



आयुध निर्माणीरायपुर, देहरादून-248008
Ordnance Factory Raipur, Dehradun-248008
इंडिया ऑप्टेल लिमिटेड रायपुर, देहरादून की इकाई
A Unit of India Optel Limited Raipur, Dehradun
भारत सरकार का उद्यम
Government of India Enterprise
रक्षा मंत्रालय
Ministry of Defence



IOL/OFDUN/EOI

Dt:22/02/2022



EXPRESSION OF INTEREST (EOI)

BUILD AND OPERATE A FUEL STATION
(PETROL/DIESEL PUMP) AT INDIA OPTEL
ESTATE, DEHRADUN

INDIA OPTEL ESTATE
(UNIT OF GOVERNMENT OF INDIA)
MINISTRY OF DEFENCE
RAIPUR ROAD, DEHRADUN
UTTARAKHAND
PIN-248008
PH: 01352785218(FOR ANY QUERIES)

ofdun.ofb@nic.in (for technical queries if any)
ofdun@ord.gov.in (for technical queries if any)

NOTICE FOR INVITING OF E.O.I.

Subject: EOI for installation and running Fuel Station (Petrol/Diesel Pump) inside India Optel Estate, Raipur, Dehradun.

Expression of Interest (EOI) are invited from interested individuals/firms to operate the Fuel stations at [Ordnance Factory Dehradun,\(A unit of India Optel Limited\), Government of India Enterprises, Ministry of Defence, Raipur road, Dehradun, Uttarakhand, India, Pin-248008](#). It should reach before the due date. The bidders will also be allowed to set up commercial establishments as per the prevailing rules and regulations with prior approval from competent authority. The interested bidders are requested to visit the above mentioned closed fuel stations (OLD CLOSED eleven years before).

All interested vendors are requested to send their bid/EOI for work of the above item as per details technical specification given and Price Bid. Hard copies in spiral binding of all the documents of technical bid is to be submitted physically at the address mentioned below: [Tender Box, Ordnance Factory Dehradun,\(A unit of India Optel Limited\), Government of India Enterprises, Ministry of Defence, Raipur road, Dehradun, Uttarakhand, India, Pin-248008](#). It should reach before the date of opening of the technical bids. The envelope should be clearly marked "Technical bid for installation and running Fuel Station (Petrol/Diesel Pump) inside India Optel Estate, Raipur, Dehradun" and second envelope "Price Bid". Both envelopes should be sealed.

(1)The Important information's related to EOI are appended below:

EOIs are invited from all eligible bidders from the petroleum product dealer for the following work at India Optel Estate. The EOI notice will be available on www.indiaoptel.in under EOI.

<i>Date of Issue/Publishing</i>	<i>24.02.2022 (10:00 Hrs)</i>
<i>Document Download Start Date</i>	<i>24.02.2022 (10:00 Hrs)</i>
<i>Document Download End Date</i>	<i>23.03.2022 (17:00 Hrs)</i>
<i>Last Date and Time for submission of Bids</i>	<i>23.03.2022 (17:00 Hrs)</i>
<i>Last Date and Time for receipt of queries</i>	<i>21.03.2022 (17:00 Hrs)</i>
<i>Date & Time of Opening of Technical Bids</i>	<i>24.03.2022 (15:00 Hrs)</i>
<i>Pre-bid meeting for any queries</i>	<i>17.03.2022</i>
<i>Date of Opening of Commercial Bids</i>	<i>will be informed later</i>

EMD	<i>Rs. 75000/- (Seventy five thousands only)</i> <i>Bank details are as under:</i> <i>Bank Name: State Bank of India</i> <i>Branch: Raipur (Dehradun)(UK)248008</i> <i>Account Holder: GM OFD ,A unit of India</i> <i>Optel Limited, Raipur road, Dehradun-248008</i> <i>Account No. 40456354714</i> <i>IFSC: SBIN0003058</i> <i>MICR: 248002014</i> <i>(It is mandatory that UTR Number is provided)</i>
No. of Covers	02
Bid Validity days	90 days (From last date of opening of EOI)
Security Deposit	12 months rent received in bid/EOI till one year later after completion of lease period
Email Address	ofdun.ofb@nic.in ofdun@ord.gov.in
Area for fuel pump/fuel station	Land (26.29X24.10)=633.58 Sqm Two rooms with attach washroom(7.35x4.50)=33.07 Sqm
Link to download the EOI document	www.indiaoptel.in

*Date and time may be changed by the technical bid evaluation committee if the evaluation cannot be completed in the short period available. The same will be informed over the email / telephone given in technical bids.

Sealed EOI on behalf of president of India is invited by the General Manager, Ordnance Factory Dehradun (a unit of India Optel Limited) for installation and running of fuel station(Petrol /Diesel pump) of IOCL/HPCL/ESSAR/BPCL/RI or other oil company at inside India Optel Estate, near post office, Raipur road, Dehradun.

(2)General Terms & Conditions

- 1. It is the responsibility of the bidder to ensure that their bids whether sent by post or by courier or dropped by person in the Tender Box should reach within the stipulated date and time.**
- 2. You are requested to quote your rate of rent in the attached format for price bid in a separate sealed envelope.**

3. You may send your representative in the office of the undersigned at the scheduled date and time of opening of EOI.
4. Offer should be submitted under TWO-BID system in two separate sealed covers i.e. "Techno- commercial bid" and "Price bid".
5. The bids under Two-Bid System will consist of two parts as per following details: -
a) Techno-Commercial bid (Part 1) consisting of all technical details along with Commercial terms and b) Price bid (Part 2) indicating price as mentioned in commercial bi.
6. In stage-one, only the Techno-Commercial (Part 1) shall be opened and evaluated. In stage-two, the Price bids (Part 2) of only the technically qualified and acceptable offers will be opened, for further evaluation.
7. If the opening day falls on any holiday, the date of any of the events mentioned above shall be on the next working day.
8. **Validity Period:** - The validity period of the EOI should be clearly specified. It must be at least for 90 (Ninety) days from opening of price bid.
9. Conditional offer will not be accepted.
10. **Placement of License/agreement:** The License / MOU will be done with the service provider who will quote the highest leased rate commercial bid.
11. This EOI is being issued with no financial commitment and the Licensor reserves the right to change or vary any part thereof at any stage. Licensor also reserves the right to withdraw the EOI, should it become necessary at any stage withdraw the EOI.
12. Cost of Electrical connections incurred to the Factory as per prescribed rate of Ordnance Factory Dehradun (OFDUN). Service Provider keep generator itself with Standby Power as per load.
13. Service Provider must pay a monthly rent to Ordnance Factory Dehradun for fuel station installed at Optel Estate if any failed in payment of rent, OFDUN will reserve to cancel the allotted space due to reasonable administrative and technical reasons
14. Service Provider will take the responsibility of any accidental incident such as technical/ equipment based/ security standards. OFDUN will not be responsible for any such incidences.

15. Service providers should meet all the eligibility criteria /safety provision regarding running of fuel station /Pump as per the Gol guidelines.
16. *The area to be occupied for fuel station should not exceed more than specified during EOIs. In case of more space requirement prior approval of competent authority is required to be taken in advance.*
17. *The tenure of the agreement is for 05 years that can be renewed for next 05 years based on the satisfactory performance of this contract.*
18. *The service provider should adhere to all the rules and regulations of Govt. of India published in time to time.*
19. *The minimum license fee for the lease agreement is Rs. 75,000/- per month for the demised area. Rent will be increased @10% after expiry of each year on the last paid rent.*
20. *During installation and subsequent maintenance, service provider should keep intact the existing infrastructure.*
21. *The service provider should obtain all approvals, permits etc. from all concerned at their own cost.*
22. *Not have been a signatory to a dealership / distributorship terminated on account of proven malpractices*
23. *Not be Mentally unsound / totally paralyzed*
24. *The selected candidate before being issued the appointment letter will have to pay an interest free refundable security deposit equal to amount of 12 months' rent to OFDUN. OFDUN reserve its rights to adjust any dues to it from this amount at the time of resignation/termination.*
25. *The selected candidate should take over the entire responsibility of the setup others operational liabilities.*
26. *The bidders should be Indian Citizens. In case of non-Indian citizens applicants, the entity should be registered in India. In case of Registered Co-operative society/Consumer Co-operative society, it should be registered in the district concerned for applying for Rural ROs.*
27. *A person selected for the dealership shall be paying attention towards day to day working of the dealership by personally managing the affairs of the dealership. A Non - Individual applicant (entity) selected for the dealership will have to manage day to day working / affairs of the dealership under control/supervision of their own employee(s) and in line with the provisions of the contract agreement.*
28. *The Lessee (Bid winner) shall have no right, title or interest in the said premises or outfit and shall not be deemed in exclusive possession of the*

premises. Any modification to the existing structures or any other activity should require a prior approval from the concerned authority of OFDUN.

- 29. In case, the bidder is an individual entity, he/she has to declare the names of the probable co- partners prior to signing of the final agreement.*
- 31. The contract can be terminated by either party by giving three months' notice in writing to the other party of its intention to terminate this agreement. The contract will come to an end at the expiry of notice period or contract period automatically.*
- 32. OFDUN can also terminate the contract immediately in case of any breach of any of the terms in the contract by the Lessee. In the event of the termination of this agreement the Lessee shall not be entitled to any compensation or claim any loss or damage from OFDUN in respect of goodwill or otherwise*
- 33. The Lessee will install and maintain the station at his own expense. The Lessee will take care of the building, structures and any other equipment in the said premises.*
- 34. The Lessee shall be responsible for all loss or damage to the outfit and premises.*
- 35. All disputes as to liability shall be decided by the concerned authority from OFDUN whose decision shall be final.*
- 36. No repairs, addition or alteration to the outfit shall be done by the Lessee unless previously authorized by the OFDUN. The Lessee shall notify the OFDUN immediately of necessity of any repairs or adjustments and thereby ensure that the outfit is in proper working order and delivering full and proper measure at all times. Lessee shall not operate the outfit while it is out of order.*
- 37. The Lessee shall not remove the outfit or any part thereof from its position on the said premises nor deliver possession thereof to any other person, firm or company other than OFDUN nor encumber nor sell the same, not do anything whereby the outfit may be seized or taken in execution of attached, destroyed or injured.*
- 38. The said premises and outfit shall remain in the absolute property of OFDUN and OFDUN may at any time enter the said premises to inspect, add or reduce, remove any structures whenever required.*
- 39. The Lessee during the course of the contract shall not sell or be in any way be concerned in selling fuel and other petroleum products of any other oil company or producer through the outfit at the said premises without the previous consent taken in writing from OFDUN.*
- 40. All expenses in connection with or incident to the storage, handling, sale and distribution of the products shall be borne by the Lessee. The Lessee shall be solely responsible for the payment of all local and other taxes in respect of the sale of the products.*
- 41. The Lessee shall not sell, assign, mortgage, change or part with or otherwise transfer his interest in the dealership or any right of interest of benefit conferred by the agreement or grant any license in connection with the said premises and/or outfit or any part thereof to any person, firm, company nor allow any other person, firm, company to use the premises of the outfit or any part thereof except to the extent necessary under the terms of agreement and specifically permitted in writing*

by OFDUN.

42. *OFDUN will be entitled at all times to enter into and inspect the management of the outlet and premises by the Lessee and the Lessee shall be bound to render all necessary assistance to OFDUN or its representatives.*
43. *The Lessee shall not be allowed carry out other businesses such as retail outlets, eateries, fast food joints etc. from the said premises in addition to the sale of the said fuel and other petroleum products. However, prior approval shall be obtained in writing from the concerned authority of OFDUN in order to carry out any other business activities. All such other business must be setup as per the prevailing and permissions & guidelines of related authorities. Such proposed businesses can be only set up after obtaining approval from the concerned Oil & Gas Company. The Lessee shall indemnify OFDUN against risk arising out of carrying such businesses in the petrol pump area.*
44. *The Lessee shall be solely responsible for and himself bear all expenses with regards to the running of the outlet and shall promptly pay all electrical and water bills consumed on the said premises. The Lessee shall also be responsible for any breach or contravention by himself, his servants or agents.*
45. *The Lessee shall during the course of this agreement adequately insure himself against third party risks, fire and explosion risks, workmen compensation and/or loss of or damage to the product whatsoever.*
46. *The Lessee shall have no right to claim that the security deposit be utilized in payment of any dues to OFDUN.*
47. *If any statement made in the application or in the documents enclosed therewith or subsequently submitted in pursuance of the application by the candidate at any stage is found to have been suppressed / misrepresented / incorrect or false, then the application is liable to be rejected without assigning any reason and in case the applicant has been appointed as a Lessee, the agreement is liable to be terminated. In such cases the candidate / Lessee shall have no claim whatsoever against OFDUN.*
48. *All costs incurred by bidders in making this offer in providing clarification or attending discussions, conferences, or site visits and any other expenses should be borne by the bidders and will not be reimbursed by OFDUN.*
49. *Validity of lease agreement shall be up to a maximum of 20 years, with a clause of reviewing the arrangement after every five years.*
50. *Though adequate care has been taken in the preparation of this Expression of Interest Document (EOI document), the Bidder should satisfy themselves that the Document is complete in all respects.*
51. *Neither OFDUN nor its employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this EOI document. Each*

prospective bidder should conduct their own investigations and analysis and check the accuracy, reliability and completeness of the information in this EOI document and obtain independent advice from appropriate source before submission of this EOI document.

- 52. Neither OFDUN nor its employees will have any liability to any prospective Bidder or any other person under the law of contract, for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this EOI document.*
- 53. OFDUN reserves the right, without any obligation or liability, to accept or reject any or all of the EOIs, at any stage of the process, to cancel or modify the process, or any part thereof, or to vary any of the terms and conditions, at any time, without assigning any reason whatsoever.*
- 54. OFDUN reserves the right to modify or amend or add to any or all of the provisions of this EOI document or cancel the present Invitation and call for fresh Invitations.*
- 55. Neither OFDUN nor its employees will have any liability in case of non-receipt of any correspondence from them to the bidders due to the postal delays.*
- 56. The applicable laws for the purpose are the laws of India. Courts of DEHRADUN will have jurisdiction concerning or arising out of this EOI document*
- 57. The Pre-RFP Meeting being conducted by OFDUN is to disseminate information about the project and exchange ideas; and is not a pre-qualification for participating in the bid. The bidding for the project will take place through a single-stage system which will include a public advertisement inviting Technical and Financial proposals with the Request for Proposal document being downloadable from the OFDUN website.*
- 58. The bidders are expected to know the relevant rules and regulations of the respective local authorities concerning the site and building-byelaws and City Development Plan and others.*
- 59. Non-individual entity applicant means Government Bodies/Agencies, Societies registered under Societies Registration Act 1860 / Societies registered under Co-operative Societies Act, 1912 or Co-operative Societies Act as enacted by concerned States, Charitable Trusts registered with Charity Commissioner of respective State Government, Companies formed under the Companies Act, 1956 / 2013 (except Pvt.*

Ltd. companies).

(3) Pre-Qualification Criteria

- The Prospective bidder should have direct experience of running a Petrol pump or petroleum business in the past and shall have at least five years of proven track record in operating fuel stations within India. Necessary documents verified by a Gazetted officer/or a self-certificate should be attached along with the application.
- The Prospective bidder should have a minimum Net worth of INR 5 crore. Valid supporting documents along with a certificate from a Chartered Accountant should be enclosed with the application.

(4) Award of Work

If rates received same by two bidders or more, the contract will be awarded those bidder who score the highest as given parameters shall be allotted the petrol pumps.

Type	Description	Marks
Related Experience	=10 years	30
	>10-15 years	40
	>15 years	50
Financial Strength(Net worth)	=5 crore	20
	>5 crore – 20 crore	30
	>20 crore	40

- a) The allotter has to pay a fixed monthly land lease rental of as per rate received in bid per sq. ft. which will be revised after every year by 10% of monthly rates plus GST and other tax imposed if any by Govt time to time.
- b) Each bidder should deposit Rs 75000/- (Seventy five thousands refundable if not qualified) along with the EOI form. In case of the shortlisted bidder, the same shall be adjusted with the security deposit later. EOI should be submitted in Tender Box only by Registered post/Courier or by hand only.

(5) ABBREVIATIONS

- EOI: Expression of Interest
- Gol: Government of India
- OFDUN: Ordnance Factory Dehradun
- RFP: Request for Proposal
- IOL: India Optel Limited

(6) PREPARATION AND SUBMISSION OF EOI

- 1. The EOI and all related correspondence and documents should be written in the Hindi/English language. Supporting documents and printed literature furnished by the Bidder with the EOI may be in any other language provided that they are accompanied by appropriate translations of the pertinent passages in the English/HINDI language. Supporting materials, which are not translated into English/Hindi, may not be considered. For the purpose of interpretation and evaluation of the EOI, the English/Hindi language translation shall prevail. It should be noted that any document in foreign language, not accompanied by an English version and duly authenticated, will be liable for rejection. Incomplete documents without necessary details shall not be considered.*
- 2. EOI should be submitted on or before the EOI due date as set out in the Schedule for Bidding Process, at the address provided above in the manner and form as detailed in this EOI Document. EOI submitted by either facsimile transmission or telex or e-mail will not be acceptable. EOI should be submitted in Tender Box only by Registered post/Courier or by hand only.*
- 3. Any EOI received by OFDUN after the due time and date will be returned unopened to the Bidder.*

The envelope shall indicate the name, address and contact phone number of the bidder. The envelope shall clearly bear the following identification:

Expression of Interest

For commercial operation of OFDUN operated Fuel Stations at Optel Estate, Raipur road, Dehradun

The envelope shall be addressed to:

**General Manager,
Ordnance Factory Dehradun
Raipur road, Dehradun-248008(Uttarakhand)**

(7) CHECK LIST

The EOI shall accompany the following:

1. *Letter of Application duly signed by the Authorized person on the letterhead – Annexure 1*
2. *The details of Bidder along with the Incorporation and commencement of business certificate attested by the Authorized Person – Annexure 2*
3. *The details to be provided as per Annexure 3, 4, 5, 6 & 7.*
4. *The self-declaration as provided in Annexure 5 should be notarized.*
5. *Demand Draft in favor of General Manager-OFDUN(a unit of India optel limited) issued by any scheduled bank for a value of Rs. 75,000/-(Rupees seventy five thousands Only), payable at Dehradun.*

ANNEXURE- 1

FORMAT FOR LETTER OF APPLICATION

[On the Letter Head of the Bidder]

To,

Date:

*The General Manager
Ordnance Factory Dehradun
(Unit of India Optel Limited)
Raipur road, Dehradun*

Sir,

Subject: Expression of Interest for commercial operation Fuel Stations/Pump at Ordnance Factory Estate, Near post Office, Raipur road, Dehradun.

Being duly authorized to represent and act on behalf of _____ (hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the requirements and information provided, the undersigned hereby express our interest For commercial operation of OFDUN operated Old Fuel Stations/Pump at Ordnance Factory Estate, Near post Office, Raipur road, Dehradun.

We confirm that we have examined the terms and conditions published in the EOI advertisement and accordingly submitting the proposal for the captioned project.

We are enclosing our EOI in Original with the details as per the requirements of the document for your evaluation.

The undersigned hereby also declares that the statements made and the information provided in the EOI is complete, true and correct in every detail and unconditional.

Yours faithfully,

(Signature of Authorized Signatory)

*(Name, Title and Address of the
Bidder)*

ANNEXURE- 2 DETAILS OF BIDDER

- 1.** (a) *Name*
 (b) *Country of Incorporation*
 (c) *Address of the corporate headquarters and its branch office (s), if any, in India*
 (d) *Date of incorporation and / or commencement of business*
 (e) *Details of Aadhaar card(mandatory and copy should be submitted)*
 (f) *Copy of PAN*

- 2.** *Brief description of the Firm including details of its main area of business and proposed roles and responsibilities in this Project*

- 3.** *Name, Designation, Address and Phone Nos. of Authorized Signatory of the Bidder:*
 (a) *Name:*
 (b) *Designation:*
 (c) *Name of the firm:*
 (d) *Address:*
 (e) *Telephone No:*
 (f) *E-mail Address:*
 (g) *Fax No:*

- 4.** *Details of individual (s) who will serve as the point of contact / communication for OFDUN within the Company*
 (a) *Name:*
 (b) *Designation:*
 (c) *Address:*
 (d) *Telephone No.*
 (e) *E-mail address:*
 (f) *Fax No.*

ANNEXURE -3

FORMAT FOR TECHNICAL EXPERIENCE OF THE BIDDER

Sl. No.	Particulars	Details
1	Number of years in the business	
2	Background	
3	Type of business	
4	Number of people employed	
5	Name of the firm	
6	Outlet details	
7	Certificate from the dealer	

Signature of Authorized Person

ANNEXURE 4

FORMAT FOR ESTABLISHING FINANCIAL CAPABILITY OF THE BIDDER

Format for Financial Capability of Bidder

Turnover:

SL. No.	Financial Year	Annual Turnover (Rs.)	Net-Worth(Rs.)
1	2020 - 2021		
2	2019 - 2020		
3	2018 - 2019		

Note:

1. The format should be provided in a CA certificate and signed by both the CA and Authorized signatory of the bidder.
2. The name and membership number of the CA should be clearly visible.

Signature of CA

Signature of Authorized Person

ANNEXURE 5

Self-Declaration

This is to certify that I am solely responsible and accountable for all the information submitted along with this Expression of Interest for Commercial operation of Petrol Pump / Fuel Stations at India Optel Estate, Near post Office, Raipur road, Dehradun.

In case of any evidence and detection of falsification of information, I shall be held liable and prosecuted.

Name of Bidder

Name of Authorized

Signatory Date:

ANNEXURE 6

Power of Attorney

I/We, _____, a company registered under the Companies Act, 1956 and having its registered Office at _____ do hereby authorize Mr. _____ to do any / all of the following things:

- 1 To sign, execute forms, undertakings, affidavits, declarations, applications, documents, papers and other related documents in connection with _____.
- 2 To represent the company in all respects in connection with above matter;
- 3 To do all/any other incidental things for carrying out the action required under point No. 1 & 2 above.

We hereby agree to ratify all lawful actions, which the person authorized herein above shall do, perform on our behalf.

This Power of Attorney has been issued under the authority of Mr. _____, Director on this _____ day of _____, 2022 at _____.

For _____
(Company Director)

APPLICATION FORM

Name of the Applicant/Firm	-----
Father's Name of the Signatory	
/Applicant	-----
Full Address of Self	-----
Registered Address of Company/Firm	-----
Address of Corporate Office, if any	-----
Phone No./Mobile No. of self & Firm	-----
Email ID of the Company/ Firm	-----
Aadhaar No. of Signatory/Applicant	-----
Details of EMD	
a. Amount	:Rs.-----
b. FDR/TDR No.	:-----
c. Dated	:-----
d. Bank & Branch	:-----
GST/GSTN NO	-----
PAN No.	-----
EPF Code No., if any	-----
ESI Code No., if any	-----
Experience, if any (in years)	-----
Existing No. of Mobile Towers in UP(W)	-----
Circle/Uttarakhand/Total	
Gross Turnover during the years 2017-18,	-----
2018-19 and 2019-20	
Total No. of Documents attached	-----
(Attach the list with details)	

Declaration:

I hereby undertake that I bind myself to the terms and conditions of this EOI document.

Date:.....

Authorized Signatory:.....

Full Name of the Signatory:.....

Name & Address of the Firm:.....

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al.....

FINANCIAL BID

ORDNANCE FACTORY ,DEHRADUN

- a) The undersigned, here by, offers to pay the Monthly License Fee @Rs. _____/-
(Rupees _____) OR _____ per Square Meter for the
premise in question, as detailed in the EOI document for Mobile/Telecom Tower.

I further agree that the Licensor (Ordnance Factory Dehradun) shall be entitled to round off the License fee to
be computed according to the total area of the premises to the next upper multiple of hundred rupees.

- b) I also agree that the Licensor shall be entitled to enhancement @ 10% per annum in the total License fee (as computed
in 'a' above) duly rounded off as aforesaid every year.
- c) I also agree to abide by all the terms and conditions stipulated in the entire EOI document.

Date:.....

Authorized Signatory:.....

Full Name of the Signatory:.....

Name & Address of the Firm:.....

.....

.....Se

al.....