



ONGC LIMITED
SUPPLY CHAIN MANAGEMENT-DELHI
1st FLOOR, Tower-A, Deendyal Urja Bhawan,
5, Nelson Mandela Marg, Vasant Kunj, Delhi-110070
Ph: 011-26751035/ 1037

DLI/CA&C/MM/2026/Auditor/2741461

Date: 26.05.2026

NOTICE FOR INVITATION OF TENDER (NIT)

ONGC invites Bids under two bid system through its **GePNIC-CPPP** (<https://etenders.gov.in>) for **“Appointment of Cost Auditor for four years from FY 26-27”**.

The bidding documents and the prescribed bid forms for submission of bids are available in the tender documents downloadable against **Tender No. X01DC26030** from **GePNIC-CPPP** (<https://etenders.gov.in>) portal.

Further details of tender are given below:

1	Tender Number	X01DC26030
2	File Number	DLI/CA&C/MM/2026/Auditor/2741461
3	Description of Service	Appointment of Cost Auditor for four years from FY 26-27
4	Type of Tender	Indigenous Open Tender under two bid system though GePNIC-CPPP (https://etenders.gov.in) portal. For participation in the instant tender, bidder needs to register themselves in the GePNIC-CPPP (https://etenders.gov.in) portal.
5	Start Date of Participation in Tender	On 26.05.2026 at 15:00 Hrs (IST)
6	Closing date and time for submission of techno-commercial bid on ONGC's e-portal	On 16.06.2026 at 15:00 Hrs (IST)
7	Opening date & time for techno-commercial bid on ONGC's e-portal	On 16.06.2026 at 15:30 Hrs.(IST)
8	Bid validity required	90 days from the date of opening of techno-commercial bid
9	Period for communicating exceptions/ deviations along with suggested changes to ONGC, if any.	Ten (10) days from date of invitation of tender
10	Tender Fee	Tender Fee is not applicable
11	Earnest Money Deposit/ Bid Security	Not Applicable
	Security Deposit	Not Applicable
12	Contract Duration	Four Years (FY -2026-27, FY 2027-28, FY 2028-29 & FY 2029-

		30)
13	Constituents of Tender Document	The tender document consists of following annexures:- 1. Annexure – I : Instruction to Bidders 2. Annexure – II : Invitation Of Proposal (Containing Scope of Work, Selection/Technical Bid Evaluation Criteria (BEC), and other terms and condition) 3. Annexure – III : Integrity Pact 4. Annexure-IV: Price Bid Format 5. Annexure – V : Bid Matrix
17	Other Details	For other details complete tender document, please refer GePNIC-CPPP (https://etenders.gov.in) portal.
18	Address for correspondence	Office of the GM (SCM) – HPO Delhi SCM, 1st Floor, Tower-A, Deendayal Urja Bhawan, 5, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Contact Details: Sh. P.V. Vaghela, GM (SCM) Ph.: 011-2675 1037 Email address: V_VAGHELA@ongc.co.in Sh. Devesh Sharma, Sr. Prog. Officer Ph.: 011-2675 1035, 9426612433 Email address: sharma_devesh@ongc.co.in

1. The **Cost Audit firms located at Delhi/NCR and Mumbai** are requested to go through this Tender Document and if interested, apply for same as per the instructions below.
2. Bidders can download the tender from **GePNIC-CPPP** (<https://etenders.gov.in>) portal to participate in the tenders.
3. Firm(s) to whom no further business is to be given or dealings with whom have been banned / suspended are not eligible to participate in the tender and any bid received from such firm(s) shall not be considered. **Firms who have served in the capacity of Cost Auditor of ONGC in the past can apply for financial year 2026-27 only if 4 (four) years have elapsed from the last year of appointment held in the Company.**
4. Please note that all tender forms and supporting documents are to be submitted through **GePNIC-CPPP** (<https://etenders.gov.in>) portal only, before the scheduled date and time for the tender closing. Such documents submitted through **GePNIC-CPPP** portal should be as per requirements of the tender, valid and legally operative as on the date fixed for opening of bids (techno-commercial bid opening date in case of Two Bid System).
5. For other details of this tender including corrigendum if any, please logon to **GePNIC-CPPP** (<https://etenders.gov.in>) portal. In case of exigencies ONGC at its option may decide to extend tender sale/Techno-commercial bid closing/ opening date/ time in future which will be posted on the above referred website for information. Bidders should regularly visit **GePNIC-CPPP portal** for the latest information in this regard.
6. In case of an unscheduled holiday being declared in Delhi on the prescribed closing / opening day of the tender, the next working day will be treated as the scheduled prescribed day of closing /opening of the tender.

7. ONGC reserves its right to accept/reject any/all the bids and cancel the tender at its sole discretion.

Yours faithfully,

(Devesh Sharma)
Sr. Prog. Officer

Signature Not Verified

Digitally signed by DEVESH SHARMA
Date: 2026.05.26 11:48:51 IST
Location: eProcurement System for Central
PSUs



Oil and Natural Gas Corporation Limited



**APPOINTMENT OF COST AUDITOR FOR
FINANCIAL YEAR 2026-27 ONWARDS**

APPOINTMENT OF COST AUDITOR FOR FINANCIAL YEAR 2026-27 ONWARDS

Table of Contents

Para No	Particulars	Page No
1	Introduction	2
2	Maintenance of Cost Records and cost audit in ONGC	2
3	Number of Cost Auditors proposed to be appointed	3
4	Scope of Work	4
5	Selection /Bid Evaluation Criteria (BEC)	5
6	Documentation & Pre-requisites for considering rankings	8
7	Additional Documents / Declaration Submission	8
8	Terms & Conditions	9
9	Remuneration	10
10	Debarring provisions	11

Annexures

Annex. No.	Particulars	Page No
I	Format of the Offer	12
II	Bank details	16
III	Undertaking	17

INVITATION OF PROPOSAL FOR APPOINTMENT OF COST AUDITOR FOR FINANCIAL YEAR 2026-27 ONWARDS

1. Introduction:

1.1 Oil and Natural Gas Corporation Limited (ONGC, hereinafter referred to as the 'Company') is a '**Maharatna**' Public Sector Undertaking under the administrative control of the Ministry of Petroleum and Natural Gas, Government of India. Exploration & Production (E&P) activities of the Company are spread across onshore and offshore areas across India. ONGC is the only fully integrated petroleum company in the country, operating across the entire hydrocarbon value chain. It is the undisputed leader in India's E&P segment, contributing approximately 70% of the nation's domestic crude oil and natural gas production. Notably, eight out of nine producing basins in India have been discovered by ONGC. During FY 2024-25, ONGC produced 41.08 MMToE of Crude Oil and Natural Gas. It also contributed over 2.6 KT per annum of value-added-products including LPG, C2-C3, Naphtha, Ethane, Propane, Butane, HSD, Aviation Turbine Fuel (ATF), Superior Kerosene Oil (SKO) among others.

1.2 ONGC as an integrated Oil & Gas Corporate has developed comprehensive in-house capability across the entire spectrum of the E&P business i.e., acquisition, processing & interpretation (API) of seismic data, drilling, work-over and well stimulation operations, engineering & construction, production, processing, transportation, applied R&D and training, etc. In alignment with India's energy transition objectives, ONGC has also diversified into renewable in recent years thereby strengthening its long-term sustainability and energy-security profile.

2. Maintenance of Cost Records and Cost Audit in ONGC:

The Maintenance of cost records became mandatory in ONGC with the notification of Cost Accounting Records (Petroleum Industry) Rules, 2002 effective from the financial year 2003-04. Subsequently, these rules were superseded by the Cost Accounting Records (Petroleum Industry) Rules, 2011. The **Companies (Cost Records and Audit) Rules, 2014** were notified by the MCA on 30th June 2014 in supersession of the earlier Cost Accounting Records (Petroleum Industry) Rules, 2011 and Companies (Cost Audit Report) Rules, 2011. These rules have been further amended from time to time. Cost Audit in ONGC was introduced from the FY 2006-07.

3. Number of Cost Auditors proposed to be appointed:

Company Cost records (Consolidated as well as for Individual WorkCentre / Unit) are presently prepared and compiled at 2 office locations of ONGC (i.e. Delhi & Mumbai) as categorized below and as such ONGC intends to appoint **3 (three) firms [Partnership/ LLP] of Cost Accountants** (two firms for Delhi Office and one firm for Mumbai Office) for the following work center/Units/Regions for conducting cost audit for the financial year **2026-27**:

Location	Work Centers/Units/Blocks under the location
<p>1. Region I - Delhi/NCR</p>	<p>Assets / Basin / Offices / JVs / NELP/ HELP/ OALP/ DSF Blocks of</p> <p style="text-align: center;"><u>GROUP-A</u></p> <p><u>Corporate Office/HQ:</u></p> <ol style="list-style-type: none"> 1. H.Q. Dehradun (including Institutes-GEOPIC, KDMIPE, ONGCA, GHRTC and IDWE) # 2. Corporate Office- New Delhi 3. Frontier Basin-Dehradun 4. NELP/ HELP/ OALP/ DSF blocks of Northern Region 5. Joint Venture RJ-ON-90/1 6. Head Quarter Cost allocation 7. Consolidated Company Cost Statement/Records, and 8. Conversion into XBRL mode <p><u>Eastern and Central Onshore & Offshore consisting of:</u></p> <ol style="list-style-type: none"> 9. Assam Asset – Sivasagar 10. Jorhat Asset 11. Assam & Assam Arakan Basin – Jorhat 12. Central Workshop – Sivasagar 13. AAFB Exploratory Asset – Silchar 14. NELP/HELP/OALP/DSF Blocks of Eastern region 15. MBA Basin, Kolkata; 16. CBM Asset; 17. Tripura Asset and 18. NELP/ HELP/ OALP/ DSF blocks of Central Region <p style="text-align: center;"><u>GROUP-B</u></p> <p><u>Western Onshore consisting of:</u></p> <ol style="list-style-type: none"> 1. Ahmedabad Asset 2. Ankleshwar Asset 3. Mehsana Asset 4. Cambay Asset 5. Rajasthan & Kutch Onland Exploratory Asset 6. Western Onshore Basin – Vadodara 7. NELP/HELP/OALP/DSF blocks of Western onshore 8. Joint Ventures – CB-OS-01, CB-ON-02, CB-ON-03, CB-ON-07

	<p>9. C2-C3 Plant, Dahej</p> <p><u>Southern Onshore & Offshore consisting of:</u></p> <p>10. Rajahmundry Asset; 11. Eastern Offshore Asset-Kakinada; 12. HPHT Asset; 13. Cauvery Asset-Karaikal; 14. Basin-Chennai; 15. NELP/ HELP/ OALP/ DSF Blocks of Southern Region 16. Joint Ventures: Ravva & CY-OS-90/1 (PY-3).</p>
<p>2. Region II – Mumbai</p>	<p>Assets / Basin / Plants / JVs / NELP/ HELP/ OALP/ DSF Blocks of Western offshore region consisting of</p> <ol style="list-style-type: none"> 1. Hazira Plant 2. Uran Plant 3. MUM- MH Asset, 4. Mum- B&S Asset, 5. MUM- NH Asset, 6. Mumbai Offshore Basin 7. Joint venture CB-OS-02 8. NELP/HELP/OALP/DSF blocks of Western offshore including institutes. (IPEOT, Goa ATI). #

GEOPIC (Geodata Processing and Interpretation Centre), KDMIPE (Keshava Deva Malaviya Institute of Petroleum Exploration), ONGCA (ONGC Academy), GHRTC (Gas Hydrate Research & Technology Centre), IDWE (Institute of Drilling and Well Engineering), IPEOT (Institute of Production Engineering & Ocean Technology), Goa ATI (Advanced Training Institute).

Note:

- a.) For the above Locations, Cost Audit firms registered with the Institute of Cost Accountants of India and having Registered Office at Delhi-NCR and Mumbai for Region – I (Delhi - NCR) and Region – II (Mumbai) respectively should only apply.
- b.) Proposals / Bids for Region I from Firms other than having registered office at Delhi-NCR will not be considered and similarly for Region II proposals / bids from firms other than having registered office at Mumbai will not be considered.
- c.) For Region – I, the firm with the highest marks as per the Selection Criteria will be appointed as the Lead Cost Auditor and will be assigned work under Group A above, while the firm with the second highest marks will be assigned work under Group B. In case of a tie, process as per 6.2 will be followed.

4. Scope of Work:

The scope of work is detailed as under:

- 4.1 Cost audit in accordance with the provisions of Section 148 of the Companies Act, 2013 and rules laid down under the Companies (Cost Records and Audit) Rules, 2014, as amended, in respect of designated locations/ work centers of the Company. Cost audit

shall also be in adherence to the relevant orders/clarification, issued from time to time by Cost Audit Branch, Ministry of Corporate Affairs, Govt. of India and the Cost Accounting Standards issued by the Institute of Cost Accountants of India.

4.2 Verification and certification of cost records/statements and proformas maintained for work centers in accordance with Form CRA-1 of Companies (Cost Records and Audit) Rules, 2014 as amended from time to time.

4.3 Verification and certification of annexures to cost audit report.

4.4 Cost audit firms so appointed shall commence cost audit and Lead Cost auditor shall consolidate Cost Audit reports and Annexures of all other Cost Auditors for the Company as a whole, within the time schedule communicated by the Company.

4.5 The Cost Auditors shall attend and make presentations to the Audit Committee and Board, if required, on the Cost Audit under review.

4.6 Compliance with any other instruction/circulars issued in respect of cost audit under Companies Act, 2013.

4.7 The Audit for both groups of Region I will be conducted from ONGC Delhi office, while Audit for Region II will be conducted from ONGC Mumbai office.

5. Selection / Technical Bid Evaluation Criteria (BEC):

5.1 Cost audit team should consist of adequate number of qualified/semi-qualified Assistants (Cost/Chartered Accountants) led by a senior partner of the Firm, being commensurate with the size of the Company.

5.2 Only **Partnership/ LLP Firms of Cost Accountants** registered with the Institute of Cost Accountants of India (ICMAI) shall be considered for appointment as Cost Auditors for conducting Cost Audit of the Company.

5.3 For the purpose of better co-ordination and smooth functioning, firms having registered offices, as per registration with the ICAI, in the regions specified in Para-3 shall only be considered for appointment as cost auditors.

5.4 The following will be the basis of marks for the evaluation and selection and selection will be made on the basis of attainment of highest marks, region-wise. The top two firms scoring the highest marks for Region I will be selected for audit of the Cost Records maintained at Delhi Office while the firm scoring highest mark for Region II will be selected for Cost records maintained at Mumbai Office.

Sl.	Parameter	Selection Criteria	Basis of Marks	Marks per Criteria	Maximum Marks
I	Evaluation Category-I: Size of the Firm				
I(a)	Firm's Existence	Period of establishment of the Firm since date of registration with the Institute of Cost Accountants of India (ICAI).	No of Years since Firm's Registration in the present name (<i>cut-off date 31/12/2025</i>). Period more than 6 months will be considered as full year.	1.5 Marks per calendar year	15
I(b)	Fellow/ Associate Membership of Partners	Number of partners in the Firm (<i>The partners must be holding certificate of practice issued by Institute of Cost Accountants of India and should be in whole time practice</i>).	Name, Qualification and membership number of each Partner specifying Fellow or Associate.		
		(i) -Fellow Partners	Full-time Fellow Partner means FCMA having association with one firm only and other than full-time means FCMA having association with more than one firm.	3 Marks for each full-time FCMA and 1 mark for each other than full-time FCMA.	12
		(ii) -Associate Partners	Full-time Associate Partner means ACMA having association with one firm only and other than full-time means ACMA having association with more than one firm.	2 Marks for each full-time ACMA and 1 mark for each other than full-time ACMA.	8
<i>In case, a firm has more than three full time fellow partners, their count shall be considered under "Full time Associate Partners" during evaluation (where the Full time Associate partners are less than sufficient for (para 1(b)(ii))</i>					
I(c)	Turnover of the Firm	Turnover of the Firm during FY 2024-25.	Turnover equal to or above Rs.60 Lakh.	5 Marks	5
			Turnover less than Rs. 60 Lakh.	3 Marks	
II	Evaluation Category-II: Manpower Strength of the Firm				

II(a)	Qualified Assistants	Number of qualified assistants (Cost/Chartered accountants) in full-time employment with the Firm. He should be a member of his respective Institute.	Name & Qualification of each Qualified Assistant/ Manager/ Employee specifying Fellow or Associate of respective Institutes.	1.5 Marks per Qualified Assistant	6
III	Evaluation Category-III: Exposure/ Experience of the Firm				
	Cost Audit Experience	The Firm having experience in conducting statutory Cost Audit in Central /State PSUs / Private sector Companies (Copy of appointment letter issued by the Companies is required to be submitted).			
III(a)	In Public Sector Companies [CPSE/ State PSU]	<u>Petroleum Industry:</u> (Upstream/ Downstream) For Cost Accounting Records (Petroleum Industry) Rules, 2002/ 2011) & Companies (Cost Records and Audit) Rules), 2014 for Companies covered under Table (A) Sl. No. 3 of Rule 3.	Number of Companies Audited during the preceding 10 financial years i.e., 2014-15 to 2024-25. <i>(Mention name of the company & financial year audited).</i>	3 Marks per Company	15
III(b)	In Private Sector Companies having turnover equal to or more than Rs. 500 Crore	<u>Petroleum Industry:</u> (Upstream/ Downstream) For Cost Accounting Records (Petroleum Industry) Rules, 2002/ 2011) & Companies (Cost Records and Audit) Rules), 2014 for Companies covered under Table (A) Sl. No. 3 of Rule 3.	Number of Companies Audited during the preceding 10 financial years i.e., 2014-15 to 2024-25. <i>(Mention name of the company & financial year audited).</i>	3 Marks per Company	15
III(c)	In Central Public Sector Companies/ Enterprises (CPSEs) having turnover equal to or more than Rs. 500 Crore	<u>Other Industries:</u> Other than Petroleum Industry Records Rules & Companies other than those covered under Sl. No. 3 of Table (A) Rule 3 of Companies (Cost Records and Audit Rules), 2014.	Number of Companies Audited during the preceding 10 financial years i.e., 2014-15 to 2024-25. <i>(Mention name of the company, financial year audited & applicable CARR)</i>	2 Marks per Company	10
III(d)	In Private Sector Companies/ State PSUs having turnover equal to or more than Rs. 500 Crore	<u>Other Industries:</u> Other than Petroleum Industry Records Rules & Companies other than those covered under Sl. No. 3 of Table (A) Rule 3 of Companies (Cost Records and Audit Rules), 2014	Number of Companies Audited during the preceding 10 financial years i.e., 2014-15 to 2024-25. <i>(Mention name of the company, financial year audited & applicable CARR)</i>	1 Mark per Company	8
IV	Evaluation Category-IV: Exposure to Cost Auditing under SAP ERP environment				
IV(a)	Proficiency in System	Exposure in SAP ERP Environment – For Cost Audit	Number of Companies Audited. <i>(Mention Name of the company & financial year audited and submit confirmation about Cost</i>	2 Marks per Company	6

			Audit in SAP-based Accounting environment).		
				Total	100

6. Documentary evidence in support of Selection Criteria:

6.1 Appropriate documentary evidence in support of criteria is as per the following tabulation:-

Sl.	Parameter	Documents List
1.	Firm's Existence	Certificate of Incorporation / Registration with the Institute.
2.	Fellow/ Associate Membership & Partnership status	Copy of membership and Certificate of practice issued by ICAI and Partnership Deed along with declaration of partnership status on firm's Letterhead.
3.	Turnover of the Firm	Audited/Certified financial Statements/Accounts or, Filled Income Tax returns/ CA certificate for Turnover.
4.	Qualified Assistants	Self-declaration on firm's letter head
5.	Cost Audit Experience	Copy of appointment letter and experience certificate / Audit Completion Certificate issued by auditee company
6.	Proficiency in System	Experience Certificate/Audit Completion Certificate issued by Auditee company mentioning the ERP package used by the Auditee Company.

In case, documentary evidence, as specified in 6.1 above, is not submitted, the offer shall be liable for rejection.

6.2 In case of a tie in the total marks considered for evaluation, the following sequence shall be adopted for selection:

- a) Firm with a higher number of Fellow Members of the Institute of Cost Accountants of India, as partners will be considered;
- b) Firm with higher number of Associate Members of the Institute of Cost Accountants of India, as partners will be considered.
- c) Firm with longer existence will be preferred based on the year of establishment;

7. Additional Documents / Declaration to be submitted by the Firm with the Bid:

7.1 Copy of the GST registration Certificate.

7.2 Copy of the PAN card of the firm.

7.3 A certificate to the effect that:

- (a) the firm is eligible for appointment and is not disqualified for appointment under the Companies Act, the Cost and Works Accountants Act, 1959 (23 of 1959) and the rules or regulations made thereunder;
- (b) the firm satisfies the criteria provided in section 141 of the Companies Act, so far as may be applicable;
- (c) the proposed appointment is within the limits laid down by or under the authority of the Companies Act; and
- (d) the list of proceedings against the cost audit firm or any partner of the audit firm pending with respect to professional matters of conduct, if any, as disclosed in the certificate, is true and correct.
- (e) No partner of the Audit Firm is related to Managing Director/ Whole time Director or Part-time Director of the company within the meaning of section 2 (77) of the Companies Act, 2013
- (f) Neither the firm nor its partner or associates have any interest in the business of Company;

7.4 Bank Details as per Annexure II.

7.5 Undertaking as per Annexure III

7.6 Banning Undertakings as per Appendix- BP1, BP2 and BP3.

8. Terms and Conditions:

8.1 Firms who have served in the capacity of Cost Auditor of ONGC in the past can apply for financial year 2026-27 only if 4 (four) years have elapsed from the last year of appointment held in the Company.

8.2 The tenure of appointment shall be at the sole discretion of the Company. At present maximum tenure of appointment is for a continuous period of four (4) years. However, it is expressly stated here that the said tenure is not to be construed as assured and the

Company reserves the right not to re-appoint all or any of the Cost Auditors at its sole discretion without assigning any reason thereof.

- 8.3** Company reserves the right to decide on the number of Cost Auditors to be appointed and assignment of work centers, addition/ re-alignment/ removal thereof, to be audited including rotation in assignment, if necessary.
- 8.4** All the pages of the offer documents submitted are to be signed by the authorized signatory with the seal of the firm.
- 8.5** The Offer should be submitted strictly as per the **terms and conditions** laid down in the document.
- 8.6** The company reserves the right to accept or reject any or all responses and to request additional submissions or clarification from one or more applicant(s) at any stage or to cancel the process entirely solely at its discretion without assigning any reason.
- 8.7** The Company may, at its option and discretion, arrange orientation/study visits for the Cost Auditor to select drilling sites and production/processing facilities at a suitable time for understanding operational processes and cost drivers relevant to cost audit.
- 8.8** The Cost audit team will work in strict confidence and will ensure that the cost data, cost statements and cost information in respect of the operations of the location/ work center/ Company is dealt with strict confidence and secrecy. An undertaking towards maintaining confidentiality is to be provided by the Cost Auditor on receipt of appointment letter or before commencement of Audit;
- 8.9** Firm of Cost Accountants shall have primary responsibility to ensure that the limits specified under section 141(3) (g) of the Companies Act, 2013 are not violated.
- 8.10** The auditor/ firm shall be free from any disqualification under sub-section (3) or sub-section (4) of section 141 of the Companies Act, 2013. In addition to this, the auditor/ firm must not be holding any assignment as Statutory Auditor or Internal Auditor of ONGC or its subsidiaries;

9. Remuneration and Terms of Payment:

9.1 Audit Fees shall be decided by the Company from time to time. For Cost Audit of FY 2026-27, the fees per Audit Firm is Rs. **15,00,000/-** (Rupees Fifteen Lakh only) exclusive of GST.

Particulars	Amount (Rs.)	GST %
Fee for Annual Cost Audit	15,00,000.00	18% (or As applicable)

9.2 GST shall be paid extra, as applicable. In addition, TA/DA shall be regulated as per Company's rules and shall be restricted to actuals.

9.3 Cost audit of any additional Oil & Gas blocks awarded to ONGC under NELP/HELP/OALP regime, wherever applicable, shall form part of the scope of work under this LoP without any additional professional fees. Such blocks shall be clubbed and audited under the respective geographical region/asset to which they pertain.

9.4 All the payment will be made by the company to the Auditors shall be made through digital mode and into the designated bank account. Auditor will upload the digital signed Invoices along-with the relevant supporting documents on ONGC VIMS payment portal.

10. Debarring provisions:

The Audit Firm will be debarred from getting, in future, the Cost Audit of ONGC or its subsidiaries in the following cases:

10.1 If the Firm obtains the appointment on the basis of false information / mis-statement / forged documents.

10.2 If the Firm does not take up the audit assignment in terms of the appointment letter.

10.3 If the Firm fails to maintain/ honor confidentiality and secrecy of the Company's cost data, cost statements and cost information.

10.4 If the Firm fails to comply with any of the conditions laid down in clause 8 above.

Format of the offer

1. Name of the Cost Audit Firm:

2. Registration Number of the Cost Audit Firm with The Institute of Cost Accountants of India (ICMAI):

3. Region for which Cost Audit for ONGC is applied for:

4. Particulars of Cost Audit Firm:

i) Address of the Firm as registered with ICMAI:

ii) Telephone Number with STD Code:

iii) Fax Number with STD Code:

iv) E-mail address of the Firm:

v) Website of the Firm:

vi) PAN of the Firm:

vii) GST Registration No. of the Firm:

5. Details for Selection Criteria:

I Date of Registration of the Firm with ICMAI

I(b) Details of Fellow Partners:

S.No.	Name of the Partner	Membership No.	Whether Full Time / Other Than Full Time
(i)			
(ii)			

(iii)			
(iv)			
(v)			
(vi)			

I(c) Details of Associate Partners:

S.No.	Name of the Partner	Membership No.	Whether Full Time / Other Than Full Time
(i)			
(ii)			
(iii)			
(iv)			
(v)			

I(c) Turnover of the Firm during FY 2024-25

II Details of Qualified Assistants / Managers / Employees

S.No.	Name of the Qualified Assistants / Managers / Employees	Qualification	Designation
(i)			
(ii)			
(iii)			
(iv)			
(v)			
(vi)			

III (a) Details of Experience in Cost Audit of PSU in Petroleum Industry:

S.No.	Name of the PSU	Financial Year of Audit
(i)		
(ii)		
(iii)		
(iv)		
(v)		
(vi)		

III (b) Details of Experience in Cost Audit of Private Sector Companies in Petroleum Industry:

S.No.	Name of the Company	Financial Year of Audit	Turnover during the Year
(i)			
(ii)			
(iii)			
(iv)			

(v)			
(vi)			

III (c) Details of Experience in Cost Audit of CPSE in Other Industries:

S.No.	Name of the PSU	Financial Year of Audit	Turnover during the Year
(i)			
(ii)			
(iii)			
(iv)			
(v)			
(vi)			

III (d) Details of Experience in Cost Audit of State PSU / Private Sector Companies in Other Industries:

S.No.	Name of the Company	Financial Year of Audit	Turnover during the Year
(i)			
(ii)			
(iii)			
(iv)			
(v)			
(vi)			

IV (a) Details of Companies Audited in SAP ERP Environment:

S.No.	Name of the Company using SAP ERP	Financial Year of Audit
(i)		
(ii)		
(iii)		
(iv)		
(v)		
(vi)		

Note:

1. *Documentary evidence in support of all the information provided above by the applicant must be compulsorily furnished along with the offer. **In case, documentary evidence is not submitted, the offer shall be rejected.***
2. *Details in extra sheet(s) in respect of any of the above-mentioned particulars, if required, can be furnished with signature & seal/ digital signature of the applicant/ firm.*

3. *All the documents submitted are to be signed / digitally signed by authorized Partner with the seal of the firm.*
4. *All the requisite and mandatory documents shall be submitted in digital form only and shall be duly authenticated by valid DSC of the authorized signatory.*
5. *The offer should be submitted strictly as per the **terms & conditions** laid down in the document.*

BANK DETAILS (OPTIONAL)**ANNEXURE II**

To,
CGM (F&A)-HCA
Corporate Accounts Section, ONGC
3rd Floor, Tower-A,
Deendayal Urja Bhawan,
5, Nelson Mandela Marg, Vasant Kunj,
Delhi – 110070

Sub: **Authorization of all payments through Electronic Fund Transfer system/RTGS/NEFT.**

We hereby authorize Oil and Natural Gas Corporation Limited (ONGC) to disburse all our payments through electronic fund transfer system/RTGS/NEFT. The details for facilitating the payments are given below: -

Sl.	Particulars	
1	Name of the Beneficiary (Firm Name in Full)	
2	Permanent Address of the Firm	
3	Address for communication of the Firm	
4	Telephone No (with STD Code)	
5	Mobile No.	
6	Email Id	
7	Name of the Bank	
8	Name of the Bank's Branch	
9	Full Address of the Branch	
10	Branch Code	
11	Bank Account Number	
12	Type of the Bank Account (savings/current)	
13	IFSC Code of the Bank	
14	PAN no. of the Beneficiary	

I/ We hereby, declare that particulars given above are correct and complete and if the transaction is delayed or credit is not affected due to incorrect information, I/We will not hold ONGC responsible.

Note: Please enclose one cancelled cheque for e-payment

Authorized Signatory
Name:
Official stamp with Date

BANK CERTIFICATION

It is certified that the above-mentioned beneficiary holds a Bank Account No. _____ with our branch and the bank particulars mentioned above are correct.

Authorized Signatory
Name:
Official stamp with Date

**UNDERTAKING
(On the Letterhead of the Bidder)**

We, M/s _____, having our registered office at _____, hereby solemnly declare and confirm that:

1. We have not been blacklisted or debarred by any Ministry/Department of the Government of India or any State Government or by any Central/State Public Sector Enterprise, Autonomous Body or Statutory Authority during the last three (3) years and as on 31.03.2026.
2. We have not been held guilty under any disciplinary proceedings by The Institute of Cost Accountants of India (ICMAI) during the last three (3) years and are not under investigation, charge-sheeted or penalized for any professional misconduct or legal default as on the date of submission of bid.
3. We understand that if any of the above information is found to be false or misleading, our bid/appointment is liable to be rejected/cancelled and the company shall be free to take any further action as deemed fit.
4. We hereby declare and accept that if we withdraw or modify our Bid during the period of validity, or if we are awarded the contract and we fail to sign the contract, or fail to submit the performance security before the deadline defined in the NIT, we will be banned for a period of two years. We understand that no further correspondence in this regard shall be accepted by ONGC.
5. We confirm to the contract period indicated in the bid.
6. We have submitted Integrity Pact (Annexure-IV) along with the bid, duly signed by the same signatory who signs the bids.
7. We have submitted a copy of valid GST registration certificate under GST Legislation of India.
8. We undertake to provide all the necessary compliances /Invoice /documents required under GST legislation for enabling ONGC to avail Input tax (GST) credit. (Not applicable for the bidder who are under composition levy).
9. We have submitted undertaking as per **Appendix-BP1/BP2/BP3** on acceptance of ONGC's 'Policy for Banning/provisional Suspension of Business Dealings with erring Firms'.
10. We declare that neither the bidders themselves, nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, are currently serving any banning orders issued by ONGC debarring them from carrying on business dealings with ONGC.

11. We undertake that all the documents/certificates/information submitted by them against the tender are genuine.
12. We have submitted Power of Attorney/ Authorization Certificate/ Authorization Letter/ Board Resolution or any other document consisting of adequate proof that the bid signatory is the authorized person on behalf of the participating firm/ bidder. Guidelines on issue of Power of Attorney (PoA) for authorized signatory in tender is mentioned in the Instruction to Bidders at Annexure I of the Tender.

Date: _____

Place: _____

For M/s _____

Authorized Signatory

Name: _____

Designation: _____

Membership No.: _____

Firm Registration No.: _____

Seal of the Firm

FORMAT FOR UNDERTAKING ON ACCEPTANCE OF ONGC's 'Policy for Banning/provisional Suspension of Business dealings with erring Firms'

(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 _____ (Name of the Bidder/Firm) is desirous of submitting its bid against tender no _____ dated _____ for _____ item / works (Name of tender).
2. That I _____ is a Bidder/Authorized signatory of Bidder, and being duly authorized, I furnish this undertaking on behalf of Bidder.
3. That (Name of the Bidder/Firm) has read, understood and accepts the ONGC's Policy for Banning/provisional Suspension of Business dealings with erring Firms as available at ONGC portals <https://tenders.ongc.co.in> and <https://ongcindia.com>.
4. That (Name of the Bidder/Firm) hereby accepts the ONGC's Policy for Banning/provisional Suspension of Business dealings with erring Firms, without any demur, protest, reservations and agree to be bound by the said Policy.
5. That (Name of the Bidder/Firm) hereby agrees that in the event of Bidder/Firm is banned under the *ONGC's Policy for Banning/provisional Suspension of Business dealings with erring Firms* then in such case the banning order shall also be applicable upon its *allied concern(s), partner(s) or associate(s) or director(s) or proprietor(s) involved in any capacity*.

(Bidder/Authorized signatory of Bidder)

Seal:

Date:

Place:

**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:

Date:

Place:

APPENDIX: BP-3

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 dealings 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:

Date:

Place:

INDEX
Annexure - I

Instruction to Bidders
Clause

- | Sl. | Clause |
|------------|---|
| 1. | Eligibility and experience of the Bidder |
| 2. | Tender Fee |
| 3. | Transfer of Bidding Document |
| 4. | Cost of Bidding |
| 5. | Content of Bidding Document |
| 6. | Pre-Bid Conference/Amendment to Bidding Documents |
| 7. | Language and Signing of Bid |
| 8. | Clarification in Respect of Incomplete Offers |
| 9. | Documents Comprising the Bid |
| 10. | Price Schedule |
| 11. | Bid Currencies |
| 12. | Payment |
| 13. | Concessional Rate of Customs Duty/Excise Duty/Sales Tax |
| 14. | Vague and Indefinite Expressions |
| 15. | Agent/Consultant/Representative/Retainer/Associate |
| 16. | Period of Validity of Bids |
| 17. | Bid Security |
| 18. | Telex/Telegraphic/Telefax/Xerox/Photocopy Bids |
| 19. | Sealing and Marking of Bids |
| 20. | Deadline for Submission of Bids |
| 21. | Late Bids |
| 22. | Modification and Withdrawal of Bids |
| 23. | Opening of Bids |
| 24. | Evaluation and Comparison of Bids |

INDEX
Annexure - I

Instruction to Bidders

Sl.	Clause
25.	Unsolicited Post Tender Modifications
26.	Examination of Bids
27.	Specifications
28.	Conversion to Single Currency
29.	Granting of Price Preference
30.	Contacting the ONGC
31.	Award Criteria
32.	ONGC's Right to Accept Any Bid and To Reject Any or All Bids
33.	Notification of Award
34.	Mobilization period
35.	Signing of Contract
36.	Performance Security
37.	Correspondence
38.	Representation from the bidder.
39.	Unsolicited Communications
40.	Reverse Auction
	Appendix-1 Bidding Document Acknowledgement Proforma
	Appendix-2 Bid Submission Proforma
	Appendix-3 Agreement
	Appendix-4 Deleted
	Appendix-4A Deleted
	Appendix-5 Deleted
	Appendix-6 Bidders Past Services (Similar) Proforma
	Appendix-7 Authorisation Letter for Attending Tender Opening
	Appendix-8 Proforma Certificate on Relatives of Directors of ONGC

INDEX
Annexure - I

Instruction to Bidders
Clause

Sl.

Appendix-9 Deleted

ANNEXURE-I

INSTRUCTIONS TO BIDDERS

A: INTRODUCTION

1. Eligibility and experience of the bidder:-

1.1(a) Eligibility and experience of the bidder:- As specified in the bid document

2.0 Tender Fee – Nil

3. TRANSFER OF BIDDING DOCUMENT

The Bidding document is not transferable.

4. COST OF BIDDING

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the ONGC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B: THE BIDDING DOCUMENT

5. CONTENT OF BIDDING DOCUMENTS

5.1 The services required, bidding procedures and contract terms are described in the bidding document. In addition to the Invitation for Bids, the bidding documents include:

ANNEXURE I : **Instructions to Bidders** with following Appendices

Appendix 1 : Bidding Document Acknowledgement proforma- Deleted

Appendix 2 : Bid submission proforma - Deleted

Appendix 3 : Bid submission Agreement proforma. - Deleted

Appendix 4 : Bid Bond Bank Guarantee proforma- Deleted

Appendix 4A : Proforma for irrevocable Letter of Credit - Deleted

Appendix 5 : Checklist - Deleted

Appendix 6 : Proforma for Bidders past services (similar) - Deleted

Appendix 7 : Proforma of Authorisation Letter for attending Tender Opening- Deleted

Appendix 8 : Proforma of Certificate on Relatives of Directors

- Appendix 9 : List of Foreign banks acceptable to ONGC - Deleted
Appendix 10 : Proforma for proposed changes/modifications. - Deleted

ANNEXURE – II : Invitation Of Proposal (Containing Scope of Work, Selection/Technical Bid Evaluation Criteria (BEC), and other terms and condition)

Annexure – III : Integrity Pact

Annexure-IV : Price Bid Format

Annexure – V : Bid Matrix

5.2 The bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents will be at the bidder's risk. Tenders not complying with tender conditions and not conforming to tender specifications may result in the rejection of its bid without seeking any clarifications.

6. **PRE-BID CONFERENCE (Wherever applicable) - Deleted**

6.5 **Post bid conference (To be applicable in tenders valuing above Rs. 1 Crore): Deleted**

C. PREPARATION OF BIDS

7. LANGUAGE AND SIGNING OF BID

7.1 The bid prepared by the bidder and all correspondence and documents relating to the bid exchanged by the Bidder and the ONGC shall be written in English language. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, duly authenticated by local chamber of Commerce of bidder's country, in which case, for purposes of interpretation of the bid, the translation shall prevail.

7.2 Bids shall be submitted in the prescribed bid proforma as per appendices 1 to 9 of Annexure-I. The prescribed proforma at Appendices of Annexure I, duly filled in and signed should be returned intact whether quoting for any item or not. When items are not being tendered for, the corresponding space should be defaced by some such words as "Not Quoting".

7.3 In the event of the space on the bid proforma being insufficient for the required purpose, additional pages may be added. Each such additional page must be numbered consecutively, showing the tender number and should be duly signed. In such cases reference to the additional page(s) must be made in the bid.

7.4 The bid proforma referred to above, if not returned or if returned but not duly filled in will be liable to result in rejection of the bid.

7.5 The Bidders are advised in their own interest to ensure that all the points brought out in the check list are complied with in their bid failing which the offer is liable to be rejected.

7.6 The bids can only be submitted in the name of the Bidder in whose name the bid documents were issued by ONGC. The bid papers, duly filled in and complete in all respects shall be submitted together with requisite information and Annexures/Appendices. It shall be complete and free from ambiguity, change or interlineations.

7.7 The bidder should indicate at the time of quoting against this tender their full postal and telegraphic/telex /fax addresses and also similar information in respect of their authorised agents in India, if any.

7.8 The Bidder shall sign its bid with the exact name of the firm to whom the contract is to be issued. The bid shall be duly signed and sealed by an executive officer of the Bidder's organisation. Each bid shall be signed by a duly authorised officer and in the case of a Corporation the same shall be sealed with the corporation seal or otherwise appropriately executed under seal.

7.9 The bidder shall clearly indicate their legal constitution and the person signing the bid shall state his capacity and also source of his ability to bind the Bidder.

7.10 The power of attorney or authorisation, or any other document consisting of adequate proof of the ability of the signatory to bind the bidder, shall be annexed to the bid. ONGC may reject outright any bid not supported by adequate proof of the signatory's authority

7.11 The Bidder, in each tender, will have to give a certificate in its offer, that the terms and conditions (Annexure I and II), as laid down in this bidding document are acceptable to it in toto.

7.12 Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

7.13 The original bid should be signed manually by the authorised signatory(ies) of the bidder. The complete bid including the prices must be written by the bidders in indelible ink. Bids and/or prices written in pencil will be rejected.

7.14 **Joint venture bids and consortium bids where consortium bids are specifically allowed as per provisions under clause 1.3 above: DELETED**

8.0 **COMPLIANCE WITH THE REQUIREMENTS OF PQC AND ALL OTHER TENDER CONDITIONS:**

8.1 **Advice to bidders for avoiding rejection of their offers:**

ONGC has to finalise its purchase within a limited time schedule. Therefore, it may not be feasible for ONGC to seek clarifications in respect of incomplete offers.

Prospective bidders are advised to ensure that their bids are complete in all respects and conform to ONGC's terms, conditions and bid evaluation criteria of the tender. Bids not complying with ONGC's requirement may be rejected without seeking any clarification.

**8.2 Submission of 'Bid Matrix' duly filled-in, to re-confirm compliance with tender requirements:
Deleted**

9.0 DOCUMENTS COMPRISING THE BID

9.1 The bid prepared by the Bidder shall comprise the following components, duly completed:

a) Price schedule- (Bidder to upload same price format on the GePNIC portal)

b) Documentary evidence establishing that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted. The documentary evidence of the Bidder's qualifications to perform the Contract if its bid is accepted, shall establish to the ONGC's satisfaction:

(i) Deleted

(ii) that the Bidder meets **all** the criteria prescribed in the Qualification Criteria (Annexure-IV).

c) Documentary evidence that the services to be rendered by the Bidder conform to the requirements of bidding documents.

(i) The documentary evidence of conformity of the services to the bidding documents may be in the form of literature, drawings and data and shall consist of:

1) A detailed description of essential technical and performance characteristics of the services.

2) An item by item commentary on the ONGC's technical specifications demonstrating conformity to the provisions of the technical specifications of the bidding document.

d) Bid security Declaration

e) Deleted

f) Integrity Pact(IP) (applicable for tenders above Rs 1 crore)

g) (i) The bidder should submit an undertaking as per Appendix- BP1, BP2 and BP3 on acceptance of ONGC's 'Policy for Banning/provisional Suspension of Business Dealings with erring Firms'

(ii) The bidder should submit a declaration to the effect that neither the bidder themselves, nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, are currently serving any banning orders issued by ONGC debarring them from carrying on business dealings with ONGC.

h) Copy of valid Udyam Registration Certificate, (as notified vide Gazette notification no. S.O. 2119(E) dated 26.06.2020(as amended) issued by Ministry of Micro, Small and Medium Enterprises) if bidder is a Micro or Small Enterprises (MSE).- Deleted

(i) Original of "Power of Attorney" or authorization, or any other document consisting of adequate proof of the ability of the signatory to bind the bidder when the power of attorney is a special "Power of Attorney" relating to the specific tender of ONGC only, shall be submitted with techno-commercial bid

Copy of the notarized true copy of the "Power of Attorney" submitted with the techno-commercial bid shall also be accepted, if the power of attorney is a general "Power of Attorney".

However, ONGC reserves right to seek original Power of Attorney (when the power of attorney is a special "Power of Attorney " relating to the specific tender of ONGC only) / notarized true copy (when Power of Attorney is a general Power of Attorney) at any time during the processing of tender and execution of contract.

j) ONGC reserves right to seek in physical form original/notarized true copy of any document uploaded in digital form, at any time during the processing of tender and execution of contract.

k) Deleted

(l) Bidder shall be required to indicate ONGC's Vendor code in the bid. The bidders, who do not have ONGC's Vendor code, will require to submit following documents for creation of vendor code:

- I. Company/ Firm registration copy,
- II. GST registration copy,
- III. PAN detail copy
- IV. Valid email ID, Contact No.
- V. Complete Address

10.0 PRICE SCHEDULE

10.1 The Bidder shall upload same price format on the GePNIC portal

10.2 **Bid Prices : Deleted**

10.3 (a) CONCESSIONS PERMISSIBLE UNDER STATUTES

Bidder, while quoting against this tender, must take cognizance of all concessions permissible under the statutes including the benefit under GST legislations, failing which it will have to bear extra cost where bidder does not avail exemptions/concessional rate of GST. ONGC will not take responsibility towards this. However, wherever required and applicable, ONGC shall provide the necessary documents as required under the notification (s) for the bidders to obtain such concessions.

Bidders must also consider benefits of input tax credit under the GST legislations, as amended from time to time on Input goods/Capital goods / Input Services, while quoting the prices.

10.3 (b) Undertaking to provide necessary documents, for enabling ONGC to avail Input tax credit benefits under GST legislation.(Not applicable for bidder under composition levy of the GST legislation)

Further, the bidders shall undertake to provide all the necessary compliances / invoice /documents for enabling ONGC to avail Input tax credit benefits, in respect of the payments of GST which are payable against the contract (if awarded). The successful bidders should provide Tax Invoice issued under GST legislations.

The successful bidders should upload the details of the invoices raised on ONGC on the GST Network within the prescribed time limits and undertake to adhere to all other compliances under the GST regulations/ legislations.

In case any credit, refund or other benefit is denied or delayed to ONGC due to any non-compliance of GST legislation by the bidder such as failure to upload the details of the supply on the GSTN portal, failure to pay GST to the Government or due to non-furnishing or furnishing of incorrect or incomplete documents/ information by the bidder, the bidder would reimburse the loss to ONGC and/ or ONGC may recover the same, but not limited to, the tax loss, interest and penalty.

10.4 INCOME TAX LIABILITY

The bidder will have to bear all Income Tax liability both corporate and personal tax.

10.5 GST Liability on Supply of Services:

10.5.1 In accordance with the notification no.10/2017 Integrated Tax (rate) dated 28.06.2017 (as may be amended) issued under GST legislations, the liability to pay 100% GST is on ONGC. Hence, the Bidder shall not include GST in their quoted prices for the Services falling in the above notification.

The Bidder should quote the applicable GST, clearly indicating the rate and the amount of GST included in the bid and the description of the respective service (as per GST rules) under which the GST is payable.

In the contracts involving multiple services or involving supply of certain goods or materials (which should be consumable in nature forming part of taxable service) along with the services, the Bidder should give separate break-up for cost of goods and cost of various services, and quote GST as applicable for the taxable services and/or goods).

In case the GST is not quoted explicitly in the offer by the Bidder, the offer will be considered as inclusive of all liabilities of GST and ONGC will not entertain any future claim in respect of GST against such offers.

In case, the quoted information related to various taxes and duties subsequently proves wrong, incorrect or misleading:-

a) Payment towards GST shall be restricted to the GST amount as charged on the 'Tax-Invoice' or the quoted GST rate, whichever is lower unless the same is due to applicability of change in law clause. ONGC shall have no liability to reimburse the difference in the duty/tax, if the finally assessed amount is on the higher side.

b) ONGC will have the right to recover the difference in case the rate of duty/tax finally assessed is on the lower side.

Notes: (Work Centre should delete the conditions mentioned below, which are not applicable for the particular tender)

(i) (Applicable for Indigenous tenders):

The Service Provider should have a valid GST registration certificate under GST legislation and a copy of such registration certificate should be submitted along with the offer.

10.5.2 - Deleted-

10.5.2.1 - Deleted-

10.5.2.2 - Deleted-

10.5.3 - Deleted-

11.0 BID CURRENCIES (Applicable for ICB tenders only): Deleted

11.2 BID CURRENCIES (Applicable for Indigenous tenders only)

Bidders should quote firm prices in Indian rupee only. Prices quoted in any other currency shall not be considered.

12.0 **MODE OF PAYMENT**

In all cases, except the cases involving payment through 'Letter of Credit' or payment in Foreign currency, ONGC shall make payments only through Electronic Payment mechanism (viz. NEFT/RTGS /ECS). Bidders should invariably provide the following particulars along with their offers:

1. Name & Complete Address of the Supplier / Contractor as per Bank records.
2. Name & Complete Address of the Bank with Branch details.
3. Type of Bank account (Current / Savings/Cash Credit).
4. Bank Account Number (indicate 'Core Bank Account Number', if any).
5. IFSC / NEFTCode (11 digit code) / MICR code, as applicable, alongwith a cancelled cheque leaf.
6. Permanent Account Number (PAN) under Income Tax Act;
7. GST Registration Number(for supply of Goods and services)
8. e-mail address of the vendor / authorized official (for receiving the updates on status of payments)."
9. Confirmation as to whether the bidder belong to the category of Micro, Small and Medium Enterprises as defined in the "Micro, Small and Medium Enterprises Development Act, 2006 (MSMEDA)". If yes, specify the category of Micro, Small or Medium Enterprises and whether the enterprise is in manufacturing or service industry, alongwith valid documentary evidence.

The bank/branch in which the bidder is having account and intends to have the payment should be either an NEFT enabled bank or SBI branch with core banking facility.

12.1 **Particulars to be furnished by foreign bidders** (non-residents as per Income Tax Act, 1961): Deleted

13.0 CONCESSIONAL RATE OF CUSTOMS DUTY and GST: Deleted

14.0 **VAGUE AND INDEFINITE EXPRESSIONS**

14.1 Bids qualified by vague and indefinite expressions such as "Subject to availability" etc. will not be considered.

15.0 **AGENT/ CONSULTANT/ REPRESENTATIVE/ RETAINER/ ASSOCIATE (Applicable for ICB tenders only): Deleted**

16.0 **PERIOD OF VALIDITY OF BIDS**

16.1 The Bid shall be valid for acceptance for the period as indicated in the "Invitation for Bid" (hereinafter referred to as validity period) and shall not be withdrawn on or after the opening of bids till the expiration of the validity period or any extension agreed thereof.

16.2 In exceptional circumstances, prior to expiry of the original bid validity period, the ONGC may request the bidder for a specified extension in the period of validity. The requests and the responses

shall be made in writing. The Bidder will undertake not to vary/modify the bid during the validity period or any extension agreed thereof. Bidder agreeing to the request for extension of validity of offer shall be required to extend the validity of Bid Security correspondingly.

17.0 BID SECURITY: Bid Securing Declaration in lieu of Bid Security.

"We (Name of the bidder) hereby declare and accept that if we withdraw or modify our Bid during the period of validity, or if we are awarded the contract and we fail to sign the contract, or fail to submit the performance security before the deadline defined in the NIT, we will be banned for a period of two years. We understand that no further correspondence in this regard shall be accepted by ONGC"

18.0 TELEX / TELEGRAPHIC / TELEFAX / e-MAIL / XEROX / PHOTOCOPY BIDS AND THE BIDS CONTAINING SCANNED SIGNATURE:

18.1 Telex / Telegraphic / Telefax / e-mail / Xerox / Photocopy bids and bids with scanned signature will not be considered.

Original bids should be signed manually failing which they shall be rejected.

D. SUBMISSION AND OPENING OF BIDS

19.0 **SEALING AND MARKING OF BIDS** (Not Applicable) :Deleted

20.0 **DEADLINE FOR SUBMISSION OF BIDS**

20.1 The Bid must be submitted/uploaded on GePNIC portal as per NIT of the Tender document.

21.0 **LATE BIDS**

21.1 Bidders are advised in their own interest to ensure that bid reaches the specified office well before the closing date and time of the bid.

21.2 Deleted.

22.0 **MODIFICATION AND WITHDRAWAL OF BIDS**

22.1 No bid may be modified after the dead line for submission of bids.

23.0 **OPENING OF BIDS**

23.1 As per NIT of the Tender document.

23.2 In case of unscheduled holiday on the closing/opening day of bid , the closing/opening date shall be re-fixed to next working day, the time notified remaining the same.

23.3 Deleted.

E. EVALUATION OF BIDS

24.0 EVALUATION AND COMPARISON OF BIDS

24.1 Evaluation and comparison of bids will be done as per provisions of Qualification / Bid Evaluation Criteria at Annexure-III and Annexure-VI (to be supplied separately alongwith bidding document against individual tenders.)

24.2 CLARIFICATIONS OF BIDS:

24.2.1 During evaluation of bids, Purchaser may at its discretion 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 of substance of the bid shall be sought or permitted.

25.0 UNSOLICITED POST TENDER MODIFICATIONS:

25.1 Unsolicited post-tender modification will lead to straight away rejection of the offer.

25.2 In case certain clarifications are sought by ONGC after opening of bid then the reply of the Bidder should be restricted to the clarification sought. Any bidder who modifies his bid (including all modifications which have the effect of altering his offer) after the closing date, without any specific reference by ONGC, shall render his bid liable to be ignored and rejected without notice and without reference to the bidder.

26.0 EXAMINATION OF BID

26.1 The ONGC will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.

26.2 The ONGC will determine the conformity of each bid to the bidding documents. Bids falling under the purview of "Rejection Criteria" of the bid Evaluation Criteria of the bidding document will be rejected.

27.0 SPECIFICATIONS:

27.1 The Bidder must note that its Bid will be rejected in case the tender stipulations are not complied with strictly or the services offered do not conform to the required specifications indicated therein. The lowest Bid will be determined from among those Bids which are in full conformity with the required specifications.

28.0 **CONVERSION TO SINGLE CURRENCY (Applicable for ICB tenders only) : Deleted**

29.0 PURCHASE PREFERENCE POLICY(IES): Deleted

29.3 Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017 (DoE O.M. No. No. F.1/4/2021-PPD dated 18.05.2023): -

Deleted

30. **CONTACTING THE ONGC**

No bidder shall contact the ONGC on any matter relating to its bid, from the time of the opening to the time the contract is awarded.

F. AWARD OF CONTRACT

31.0 **AWARD CRITERIA.**

The purchaser will award the contract to the successful bidder whose bid has been determined to be in full conformity to the bid documents and has been determined as the lowest evaluated bid as per conditions defined in bid / price format.

32. ONGC'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS.

32.1 ONGC reserves the right to reject, accept or prefer any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for ONGC's action. The ONGC also reserves to itself the right to accept any bid in part or split the order between two or more bidders.

33.0 **NOTIFICATION OF AWARD (NOA)**

33.1 **Not applicable**

34.0 **MOBILISATION PERIOD : Deleted**

35.0 **SIGNING OF CONTRACT**

35.1 **Not applicable**

36.0 PERFORMANCE SECURITY: Deleted

37.0 CORRESPONDENCE.

37.1 Deleted

37.2 All correspondence from Bidders/ contractor shall be made to the office of the Purchase Authority from where this tender has emanated.

37.3 All correspondence shall bear reference to bid number.

38.0 REPRESENTATION FROM THE BIDDER:

38.1 The bidder(s) can submit representation(s) if any, in connection with the processing of the tender **[including seeking the reasons for rejection of their bid(s)]** directly only to the Competent Purchase Authority (CPA) i.e. to Sh. Devesh Sharma, Deendayal Urja Bhawan, 5, Nelson Mandela Marg, Vasant Kunj, New Delhi -110 070

38.2 Raising Disputes / Complaints : Deleted

39.0 UNSOLICITED COMMUNICATIONS:

In case any bidder makes any unsolicited communication in any manner, after bids have been opened (for tenders processed either on single bid or on two bid basis), the bid submitted by the particular bidder shall be summarily rejected, irrespective of the circumstances for such unsolicited communication.

Further, if the tender has to be closed because of such rejection, and the job has to be re-tendered, then the particular bidder shall not be allowed to bid in the re-tender.

The above provision will not prevent any bidder from making representation in connection with processing of tender directly and only to the Competent Purchase Authority (CPA) as mentioned in the tender document. However, if such representation is found by CPA to be un-substantiative and / or frivolous and if the tender has to be closed because of the delays / disruptions caused by such representations and the job has to be re-tendered, then such bidder will not be allowed to participate in the re-invited tender.

In case, any bidder while making such representations to Competent Purchase Authority (CPA) also involves other officials of ONGC and / or solicits / invokes external intervention other than as may be permitted under the law and if the tender has to be closed because of the delays / disruptions caused by such interventions and has to be re-tendered, then the particular bidder will not be allowed to participate in the re-invited tender.

40. Submission of forged documents:

Bidders should note that ONGC may verify authenticity of all the documents/certificate/information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract/PO execution etc., if it is established prima facie with reasonable grounds that bidder has submitted forged documents/certificates/information towards fulfilment of any of the tender/contract conditions, ONGC shall immediately reject the bid of such bidder(s) or cancel/terminate the contract and forfeit EMD/SD submitted by the bidder.

Further, actions as per ONGC's 'Policy for Banning/ provisional Suspension of Business dealings with erring Firms' shall be taken against the Supplier.

Aforesaid policy is available at ONGC portals <https://tenders.ongc.co.in> and <https://ongcindia.com>.

- 40.1 The bidder shall be required to give an undertaking on the company's letter head and duly signed by the signatory of the bid, that all the documents/certificates/information submitted by them against the tender are genuine. In case any of the documents/certificates/information submitted by the bidder is found to be false or forged, action as deemed fit may be initiated by ONGC at its sole discretion.

ONGC, at its sole discretion, may consider the documents of bidders submitted by them against any past tenders of ONGC and same are available with ONGC. However, bidder cannot have the right to challenge any decision of ONGC on considering/not considering of these documents for evaluation.

Bidder shall hold continued liability of the documents submitted in the bid, since, ONGC can utilize the same for future qualification in other tenders of ONGC.

41. **ONGC's Policy on Climate Change and Sustainability**

Bidders should simply confirm that they have read the ONGC's following "Policy on Climate Change & Sustainability" and they are working upon to develop their policy as well.

- i. ONGC is committed to enhance contribution to sustainable development through a greater integration of economic, environmental and social dimensions.
- ii. ONGC shall endeavour for GHG emission mitigation from our operations and participate in Kyoto and other protocol where India is a signatory. We shall strive to achieve quantifiable milestones in these aspects.
- iii. ONGC shall partner with sustainability advocacy organizations where our strengths are complementary and also actively propagate the idea of GHG mitigation at national and international operations where we are business partner.
- iv. ONGC shall develop and invest in advanced low carbon technologies to meet growing demand for affordable energy products while improving security of supply and reducing environmental impacts.

v. ONGC's aim shall be to achieve competitive business advantage from GHG abatement programmes, particularly through process efficiency, besides improving environmental performance.

vi. ONGC shall endeavour to develop new business opportunities through investment in climate change.

vii. ONGC shall try to adopt triple bottom line accounting and reporting to raise awareness of the true cost and benefits.

viii. Above all, ONGC shall make sustainability a foundation of our business strategy.

41.1 Fraud Prevention Policy of ONGC.

Fraud Prevention Policy of ONGC is available at ONGC's public portal <http://www.ongcindia.com/>, the bidders shall be required to certify that they have read the Fraud Prevention Policy of ONGC and they would adhere to the same and shall not indulge themselves or allow others to indulge in fraudulent activities and that they would immediately apprise the ONGC of the fraud/suspected fraud as soon as it comes to their notice.

42. GST LEGISLATIONS:

'GST legislations' means 'any or all of the following legislations as may be applicable to the Bidder and ONGC:

- i. the Central Goods & Services Tax Act, 2017;
- ii. the Integrated Goods & Services Act, 2017;
- iii. the Union Territory Goods & Services Tax Act, 2017;
- iv. the respective State Goods & Service Tax Acts'
- v. the Goods and Services (Compensation to States) Act, 2017
- vi. the Customs Act and the Customs Tariff Act.

43. Financing of trade receivables of Micro and Small Enterprises (MSEs) through Trade Receivables Discounting System(TReDS) platform: Deleted

44. GUIDELINES FOR ELIGIBILITY OF A 'BIDDER FROM A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA': DELETED

45. New vendor development through development order process for Oil field Services: Deleted

46. Registration of Vendors in Government e-Marketplace-Deleted

47. POLICY OF RELAXATIONS TO STARTUPS –Deleted

48. Anti-Competitive Practices by bidders (Cartel Formation / Pool Rates / Collusion/ Bid Rigging etc.)

Any indication of pool bidding or cartel formation or collusion among bidders shall be viewed as a serious breach of fair competition. Such practices are against the core principles of company's transparent and competitive procurement process and may be subject to action against the colluding bidders including actions under the Competition Act, 2002.

49. Non-conformities between Figures and Words

Non-conformities/errors between the quoted prices in figures and words. (This situation normally not arise in the case of e-procurement)

This should be taken care of in the

- i) If, in the price structure quoted for the required goods, there is a discrepancy between the unit price and total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail, and the total price corrected accordingly;
- ii) If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail, and the total shall be corrected.
- iii) If there is a discrepancy between words and figures, the amount in words shall prevail. However, Where the excel format is provided in tenders and if discrepancy between words and figures is noticed, the figures shall prevail because excel sheet provides auto sum of the total of various line items.
- iv) Such a discrepancy in an offer should be conveyed to the bidder, asking him to respond by a target date. If the bidder does not agree to the observation, the bid is liable to be rejected

**PROFORMA CERTIFICATE ON RELATIVES
OF DIRECTORS OF ONGC**

This has reference to our proposed contract regarding to be entered into with Oil and Natural Gas Corporation Ltd. (ONGC).

For the purpose of Section 297/299 of the Companies Act, 1956, an extract enclosed at Appendix 11-A, we certify that to the best of my/our knowledge :

- (i) I am not a relative of any Director of ONGC ;
- (ii) We are not a firm in which a Director of ONGC or his relative is a partner ;
- (iii) I am not a partner in a firm in which a Director of ONGC or his relative is a partner;
- (iv) We are not a private company in which a Director of ONGC is a Member or Director;
- (v) We are not a company in which Directors of ONGC hold more than 2 % of the paid-up share capital of our company or vice-versa.

Authorised Signatory of
The Contracting Party

Place...

Date...

INTEGRITY PACT

Between

Oil and Natural Gas Corporation Ltd (ONGC) hereinafter referred to as "The Principal",

and

..... hereinafter referred to as "The Bidder(s)/ Contractor(s)"

(The Principal and the Bidder (s)/Contractor(s) are collectively referred to as "the Parties".

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for **Appointment of Cost Auditor for four years from FY 26-27** ("the Contract"). The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal, by way of this Integrity Pact ("the Pact") will appoint Independent External Monitor ("IEM") who will monitor the tender process and the execution of the Contract for compliance with the principles mentioned above.

Section 1

Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following:-

- a. No employee of the Principal, personally or through relatives or any other person, will in connection with the tender, or for the execution of the Contract, demand, promise or accept for himself/herself or any third person, any material or immaterial benefit which he/she is not legally entitled to.
- b. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all bidders the same information and will not provide to any bidder additional/confidential information through which the bidder could obtain an advantage in relation to the tender process or the contract execution.
- c. The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a

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substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 Commitments of the Bidder/ contractor

(1) The Bidder / Contractor commits to take all measures necessary to prevent corruption. He commits himself to observe the following during his participation in the tender process and during the contract execution:

- a. The Bidder / Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- b. The Bidder / Contractor will not enter into any agreement or understanding with other Bidders in connection with the bid, including but not limited to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
- c. The Bidder / Contractor will not commit any offence under the relevant Anti-corruption Laws of India/Indian Penal Code, 1860. Further the Bidder / Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d. The Bidder / Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to make or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- e. The bidder(s)/ contractor (s) of foreign origin shall disclose the name and address of agents and representatives in India related to this tender. Similarly, the bidder(s)/ contractor(s) of Indian nationality shall furnish the name and address of their foreign principals or associates, if any, related to this tender.
- f. The bidder(s)/ contractor (s) who have signed the Pact shall not approach the Courts while the matters/disputes/issues, related to tender process or the Contract are presented before the IEM and awaiting the final decision.

(2) The Bidder / Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3

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Disqualification from tender process and exclusion from future contracts

(1) If the Bidder, before the Contract is awarded, has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question:

- a. the Principal is entitled to disqualify the Bidder from the tender process or to terminate the Contract, if already signed, for such reason.
- b. the Principal is entitled to exclude the Bidder / Contractor from participating in future contracts/tenders. The imposition and duration of the exclusion will be determined by the Principal based on the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of six (6) months and maximum of three (3) years.

(2) An act/omission would be treated as a transgression after due consideration of the available evidence by the Principal.

(3) The Bidder accepts and undertakes to respect and uphold the Principal's absolute right to resort to and impose such disqualification/exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision of disqualification/exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

(4) If the Bidder / Contractor can prove that he has restored the damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the aforesaid disqualification/exclusion prematurely.

Section 4 Compensation for Damages

(1) Without prejudice to any rights that may be available to the Principal under any law or the contract or its laid down policies and procedures, the Principal shall have the following rights in case of breach of this Pact by the Bidder/Contractor:

- (1) To forfeit the Earnest Money/Bid Security if the Bidder is disqualified from the tender process prior to the award in terms of Section 3;
- (2) To forfeit/invoke the Security Deposit/ Performance Bank Guarantee if the Principal has either terminated or is entitled to terminate the Contract of the Bidder in terms of Section 3.

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Section 5
Previous transgression

(1) Bidders to disclose any transgressions with any other public / government organization that may impinge on the anti-corruption principle. The date of such transgression, for the purpose of disclosure by the bidders in this regard, would be the date on which cognizance of the said transgression was taken by the competent authority. The period for which such transgression (s) is /are to be reported by the bidders shall be the last three years to be reckoned from Bid Submission End Date (extended date, if any). The transgression(s), for which cognizance was taken even before the said period of three years, but are pending conclusion, shall also be reported by the bidders.

(2) Any concealment of information or misrepresentation of facts, in regard to the aforesaid, can lead to his disqualification from the tender process or termination of the Contract, if already awarded, or invite any other appropriate action(s) as deemed fit.

Section 6
Equal treatment of all Bidders / Contractors / Subcontractors

(1) The Principal will enter into Pacts on identical terms with all bidders and contractors.

(2) The Bidder(s) / Contractor(s) assures to procure from all their subcontractors an undertaking for the adoption of this Pact. The Bidder (s) / Contractor(s) shall alone be responsible for any violation (s) of the provisions laid down in the Pact by any/all of their sub-contractor (s) or sub-vendor (s).

(3) The Principal will be entitled to disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7
Criminal charges against violating Bidders/Contractors/Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption as per existing Anti-Corruption Law in India, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section 8
Independent External Monitor / Monitors

(1) The Principal appoints competent and credible Independent External Monitor as nominated and approved by the Central Vigilance Commission. The task of the IEM is to

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review independently and objectively, whether and to what extent the Parties comply with the obligations under this Pact.

The IEM would be required to sign 'Non- Disclosure Agreements' alongwith a declaration of 'Absence of Conflict of Interest'. In case of any conflict of interest arises at a later date, the IEM shall inform Chairperson of the Board of the Principal and recuse himself/herself from that case.

(2) The IEM is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.

The IEM would be provided access to all documents/records pertaining to the contract for which a complaint or issue is raised before them, as and when warranted. However, the documents/records/ information having National Security implications and those documents which have been classified as Secret/Top Secret are not to be disclosed.

(3) The Bidder/Contractor accepts that the IEM has the right to access, without restriction, all Project documentation available with the Principal including the documents/ records/ information provided by the Bidder/Contractor. The Bidder/Contractor will also grant the IEM, upon their request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The IEM is under contractual obligation to treat the documents/ records/ information of the Bidder/Contractor/ Subcontractor with confidentiality.

(4) The Principal will provide to the IEM sufficient information about all meetings among the parties related to the Project provided that such meetings could have an impact on the contractual relations between the Principal and the Bidder/Contractor. The Parties will offer to the IEM the option to participate in such meetings.

(5) As soon as the IEM notices, or suspects, a violation of this Pact, he will inform the Management of the Principal and request the Management to discontinue or rectify the violation, or take any other relevant action. The IEM can in this regard submit non-binding recommendations. Beyond this, the IEM has no right to demand from the Parties that they act in a specific manner, refrain from action or tolerate action. However, the IEM shall give an opportunity to the Bidder / Contractor to present his case before making its recommendations to the Principal.

(6) The IEM is expected to tender their recommendation on all the complaints within 30 days of their receipt, to the Chairperson of the Board of the Principal. Further, should the occasion arise, the IEM may submit proposals for correcting problematic situations.

(7) If the IEM has reported to the Chairperson of the Board of the Principal a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India/Indian Penal Code, 1860, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the IEM may transmit this information directly to the Central Vigilance Commissioner, Government of India.

(8) The word 'IEM' would include both singular and plural.

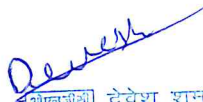
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**Section 9
Pact Duration**

- (1) This Pact comes into force when both parties have signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.
- (2) If any claim is made / lodged during the aforesaid duration, the same shall continue to be valid despite the lapse of this pact as specified above, till it is discharged / determined by Chairperson of the Board of the Principal.

**Section 10
Other provisions**

- (1) This Pact is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi. The Arbitration clause provided in the main tender document / contract shall not be applicable to any issue / dispute arising under this Pact.
- (2) If the Contractor is a partnership or a consortium, this Pact must be signed by all partners or consortium members.
- (3) If one or several provisions of this Pact are held to be invalid/unenforceable, the remainder of this Pact shall remain valid as though the invalid or unenforceable parts had not been included herein. In this case, the parties will strive to come to an agreement to their original intentions.
- (4) Issues like warranty/ guarantee etc. shall be outside the purview of IEM.


गोखलजीजी देवेश शर्मा / Devesh Sharma
वरिष्ठ सामग्री एवम प्रत्यक्ष अधिकारी / Senior MMO
For the Principal पहला तल, दीनदयाल ऊर्जा भवन,
5, नेलसन मंडेला मार्ग, वसन्त कुंज, नई दिल्ली-110070
ONGC, 1st Floor, Deendayal Urja Bhawan,
5, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070

For the Bidder / Contractor

Place Delhi
Date 22.05.2025

Witness 1 : -----

Witness 2 : -----

Annexure – V

BIDDER ELIGIBILITY CRITERIA (BEC) MATRIX/ BID MATRIX

Bidder to give tick mark for confirm/ not confirm and mention page no. of various documents in the bid.

BEC Clause No.	TECHNICAL BEC CLAUSE	Confirm/ Not Confirm	Page No. of the Bid of relevant document
	<p>Vital criteria for acceptance of bids:-</p> <p>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.</p> <p>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.</p>	Confirm/ Not Confirm	
A	<p>Technical rejection criteria:</p> <p>The following vital technical conditions should be strictly complied with failing which the bid will be rejected:</p>	Confirm/ Not Confirm	
1	<p>Bid should be complete and covering the entire scope of job/ supply and should conform to the technical specifications indicated in the bid documents, duly supported with technical catalogues/ literatures wherever required. Incomplete and</p>	Confirm/ Not Confirm	

	non-conforming bids will be rejected outright.		
1.2	Eligibility and experience of the bidder:-		
1.2.1	Cost audit team should consist of adequate number of qualified/semi-qualified Assistants (Cost/Chartered Accountants) led by a senior partner of the Firm, being commensurate with the size of the Company.	Confirm/ Not Confirm	
1.2.2	Only Partnership/ LLP Firms of Cost Accountants registered with the Institute of Cost Accountants of India (ICMAI) shall be considered for appointment as Cost Auditors for conducting Cost Audit of the Company	Confirm/ Not Confirm	
1.2.3	For the purpose of better co-ordination and smooth functioning, firms having registered offices, as per registration with the ICMAI, in the regions specified in Para-3 shall only be considered for appointment as cost auditors.	Confirm/ Not Confirm	
1.2.4	The following will be the basis of marks for the evaluation and selection and selection will be made on the basis of attainment of highest marks, region-wise. The top two firms scoring the highest marks for Region I will be selected for audit of the Cost Records maintained at Delhi Office while the firm scoring highest mark for Region II will be selected for Cost records maintained at Mumbai Office. (In detail experience criteria is as per Clause no. 5.4 of the Invitation of Proposal of Tender Document)	Confirm/ Not Confirm	
1.3	Documentary evidence in support of Selection Criteria (In detail the clause present at Clause no. 6 of the Invitation of Proposal of Tender Document)	Confirm/ Not Confirm	

BEC Clause No.	BEC Clause	Confirm/ Not Confirm	Page No. of the Bid of relevant document
B.	Commercial rejection criteria	Confirm/ Not Confirm	

	The following vital commercial conditions should be strictly complied with failing which the bid will be rejected.		
1.1	<p>Bid will not be considered for evaluation where bidder /supporting company/ultimate controlling company/JV partner/Consortium Partner is undergoing an Insolvency Resolution Process under the Insolvency & Bankruptcy Code, 2016 (or any amendments thereof) or, in case of an international bidder, is undergoing any proceedings for resolution of bankruptcy /insolvency by concerned court/authority of relevant jurisdiction, as on actual techno-commercial bid opening date.</p> <p>In case a bidder /supporting company/ultimate controlling company/JV partner/Consortium Partner is undergoing or gets admitted to an Insolvency Resolution Process under the Insolvency & Bankruptcy Code, 2016 (or any amendments thereof) or in case of an international bidder, is undergoing or gets admitted to any proceedings for resolution of bankruptcy /insolvency, or is declared as bankrupt/insolvent by concerned court/authority of relevant jurisdiction, prior to or during Tender evaluation stages, then such bids will be rejected.</p> <p>Note: Rejection of bid in case Supporting company/ultimate controlling company shall be applicable wherever bidding entity seek the support (Technical or Financial) in the tender.</p>		
2	<p>The bid along with all appendices and copies of documents (except copies of the documents required in physical form) should invariably be submitted through GePNIC-CPPP (https://etenders.gov.in), before the scheduled date and time for the tender closing. All the documents uploaded shall be digitally signed by the authorized signatory of the bidder.</p> <p>The password protected e-bids (Techno-commercial / Price bids), which require the password to open the file, will not be considered.</p> <p>However, bidder is required to upload the Fixed Price format as given in the Tender Document.</p> <p>However, the following documents should be submitted in physical form, in a sealed envelope super-scribed as "Physical documents against e-procurement Tender Reference Number....., Tender ID....., due on To be opened by Tender Opening Officers at 15.30 Hrs, on due</p>	Confirm/ Not Confirm	

	<p>date for opening of bid" [Documents should reach to the purchaser's office on or before 15:00 Hrs. of the closing date specified for submission of bid through GePNIC-CPPP.</p> <p>(i) <u>Applicable only in case bid security is submitted in the form of SFMS BG.</u> (Not applicable in case bid security is submitted via NEFT/RTGS/Electronic fund transfer Or e-BG).</p> <p>The original SFMS BG towards bid security (along with SFMS delivery report /message copy which has been transmitted by issuing bank through SFMS system to beneficiary's i.e. ONGC's bank)</p>		
2.1	<p>Since this is a Fixed Rate Tender, no price evaluation shall be carried out and selection shall be based solely on technical evaluation.</p>	Confirm/ Not Confirm	
3.	<p>Acceptance of terms & conditions :</p> <p>The bidder must confirm unconditional acceptance of General Conditions of Contract at Annexure II, Scope of Work & Special Conditions of Contract at Annexure III and Instruction to Bidders at Annexure I as well as the instructions contained in website https://etenders.gov.in</p>	Confirm/ Not Confirm	
3.1	<p>Bidder should confirm their acceptance that they comply with the provisions with regard to "Guidelines for eligibility of a 'Bidder from a Country which shares a land border With India' " as detailed at Annexure-I "Instructions to Bidders". Bidder should also submit the requisite certificate as mentioned.</p>	Confirm/ Not Confirm	
4.	<p>Offers of following kinds will be rejected:</p> <p>(a) Offers made without Bid Security Declaration along with the offer. EMD exempted bidders to submit a Bid securing declaration (BSD).The Bid security Declaration is as below:</p> <p style="text-align: center;">Bid Securing Declaration</p> <p>"We (Name of the bidder) hereby declare and accept that if we withdraw or modify our Bid during the period of validity, or if we are awarded the contract and we fail to sign the contract, or fail to submit the performance security before the deadline defined in the NIT, we will be banned for a period of two years. We understand that no further correspondence in</p>	Confirm/ Not Confirm	

	<p style="text-align: center;">this regard shall be accepted by ONGC"</p> <p>(b) Offers not submitted in e-form through GePNIC-CPPP.</p> <p>(c) Offers which do not confirm unconditional validity of the bid for 90 days from the date of opening of bid.</p> <p>(d) Deleted</p> <p>(e.i) Deleted</p> <p>(e.ii) Deleted</p> <p>(f) Deleted</p> <p>(g) Offers which do not confirm to the period indicated in the bid.</p> <p>(h.i) Non-submission of Integrity Pact along bid, duly signed by the same signatory signs the bids even after giving an opportunity after opening of techno-commercial (Refer clause No. 9.1(f) of Annexure-I)</p> <p>(h.ii) Offers of the bidders violating the provisions of Integrity pact.</p> <p>(i) Deleted</p> <p>(j) Offers not accompanied with a copy of valid GST registration certificate under GST Legislation of India</p> <p>(k) Offers not accompanied with an undertaking to provide all the necessary compliances /Invoice /documents required under GST legislation for enabling ONGC to avail Input tax (GST) credit. (Not applicable for the bidder who are under composition levy)</p> <p>(l.i) Offers not accompanied with an undertaking as per Appendix-BP1/BP2/BP3 on acceptance of ONGC's 'Policy for Banning/provisional Suspension of Business Dealings with erring Firms' [Please refer Instruction to Bidders at Annexure I Appendix-BP1/BP2/BP3].</p> <p>(l.ii) Offers not accompanied with a declaration that neither the bidders themselves, nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, are currently serving any banning orders issued by ONGC debarring them from carrying on business dealings with ONGC.</p> <p>(m) Deleted</p> <p>(n) Offers not accompanied with the undertaking on the company's letter head and duly signed by the signatory of the bid that all the documents/certificates/information submitted by them against the tender are genuine.</p>		
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	<p>(o) Password protected e-bids (Techno-commercial / Price bids), which require the password to open the file.</p> <p>(p) Offers not accompanied with the Power of Attorney/ Authorization Certificate/ Authorization Letter/ Board Resolution or any other document consisting of adequate proof that the bid signatory is the authorized person on behalf of the participating firm/ bidder. Guidelines on issue of Power of Attorney (PoA) for authorized signatory in tender is mentioned in the Instruction to Bidders at Annexure I of the Tender.</p> <p>(q) Offers not accompanied with a declaration that neither bidder nor their supporting company/ultimate controlling company/JV partner/Consortium Partner (applicable only in case bidding entity seek Technical or Financial support) is 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.</p> <p>(r) Offers and all attached documents not digitally signed using digital signatures issued by an acceptable Certifying Authority (CA) as per Indian IT Act 2000 by the person as per power of attorney submitted as per ITB(Refer clause No. 9.1(i) of Annexure-I).</p>		
5	Deleted		
C.	Price Evaluation Criteria- Deleted		
1.	Evaluation of bids: Since this is a Fixed Rate Tender, no price evaluation shall be carried out and selection shall be based solely on technical evaluation.	Confirm/ Not Confirm	
1.1	Deleted		
1.2	Deleted		
2.	Deleted		
D	General		
1.	The BEC over-rides all other similar clauses operating anywhere in the Bid Documents.	Confirm/ Not Confirm	
2.	The bidder/contractor is prohibited to offer any service / benefit of any manner to any employee of ONGC and that the contractor may suffer summary termination of contract / disqualification in case of violation.	Confirm/ Not Confirm	
3.	Deleted		

