt of the material at ONGC Narsapur Stores shall be treated as the date of delivery of the offered material, provided that the material conforms to the tender specifications.

3. The materials shall be offered on Free On Road (FOR) up to destination. The unloading of material at consignee location is in the scope of ONGC. Hence, the offered prices by the bidder against the bid shall be inclusive of Ex-work price, packing, all taxes, duties, local levies/transportation/loading charges/insurance/ other charges if any, but excluding unloading charges at ONGC warehouse, Narsapur.

4. Submission of test report along with bid shall not be required/ not mandatory. However, bidders, on their own interest, can get their material tested in ONGC lab on payment basis to avoid post supply quality issues.
Authorised laboratory and testing charge as per bid specifications for the chemical is given below:

Name of Chemicals	Name of Authorised testing labs	Testing charges exclusive of applicable GST (for the year of 2026)
Sodium Hypochlorite ***(ONGC / WM / 14 / 2026)***	1. RGL, Chennai, ONGC 2. RGL, Jorhat, ONGC 3. RGL, Panvel, ONGC 4. RGL, Vadodara, ONGC	INR 13,411.00

5. The bidder must invariably submit technical matrix/s for the offered chemical at Annexure A and undertakings from Annexures B to D in original**.**
6. Upon placement of the GeM contract, the offered material at the Narsapur warehouse shall be inspected, sampled and tested in accordance with the Quality Assurance Plan_(QAP) attached as Appendix-2.
7. If the bulk sample drawn conforms to purchase order specifications in lab test, then only material will be taken on charge by ONGC.

8. Payment terms:
   a) Payment shall be released after acceptance of material against receipt of test report conforming to purchase order specifications issued by ONGC/ONGC authorised labs.
   b) The following documents should be uploaded to VIMS portal against the registered vendor code in SAP portal for release of payment:
      1. Digitally signed original Tax invoice issued under relevant rules. GST e-Invoice with IRN if applicable to bidder shall be provided.
      2. Sampling Certificate.
      3. Test report issued against PO.
      4. QCC issued against PO

Appendix-2

Quality Assurance Plan

(Standard Operating Procedure (SOP) for the destination inspection)

1. **Date of Delivery**:

   Date of receipt of material at destination i.e., at Narsapur stores, ONGC, Narsapur, West Godavari Dist., A.P. for destination sampling will be treated as date of delivery, provided to the bulk sample drawn from the lot sampled conforms to the PO specifications in respect of all the parameters when tested in two designated ONGC laboratories.

   In case the bulk sample drawn from material/lot sampled is found not meeting/conforming to supply order specifications in respect of all parameters when tested in ONGC laboratories, then the date of receipt of re-offered material at destination for sampling will be treated as date of delivery for the purpose of calculating the liquidated damages, provided it conforms to the PO specifications.

2. Inspection procedure

2.1. Each packing should bear mark of the manufacturer as well as name of the Chemical, Lot No. / Batch No., Date of manufacture and supply order number. The supplies will be tested and inspected on receipt before taking the material on charge by ONGC. Samples shall be drawn jointly by a team consisting of representatives from user department, Chemistry section, and warehouse, selected by a randomizer from ONGC. Supplier shall depute its representative at its own cost for witnessing sampling of chemicals at destination, for which an intimation shall be given by ONGC to the supplier. However, in case supplier do not depute its representative within time specified in intimation, ONGC shall carry out sampling without presence of supplier’s representative

2.2. Further, in case material is not found conforming to the specification, the supplier shall lift the material within two weeks from the date of intimation at supplier’s cost. In case the material is not lifted by the supplier within two weeks, ONGC may decide to return rejected material to supplier on freight to pay basis at risk and cost of the supplier. Further, Supplier will replace the material at its cost within delivery schedule, failing which provision of “Failure and Termination Clause/ Liquidated Damages Clause” of Tender document will be applicable. Supplier shall submit an undertaking in this e

ffect along with bid, as per Annexure-B.

2.3. Total Five bulk samples will be drawn during sampling / bonding. The bulk samples taken at destination will have the seal of the party and ONGC .

OTP authenticated sampling certificate created through randomizer should have seal of the party/supplier and ONGC along with details of representatives from user department, Chemistry section, and warehouse, selected by a randomizer (of minimum E0 level). This activity of sampling shall be video graphed by the team member decided by team and shall be uploaded on ONGC portal directly with only view option. The responsibility covering all important aspects of sampling shall be with the team. The sample Barcode/ QR code generated on ONGC randomizer to be provided by warehouse officer. The sample bottles will be arranged by Chemistry section.

In case supplier do not depute its representative within time specified in intimation by ONGC regarding sampling, ONGC shall carry out sampling without presence of supplier’s representative, and such bulk samples shall bear seal of ONGC only with signatures of user department, Chemistry section , and warehouse (or his authorized representative of minimum E0 level).

2.4. Distribution of samples shall be made as under:

a) Two (02) samples to be sent to Lab for test.

b) One (01) sample will be given to supplier

c) One (01) sample will be retained with Chemistry Dept.

d) One (01) will be kept with I/c warehouse.

Sample upkeep to be done by respective custodian. User Dept. shall forward the samples directly to the laboratory and send intimation to the Purchase Dept. regarding forwarding of samples to the laboratory for testing.

2.5. While taking out Samples from the warehouse, entry in this regard shall be made in the register available with Security (who will, after confirming the sealed mode of the sample put security stamp on the samples) at the Warehouse.

2.6. Sample receipt and seal breaking of chemical sample at destination lab shall be again videoed on ONGC systems through mobile app. The lab shall check the Bar code / QR code on ONGC systems and confirms its receipts in system.

2.7. Atleast 3% package quantity shall be randomly checked for quantity of the supplied chemicals by the same sampling team who are involved in sampling of the particular lot(s), and deficiency certificate be issued, if any.

2.8. In all cases where sample has passed the test and there is no dispute, the sample will be destroyed after six months from the date of receipt of corresponding bulk consignment at the Project. In case of any dispute, these samples shall be retained till resolution of said dispute. Destruction / non-destruction of such samples shall not override the supplier’s obligations under warranty / shelf life or any other supply order conditions.

3. Rejection of sample

3.1 The materials rejected by the Inspection Officer during this inspection will be replaced/reoffered by vendor within the delivery schedule of Purchase Order failing which provision of “Failure and Termination Clause/ Liquidated Damages Clause” of Tender document will be applicable. Any rejection by Inspecting Officer shall be considered final and binding on the vendor and such terms should be included in the contract.

3.2 In the event of bulk sample getting rejected, the supplier can opt for any of the two following options:

Option-I:

Supplier may get the same material re-tested in his presence from the same laboratory where it was tested earlier using guard sample available with lab within 14 days from intimation of indenter.

Option-II:

Supplier may lift the failed material within 14 days from the date of intimation, at supplier’s cost. Supplier will re-process, re-offer and replace the material at its cost within delivery schedule, failing which provision of “Failure and Termination Clause/ Liquidated Damages Clause” of Tender document will be applicable.

If even the re-tested material under Option-I or re-processed and re-offered material under Option-II fails, following action shall be taken :-

i) If Order is for supply of complete order quantity in single lot, ONGC will Terminate/Cancel the order and Invoke Security Deposit against the order. The Process of Vendor banning shall be initiated as per ONGC policy.

ii) If ordered quantity is to be supplied in more than one lot, supplier may be given one more chance to replace and re-offer the material at its cost within delivery schedule or as agreed by ONGC only in case past lots or any subsequent lots supplied were passed in testing/acceptable to ONGC.

iii) In case failure and cancellation of PO for particular lot i.e. partial quantity against PO, security deposit corresponding that lot only be forfeited, No banning shall be initiated in such case.

iv) If order is cancelled for total quantity placed on the supplier, action as per vendor banning policy shall be initiated by the work Centre, in addition to forfeiture of Security deposit.

4. The supplier shall ensure that correct weight of the material is packed and supplied as per ONGC specifications.

5. Payment shall be made for the consignment of tested and approved material.

6. Instructions to Suppliers:

a) ONGC shall not pay separately for transit insurance. The supplier shall be responsible until the goods dispatched, arrived at destination in good condition.

b) The accepted material should be dispatched at Railway's risk/carrier's risk. No conditional RRs/LRs will be accepted.

VITAL TERMS AND CONDITIONS

1. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in applicable rates (whichever is lower), subject to the maximum of quoted GST %.
2. Bidder shall submit the following documents along with their bid for Vendor Code Creation:

i) Copy of PAN Card
ii) Copy of GSTIN
iii) Copy of Cancelled Cheque
iv) Copy of EFT Mandate duly certified by Bank

3. Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.
4. While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.
5. Wherever Essentiality Certificate is applicable (PEL/ML), successful bidder should provide Proforma Invoice for processeing for EC application and material should be dispatch after receiving of EC from DGH. BIDDER/OEM must provide Proforma Invoice for processeing for EC application within 5 days from date of issue of GeM Contract and material should be dispatch after receiving of EC from DGH.
6. Kindly mention the ONGC Vendor Code in the Bid.

7. TERMS OF DELIVERY

a) The material should be delivered to ONGC Narsapur Stores on F.O.R. destination basis as for the following:

Lot	Lot quantity	Delivery Schedule Start (from the Date of Placement of GeM Contract)	Delivery Schedule Completion
1st Lot	6000 Kg	1 day	30 days

b) Unloading shall be done by ONGC.

c) Please Note- Warehouse will be closed on all Saturday, Sunday & on all Govt. Holidays.

d) Lot-wise delivery and payment is allowed.

e) Part supply is NOT allowed.

8. TERMS OF PAYMENT

100% payment will be released within ten (10) days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills.

The following documents should be uploaded to VIMS portal for release of payment:

a. Tax invoice (original and duplicate) issued under relevant rules. *GST e-Invoice with IRN if applicable to bidder shall be provided.*

b. Proof of dispatch (RR/GCN/LR/Bill of Lading etc.) freight paid/to be billed basis (as per terms of delivery).

C. Sampling certificate, Test report.

d. Satisfactory QCC

e. Copy of valid GST registration certificate as applicable.

f. Copy of PAN Card.

All the invoices of ONGC shall now be processed by Shared Service Centre (SSC) through VIMS Portal. (https://vims.ongc.co.in/).

New address for submission of physical invoices (only if e-invoice in VIMS is not possible) in original copies(through Courier/Post).

ONGC, A-26, Mezzanine Floor, IBM Tower, Rani Ramgarh Road, Block-A, Industrial Area, Sector 62, NOIDA,Uttar Pradesh – 201309.

VIMS (Vendor Invoice Management System) has been rolled out in ONGC. All the invoices as per the details given below along with the listed requisite documents are to be submitted through VIMS (https://vims.ongc.co.in) as per the guideline mentioned therein.

Note for payment:

Invoices alongwith supporting documents can be submitted/uploaded through VIMS Portal (https://vims.ongc.co.in/), which is the preferred mode of submission of Invoice. Invoice (PDF digitally signed with class II/ III signature) and supporting documents can be uploaded in VIMS Portal by logging-in with the help of Vendor Code.

Ten (10) digit PO or Contract number should be clearly mentioned in the invoice. For submitting the invoices through VIMS Portal, following must be ensured:

i) Invoices should be system generated and no hand written invoices shall be allowed.

ii) Invoices need to be scanned at a minimum of 300 dpi, preferably in color.

iii) Invoices should be in PDF format only.

iv) For invoices, file name should be kept as "INVxxxxxxx.pdf" (INV must be prefixed for correct categorization of invoice and differentiation from supporting document).

v) A regular format must be maintained in which invoices are being submitted in ONGC.

vi) Invoices should be digitally signed with Class - II /III Digital Certificate issued by any licensed CAs.

9. **Liquidated Damages:**

If the Seller/Service Provider fails to deliver any or all of the Goods/Services within the original/re-fixed delivery period(s) specified in the contract, the Buyer will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions aforesaid, @ 0.5% of the contract value of delayed quantity per week or part of the week of delayed period as pre-estimated damages not exceeding 10% of the contract value of delayed quantity without any controversy/dispute of any sort whatsoever.

10. **Warrantee:** Warranty from Bidder/Manufacturer: The material should have a shelf-life of minimum 12months from the date of supply and a warranty certificate to this effect is to be submitted at the time of bid.

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7. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document Click here to view the file.

8. **Rate Contract**

Bidder's offer is liable to be rejected if they dont upload any of the certificates / documents sought in the

Bid document, ATC and Corrigendum if any.

9. **Rate Contract**

   Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

10. **Generic**

    For hazardous chemical/item, all precautionary measure as per regulation from the point of transportation/ handling/ storage/ safety/ health/ environment to be undertaken/ specified before dispatch. During dispatch, proper symbol for the hazard/ MSDS/ Batch No./ date of manufacturing/ Gross Weight/ Net Weight/ shelf Life etc are to be written/ printed/ pasted on the body of the packing.

11. **Generic**

    While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

12. **Generic**

    Manufacturer Authorization: Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including

specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.

13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

यह बिड सामान्य शर्तों के अंतर्गत भी शासित है /This Bid is also governed by the General Terms and Conditions

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---