

OIL AND NATURAL GAS CORPORATION LIMITED
In-CHARGE, MATERIALS MANAGEMENT DEPARTMENT.,
NERAVY OFFICE COMPLEX, NERAVY P.O.,
KARAIKAL -609 604.
PONDICHERRY.

(Regd. Office:5, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070)

PURCHASE ORDER

HIRING OF CAMC SERVICES FOR SCADA UPS INSTALLED IN PRODUCTION INSTALLATIONS AND BASE OFFICE FOR 2 YEARS (2026-2028) ON OEM BASIS FOR

PO NO. : 5010169388
PO Date : 06/04/2026
File No. :
PAN No. : AAACO1598A

TERMS OF DELIVERY :
OEM Service Case

DELIVERY ON OR BEFORE : Please refer Distribution statement at Annexure-II.

To,
Domestic Compan
HITACHI HI-REL POWER ELECTRONICS
PVT. LTD.
B-116/117/118/119/B-14/1, B- 171
ELECTRONICS ESTATE
GANDHINAGAR - 382044
Gujarat India
Tel.No : 9099012422, 9099012422 Fax No.: 079-23226498
Vendor Code No. 102291
GeM Seller ID :
GSTIN No. 24AAACH3875M1ZB
MSE Status - Not MSME

ULTIMATE CONSIGNEE

:Code-
GSTIN No.:34AAACO1598A1ZS

MODE OF DESPATCH

:

INSPECTION BY

:

Supplier Quotation No. : V16KS25004 Dated : 31/12/2025

Rummy
S. SARAVANAKUMAR
मुख्य सहायक (आपूर्ति) - प्रमुख खरीद अधिकारी
CGM (Mech.) - Head Procurement Officer
आपूर्ति प्रभाग, काराikal - 609 604

BILLS SHOULD BE IN THE NAME OF (Paying Authority)

PAYMENT AUTHORITY: GM (F&A), ONGC, CAVERY ASSET, NERAVY OFFICE COMPLEX, NERAVY, KARAIKAL-609 604. (U.T. OF PONDICHERY).

I. INVOICE ALONG WITH SUPPORTING DOCUMENTS SUBMITTED THROUGH ONLINE:

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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.

HOWEVER, IN CASE SUPPLIER/CONTRACTOR IS NOT ABLE TO SUBMIT/UPLOAD THE INVOICE THROUGH VIMS PORTAL AS MENTIONED ABOVE, INVOICE ALONG WITH SUPPORTING DOCUMENTS CAN ALSO BE SUBMITTED/UPLOADED IN ANY OF THE FOLLOWING 2 WAYS:-

1. EMAIL CHANNEL: INVOICE (PDF DIGITALLY SIGNED WITH CLASS II/ III SIGNATURE) AND SUPPORTING DOCUMENTS CAN BE SUBMITTED BY SENDING THESE DOCUMENTS TO A DESIGNATED EMAIL-ID: AP_INVOICES(AT)ONGC(DDOT)CO(DDOT)IN.

2. SUBMISSION IN PHYSICAL FORM AT EXISTING IMS DESK FOR SCANNING: SUPPLIER/CONTRACTOR CAN ALSO SUBMIT THE INVOICE AND SUPPORTING DOCUMENTS AT EXISTING IMS DESK AT CONCERNED WORK CENTERS.

TEN (10) DIGIT PO OR CONTRACT NUMBER SHOULD BE CLEARLY MENTIONED IN THE INVOICE. FOR SUBMITTING THE INVOICES THROUGH VIMS PORTAL AND EMAIL CHANNEL, FOLLOWING MUST BE ENSURED:

i) INVOICES SHOULD BE SYSTEM GENERATED AND NO HAND WRITTEN INVOICES SHALL BE ALLOWED.

ii) INVOICES NEED TO BE SCANNED AT A MINIMUM OF 300 DPI, PREFERABLY IN COLOR.

iii) INVOICES SHOULD BE IN PDF FORMAT ONLY.

iv) FOR INVOICES, FILE NAME SHOULD BE KEPT AS "INVXXXXXXX.PDF" (INV MUST BE PREFIXED FOR CORRECT CATEGORIZATION OF INVOICE AND DIFFERENTIATION FROM SUPPORTING DOCUMENT).

v) A REGULAR FORMAT MUST BE MAINTAINED IN WHICH INVOICES ARE BEING SUBMITTED IN ONGC.

vi) INVOICES SHOULD BE DIGITALLY SIGNED WITH CLASS - II /III DIGITAL CERTIFICATE ISSUED BY ANY LICENSED CAS.

vii) IN CASE, EMAIL CHANNEL IS BEING FOLLOWED, SEPARATE MAIL SHOULD BE SENT FOR EACH INVOICE.

II. INVOICE ALONG WITH SUPPORTING DOCUMENTS SUBMITTED THROUGH OFFLINE:

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PHYSICAL INVOICES ALONG WITH SUPPORTING DOCUMENTS IS SENT TO "ONGC, A-26, MEZZANINE FLOOR, IBM TOWER, RANI RAMGARH ROAD, BLOCK-A, INDUSTRIAL AREA, SECTOR 62, NOIDA, UTTAR PRADESH-201309" ONLY THROUGH COURIER /POST.

SECURITY DEPOSIT/PBG

NO SECURITY DEPOSIT APPLIES IN THIS CASE, AS IT IS AN OEM CASE.

AREA OF OPERATION : Non PELML/NELP**SPECIAL INSTRUCTIONS**

1. THIS PURCHASE ORDER IS PLACED AGAINST TENDER NO: V16KS25004 Dated 31.12.2025. FOR HIRING OF CAMC SERVICES FOR SCADA UPS INSTALLED IN PRODUCTION INSTALLATIONS AND BASE OFFICE FOR 2 YEARS (2026-2028) ON OEM BASIS FOR INFOCOM SECTION, ONGC CAVERY ASSET
2. THIS PURCHASE ORDER WILL BE GOVERNED BY THE TERMS & CONDITIONS (INCLUDING TECHNICAL SPECIFICATIONS, GTC AND ATC) AS PER TENDER NO: V16KS25004 Dated 31.12.2025.

Please refer (i) Details of items to be supplied at Annexure-I

(ii) Distribution Statement of Ordered Quantity at Annexure-II,

(iii) Technical Specifications for the items ordered - Annexure-III, wherever applicable.

(iv) General terms and conditions of purchase as per Annexure IV.

TERMS OF PAYMENT

100% PAYMENT WILL BE MADE BY ONGC.
 PAYMENT WILL BE DONE ON QUARTERLY BASIS, WITHIN 10 CALENDAR DAYS FROM SUBMISSION OF INVOICE AT ONGC VIMS PORTAL WITH SUPPORTING DOCUMENTS

(PAYMENT WILL BE DONE AS PER TENDER NO: V16KS25004)

(Please Indicate Excise Tariff with Heading/Sub-Heading in the Invoice, if applicable). For Payment Contact Paying Authority as mentioned above.

(Supplier shall pack the ordered items ultimate consignee wise, failing which all the attendant costs will be to supplier's account. The supplier shall prepare packing list for each package and attach the same outside the package for ready reference)

Supplier shall either upload complete set of non-negotiable documents (scanned copy of documents submitted to bank for payment) at <https://vims.ongc.co.in/> or email those documents at ap_invoices@ongc.co.in along with a copy to Order Placing Authority, Indentor, Ultimate Consignee, Port Consignee and Finance & Accounts Authority mentioned in Purchase Order within two days of B/L / AWB / LR / RR.

Communication with regard to this Purchase Order to be made: Authorized Signatory of PO.

For Oil and Natural Gas Corporation Limited.

Accepted


 एस. सारवानकुमार / S. SARAVANAN KUMAR
 आयातक (यादिकी) - मुख्य कर्मी अधिकारी
 आयातक (यादिकी) - मुख्य कर्मी अधिकारी
 CGM (Import) - कर्मी अधिकारी
 और नैतिक और नैतिक कर्मी अधिकारी

Signature

Annexure-I

Please supply Equipment/Material/General Stores and/or services specified below subject to all terms and conditions incorporated\ herein/attached including General terms and conditions of purchase, which shall waive and render as void all and any of the seller's conditions of sale.

Description of Goods Ordered

S.NO.	Mat Code	Description	UOM	Rate Per Unit	Currency	Quantity	Amount
1		CAMC for Hitachi Hi-Rel 26-27 consisting of following services					
	10	AMC for 7.5 KVA UPS	NO			9	
				115,343.28	INR		1,038,089.52
2	20	AMC for 30 KVA UPS	NO			1	
				275,048.00	INR		275,048.00
		Integrated GST Non Ded		18.00	INR		236,365.00
		CAMC for Hitachi Hi-Rel 27-28 consisting of following services					
	10	AMC for 7.5 KVA UPS	NO			9	
				121,110.48	INR		1,089,994.32
	20	AMC for 30 KVA UPS	NO			1	
				288,800.16	INR		288,800.16
		Integrated GST Non Ded		18.00	INR		248,183.00
		Total			INR		3,176,480.00
		Grand Total			INR		3,176,480.00

Total Value of Supply Order :

RUPEES THIRTY-ONE LAKH SEVENTY-SIX THOUSAND FOUR HUNDRED EIGHTY ONLY

For Oil and Natural Gas Corporation Limited


 S. SARNAN
 Head Procurement Officer
 (Authorised Signatory with Stamp)
 CGM (P) Oil, Gas & Petrochemicals
 Oil and Natural Gas Corporation Limited

Annexure-II DISTRIBUTION STATEMENT OF ORDERED QUANTITY

S.No.	Item No.	Material Code	Material Short Desc.	UoM	Quantity	Date of Delivery
Ultimate Consignee : Area of operation : Non PEL/ML/NELP						
1	00001		CAMC for Hitachi Hi-Rel 27-28	AU	1	31/03/2027
2	00002		CAMC for Hitachi Hi-Rel 27-28	AU	1	31/03/2028

For Oil and Natural Gas Corporation Limited

S. SARAVANAKUMAR
(Authorized Signatory with stamp)

मुख्य महाप्रबंधक (काराikal) - Head Procurement Officer

CGM (Mech) - काराikal परिसर, काराikal

कॉपी टो : मुख्य काराikal परिसर, काराikal - 609 604

1. CHIEF GENERAL MANAGER, INFOCOM SECTION, CAUVERY ASSET, ONGC, KARAIKAL.
2. CGM (MECH) # HPO, CAUVERY ASSET, ONGC, KARAIKAL.
3. GM (F&A), FINANCE SECTION, CAUVERY ASSET, ONGC, KARAIKAL

Handwritten text, possibly a signature or stamp, located in the upper left quadrant of the page.

Signature Not Verified

Digitally signed by Soumar Saikia
Date: 2026.04.08 12:45:18 IST
Location: eProcurement System for
Central PSUs

