

	(Annexure 23)
3	Partnership deed or Certificate of Incorporation with Memorandum & Articles of Association (Annexure 24)
4	<p>Power of Attorney (POA) (on non-judicial stamp paper of appropriate value duly notarized):</p> <p>Authority of the person uploading the bids with his DSC, shall be required to be submitted in the bids.</p> <p>Document required shall be as given below.</p> <p>In case of proprietary concern: If the bid is submitted by the proprietor, no POA is required. However, he will have to upload undertaking (on letter head) certifying that he is sole proprietor, as per format given in the tender. (Annexure 25)</p> <p>If the bid is submitted by person other than proprietor, POA authorising the person other than proprietor, POA authorising the person to submit bid on behalf of the concern is to be submitted.</p> <p>In case of company: Certified copy of Board Resolution authorising the person submitting the bid on behalf of the company OR</p> <p>POA and the supporting Board Resolution authorising the person submitting the bid on behalf of the company.</p> <p>In case of Partnership Firm/LLP: POA along with Deed of Partnership/LLP Agreement.</p> <p>In case of Cooperative Society: Copy of resolution passed as per Society Rules authorising the person submitting the bid on behalf of the Society.</p>
5	Declarations for non tampering of tender (on letter head) as per format given in the tender document. (Annexure 9)
6	Declarations for “Holiday Listing” (on letter head) as per format given in the tender document. (Annexure 5)
7	Declarations “A, B, C & D” as per format given in the tender document. (Annexure 7)
8	<p>Undertaking (on letter head) for Acceptance of Tender Terms and Conditions as per format attached separately.</p> <p>Bidders shall upload this undertaking in lieu of submission of complete set of technical bid documents, as a token of their acceptance. (Annexure 26)</p>
9	Undertakings and Declarations “Country of Origin and Percentage of Local Content” (Annexure 27)
10	Declaration on NCLT/NCLAT/DRT/DRAT/COURT

	RECIEVESHIP/LIQUIDATION (Annexure 28)
--	---------------------------------------

Note for Annual turnover

1. The annual turnover of the tenderers during any of the preceding three financial years should be atleast 60% of the annualized estimated value of work under consideration where completed period is more than one year. In other cases where the completion period is less than a year, the annual turnover should be atleast 60% of the estimated value of the work under consideration in any of the three preceding financial years.
2. While computing turnover requirement, estimated cost inclusive of GST value but exclusive of AMC value if any shall be considered.
3. Turnover for this purpose should be as per audited balance sheet including profit & loss statement/published account/profit & loss account statement of the tenderer. However, if the tenderer is not required to get its account audited under section 44AB of the Income Tax Act,1961, certificate from a practicing Chartered Accountant towards the turnover of the tenderer along with copies of its Income Tax Return should be obtained.
4. For tenders invited during April-September, in case of non-availability of audited balance sheets (profit & loss account statement)/published accounts of the immediate preceding year, the audited balance sheet (P&L statement)/published account of the fourth preceding financial year shall also be acceptable.
5. Audited balance sheet (P&L statement)/published accounts on a calendar year basis shall also be acceptable.
6. Definition of Turnover: Total revenue as per schedule III of Companies Act, 2013 (earlier revised schedule VI of companies Act, 1956) shall be considered as Turnover.
7. For detail about process of payment of online EMD, bidders shall refer “**Special Instructions to the Bidder (SITB)**”.

Important Note:

- i. Notwithstanding any other condition/ provision in the tender documents, bidders are required to submit complete documents pertaining to PQC along with their offer. Failure to meet the PQC will render the bid to be summarily rejected. IOC reserves the right to complete the evaluation based on the details furnished by the bidder, with or without seeking any additional supporting document/clarifications.

- ii. After scrutiny of the Technical Bids, the eligible Bidders who meet all Technical requirements shall be notified regarding the date and time for opening the price bid.
- iii. Authenticated means self-attested. In case at a later stage, during verification of Original of these self attested documents, any discrepancy is observed, the tender will be rejected. The person uploading the bid using his digital signature should have a Power of Attorney (POA) authorizing him to upload the bid in case of Partnership and Public / Private Limited firms. Copy of POA must be uploaded along with the bid.
- iv. Tenderers shall indemnify the Corporation from any fraudulent declaration and consequences of the same.

**Indian Oil Corporation Limited,
CGM (Contract Cell), NR**