



महाप्रबंधक(सा.प्र) का कार्यालय

पी-4 समूह, सामग्री प्रबंधन विभाग, अंकलेश्वर परिसम्पत्ति

Office of GM(MM)

P-4 Group (Surface, LSTK & Gas Marketing),

MM Deptt., Ankleshwar Asset

02646-237964 | varshney_pratul@ongc.co.in

NO. ANK/ANK-ASSET/SERVICES/2025/1417740

Date: 04.07.2025

To,

M/s. RINA India Private Limited,
B 607/608, Everest Chambers,
Marol Naka, Andheri - Kurla Road, Andheri (East)
Mumbai 400 059
(Vendor Code: 840354)

Email ID : anil.pai@rina.org

Sub : Letter of Award (LOA) for "Hiring of Third Party Inspection Agency services for "Engagement of Third-Party Inspection Agency (TPIA) for the three (03) LSTK projects being executed by ES at Ankleshwar Asset" (SAP Outline Agreement No. 9010040792).

Ref : (i) Empanelment Notice no. DLI/OES/OES-GRP-DLI/MM/2020/TPIEMP23/629883 dtd. 24.02.2021 issued by OES, ONGC, New Delhi and subsequent amendments thereof.

(ii) E-tender No. A16SL25003

(iii) Your Bid submitted in GePNIC portal and subsequent correspondence resting with your email dtd. 27.05.2025

I. With reference to above, ONGC, Ankleshwar Asset is hereby pleased to place this LOA for subject contract against above referred tender as per Scope of Work of Tender Document (Annexure III) at total contract amount of Rs. 92,99,613.04 (inclusive of 18% GST) - (Rupees Ninety Two Lakhs Ninety Nine Thousand Six Hundred Thirteen and Four Paise only) as per Schedule of Rates detailed below:

Schedule of Rates:

Sl. No.	Activity	No. of Man days	Man day rate (Rs.)	Break-up of Manday rate (Rs.)		Man day value (Rs.)
				Basic Man day rate	IGST @18%	
		a	b = (b-1 + b-2)	b-1	b-2	c = a x b
1	Onshore India (Site Supervision).	2421	3363.00	2850.00	513.00	8141823.00
2	Onshore India (Inspection at Manufacturer's Premises	210	4191.36	3552.00	639.36	880185.60
3	Onshore Abroad (Inspection at Manufacturer's Premises)	6	34220.00	29000.00	5220.00	205320.00
4	Onshore India (Base Support Coordination, Documentation, Procedure approval etc.)	4	1106.84	938.00	168.84	45380.44
5	Onshore India (Field Personal/ Project Manager for Review Meetings	19	1416.00	1200.00	216.00	26904.00
Total Lump Sum Cost (A)						92,99,613.04

पंजीकृत कार्यालय: दीनदयाल ऊर्जा भवन, 5ए-5बी, नेल्सन मंडेला मार्ग, वसंत कुंज, नई दिल्ली -110070

Registered Office: Deendayal Urja Bhawan, 5A-5B, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070

www.ongcindia.com | CIN: L74899DL1993GOI054155

Pratik
4/7/2025



Notes:

1. The man days includes requirement of individual discipline engineers as well as safety officer / engineer.
2. Man-day rates indicated above are all inclusive of rate including but not limited to the following:
 - Goods & Service tax of 18%.
 - Computer time, secretarial typing, clerical services etc.
 - Administrative, Managerial, Legal services etc.
 - Reprographic services, Material, Photocopy, stationery etc.
 - All local traveling, communication charges including telephone, telefax, courier etc.
 - Boarding & lodging of engineers deployed during the currency of the contract.
3. A) **Onshore-India:** Man day shall be considered based on the jobs as mentioned below:
 - 8 hrs shift at site supervision shall be treated as one full day.
 - 8 hrs shift for inspections at manufacturer's premises shall be treated as one full day. 8 hrs or more than 8 hrs and up to 12 hrs shall be treated as one full day.
 - In case the actual utilization is less than specified hours on a given day for Onshore India, the man day shall be treated as 1/2 day.
 - Two half days shall be treated as one full day.
 - 8 hours for Base Support Coordination, Documentation, and Procedure approval shall be treated as one full day.
 - No overtime allowance shall be payable.
5. B) **Onshore- Abroad:** The man day for Onshore abroad shall be considered based on self-certification as per the following:
 - The time of deputation will be counted from the time the inspector lands in the country of inspection till he leaves. Less than 12 hrs shall be treated as 1/2 day. 12 hrs or more than 12 hrs and up to 24 hrs shall be treated as one full day
 - In case of local inspector (of that country), actual time spent for inspection, shall be the basis of payment. 12 hrs shift for line pipes inspection/ 8 hrs shift for inspections other than line pipes at manufacturer's premises shall be treated as one full day. However, in case of 8 hrs shift-for inspections other than line pipes, 8 hrs or more than 8 hrs and up to 12 hrs shall be treated as one full day. In case the actual utilization is less than specified hours (i.e. 12 hrs shift for line pipes inspection/ 8 hrs shift for inspections other than line pipes) on a given day, the man day shall be treated as 1/2 day.
 - No overtime allowance shall be payable
6. To identify places as the work place for the subject project are viz.
 - **India Onshore:** Any place, city /work centre located on Indian land.
 - **Abroad Onshore:** Places other than India Onshore
 - **India Onshore:** The above rates are all inclusive while working in India Onshore. ONGC shall not make any payment on account of intra/intercity air, train, vehicle travel conveyance Charges boarding and lodging etc. The rates indicated above are inclusive of such charges.
 - **Abroad Onshore:** For the travel abroad from India, if any, to & fro air travel charges (Economy Class) on shortest route shall be reimbursed by ONGC at actual subject to submission of proofs. ONGC shall not make any payment toward local conveyance transportation, boarding lodging etc. at both ends for places within and outside India. The rates indicated above are inclusive of such charges.
7. The TPI man-day rates shall remain firm and valid for one year beyond the LSTK completion period (i.e. including extension to schedule completion period, if any) and shall not be subject to escalation on any ground whatsoever. The mandays mentioned for individual line items shall be interchangeable / usable depending on the actual utilisation but will be restricted to the total mandays during initial validity of TPI Contract. In the event of inter-changeability of mandays, the man day rate for payment shall be made as per the man day rate applicable for the activity in which TPI man day(s) are shifted.

Handwritten signature and date 4/12/2025



Unless otherwise specified, for all contractual purposes, manday ceiling and contract value ceiling both shall be applicable during initial validity of TPI Contract. However, due to extension of completion schedule of LSTK Contract (not attributable to TPI Contractor), man-days for inspection/ supervision activities can be enhanced for remaining job (after consumption of available TPI man days).

However, to utilize above provision, an elaborate proposal with proper justification for additional man days for remaining job(s) have to come from TPI Contractor. This will be examined by ONGC and ONGC's decision in this regard shall be final and conclusive.

8. The payment shall be made for actual man days worked / spent limited to contractual man days including enhancement, if any, as brought out above. The man days shall not be inclusive of travel time. Man day rate shall not be payable for travel time.
 9. In case of repeat failure or rework or change order, TPI shall be provided additional mandays/ increase in lumpsum cost based on actual mandays utilised. The manday rate for such additional mandays shall be as per respective category of man day rate quoted above.
 10. In case of presence of TPI representative(s) in review meeting(s) other than Field Personnel/ Project Manager, man day shall be booked in Base Support only instead under "Field Personal/ Project Manager for Review Meetings". Also, in case the Field Personnel/ Project Manager attending the review meeting is stationed at the place of meeting, man-day shall be booked in Base support only.
- II. **Mobilization Period:** Contractor shall be required to mobilize their personnel for commencement of services at the specified site within a maximum of 07 days from the date of first intimation of mobilization from ONGC for inspection (site/ vendor) in India after placement of LOA. The TPI agency is responsible for completing all pre-deployment activities, such as document submission, approval, personal discussions (if necessary), etc., within 7 working days from the intimation.
- III. **Contract Duration:** Total completion period is 30 Months from the date of LOA. In case any LSTK contract is extended, TPI contract will be extended accordingly in-line with the terms and conditions of this tender/empaneled tender. TPI will have to extend the Performance Bank Guarantee (PBG) and Insurance Policies accordingly at their own cost.
- IV. **Liquidated Damages:** Liquidated Damages due to delay in mobilization shall be as per provisions of Clause no. 26 of Project specific Special Conditions of Contract of the Tender Document.
- V. **Contract Performance Security/ Performance Bond:** You are requested to submit Security Deposit (SD) for (3%) of the total Contract value i.e. for an amount of **Rs. 2,78,989.00 (Rupees Two Lakhs Seventy Eight Thousand Nine Hundred Eighty Nine only)** for due performance of the contract, within 15(Fifteen) days from the date of issue of this LOA in the form of either of the following:

- a) NEFT/ RTGS/Electronic fund transfer to the designated account of ONGC as under:

Bank details	INR (For Indian Bidder)
Branch	ONGC Ankleshwar Branch.
Branch Code	2675
ONGC Account No.	10210868032
IFSC	SBIN0002675
Swift Code	SBIN0002675

OR IN LIEU THEREOF,



- b) An Electronic Bank Guarantee as per the proforma enclosed herewith at Appendix - A. The contract number ANK/ANK-ASSET/SERVICES/2025/1417740/9010040792 should be mentioned in the Electronic Bank Guarantee. The Electronic Bank Guarantee should be valid till the Contract completion period plus 90 days (i.e. at least up to 03.04.2028).

IMPORTANT: Contractor can also submit security deposit in the form of SFMS BG or Insurance Surety Bond as per proforma available at the Appendix - 1 and Appendix - 2 respectively of Annexure-III (Appendices) of the tender document.

- VI. The contractor must confirm within 03 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 against contractor as per tender/LOA conditions.
- VII. Please contract office of Head Engineering Services, ONGC, Ankleshwar Asset for execution of Contract.
- VIII. **Terms and Conditions of Contract:** All other terms and conditions stipulated in the tender document and empanelment conditions as per Empanelment letter ref. no. DLI/OES/OES-GRP-DLI/MM/2020/TPIEMP23/629883 dated 24.02.2021 and its extension letter dtd. 14.11.2024 against ONGC tender no. X11VS20004 for Category-I- Surface Facilities (GGS/CTF/GCS/GCP/ETP/Refinery/Processing) by Onshore Engineering Services (OES), ONGC, Delhi including changes / modifications / amendments or otherwise for Tender No. A16SL25002 shall be applicable.
- IX. This Letter of Award (LOA) shall be a binding contract till signing of formal contract. The contract will be signed only after receipt of acceptable PBG/SD.

Please acknowledge receipt by return e-mail.


(Pinank Desai)
Sr. MMO

Copy to:

- 1) HES, ONGC, Ankleshwar Asset.
- 2) CM(F&A) - Contracts, ONGC, Ankleshwar Asset.