



OIL AND NATURAL GAS CORPORATION LTD.

101A, ERG (Ops), DRONAGIRI BHAVAN

MUMBAI REGION, Uran Plant, Uran

Dist.-Raigad- 400702 (Maharashtra)

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File No. - MR/URN/ERG/Utility/2024-25/ 1401954/UP1AL24005

Date: 08.01.2025

LETTER OF AWARD

To,
M/s SUPREME CONSTRUCTIONS
JN-1-18-A2
SEC-09, VASHI
NAVI MUMBAI – 400 703
Ph no. **9653460525**
E-mail: supremeconstructions@outlook.com

ONGC Vendor code: 810740, Tender No. UP1AL24005, Response No.: 793652, PO No: 5010163322

Contract Ref. - **“Cleaning of APU Cooling Tower Basin, Sump of cooling water pump & allied channels during shut down of APU Plant”**

Dear Sir,

With reference to the tender for the subject job, we are pleased to inform you that the Competent Authority of ONGC has accepted your offer and the Letter of Award for the subject job is hereby placed on you at your quoted rate. The value of the work is ₹ **4, 31, 880** (Rupees Four Lakh Thirty-One Thousand Eight Hundred and Eighty Only), which is inclusive of GST @ 18%.

In case you have not provided Unique GeM seller ID along with the bid, kindly provide the same within 15 days of placement of LOA. As this unique ID is required to be incorporated in Contract, any delay in providing it will be on your account.

1. **Scope Of Work:** The scope of work shall be as per Annexure-III of subject tender.
2. **Conditions of Contract:** The Contract shall be governed by the Terms and Conditions & Scope of Work contained in the Tender No. – UP1AL24005
3. **Rates & Quantities:** Details of Scheduled items, Unit Rates & quantities to be executed are as per the above-mentioned Quotation.
4. **Terms of Payment:**
 - a. No advance payment shall be made by ONGC to the contractor.
 - b. 100% payment shall be released after successful completion of the job in all respect and submission of Job Completion Certificate.

All payments will be as per terms & conditions stipulated in Payment Clause No.-4 at Annexure-I (GENERAL TERMS & CONDITIONS) of the tender.

5. **Inspection:** Inspection will be done by Engineer-In-Charge (EIC).
6. **Performance Security Deposit:** You are required to submit a Security Deposit within **15 days** of issue of this LOA for an amount equivalent to 5% of contract value i.e. ₹ 22, 000 (Rupees Twenty-Two Thousand Only) valid for [Scheduled Completion Period + Guarantee/Warranty period as stipulated in the contract + 90 days] + 30 days (claim period). Please note that the validity of the BG/Security Deposit shall be up to 07.04.2026. Validity of BG/Security Deposit claim period shall be up to 07.05.2026. However, BG/Security Deposit shall be returned as per completion period if it is earlier.

The submission of Security deposit/Performance Security via NEFT/RTGS/Electronic fund transfer to ONGC's designated account as mentioned in tender document shall also be acceptable.

Kindly confirm within **03 working days** of issue of the LOA that PBG shall be submitted within 15 days from the date of LOA and non-submission of PBG within stipulated period may lead to annulment of the contract and action of suspending the contractor for two years may be initiated against the contractor as per tender/LOA conditions.

7. **DURATION OF THE CONTRACT, MOBILIZATION PERIOD & COMPLETION PERIOD:**

- i. **Contract Period: 12 months** from the date of placement of LOA.
- ii. **Completion Period: 10 days** from start of the job of cooling tower cleaning.
- iii. **Mobilisation Period: 05 days** from the date of issuance of letter by ONGC Engineer –In Charge (EIC).

8. **Signing of Contract Agreement:** You are requested to depute your authorized signatory to the office of the undersigned along with Power of attorney, stamp paper etc. for signing of the Contract Agreement in the prescribed proforma on non-judicial stamp paper of Rs 100/- (bought in the name of ONGC, Uran) within **30 days** of issue of this LOA.
9. **Kick off Meeting:** You are requested to visit Uran plant within a week after receipt of LOI/LOA for kick off meeting with designated Engineer-in-Charge [Sh. Achintya Mondal, EE (P), Mob- 7208934833] pertaining to activity wise detailed execution period & plan.
10. Please note that if you intend to engage 20 (Twenty) **[OR]** more workmen during execution of the job, then as per labour law you need to obtain “Labour License” from the office of “Labour Commissioner, Govt. of India, Sion (E), Mumbai”. Necessary “Form-III” from “Principal Employer-I/C Contract Cell” shall have to be obtained by you before applying for issue of “Labour License” from said statutory authority.
11. **Statutory Requirements:** You are required to comply, maintain & provide (on demand) the updated status record of statutory requirements/guidelines issued by statutory authorities pertaining to the engaged contractual labour/manpower for the timely execution of the said job.
12. Other terms & conditions shall be governed as per the contract agreement guidelines. For further correspondence please quote contract reference no. MR/URN/ERG/Utility/2024-25/1401954/UP1AL24005.

Please send confirmation of acceptance of this LOA by return mail/fax message positively within 3 working days from the date of issue of this LOA without fail. Until a formal agreement is signed, acceptance of this letter shall constitute a binding contract between M/s ONGC Ltd, Uran Plant & **M/s SUPREME CONSTRUCTIONS, NAVI MUMBAI** for the said job.

Ankit Kumar, EE (P)
ERG (Ops), Uran Plant

Copy for kind information to:

1. **M/s SUPREME CONSTRUCTIONS, NAVI MUMBAI**
2. EIC- Achintya Mondal, EE (P)
3. GM (P) - AM – Utility Operations.
4. Copy to HO for info.
5. Office Copy