



PMC Cell – MM

Oil and Natural Gas Corporation Ltd

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Circular No. 10/2018- cum- Integrated MM Manual Amendment No. 31/2018

No: MAT/PMC/13(7)/13(15)/2018

Dated: 13.03.2018

Sub: Discontinuation of the practice of advertising Open Tenders through Press.

Reference is invited to the provisions of Integrated MM manual pertaining to advertising Open Tender through press.

In pursuance of recent directive received from MoPNG on publication of NITs in newspapers, EPC, in its meeting (07/2018) held on 07.03.2018 has decided to discontinue with the practice of advertising the open tender through press. The practice of publication of tenders on ONGC tender website (<https://tenders.ongc.co.in>) & e-procurement portal (<https://etender.ongc.co.in>) and Government's Central Public Procurement Portal CPPP (<https://eprocure.gov.in>) shall continue.

In accordance with the above, relevant provisions of Integrated MM Manual stand modified as per enclosed Appendix-1

It has also been decided that Corporate Communication department shall publish an advertisement on quarterly basis for a period of one year, in National/Regional Newspapers stipulating that henceforth ONGC tenders shall not be published in Newspapers in following format:

Notification regarding Tenders of ONGC

The Notice Inviting Tender (NIT)/ the tender requirement of Oil and Natural Gas Corporation Limited (ONGC) will not be henceforth published in newspapers. All the concerned are hereby notified that tender enquiry of ONGC will be published on ONGC tender website <https://tenders.ongc.co.in> & e-tender website "<https://etender.ongc.co.in>" (for e-bid) and Indian Government's Central Public Procurement Portal ("<https://eprocure.gov.in>").

All interested bidders are requested to regularly refer aforesaid websites for tenders of ONGC.

Accordingly, Chief Corporate Communication has already been requested for the publication of above notification in National/Regional Newspapers.

Above guidelines should be meticulously followed by all concerned.

hnp
13/3/18
(Ashwini Nagia)
ED-Chief MM Services

Distribution: (Through ONGC's intranet website '<https://reports.ongc.co.in>').
All concerned may download the circular from the site. Hard copies are not distributed separately.

Copy to:

- EO to CMD, ONGC, Deendayal Urja Bhawan, Vasant Kunj, New Delhi.
- CEA to Director (T&FS) / Director (Offshore) / Director (HR) / Director (Exploration)/Director (Onshore) / Director (Finance), ONGC, Deendayal Urja Bhawan, Vasant Kunj, New Delhi.
- CVO, ONGC, Deendayal Urja Bhawan, Vasant Kunj, New Delhi.

Appendix-1

Statement showing existing vis a vis modified provisions of Integrated MM Manual

Sl No.	Clause no.	Existing Provision	Modified Provision	Remarks
1.	8.2	Open tenders	Open tenders	No change
2.	8.2.1	Except for situations covered under provisions at para 8.2.4 and 8.2.6, when the value of the tender is more than Rs.10.00 lakhs, open tenders will be invited. Open tenders will be advertised through the press.	Except for situations covered under provisions at para 8.2.4 and 8.2.6, when the value of the tender is more than Rs.10.00 lakhs, open tenders will be invited. <u>Open tenders will be advertised through ONGC tender website (https://tenders.ongc.co.in) & e-tender portal (https://etender.ongc.co.in) (for e-bids).</u> <u>All tenders published on ONGC tenders portal shall be uploaded / updated by Corporate Communication on Central Public Procurement Portal (CPPP) on the same day.</u>	Underlined portion modified.
3.	8.2.2	Tender inviting Section shall forward the copy of Invitation to Bid to Corporate Communications department for publishing Tender Notice in the newspapers in the following formats: “ _____ invites sealed bids / e-bids (delete, whichever is not applicable) as per details given below :- Tender No: _____ Brief Description _____ Contract/ delivery Period, Period of sale of tender documents from _____ to _____ Last date of Receipt	<u>Tender inviting Section shall ensure that Invitation to Bid published in ONGC tender/e-tender portal indicates various details/milestones of the tender (such as Tender No., starting/closing date of downloading tender document, Brief Description, completion/ delivery Period, Last date of Receipt of Clarifications for Pre-bid conference (delete if not applicable), Pre-Bid conference date / time (delete if not applicable), Techno-</u>	Underlined portion modified

Sl No.	Clause no.	Existing Provision	Modified Provision	Remarks
		<p>of Clarifications for Pre-bid conference(delete if not applicable)_____ Pre-Bid conference date / time (delete if not applicable) _____ Techno-commercial bid closing/ opening date/time _____ .</p> <p>For other details of this tender including corrigendum if any, (please logon to ONGC web site “tenders.ongc.co.in” and “etender.ongc.co.in” (for e-bid). In case of exigencies ONGC at its option may decide to extend <u>tender sale/Techno-commercial bid closing/ opening date/ time</u> in future which will be posted on the above referred website for information. Bidders should regularly visit ONGC tender website for the latest information in this regard.</p> <p>New vendors should ensure to approach ONGC for issue of vendor code number along with all the required documents minimum 5 working days prior to bid closing date.</p>	<p><u>commercial bid closing/ opening date/time etc.</u></p> <p><u>The closing date of downloading tender document will be the same as tender closing date.</u></p> <p>The NIT published on the ONGC tender/e-tender portal should also <u>stipulate that</u> for details of this tender including corrigendum if any, <u>bidders should</u> logon to ONGC web site “tenders.ongc.co.in” and “etender.ongc.co.in” (for e-bid). In case of exigencies ONGC at its option may decide to <u>extend Techno-commercial bid closing/ opening date/ time</u> in future which will be posted on the above referred website for information. Bidders should regularly visit ONGC tender website <u>and e-procurement portal</u> for the latest information in this regard.</p> <p>New vendors should ensure to approach ONGC for issue of vendor code number along with all the required documents minimum 5 working days prior to bid closing date.</p>	<p>Underlined portion modified</p> <p>Underlined portion modified.</p>
4.	8.2.2.1	<p><u>The number and type of newspapers in which Tender Notice is to be published shall be decided by the Corporate Communication Depts. The Corporate</u></p>	<p>The detailed Invitation to Bid along with complete Tender Documents will be uploaded on ONGC’s tender website</p>	<p>Underlined portion of existing provision deleted.</p>

Sl No.	Clause no.	Existing Provision	Modified Provision	Remarks
		invited based on the value of the tender) and the vendors for the specific procurement are not empanelled, then the bidders should be identified and short-listed by the indentor, who should also determine and certify that short-listed bidders meet the pre-qualification criteria (technical) advised as per the instructions in vogue. Such short-listing of the bidders and the PQC are to be approved by the competent authority, as per the provisions contained in para 34. Thereafter, prequalification criteria (technical) need not be incorporated in the tender.	invited based on the value of the tender) and the vendors for the specific procurement are not empanelled, then the bidders should be identified and short-listed by the indentor, who should also determine and certify that short-listed bidders meet the pre-qualification criteria (technical) advised as per the instructions in vogue. Such short-listing of the bidders and the PQC are to be approved by the competent authority, as per the provisions contained in para 34. Thereafter, prequalification criteria (technical) need not be incorporated in the tender.	
9.	8.4	Limited Tenders	Limited Tenders	No change
10.	8.4.3	For procurement through limited tender, the tender need not be advertised through <u>the press</u> .	For procurement through limited tender, the tender need not be advertised through <u>ONGC tender portal "tenders.ongc.co.in"</u> .	Underlined portion modified/added.
11.	12.4	Submission of tenders for publication in press	<u>Deleted</u>	The provision deleted.
12.	12.4.1	In case of open tenders, for publication of Invitation to Bid in press, a period of 7 days should be provided from the date it is sent for advertisement to the Corporate Communications. Various milestones of the tender (such as starting date of sale, last date for receipt of queries, pre-bid conference date, tender closing/opening date) should be specified in the Invitation to Bid after taking into account the likely date of publication of the Invitation to Bid.	<u>Deleted</u>	The provision deleted.

Sl No.	Clause no.	Existing Provision	Modified Provision	Remarks
		The closing date of sale will be the same as tender closing/opening date.		
13.	12.5	Time to be allowed to tenderers to quote	Time to be allowed to tenderers to quote	No change
14.				
15.	12.5.2	The above period is to be reckoned from the date of publication of Invitation to Bid in the news papers.	The above period is to be reckoned from the <u>scheduled start date for participation (RFx Start Date)</u> . The time to be allowed as per para 12.5.1 should be ensured from such start date.	Underlined portion modified.
16.	21.2.2	Following procedure shall be followed for empanelment of TPI agency for nominating TPI agency for carrying out inspections:	Following procedure shall be followed for empanelment of TPI agency for nominating TPI agency for carrying out inspections:	No change
17.	21.2.2 (b)	TPI agencies shall be empanelled through sending notice of empanelment to all the known TPI agencies and through publication of NIT in newspapers and ONGC tender website. The validity of empanelment of TPI agencies shall be three years, however the NIT for engaging the TPI agencies shall be issued every year so that new TPI agencies could apply for empanelment in ONGC.	TPI agencies shall be empanelled through sending notice of empanelment to all the known TPI agencies and through publication of NIT in <u>ONGC tender website “tenders.ongc.co.in” and e-procurement portal “etender.ongc.co.in”(for e-bid)</u> . The validity of empanelment of TPI agencies shall be three years, however the NIT for engaging the TPI agencies shall be issued every year so that new TPI agencies could apply for empanelment in ONGC.	Underlined portion modified.
18.	31.5	Invitation of RFP/tenders for appointment of consultants	Invitation of RFP/tenders for appointment of consultants	No change

Sl No.	Clause no.	Existing Provision	Modified Provision	Remarks
19.	31.5.5	The RFP/tenders will not be sent for publication in newspapers or website as these are to be invited from empanelled agencies only. Individual tenders will not be displayed on ONGC website as the names of empanelled consultants/advisors are already displayed as mentioned in para 31.3.	The RFP/tenders will not be sent for publication in newspapers or website as these are to be invited from empanelled agencies only. Individual tenders will not be displayed on ONGC website as the names of empanelled consultants/advisors are already displayed as mentioned in para 31.3.	No change