



**GUIDELINES FOR FILLING UP THE CHECKLIST FOR THE VENDORS APPLYING FOR ENLISTMENT IN SUGGESTED VENDOR LIST OF ONGC OFFSHORE ENGINEERING SERVICES**

- 1) **This checklist consists of two parts viz. Part-A and Part-B.**
- 2) **Part A** is applicable for a new vendor who wants to get enlisted in Suggested Vendor List of Offshore Engineering Services, ONGC.
- 3) **Part B** is applicable for a vendor who is already enlisted in Suggested Vendor List and wish to apply for a name change due to various reasons.
- 4) Vendor is advised to ensure that they submit complete details without any ambiguity in the space provided in the checklist along with Pre-Qualification Documents (PQD) as specified in the checklist.
- 5) Vendor is to submit an authority letter mentioning the name of the authorized signatory on behalf of company for checklists Part A & Part B or undertakings (Whichever is applicable).
- 6) For Separate Products / Equipment, separate PQD needs to be submitted. This checklist will form a part of each separate PQD.
- 7) Vendor has to confirm the applicable documents by putting a tick mark in the boxes. In case the checklist is filled in hand writing, it must be in capital letters & clearly legible.
- 8) The checklist and all supporting documents are to be signed by the OEM/Vendor. While submitting the compliance to ONGC Functional Specification (FS), each page of applicable FS should be signed & stamped by OEM/Packager. All the undertakings have to be submitted in the company letter head, by the authorized signatory.
- 9) Agent / Indian representative can only forward PQD on behalf of Vendor along with authorization letter from the Vendor stating that 'The agent' is their sole / authorized representative for the purpose of enlisting with ONGC.
- 10) Any time, if it is found out that the vendor furnished incorrect / false information at the time of enlistment, vendor name will be removed from the Suggested Vendor list.
- 11) Once a PQD is closed, the vendor shall not be allowed to resubmit a new PQD for six months from the date of closure.
- 12) A valid/permanent company mail id should be provided (at A1, point VI) along with the individual mail id's. It is mandatory since it is difficult for ONGC to make contact in case the OEM contact person/agent leaves the company.
- 13) Abbreviations used in the Checklist and the implied meaning
  - i. **PQD:** Pre-Qualification Documents: The documents which a vendor needs to prepare, as per the checklist, and submit to ONGC in the form of properly bound and indexed hard copies, for evaluation by ONGC.
  - ii. **FS:** Functional Specifications: These are the technical specifications about a product / equipment required by ONGC which a vendor has to comply with.
  - iii. **OEM:** Original Equipment Manufacturer: A manufacturing company which produces the product. Name of OEM only will be included in the suggested vendor list. No Stockiest / Dealers / Distributors / Agents etc. will be enlisted.

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- iv. **Packager**(list as per attached Annexure): For enlistment of a vendor as Packager, following conditions must be satisfied:
- a) Packager is the Process Licensor OR the OEM of the main equipment. (Main equipment is listed in the respective Functional specification/ Design Criteria of the Package)
  - b) If the packager is not Process Licensor or OEM of the main equipment, the packager shall submit the authorization letter from the ONGC enlisted Vendor of main equipment for carrying out packaging activity.
  - c) The Packager shall select the major items from the ONGC Suggested Vendor List as mentioned in the respective Functional Specification/Design Criteria.
  - d) Any enlisted Packager who is process Licensor or the OEM of the main equipment wants to relinquish his Overall single point responsibility of the Packaged Item and transfer the same to Other Vendor(s) of the Packaged Items, he may do so provided all such major sub-vendors of such packaged items mutually agree to provide the similar Services to ONGC under the leadership of new sub-vendor who accepts to take single point responsibility.

12) Manufacturing locations of MNC vendors other than the enlisted location in the suggested vendor List can also be accepted for supply of particular product category after obtaining an undertaking in the prescribed proforma (**Annexure-II**) from Principal/enlisted vendor. Such manufacturing locations shall possess all accreditations required for that particular product and comply with Functional specification of ONGC.

13) For any vendor, where the Purchase Orders are to be placed on agencies authorized by the enlisted foreign vendor, the enlisted vendor shall furnish Authorization letter to the agency for a particular product with an undertaking for agreeing to the following conditions:-

- i. Purchase specification (For PS items) shall be submitted & signed by enlisted foreign vendor only.
- ii. Warrantee/Guarantee shall be provided by the enlisted foreign vendor.
- iii. Enlisted foreign Vendor shall ensure maintenance support for the product.

14) Manufacturing locations established in India by an Indian Company can be considered for supply/enlistment provided such Indian company forms a Joint venture registered in India with:

- i. An enlisted foreign vendor in the suggested vendor list.
- ii. Any foreign vendor who is not enlisted but meets the qualification criteria for vendor enlistment.

The above arrangement shall be considered subject to meeting the following requirements: -----

- a) Undertaking in prescribed proforma (**Annexure-III**) from both the partners shall be submitted.
- b) The manufacturing location established in India shall possess all accreditations required for the product and also comply with the functional specifications.
- c) Factory inspection may be carried out to ascertain the capability of the Joint Venture.
- d) In event of collapse of such joint venture arrangement, supply from the JV company shall not be accepted.

15) Manufacturing locations established in India by an Indian Company can also be considered for supply/enlistment for particular product with an undertaking in the prescribed Proforma from the enlisted foreign

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vendor, provided such Indian company has technical License agreement with an enlisted foreign vendor in the suggested vendor list. The said technical license agreement between Indian company and an enlisted foreign vendor should be on Non Judicial Stamp Paper.

Above arrangement shall be considered subject to meeting the following requirements:-

- i. The Technical License agreement shall be valid for minimum 3 years on the date of submission of PQD. After expiry of Technical License agreement, renewed agreement shall be required to be submitted.
- ii. In case of cancellation/non-renewal of Technical License agreement, the name of the vendor shall be delisted.
- iii. Undertaking in the prescribed proforma (**Annexure-IV**) from enlisted foreign Vendor on their letter head.
- iv. Undertaking in the prescribed proforma (**Annexure-IV**) from Indian company on their letter head.
- v. The manufacturing location established in India shall possess all the accreditations required for the product and also comply with the functional specifications.
- vi. Factory Inspection may be carried out to ascertain the capability of the Company.

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PART-A

(Applicable for a new vendor who wants to get enlisted in Suggested Vendor List of Offshore Engineering Services, ONGC)

<b>A1</b>	<b>Description of product and range, for which enlistment is sought:</b>	
I	Name of Product (Item/ Equipment /Package)	
II	Full Name of the Vendor (OEM / Packager) seeking enlistment	
III	Corresponding ONGC FS (Functional Specification) No. with Revision No.	
IV	Operating Range (Max / Min)	
V	Size & Model No.	
VI	<b>Full Contact Details of OEM / Packager</b>	
	Regd. Office / Headquarter Address	
	Manufacturing /Factory Address	
	Tel No:	
	Mobile no:	
	Contact Person:	
	<b>Company mail- id: Mail-id of contact person:</b> (All the communication between ONGC & Vendor will be through e-mail only. Hence vendor has to provide active & valid company as well as individual e-mail IDs)	
Website		
VII	<b>Full Contact Details of Indian Representative / agent, if any</b> (In case the OEM / Packager is a foreign company)	
	Regd. Office / Headquarter Address	
	Tel No:	
	Mobile no:	
	Contact Person:	
	<b>Company mail- id: Mail-id of contact person:</b> (All the communication between ONGC &	



Vendor will be through e-mail only. Hence vendor has to provide active & valid company as well as individual e-mail IDs)

Website:

**Checklist**

**Vendor to confirm by putting a tick mark in the boxes & attach the documents**

<b>A2</b>	a.	The item/equipment/package should be of recent vintage supplied within the last 10 years and satisfactory service in Offshore oil & gas operations for a minimum period of two (2) years. This should be supported with performance feedback letter from the End-User (the firm using the item/equipment/package in its offshore oil & gas operations).	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____
	b.	For the manufacturers having manufacturing facility in India and are not able to meet the experience criteria of supply to offshore oil & gas operations; in that case the past track record of supply to Coastal Hydrocarbon Refineries will also be considered. However, other conditions related to submission of relevant documentation shall remain same. Vendor to confirm if it seeks enlistment under this criteria and attach detailed documents related to its manufacturing facility in India.	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____
		The item/equipment/package should be of recent vintage supplied within the last 10 years and satisfactory service in Coastal Hydrocarbon Refineries operations for a minimum period of two (2) years. This should be supported with performance feedback letter from the End-User (the firm using the item/equipment/package in its Coastal Hydrocarbon Refineries operations).	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____

The performance feedback shall be substantiated by the corresponding Purchase Order and all other applicable document OR

<b>A3</b>	In the absence of Satisfactory Performance feedback (as mentioned under A2 above):			
		Repeat Purchase Orders (POs) from the same 'End User' with a minimum time gap of two years from the delivery date of the first purchase order and the date of second purchase order. OR <b>Note: POs should not be older than ten years.</b>	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____
<b>A4</b>	In the absence of meeting the requirement as mentioned under Clause A2 & A3 above):			
		Repeat Purchase Orders from LSTK contractor(s) for the same end user, with a minimum time gap of two years from the delivery date of the first purchase order and the date of second purchase order. OR <b>Note: POs should not be older than ten years.</b>	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____



<p><b>A5</b></p>	<p>a.</p>	<p><b>Applicable of Piping Bulk Items only</b> (In absence of satisfactory Performance Feedbacks under Clause A2, A3 &amp; A4 as listed above) For Piping bulk items only i.e fittings, flanges &amp; gaskets the repeat purchase order from different end users but supplied through same LSTK contractor is also acceptable provided the vendor establishes records of repeat supplies with minimum time gap of two years of delivery. The supply records shall be supported by copies of POs with name of vendor, clearly indicating supply to offshore oil &amp; gas operations.<b>Note: POs should not be older than ten years.</b></p>	<p><input type="checkbox"/> Confirmed</p>	<p>Attached at Sl. No. ____</p>
	<p>b.</p>	<p><b>Applicable for all existing Architectural items appearing in ONGC SVL</b> (In absence of satisfactory Performance Feedbacks under Clause A2, A3 &amp; A4 as listed above) For all existing Architectural items appearing in ONGC SVL past track record of Shipping Industry can also be considered. <b>Note: POs should not be older than ten years.</b></p>	<p><input type="checkbox"/> Confirmed</p>	<p>Attached at Sl. No. ____</p>
<p><b>A6</b></p>	<p>ONGC Functional Specifications have been followed completely. In case of deviation(s), the same are placed at Sl. No. ____</p>		<p><input type="checkbox"/> Confirmed</p>	<p>Deviations Attached at Sl. No. ____</p>
<p><b>A7</b></p>	<p>Names / Reference of design codes followed (applicable to the product / equipment as per ONGC FS) are indicated at Sl. No. ____</p>		<p><input type="checkbox"/> Confirmed</p>	<p>Attached at Sl. No. ____</p>
<p><b>A8</b></p>	<p>Photocopy of various Certificates / Approvals / valid Accreditations e.g. ASME / API / FM / UL / NEMA/ISO Certifications etc. (As per applicable ONGC FS and relevant to the product / equipment for which enlistment is sought)</p>		<p><input type="checkbox"/> Confirmed</p>	<p>Attached at Sl. No. ____</p>
<p>If the product (for which enlistment is sought) is a packaged product and vendor is a packager then:</p>				
<p><b>A9</b></p>	<p>a</p>	<p>Packager is the Process Licensor OR the OEM of the main equipment. (Main equipment is listed in the respective Functional specification/ Design Criteria of the Package)</p>	<p><input type="checkbox"/> Confirmed</p>	
	<p>b</p>	<p>If the packager is not Process Licensor or OEM, the packager shall submit the authorization letter from the ONGC enlisted Vendor of major equipment for carrying out packaging activity.</p>	<p><input type="checkbox"/> Confirmed</p>	<p>Authorization letter from OEM attached at Sl. No. ____</p>
	<p>c</p>	<p>The Packager shall select the major items from the ONGC Suggested Vendor list as mentioned in the respective Functional Specification/Design Criteria.</p>	<p><input type="checkbox"/> Confirmed</p>	
	<p>d</p>	<p>Any enlisted Packager who is process Licensor OR the OEM of the main equipment wants to</p>	<p><input type="checkbox"/> Confirmed</p>	<p>Authorization letter from OEM to One of the vendors for Overall</p>
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	relinquish his Overall single point responsibility of the Packaged Item and transfer the same to Other Vendor(s) of the packaged Items, he may do so, provided all such major sub-vendors of such packaged items mutually agree to provide the similar Services to ONGC under the leadership of new sub-vendor who accepts to take single point responsibility		Single Point Responsibility attached at Sl. No. ____ along with support letters from other major sub vendors of packaged item.
<b>A10</b>	Agree to submit the Experience List (Past Track records for Offshore Only)	<input type="checkbox"/> Agreed	Attached at Sl. No. ____
<b>A11</b>	Agree to submit authority letter mentioning the authorized signatory for signing the checklists/undertaking(whichever is applicable)	<input type="checkbox"/> Agreed	Attached at Sl. No-----
<b>A12</b>	Agree / guarantee supply of spares for the entire life cycle of the item / equipment (i.e. 7 years in case of electronic equipment/items and 10 years in case of mechanical equipment/items)	<input type="checkbox"/> Agreed	Attached at Sl. No. ____
<b>A13</b>	Agree to comply with ONGC Terms & Conditions for Supply of Spares (to be agreed in principle only, actual T&C will be shared only at the time of execution of an order)	<input type="checkbox"/> Agreed	Attached at Sl. No. ____
<b>A14</b>	Agree to provide maintenance support in India?	<input type="checkbox"/> Agreed	Full contact details of maintenance support attached at Sl. No. ____
<b>A15</b>	Agree to submit updated details for any business related changes, e.g., name change, address change etc.	<input type="checkbox"/> Agreed	Attached at Sl. No. ____
<b>A16</b>	Agree to submit notarized copy of performance feedback letter from end user, PO copies etc.in exceptional case if company requires to establish the authenticity of the submitted documents during evaluation stage of PQD.	<input type="checkbox"/> Agreed	Attached at Sl. No. ____
<b>A17</b>	Hard Copies of the entire PQD (to be submitted along with this checklist) are properly bound, indexed and marked / flagged	<input type="checkbox"/> Confirmed	
<b>A18</b>	Soft Copy of the entire PQD (Scanned copy of the signed & stamped documents) is included in Pen Drive and attached.	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____
<b>A19</b>	Agree to submit Budgetary Quotes to company in case they are sought at any point of time.	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____



**Notes:**

- i) Any time, if it is found out that the Vendor furnished incorrect / false information at the time of enlistment, Vendor name will be removed from the Suggested Vendor List.
- ii) Factory Inspection may be carried out to ascertain manufacturing capability of the vendor.
- iii) Evaluation of PQD shall be based on the information/details/confirmation/supporting documents provided by the vendor in the check list.
- iv) The manufacturing location (country) shall be enlisted in the Vendor list. In case the manufacturing location (country) is different from the vendor's registered office (country), both the locations shall be entered in the vendor list.
- v) While Enlistment in SVL is done only for the Manufacturing Place / Country and the POs in their names only are generally considered for evaluation as per check list listed above, the POs placed on the OEM's authorized agency will also be considered. However, the OEM has to establish the Link / relationship between the OEM and their authorized agency, if available separately. In this case, all the supporting documents offered as part of PQD and subsequently also, will have to be signed / duly authenticated by OEM only.
- vi) Proforma of Undertakings wherever applicable should be submitted on company's letter head.
- vii) In case of Non-English Foreign Companies/Firms, applicable documents like PO copies etc. need to be English translated true copies, attested by the Notary of that Country. In case the documents are on the plain paper, then the same shall be got attested by the Competent Authority of the Embassy of India in that Country.

\_\_\_\_\_  
**Signature of the Vendor (OEM / Packager) with Official Stamp**

**Name of signing authority:**

**Designation / Post of the signing authority :**

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PART-B

(Applicable for a vendor who is already enlisted in Suggested Vendor List and wish to apply for a name change due to various reasons)

<b>B1</b>	<b>Information about Name Change Case</b>	
I	Name of the Product (Item/ Equipment /Package) for which name change is required	
II	Old Name of the Vendor	
III	Old Address	
IV	New Name of the Vendor	
V	New Regd. Office / Headquarter Address	
	Tel No.	
	Mobile no:	
	Contact Person:	
	<b>Company mail id:</b> <b>Mail id of contact person:</b> (All the communication between ONGC & Vendor will be through e-mail only. Hence vendor has to provide active & valid company as well as individual e-mail IDs)	
	<b>Website</b>	

<b>B2</b>	<b>In case of Name Change Request:</b>				
	<i>Reason for Name Change</i>	<i>Documents Required</i>	<i>Documents attached</i>	<i>Remarks</i>	
	<b>A) **Change in Name</b> <input type="checkbox"/>	1. Certificate of Incorporation of the company	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	True copies of all these documents. All these should be attested by the Company Secretary/Director of the Company/Notary Public under their seal.
		2. Shareholder's/Board's Resolution passed by the board of directors	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	
		3. Memorandum and Articles of Associations of post change in name	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	
		4. Permanent Account Number i.e PAN (before and post change in name)	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	



		5. GST Certificate	<input type="checkbox"/> Confirmed	Attached at Sl. No.____		
		6. Copy of application for name change filed – Forms INC 24 & MGT 14 filed with ROC or E-form 1A, 1B and form 23 filed with the ROC	<input type="checkbox"/> Confirmed	Attached at Sl. No.____		
B) <b>**Change in Nature</b>	<input type="checkbox"/>	<b>In case of change in name pursuant to change in the nature of companies/firms (i.e. conversion of company from private to public or vice-versa or Private Ltd. To LLP or vice versa etc.) in addition to the documents at (A) above, attested/notarized true copies of following documents shall be submitted</b>				
		7. Certificate of incorporation/conversion (Form 19 of Limited Liability Partnership Rules, 2009)	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	Attested true copies of all these documents	
		8. Other relevant forms in relation to conversion of companies/firms: (Form 14 and Form 18 of Limited Liability Partnership Rules, 2009)	<input type="checkbox"/> Confirmed	Attached at Sl. No.____		
C) <b>**Name change due to Mergers/Acquisitions/Demerger/Transfer of Business</b>	<input type="checkbox"/>	<b>In case of Mergers/Acquisitions/Demergers, in addition to the documents at (A) above, attested/notarized true copies of following documents shall be submitted</b>				
		9. Scheme of Mergers/Acquisitions/Demergers/Transfer of Business (Sale and Purchase agreement) which includes a clause about taking over of assets/liabilities of the merging /transferor companies	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	Attested true copies of all these documents	
		10. Board Resolution passed approving the scheme of mergers/acquisitions/demergers	<input type="checkbox"/> Confirmed	Attached at Sl. No.____		
		11. Shareholder's resolution passed in the extraordinary general meeting of the company (Approving	<input type="checkbox"/> Confirmed	Attached at Sl. No.____		
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		scheme of mergers/acquisitions/d emergers)			
		12. The relevant Court Order sanctioning the Scheme of mergers/acquisitions/d emergers	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	
		13. Certificate of Incorporation	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	
		14. Certificate for Commencement of Business	<input type="checkbox"/> Confirmed	Attached at Sl. No.____	

**Notes:**

**\*\*For foreign companies, all the equivalent document wherever applicable needs to be submitted.**

In case of Foreign Companies/Firms, where the documents are on Company's letter head under its seal, all /applicable above documents shall be apostilled by the Embassy of India in that country.

In case of Non-English Foreign Companies/Firms, all documents need to be English translated true copies and the same shall also be apostilled by the Embassy of India in that country.

The above list of document is not exhaustive but indicative only. On examination of each case/proposal, additional documents, if required shall be sought for.

B3	Hard Copies of the required documents for name change (to be submitted along with this checklist) are properly bound, indexed and marked / flagged	<input type="checkbox"/> Confirmed	
B4	Soft Copy (Scanned copy of the signed & stamped documents) of the required documents for name change is included in Pen Drive and attached.	<input type="checkbox"/> Confirmed	Attached at Sl. No. ____

\_\_\_\_\_  
**Signature of the Vendor (OEM / Packager) with Official Stamp**

**Name of signing authority:**

**Designation / Post of the signing authority:**



Annexure-I

<u>Identified list of Packaged Items</u>	
Sl. No.	<u>PACKAGED ITEMS</u>
	<u>MECHANICAL</u>
1	Inst./Utility Gas Systems-Packaged Item (Process Licensor)
2	HVAC-Packaged Item (Process Licensor/Compressor OEM or Authorised by Compressor OEM)
3	Instrument & Utility Air Compressors-Packaged Item (Compressor OEM or Authorised by Compressor OEM)
4	Produced Water Conditioner System (PWCS)-Packaged Item (Process Licensor)
5	Chemical Storage& Dosing System-Packaged Item (Chemical Dosing Pump OEM or Authorised by Chemical Dosing Pump OEM)
6	Nitrogen Generator-Packaged Item (Membrane/Air Compressor OEM or Authorised by Membrane/Air Compressor OEM)
7	GDU (Gas De-hydration Unit)-Packaged Item (Process Licensor)
8	GSU (Gas Sweetening Unit)-Packaged Item (Process Licensor)
9	Fuel Gas Conditioning Skid-Packaged Item (Process Licensor)
10	Fire Water Pump-Packaged item (Pump/Engine OEM or Authorised by Pump/Engine OEM)
	<u>PIPING</u>
1	HIPPS (High Integrity Pressure Protection System)-Packaged Item
	<u>INSTRUMENTATION</u>
1	Fire and Gas Detection System-Packages Item
2	Well Fire Shutdown Panel & Test Separator Shutdown Panel-Packaged Item
	<u>ELECTRICAL</u>
1	Solar Power System-Packaged Item
2	UPS System-Packaged Item
3	Battery & Battery Charger-Packaged Item
4	Diesel Generator Packager
5	CCTV System



Annexure-II

**PROFORMA OF UNDERTAKING (from the enlisted vendor)**  
**(For point no 12 referred under Guidelines)**

We <name of the Principal/ enlisted vendor with location> declare that the < name of the vendor with location to be accepted> is our subsidiary unit with our stake more than 50%

We guarantee that < name of the vendor to be accepted> shall follow the same design, manufacturing, quality processes and testing standards of the <name of product> as that of the < name of the Enlisted vendor in Suggested Vendor List>.

And < name of the vendor to be accepted > shall comply with the Functional Specification.

We also stand warranty for the item supplied for a period of \_\_\_\_ years.

We guarantee for supply of spares and provide maintenance support in India for the entire life cycle of the item / equipment (i.e. 7 years in case of electronic equipment/ items and 10 years in case of mechanical equipment/ items).

(Authorized Signatory of Principal/enlisted vendor)

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**Annexure-III  
PROFORMA OF UNDERTAKING  
(For point no 14 referred under Guidelines)**

**(From Enlisted Foreign vendor/ from Foreign Partner who meets the Enlistment Criteria)**

We <name of the Principal/enlisted vendor/ foreign partner who meets the enlistment criteria with location> declare that the < name of the partner in India> is our Joint venture partner in India with our \_\_\_\_\_% stake. We guarantee that < name of the joint venture to be accepted> shall follow the same design, manufacturing, quality processes and testing standards of the <name of product> as that of the < name of the Enlisted foreign vendor in Suggested Vendor List/ foreign partner who meets the enlistment criteria >.

And < name of the joint venture to be accepted > shall comply with the Functional Specification. We agree for the Factory inspection to ascertain the capability of <name of Joint Venture Company>

We also stand warranty for the item supplied for a period of \_\_\_\_\_years.

We guarantee for supply of spares and provide maintenance support in India for the entire life cycle of the item / equipment (i.e. 7 years in case of electronic equipment/ items and 10 years in case of mechanical equipment/ items).

**(Authorized Signatory of Principal/enlisted foreign vendor/ foreign partner who meets the enlistment criteria)**

**PROFORMA OF UNDERTAKING  
(From Indian Partner)- (For point no14 referred under Guidelines)**

We <name of the Indian Partner> declare that the < name of the enlisted foreign vendor/ Foreign Partner who meets the enlistment criteria > is our Joint venture partner in India with our \_\_\_\_\_% stake. We guarantee that < name of the joint venture to be accepted > shall follow the same design, manufacturing, quality processes and testing standards of the <name of product> as that of the < name of the Enlisted foreign vendor in Suggested Vendor List/ foreign partner who meets the enlistment criteria >.

And < name of the joint venture to be accepted > shall comply with the Functional Specification.

We agree for the Factory inspection to ascertain the capability of <name of Joint Venture Company>.

We also stand warranty for the item supplied for a period of \_\_\_\_\_years.

We guarantee for supply of spares and provide maintenance support in India for the entire life cycle of the item / equipment (i.e. 7 years in case of electronic equipment/ items and 10 years in case of mechanical equipment/ items).

**(Authorized Signatory of Indian Partner)**

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Annexure-IV

**PROFORMA OF UNDERTAKING**  
(For point no 15 referred under Guidelines)

**(From the enlisted foreign vendor having Technical License agreement with the Indian Company for manufacturing facilities in India)**

We <name of the enlisted foreign vendor with location> guarantee that < name of the Indian company to be accepted with manufacturing location in India > shall follow the same design, manufacturing, quality processes and testing standards of the <name of product> as that of the < name of the Enlisted vendor in Suggested Vendor List> and shall comply with the Functional Specification.

We undertake the full responsibility of quality of product to be supplied by <name of the Indian company to be accepted with manufacturing location in India >

We further understand that if, the product manufactured by the Indian company fails to maintain the same design, manufacturing, quality processes and testing standards of the <name of product> as that of the < name of the enlisted foreign vendor in Suggested Vendor List>, the Company reserves the rights of delisting us <name of the enlisted vendor with location in Suggested Vendor List > for <name of product> in Suggested Vendor List.

In case of cancellation as well as renewal of technical license agreement, we shall inform ONGC well in advance.

**(Authorized Signatory of enlisted foreign vendor)**

**PROFORMA OF UNDERTAKING (From Indian Company)**  
(For point no 15 referred under Guidelines)

We <name of the Indian Company> declare that the < name of the enlisted foreign vendor > has **Technical License agreement** with us for <name of product>

We guarantee that <name of the Indian Company> shall follow the same design, manufacturing, quality processes and testing standards of the <name of product> as that of the < **name of the Enlisted foreign vendor in Suggested Vendor List**>.

We <name of the Indian Company> shall possess all the accreditations required for the product and also comply with the functional specifications.

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We agree for the Factory inspection to ascertain the capability of <name of the Indian Company>.

We also stand warranty for the item supplied for a period of \_\_\_\_years.

We guarantee for supply of spares and provide maintenance support in India for the entire life cycle of the item / equipment (i.e. 7 years in case of electronic equipment/ items and 10 years in case of mechanical equipment/ items).

In case of cancellation as well as renewal of technical license agreement, we shall inform ONGC well in advance.

**(Authorized Signatory of Indian Company)**

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