

EoI for selection of Interested Parties for Design, Development & Operation of Integrated Management System for DGH

DIRECTORATE GENERAL OF HYDROCARBONS (DGH)
(Ministry of Petroleum & Natural Gas)
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NOTICE INVITING EOI

1. Directorate General of Hydrocarbons, Noida invites participation for “ **Eoi for selection of interested parties for Design, Development & Operation of Integrated Management System for DGH**”
2. The purpose of this Eoi Document is to provide interested parties with the relevant information regarding the Eoi and invite feedback from them. The applicants are advised to study this Eoi Document carefully before submitting their response.
3. The feedback & suggestions received as part of the response from the applicants may be used while formalizing the RFP.
4. The entire Details of EOI are available on DGH Website: www.dghindia.gov.in and Government of India’s Public Procurement Portal <https://eprocure.gov.in/cppp/>.
5. The prospective interested party can participate in the Eoi by downloading the Eoi document from the aforementioned websites, and submit their Eoi online only via Email: dgh.ims@dghindia.gov.in, with required Eoi documents confirming the eligibility criteria, along with the other documents as stated in this document, on or before the EOI submission closing date and time. No physical Eois would be accepted.
6. In exceptional circumstances and at its own discretion, DGH may extend the deadline for submission of proposals by issuing an amendment which will be made available on the DGH website. DGH reserves the right to amend/add further details in the Eoi.
7. The Evaluation Committee shall be constituted for evaluation of EOI by interested parties. After evaluation of Eoi responses and process, Committee formed by DGH will select Top 5 parties and report to DGH and selected parties only shall be eligible for further Tendering against the RFP to be prepared based on technical inputs received.
8. DGH reserves the right to cancel this call for Eoi and/or invite afresh with or without amendments, without any liability or any obligation and without assigning any reason.
9. Applicants are advised to visit DGH website regularly for any updates on this EOI.
10. The applicant shall bear all costs associated with the preparation and submission of its response, including but not limited to preparation, copying, expenses associated with any demonstrations or presentations which may be required by the Company, site visits, investigations, studies, or any other costs incurred in connection with or relating to its response. All such costs and expenses will remain on the applicant and DGH shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by the applicant in preparation or submission of the response, regardless of the conduct or outcome of the Process.

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1. Schedule of Requirements

Sl. No.	Item description
a.	Eoi for selection of interested party for Design, Development & Management of Integrated Management System for DGH

b. The Eoi document should be submitted as per formats along with all relevant documents in support of qualifications and experience.

c. **Important Dates & Information of the Eoi shall be as below –**

1.	Eoi No. & Date	DGH/IMS/EOI/2024
2.	Eoi Issuing entity	Directorate General of Hydrocarbons
3.	Date of uploading Eoi	20 Feb 2024
4.	Date & Time of Eoi hosting on website	21 Feb 2024
5.	Date of Industry consultation (Pre-Eoi submission Meeting in Physical Mode) for clarification	04 March 2024, 11:00 HRS at DGH, Noida
6	Last date & Time of Eoi Submission	14 March 2024, 15:00 HRS at DGH, Noida
7.	Venue of Eoi Submission & Eoi Opening	Online through mail only (Pl refer Para#5 under 'Notice Inviting Eoi')
8.	Date & Time of Proposal Presentation	Shall be conveyed to shortlisted parties through email.
9.	Venue of Proposal Presentation	Online/ Physical. Shall be conveyed to shortlisted parties through email.
11.	Contact Person for any Further clarifications	Shri Sanjay Kashinath Lale Email: dgh.ims@dghindia.gov.in

Note: *The size of the Email attachment should be less than 20 MB. In case if the size of the attachment is more than 20 MB, the bidder may split the attachment and submit their offer in multiple emails.*

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- d. DGH reserves the right to amend or cancel the EOI in part or in full without prior notice at any point of time
- e. For any queries regarding this Eoi, please contact person(s) as mentioned on or before last date of submission of queries. No queries would be entertained after this timeframe.

Eoi response should contain:

- Eoi document, with all pages signed by the authorized signatory
- Covering letter (as per Annexure-1)
- General information of the interested party (as per Annexure-2)
- Credentials of the interested party along with relevant work orders, agreements and completion certificates.
- The details of the project executed as per format mentioned in Annexure-3 and Work Order copies along with project completion certificates.
- Undertaking on Legal Compliance
- CSP authorization form
- Self-declaration for not being blacklisted (as per Annexure - 4)
- Understanding and technical write-up on scope of work, approach, best practices & methodology and deliverables as per Section 10
- Valid scanned copies of the documents as per the Pre-Qualification and Technical Criteria, including.
 - i. Certificate of Incorporation, GST, PAN
 - ii. Power of attorney establishing the authorized signatory (mandatory for partnership firms)
 - iii. Audited Balance Sheets and Profit & Loss Statements for the Financial Years 2020-2021, 2021-2022 and 2022-2023

2. About Directorate General of Hydrocarbons

The Directorate General of Hydrocarbons (DGH) was established in 1993 under the administrative control of Ministry of Petroleum & Natural Gas through Government of India Resolution. Objectives of DGH are to promote sound management of the oil and natural gas resources having a balanced regard for environment, safety, technological and economic aspects of the petroleum activity. Management of Contract signed between the Government of India and the Operator relating to Exploration and Production activities are also one of the main functions of DGH. Further details may be seen at DGH's website: <https://www.dghindia.gov.in>

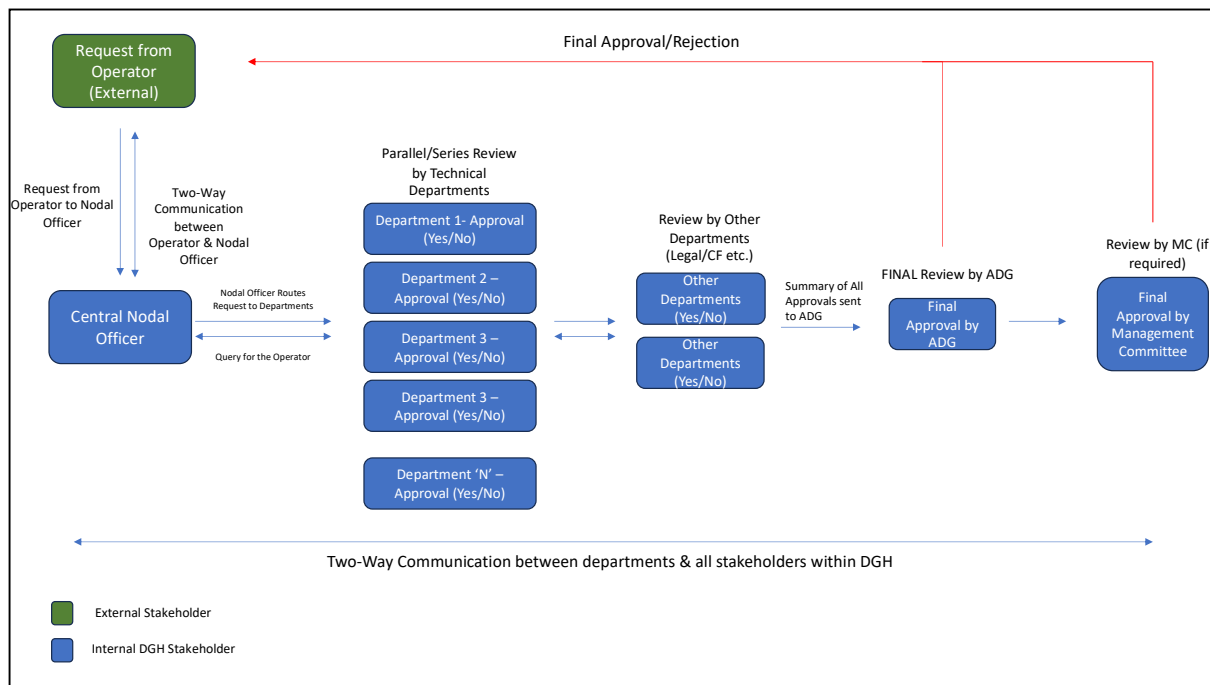
3. Project Brief

The Directorate General of Hydrocarbon (DGH) intends to put in place a new integrated management system for its use in order to redefine the way contractual obligations and communication between the operator and DGH are managed and to ensure that all stakeholders meet contractual obligations, regulatory requirements, and compliance standards within the prescribed timelines.

The existing Contract Management system is a Workflow-based system for PSC (Production Sharing Contract) Blocks/Fields. Operators submit their PSC contract-related documents for approval and information of the DGH. DGH users process the approval and acknowledgment of submitted documents by a defined workflow embedded in this system. There are 3 categories of Processes in the existing system

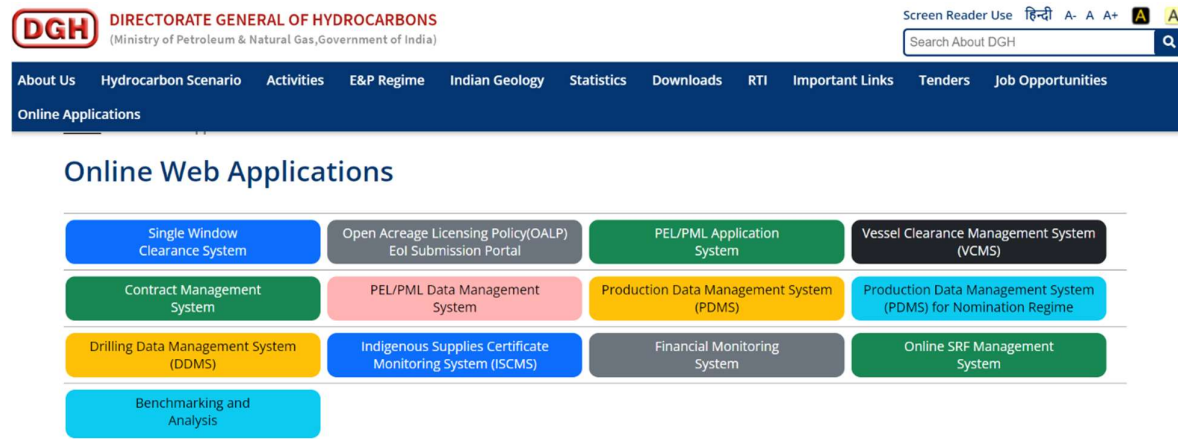
- Category A. 09 Main/Sub-Processes
- Category B. 03 Processes
- Category C. 06 Processes

Below diagram details out the illustrative SOP of contract management system:



Besides the PSC, there are other online applications as well that would eventually become part of the desired new integrated management system. The following are some of the online applications with

potential of integration with the new system.



Currently, these are monolithic applications with Oracle RDBMS at the backend and .NET/Python as the frontend tool. These applications have distinctive functionalities & operate on a standalone basis with some level of sharing of master information. The same stakeholder is required to sign up for different applications to interact with DGH for separate compliances/approvals.

Keeping in view the complexity and multiple systems in place, DGH intends to envisage a new system. It shall be a single sign-on system for all the applications in place as on date. It would automate the workflow by assigning contract requests to the respective departments for evaluation and approval. This streamlined process would ensure that every department's feedback is considered, leading to better decision-making. The new Integrated Management system would incorporate and enhance the functioning of the existing applications and gradually integrate the existing application with the integrated system with a single sign-on and with user privileges in place. The new system would be a one-stop solution for case management, workflow management, and a repository for all communication and documentation between the operator(s) and DGH.

This system should seamlessly allow multiple departments to access & visualize information submitted by the operator(s), raise queries, and approve the processes. It shall offer a streamlined approach that ensures transparency, efficiency, and compliance, ultimately setting a new standard for integrated management in the sector. The proposed system shall fetch the required data from other applications and other Govt. portals to automate data-entering exercises. It would also include AI capabilities allowing users to generate customized reports, import data from existing repositories maintained in DGH, flag data inconsistencies, generate automated reminders for approaching deadlines, offer in-depth analytics and insights derived from the extensive contract database, etc. using normal conversational language.

4. Objectives of the Project

The objectives of the project are to set up a new system to:

- simplify the existing process of document and workflow management at DGH
- incorporate the functionalities of all the existing applications
- ensure effective and timely communication between DGH and stakeholders
- automate the gathering of periodic data from stakeholders
- segregate and organize vital information for easier cross-departmental operations
- optimize decision-making processes

- g) generate AI-driven analytics and insights
- h) ensure that communications and approvals are cleared at the appropriate levels

The new system establishes a two-way communication channel between the contractor and DGH. It acts as the single source of information, facilitating seamless interaction and collaboration between both parties. This system eliminates the bottlenecks of traditional processes by providing a centralized hub for case management, workflow management, and document storage.

With the new system, multiple departments should be able to access, visualize, and approve contract requests, significantly reducing delays and miscommunication. The new system automates the workflow by assigning contract requests to the respective departments for evaluation and approval. This streamlines the process and ensures that every department's feedback is considered, leading to better decision-making.

All correspondence, documents, and relevant information are securely stored in a centralized repository. This ensures quick and easy access for reference, audits, and compliance verification. The new system offers in-depth analytics and insights derived from the extensive contract database. This data-driven approach helps in optimizing decision-making processes at various levels.

DGH expects that the UI/UX experience with Single Sign-on of the new integrated management system should ensure a seamless and meaningful user experience by understanding user needs, intuitive interfaces and interactive product elements. The new system should implement the following:

- a) Single Sign-up/Sign-in for External and Internal users
- b) Simplified Navigation
- c) Workflow Visualization
- d) Collaboration Tools
- e) Document Management
- f) Mobile Responsiveness
- g) Human-Centered Design
- h) Dashboards and Reports
- i) AI/ML Integration

5. Functional requirements of the proposed Integrated Management System

The new system should have a modular design architecture to allow plugging in any other modules that may be part of the integrated management system. Its user-friendly interface and intuitive workflow shall make it easy for DGH to access and approve contractual processes and proposals. Responses to queries can be documented, tracked, and routed efficiently. The system should empower decision-makers by providing a comprehensive overview of departmental evaluations, enhancing transparency, and ultimately leading to better decision-making. High-level requirements for the proposed Integrated Management System include the following:

- a) User Authentication
- b) Profile Management
- c) Two-Way Communication
- d) Case Management
- e) Document Repository
- f) Workflow Automation
- g) Analytics and Reporting

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- h) Query Tracking
- i) User-Friendly Interface
- j) Transparency and Compliance
- k) API Integration
- l) Decision-Maker Overview
- m) Migration of Existing Contracts and Documents

DGH currently has multiple process flows which should be part of the new Integrated Management System. More process flows can be added in due course of time. DGH would onboard shortlisted interested party(s) during the selection process of this EOI. DGH would also conduct a session with shortlisted interested party(s) to update them on the expectation of the proposed system. A high-level block diagram depicting flow of one of the processes in the Integrated management system is depicted below. The detailed SOPs of all contracts can be found at https://www.dghindia.gov.in/index.php/policy_doc

Sample SOP below:

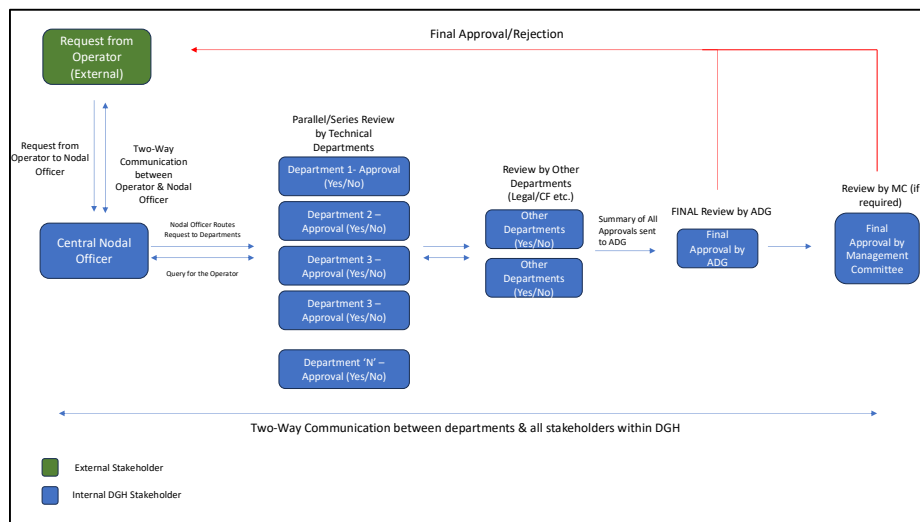


Figure 1: Sample illustration of a Contract Management process

6. Detailed Scope of Work

DGH proposes to appoint an interested party(s) with a proven track record and experience for designing, developing and managing the above solution as described in Section 3. DGH seeks Expression of Interest (“EOI”) from interested Parties (“Interested party”) to work on turn-key basis to perform the indicative Scope of Work illustrated.

6.1 Design & Development of Integrated Management System:

The Interested party shall have to perform the following activities as per the scope of work given below, but not limited to:

- a) Interested party(s) to provide all necessary functional and technical documentation (Technical specifications, Integration specifications, Application architecture/design, Integration architecture / design, Test Cases documentation)
- b) The application should be developed in Micro-services-based application which can be deployed on containers (Kubernetes or other such platform).
- c) Interested party(s) should aim to design the system using the modern micro-services-based architecture and should use cloud native advanced services such as API Management, NoSQL databases, Caching Services, Containers, DevOps (CI/CD) for development, Serverless computing, etc.
- d) Interested party(s) to ensure that the software development would be carried out as per standard software development process and taking into consideration the best secure coding practices followed worldwide.
- e) Interested party(s) would examine the application landscape that needs to be hosted on cloud infrastructure. This activity may enable the Interested party(s) to gauge the application workload requirements before provisioning the respective cloud infrastructure / services
- f) Ensure developed application modules meets MeitY’s guidelines and standards in terms of security features, application architecture, Unicode compliance etc. and audit with STQC. Any other Audit required for UI/UX and security compliance may also be suggested.
- g) Execute and perform various application/ modules testing like performance, load, security, quality testing etc. with the help of the industry standards tools
- h) Manage complete operations and maintenance of the developed application and ensure that the developed application is bug / error free, running smoothly. Undertake activities like bug fixing, database management, corrective changes, application enhancement, handling teething issues etc.

6.2 Hosting Platform:

- a) Interested party(s) to ensure that they only use a MeitY empaneled cloud infrastructure for hosting the application. Interested party can only supply services from one cloud service provider (CSP) during the entire tenure of the contract. The proposed CSP should be certified for ISO 27001, 27701, 27017, 27018, 22301, and 9001. They should comply to the security standards related to SOC 1, SOC 2, SOC 3 and PCI-DSS.
- b) The cloud infrastructure / service provisioned by the Interested party(s) must be scalable and flexible and the Interested party(s) has to ensure that they propose requisite cloud native security services which are managed directly by the CSP. These should include Cloud Security Posture Management, Cloud Network and Web Application Firewall, Anti-DDoS, AI/ML based Threat

management service, Cloud Security Posture Management, Encryption at-rest and in transit, Vulnerability Management, etc.

- c) All necessary software license, cloud services required for the solution must be offered and managed by the party.
- d) The Interested party(s) shall be responsible for provisioning, monitoring and management of the cloud infrastructure / services including database etc. but not limited to as per defined SLAs. They should ensure that the proposed compute and associated storage is available to provide an SLA of 99.99%.
- e) Interested party(s) should ensure that the application is deployed in High Availability and adhere to the MeitY Disaster Recovery best practice guidelines.

6.3 Migration of existing data/documents

- a) Migration of existing data, running on-prem based on Oracle DB and local storage into the new system and ensuring their availability in the new system.

6.4 Operations and Maintenance

- a) Database and System Administration support
- b) User Management and Maintenance
- c) Debugging, modification, tuning, monitoring, and updating in the Application Software
- d) Proper version control and configuration management of the source code
- e) Development of new module/feature/functionality and integration
- f) Bug-fixes & end-user problem resolution
- g) Training/Workshops to DGH internal users, E&P Operators & other relevant stakeholders.
- h) The interested party(s) would be required to create and maintain a Helpdesk / telephonic number and email-based ticketing system that would resolve problems and answer queries related to the work order as well as security-related issues. The interested party(s) shall provide the single point of contact for each client for any support request on 24 x 7 x 365 basis.
- i) The Interested party(s) shall have monitoring tools for measuring the service levels, application performance & utilization for servers, storage and network. The tool shall be capable of providing the exact utilization of servers and shall be able to generate per day, per month and per quarter utilization reports based on which the payments would be made to the Interested party(s). Interested party(s) should also provide access of this tool to DGH.

6.5 General

- a) The interested party(s) must ensure necessary license compliance for the offered solution.
- b) The interested party(s) must manage all the resources like licensed software, and hardware infra required for developing the software.
- c) The Source Code shall be handed over to DGH & shall not be used elsewhere.
- d) The Interested party(s) shall be responsible for ensuring security of cloud services and infrastructure from any threats and vulnerabilities. The Interested party(s) shall address ongoing needs of security management including, but not limited to, monitoring of various devices / tools such as firewall, intrusion prevention/ detection, content filtering and blocking, virus protection, event logging & correlation and vulnerability protection through implementation of proper patches and rules.

- e) The solution provided by the party needs to be in compliance with CERT-in and IT Act. The security audit of the system must be carried out through a CERT-In/CERT-In Empaneled auditor. DGH expects the IMS system to be highly secure and the contracts to be immutable. Interested Party(s) are free to propose security considerations including private blockchain, encryption or other contract management systems to increase the security and data privacy of the overall solution.

Note:

- The above scope of work is indicative and shall be finalized based on actual requirement of DGH in subsequent tendering process.

7. EOI Preparation

1. Interested party(s) shall provide the solution, in its entirety to DGH.
2. The EOI documents will be opened on the date notified and after the technical evaluation; eligible interested party(s) will be asked to give a technical presentation and demonstration.
3. The technically qualified interested party(s) should perform a Technical Presentation as per the date decided by DGH to demonstrate the capability of the platform.
4. Any deviation from the prescribed format mentioned in the exhibits will make the Eoi liable for rejection. Eoi incomplete in any respect or not providing adequate information will also be ground for rejection.
5. If the Interested party(s) conceals any material information or makes a wrong statement or misrepresents facts or makes a misleading statement in the EOI, in any manner whatsoever, in order to create circumstances for the acceptance of its EOI, DGH reserves the right to reject such EOI. DGH shall have no liability to any person for excluding or rejecting any such Eoi.
6. DGH reserves the right to accept or reject any EOI or to annul the bidding process and reject all EOIs at any time, without assigning any reasons thereof and DGH shall not entertain any claim whatsoever on this account. The Interested party(s) shall have no claim on DGH in case his EOI is rejected or the bidding process is annulled.
7. Participants requiring any clarification on the EOI may notify DGH in writing or by e-mail as per the Schedule of Requirement.
8. DGH shall endeavor to respond to the queries raised or clarifications sought by the participants. However, DGH reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring DGH to respond to any question or to provide any clarification.
9. DGH may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Participants. All clarifications and interpretations issued by DGH shall be deemed to be part of the EOI. Verbal clarifications and information given by DGH or its employees or representatives shall not in any way or manner be binding on DGH.

8. Eligibility Criteria for the interested party(s)

The invitation for Eol is open to all entities registered in India who fulfil pre-qualification criteria as specified below:

- a) The Interested party(s) for submitting EOI should satisfy all criteria below on its own with applicable/supporting documents:
 1. The participant must be a Legal Entity i.e. 1) A company incorporated under the Indian Companies Act, 2013 or any other previous company law as per section 2 (20) of the Indian Companies Act 2013/ Partnerships Firm registered under the Limited Liability Partnerships or Partnership Act 2) Registered with the Income Tax (PAN) and GST (GSTN) Authorities in India with active status companies registered in India.
 2. The interested party(s) should have been in existence for the past 5 years and be profitable in the last 2 financial years as evidenced by the audited P&L statements and or audited financial reports which need to be furnished along with the response to this for the purpose of this Eol evaluation. The bidder should have an annual turnover of at least INR 20 Crore for last financial year.
 3. The Interested party(s) must have “similar work” experience with entities/departments of the Government of India (GOI) from the central and state government and public sector undertakings (PSUs) during the last five years from the date of submission of the EOI’s response. However, “Similar Work” done for a private sector entity will be considered / acceptable only provided the entity’s sales turnover was minimum INR 500 crore at the time of work completion. The documentary evidence to include copy of work order/purchase order and client’s completion certificate.
 - a. The “Similar Work” experience means – bespoke software application development and implementation on public cloud platforms, encompassing either workflow management, document repository management, microservices and decoupled event-driven architecture, data lake and analytics, container platforms and orchestration tools, API management. To support their qualification, interested parties are required to provide documentary evidence, including a copy of the work order and a successfully completed client certificate.
 - b. Work done by/for the parent organization and sister organizations and affiliates of the interested party(s) will not be considered.
 4. The interested party(s) must have been assessed and certified for CMMi Level 3 and ISO 27001. The certificate should be valid at the time of the submission of the EOI.
 5. Interested party(s) should not have been blacklisted by any GOI body or be under declaration of ineligibility for fraudulent or corrupt practices or inefficient performance as on date of submission of the Eol.

9. Evaluation process

1. DGH would constitute an Evaluation Committee to evaluate the responses of the Participants.
2. The Evaluation Committee constituted shall evaluate the responses to the Eol and all supporting documents & documentary evidence. Inability to submit requisite supporting documents or documentary evidence, may lead to rejection of the Eol response. The Committee may seek additional documents as it deems necessary, at its discretion.
3. Eol evaluation will be carried out considering the solution furnished by Interested party(s) as prescribed under Scope of Work of this Eol. The Interested party(s) must fulfill the minimum qualification requirements as mentioned in Section - 8 (Eligibility Criteria)
4. In the first stage, DGH intends to qualify interested party(s) who meet the Qualification Requirements detailed in Section - 8 (Eligibility criteria) of this Expression of Interest ("EOI") and declare them as Qualified Interested party(s) and
5. In the second stage, Qualified Interested party(s) will be called for a detailed presentation evaluating their technical capability, best practices, implementation model etc.
6. DGH will intimate the outcome of the Eol evaluation in due course. The decision of DGH in this regard shall be final and binding on all interested parties.
7. After identification of the successful Interested party(s), DGH intends to float a limited Request for Proposal to the limited selected Top 5 interested parties and then would execute an Agreement with the successful Interested party(s), thus concluding the process of appointing the interested party(s).
8. The decision of the Evaluation Committee in the evaluation of responses to the Expression of Interest shall be final.
9. No correspondence will be entertained outside the evaluation process of the Committee. The Evaluation Committee reserves the right to reject any or all responses.

10. Deliverables as part of this EOI

In addition to the Eol response at page 5 and while considering the project objectives at Sln0.4, it is expected that the Interested Party(s) will submit the following as part of their EOI submission which will help DGH evaluate their overall response. DGH can request Interested Party(s) to submit any further clarification or further documentation to get more clarity on their submission.

1. **Understanding of the requirement of the DGH Integrated Management System** – Current understanding of the DGH Integrated Management System (IMS) (please refer to section 4, 6 and DGH website and other details as above). The Interested Party(s) need to explain their understanding of the contract management system in the public sector terminology, understanding of the document management system, government procedures, interdependency of file management, government hierarchy management, approval processes, etc.
2. **Functional building block of the proposed System** –The proposed system should be a standalone system and should be able to cater to requirements of DGH. They would need to submit precisely how the proposed system would be deployed, change management (if any), capacity building activities to introduce new system for DGH, existing stakeholders,

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and other functionaries in the DGH ecosystem. The proposed system should follow an agile or other industry prevalent methodology to deploy the solution. They should deploy it only on MeitY empaneled Cloud.

3. **Deployment architecture and design of the proposed system** - Interested Party(s) will need to explain what would be the deployment architecture of the proposed Integrated Management System (IMS) would be. DGH team would be looking for the overall architecture of the proposed solution (Modularity of the overall solution, Microservice or API based architecture to easily connect with other systems within or outside DGH), Security of the overall solution exceeding or meeting the criteria as specified by STQC or similar authority for usage within government customers in India, Ease of use of the overall solution, Intuitive and Configurable UI, and other reports as per requirement of DGH.

As part of their submission Interested Party(s) are encouraged to submit any functional URL or deployment of the proposed solution. Interested Party(s) can provide demo login for the DGH staff to get them familiar with the solution. The Interested Party(s) are also required to provide a demo of the proposed system. DGH reserves the right to select the interface of a particular bidder which they like as part of this EOI. DGH can adopt the same and can make it as part of the RFP requirement. Interested Party(s) would be required to share the same to DGH as part of the requirement.

4. **Metrics available for the proposed system** – DGH is looking to invest in an outcome-based system rather than on a capex investment or a per hour-based Time and Material Contract. Interested Party(s) are encouraged to propose a SaaS based solution. Interested Party(s) need to define the commercial methodology in which they will propose the system. They need to also define how they are going to support the project over time. The support should include a plan for capacity building and handholding support to be made available to DGH team and the partners.

11. Evaluation Matrix:

S. No.	Parameters	Maximum Marks
1	Similar work experience of the bidder in last 5 years interested party. “Similar Work” experience means – bespoke software application development and implementation on public cloud platforms, encompassing either workflow management, document repository management, microservices and decoupled event-driven architecture, data lake and analytics, container platforms and orchestration tools, API management.	25
2	Understanding of Scope of Work, deliverables & business context for deployment of solutions.	25
3	Present the proposed solution encompassing: i) Robustness of work plan, approach & methodology to meet objectives. ii) Project Execution Planning and Methodology. iii) Project Governance iv) Time Period of implementation	25
4	Detailed presentation on the proposed solution which must cover: i) The technical details of the applications include technical architecture, integration with external solutions, underlying solution and protocols used. ii) Technical Capability of the proposed Solution. iii) Technical Solution components with key performance parameters. iv) Solution components with Workflow management, document management, API Management, API backend, Devops, Micro Service Model and Data-analytics. v) Security Architecture, High Availability, RTO-RPO capabilities & plan. vi) Change Management.	25
	TOTAL	100

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Annexure -1

Covering Letter for submission of Eol

(To be submitted on the letterhead of the interested party)

(Date)

To,
Directorate General of Hydrocarbons
(Ministry of Petroleum & Natural Gas)
Plot No.2, OIDB Bhawan, Sector 73,
Noida-201301

Reference: Eol for "Selection of interested party for Integrated Management System". Ref: Eol No. xxxxx Dated: XXXX

Dear Sir/Madam,

We have examined the Eol document, we, the undersigned, herewith submit our Eol in response to your Eol no XXXXX Dated: XX12-2020 for "Selection of interested party for Contract Management System", in full conformity with the said Eol document.

- I. We have read the provisions of the Eol document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our Eol shall not be given effect to.
- II. We agree to abide by this Eol, consisting of this letter, the detailed response to the Eol and all attachments, for a period of 180 days from the date of submission of the Eol.
- III. We would like to declare that we are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices
- IV. We would like to declare that there is no conflict of interest in the services that we would be providing under the terms and conditions of this Eol.
- V. We hereby declare that all the information and statements made in this Eol are true and accept that any misrepresentation contained in it may lead to our disqualification.
- VI. We understand you are not bound to shortlist / accept any Eol you receive

Sincerely,

Signature of Authorized Signatory and Seal of the
interested party Name:

Designation:

Date:

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Annexure -2

Interested party Profile

1	Name	
2	Address	
3	Telephone & Fax	
4	Email &Website	
Details of Authorized Person		
5	Name	
6	Address	
7	Telephone &Email	
Information About the Company		
8	Status of company (Public Ltd/Pvt. Ltd)	
9	Details of Registration of Firm (Provide Ref)	
10	Number of Professionals	
11	Location and Address of Offices (in India and Overseas, if any)	
12	Service Tax Registration Number	
13	Income Tax Registration Number (PAN)	
14	GST Registration Number	
Details of Solution being offered		
16	Details of Solution with Technologies	

Signature of the Interested party

EoI for selection of interested party for Integrated Management System

Annexure -3

Details of Projects undertaken

Project Name:		
Location in India:		Duration of Project:
Name of Client:		Total Project Value:
Address of the Client:		Value of the services provided by the interested party:
Start date:	Completion date:	No. of person-months of the assignment:
Narrative description of Project:		
Description of actual services provided:		

EoI for selection of interested party for Integrated Management System

Annexure -4

Undertaking for Non-Blacklisting

(Self-declaration for not being blacklisted by any Government Entity)

(To be submitted on the Letterhead of the Interested party)

Date

To,
Directorate General of Hydrocarbons
(Ministry of Petroleum & Natural Gas)
Plot No.2, OIDB Bhawan, Sector 73,
Noida-201301

Reference: EoI for "Selection of interested party for Integrated Management System". Ref: EoI No. xxxxx Dated: XXXX

Dear Sir,

In response to the above mentioned EoI I/We....., as<Designation> of M/s
, hereby declare that we are not blacklisted or ineligible to participate for bidding by any
State/Central Government, Semi-Government or PSU.

Sincerely,

Signature of Authorized Signatory and Seal of the
interested party Name:

Designation: