



OIL AND NATURAL GAS CORPORATION LIMITED
Office of GM (E) - I/C CPP, ROB-II, Ground Floor
Assam Asset, Nazira-785685, Assam

NOA No. : SIB/AA/ST/OPP-OPS&MAINT/2025/01		Date: 05.03.2025
From	SE(M) - CPP, ROB-II, ONGC, Nazira	
To	M/s Onkar Enterprise (V/C-841035) A.T. road, Station Chariali Sivasagar-785640 Mobile No- 9859071384 E-mail: onkarenterprise2007@rediffmail.com	
Sub	Notification of award for "Repairing of stack cowl of GTG Exhaust at Captive Power Plant (CPP) Lakwa Assam Asset"	
Ref	Your offer against Tender No: RY1VL24102	

NOTIFICATION OF AWARD

With reference to above, Oil and Natural Gas Corporation Limited, Assam Asset, Nazira is pleased to issue this Notification of Award on your firm for "Repairing of stack cowl of GTG Exhaust at Captive Power Plant (CPP) Lakwa Assam Asset" for an amount of ₹ 985300.00/- (inclusive of all taxes & duties) as specified below & as per the terms and conditions of the tender no. RY1VL24102. Scope of Work and Special Condition of Contract shall be as mentioned in NOA.

1. **Rates:** Schedule of rates of this contract are as under:

Sl No	Description	Quantity	UOM	Unit basic rate exclusive of taxes (in Rs.)	Total exclusive of Taxes (in Rs.)
1	Repairing of stack cowl of GTG Exhaust at Captive Power Plant (CPP) Lakwa Assam Asset	01	AU	835000.00	835000.00
2	GST @18%				150300.00
3	Total inclusive of GST @18%				985300.00

(Total Amount in Words:- Rupees Nine Lakhs Eighty Five Thousand Three Hundred only)

Scope of Work (SOW)

Name of work: Repairing of stack cowl of GTG Exhausts at CPP (Captive Power Plant), Lakwa.

Overview:

This scope of work outlines the requirements for the repair of the exhaust cowl of the Gas Turbine Generator (GTG) located at a height of approximately 30 meters. The project includes the rejoining of

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the exhaust cowl to the stack, scaffolding installation, and application of heat-resistant paint on the complete stack.

Objectives

- Safely rejoin the exhaust cowl to the stack.
- Ensure structural integrity and proper functionality of the exhaust system.
- Protect the repaired areas with appropriate heat-resistant paint.

Detail Scope of Work

1. Site Assessment

- Conduct a preliminary inspection of the exhaust cowl and stack.
- Identify the extent of damage and required repairs.
- Confirm the condition of existing bolts and welds.

2. Safety Measures

- Develop a comprehensive safety plan in accordance with industry standards.
- Conduct a risk assessment and establish the appropriate control measures required prior to commencing work.
- Ensure all personnel are trained & competent and equipped with necessary/ appropriate PPEs (Personal Protective Equipments).
- Ensure proper & sufficient safety harnesses/ PPEs are provided to all personnel working at height and appropriate/ sufficient fall protection systems are in place while working at height.
- Have a rescue plan in case of emergencies.

3. Scaffolding Installation

- Design and install scaffolding that meets safety regulations and provides secure access to the work area at 30 meters height.
- Ensure that the scaffolding is stable, adequately braced, and can support the weight of workers and materials.
- A register of all scaffolds erected and dismantled on site must be maintained.
- A trained and competent scaffold inspector must inspect erected scaffolds before first use and at least once weekly thereafter. Additionally, Supervisors must inspect scaffolds daily.
- Scaffolds of "special" or "non-typical" design and any scaffold greater than 10-metres in height must be designed by a suitably qualified engineer.
- All work platforms must have a top guardrail fixed at a height of 1.1 m, an intermediate guardrail and toe boards to all sides from where a person or articles can fall.
- Work platforms made from loose planks or boards are forbidden.

- Gangways must have guardrails and toe boards on all sides from where a person or articles may fall.
- Scaffolds erected around a structure, which may have electrical services, and where electrical equipment is to be used for work must be earthed to protect persons from electric shock. The earth cable must be routed to avoid damage from work equipment.

4. Preparation for Jointing

- Remove any existing debris, rust or damaged materials from the joint surfaces of the cowl and stack.
- Inspect and replace any damaged bolts or components as necessary.
- Prepare surfaces for welding or bolting as per engineering specifications.

5. Rejoining the Cowl and Stack

- Rejoin the cowl to the stack using appropriate methods (welding or bolting as determined during assessment).
- Ensure that all joints are secured and meet engineering standards for strength and durability.
- Conduct visual inspections during and after the jointing process to ensure all work meets quality standards.

6. Painting

- Prepare the surface of the entire stack for painting, ensuring it is clean and free from contaminants.
- Apply heat-resistant paint to the entire stack, following manufacturer's specifications.
- Ensure even coverage and proper thickness of the paint layer.

7. Final Inspection and Cleanup

- Conduct a final inspection of the work to ensure compliance with all specifications and safety standards.
- Remove all scaffolding, tools, and materials from the site.
- Restore the site to its original condition.

8. Completion Period: 60 days from the date of placement of NOA / LOI / PO

9. Warranty Period: 12 months from the date completion.

Special Condition of Contract

Name of work: Repairing of stack cowl of GTG Exhausts at CPP (Captive Power Plant), Lakwa.

1. Obligation to the Contractor:

- Work Permit: The contractor or his authorized representative must obtain the necessary Work Permit (Cold/Hot) from I/c CPP, Lakwa every day prior to start the job and the job shall be

commenced only after inspection of the job site/ clearance by/ carried out by I/c CPP, Lakwa or his authorised representative.

- ii. Fire Safety Booth: The contractor has to prepare a booth for fire safety for ensuring the safety of personnel and equipment, if welding works to be performed to in the execution process.
- iii. Tools and Tackles: All Scaffolding materials, fire blankets, suitable fire extinguishers, necessary tools and tackles, welding machines, all consumables, PPE kit for the workers are in the scope of the contractor.
- iv. Man power: The contractor should provide experienced supervisor, safety officer with sufficient workforce to execute the job.
- v. Mobilization: The Contractor has to mobilize all the resources (manpower with scaffolding materials, tools & tackles, PPE kits as per SOW for the instant job within 15(Fifteen) days from the date of issue of NOA / PO.
- vi. The qualification & experience of the supervisor and quality of work / services shall be inspected and ensured by I/c CPP, Lakwa OR his authorized representative as per scope of work. If any discrepancies observed by I/c CPP, Lakwa, ONGC will have the right to stop the work immediately and the contractor shall replace the supervisor / team and restart the work within 7 days without claiming any compensation. Lost / damages of ONGC properties / equipments / parts / consumables to be borne by the contractor.
- vii. Security Deposit (PBG): Security Deposit @5% of the annualized Contract Value is to be submitted by the successful bidder within 15 days from the date of issue of NOA/PO/Work Order. The Security Deposit shall be in the form of NEFT/RTGS/Electronic fund transfer or e-BG valid for extended contract completion period for the Works plus 60 days.

2. Obligation to ONGC:

- 1) ONGCL will issue necessary entry passes for ONGC's sites for contractor's personnel for the period of contract. However, submission of necessary / authenticated documents for making entry passes shall be contractor's responsibility.
- 2) ONGC shall provide necessary source of power supply for smooth execution of the job. However, required cables, receptacles / sockets shall be in the scope of the contractor.
- 3) Necessary crane supports will also provide by ONGC, subject to advance intimation (at least 3 days in advance) from the contractor.
- 4) **Payment:**
ONGC shall pay to CONTRACTOR for the services, to be provided by the CONTRACTOR as per the Scope of Work and as per the Price Format subject to completion certificate issued by I/c, CPP, Lakwa or his authorised ONGC representative. The rates payable shall be firm during the entire CONTRACT period, including extension period, if any.

Payment shall be made after successful completion of the work within ten (10) calendar days.

Advisory:

Invoices along with supporting documents can be submitted / uploaded through **VIMS Portal** (<https://vims ONGC.co.in/>), which is the preferred mode of submission of Invoice. Invoice (PDF digitally signed with class II/ III signature) and supporting documents can be uploaded in VIMS Portal by logging-in with the help of Vendor Code.

1. Ten (10) digit PO or Contract number should be clearly mentioned in the invoice. For submitting the invoices through VIMS Portal, following must be ensured:

- i) Invoices should be system generated and no hand written invoices shall be allowed.
- iii) Invoices need to be scanned at a minimum of 300 dpi, preferably in color.
- iv) Invoices should be in PDF format only.
- v) For invoices, file name should be kept as "INVxxxxxxx.pdf" (INV must be prefixed for correct categorization of invoice and differentiation from supporting document).
- vi) A regular format must be maintained in which invoices are being submitted in ONGC.

The original invoice should also accompany the following documents/details:

- a. Invoice (i.e. Tax invoice as per relevant GST rules, in original and duplicate, clearly indicating GST Registration Number, Service Classification, GST Rate and amount of GST shown separately).
- b. Copy of valid GST registration certificate.
- c. Work Completion Certificate.

5) Safety and Security code:-

The purpose of the safety code is to safeguard against the mishap and damage to the men, material and machinery while carrying out the work in ONGC areas including associated satellite stations. The contractor must adhere to the code to ensure complete safety.

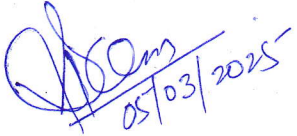
- a) Smoking inside ONGC premises is strictly prohibited. Carrying of match boxes / lighters/ mobile phones/ tablets etc. inside the ONGC area is not allowable. These substances must be deposited at Main Gate with Security Personnel.
- b) Contractor must comply proper PPE to his all workers deputed in work at site.

- c) Precautions must be taken to ensure that portable tools, hand tools etc., used in elevated work areas cannot fall onto people below. Use of Safety nets and/ or toe boards or barricading of the area to be exercised as appropriate.
 - d) Contractor must comply with ONGC's procedure of 'Injury reporting'. A report in this connection must reach in time to concerned authority of ONGC for further action.
 - e) Contractor's worker shall not tamper or interfere with any machine or equipment in the operating area. Never meddle with switches, controls, levers, valves, etc.
 - f) Keep work place tidy, dispose off rubbish and waste in the containers provided.
 - g) Bringing in or being under the influence of intoxicant or narcotics inside the plant premises is prohibited.
 - h) Loitering inside the plant area is strictly prohibited.
 - i) Any abnormality observed in the work place to be immediately informed to the accompanying ONGC Personnel or the Shift In-charge on duty.
 - j) All existing and amended safety, fire and security rules/ guidelines of ONGC are to be followed within the plant without fail.
6. Please contact office of GM (E) – I/c CPP, ONGC, Nazira for execution of work.

Note: - Kindly return duplicate copy of this NOA, duly signed and stamped, as acknowledgement of having received this NOA for execution by return fax/mail. Detailed order follows.

Copy to:

- 1. Manager (F&A)-Works Sivasagar
- 2. File copy.


SE (M) – CPP
VIKASH KUMAR GAUTAM
SE (M), CPP - ST
ONGC, Assam Asset, Nazira