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Ref No.: ASTC/HO/B&C/IOCL/2326/19

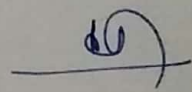
Date 26 April, 2019

Sub: **Response to EOI No.: ASTC/HO/B&C/IOCL/2326/19/1158**

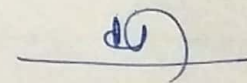
With reference to the EOI document number ASTC/HO/B&C/IOCL/2326/19/1158 dated 9th March, 2019 related to 'For commercial operation of ASTC operated fuel stations at ISBT Betkuchi, Jorhat, Nagaon and Silchar', the following are the responses to the queries raised by the interested bidders through email.

**RESPONSE TO QUERIES FOR 'FOR COMMERCIAL OPERATION OF ASTC OPERATED FUEL STATIONS AT ISBT BETKUCHI, JORHAT, NAGAON AND SILCHAR'.**

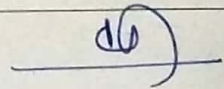
Sl. No.	EOI Description	Queries	ASTC response										
1	Bidder should have a direct experience of running a Petrol Pump or petroleum business in the past and shall have at least 12-15 years of proven track record in operating fuel stations within India.	I am running a Petrol Pump (retail outlet) at A.T. Road, Chatribari by the name G.S. Enterprises and hold a dealership of Hindustan Petroleum (HP) since 1981. <b>Do I qualify to bid for the ASTC Tender?</b> I am interested in the ISBT Betkuchi Fuel Station.	No. As per the guidelines, dealership holder of either "A" site or "B" site cannot apply for another "A" site dealership. The petrol pumps for which this Expression of Interest has been called is "A" site.										
2	The applicant or any other member of 'family unit / blood relative' (direct / indirect) should not hold a dealership/distributorship or Letter of Intent (LOI) currently for a dealership/distributorship of any Oil Company and should not be directly or indirectly involved in any type of petroleum trade.												
3	INR 10,000 Non-refundable.	Rs.10, 000 is fixed as Tender fee for how many RO?	EOI fee is for each RO/location.										
4	INR 1, 00,000 Refundable if not qualified. If qualified, it will be adjusted with the security deposit later on.	Rs.1, 00,000 is fixed as EMD for how may RO?	EMD is for each RO/location.										
5	Payment of fixed monthly land lease rental.	Please convey RO wise total area in square feet, so that we can assess month rent to be pay to ASTC.	<table border="1"> <thead> <tr> <th>Location</th> <th>Area in sq. ft.</th> </tr> </thead> <tbody> <tr> <td>ISBT Betkuchi</td> <td>75,347</td> </tr> <tr> <td>Silchar</td> <td>17,440</td> </tr> <tr> <td>Nagaon</td> <td>4,270</td> </tr> <tr> <td>Jorhat</td> <td>2,753</td> </tr> </tbody> </table>	Location	Area in sq. ft.	ISBT Betkuchi	75,347	Silchar	17,440	Nagaon	4,270	Jorhat	2,753
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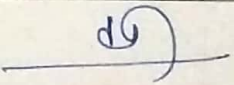
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6	Bidder should have a direct experience of running a Petrol Pump or petroleum business in the past and shall have at least 12-15 years of proven track record in operating fuel stations within India.	These two points are conflicting and requires further clarification.	As per the guidelines, dealership holder of either "A" site or "B" site cannot apply for another "A" site dealership. The petrol pumps for which this Expression of Interest has been called is "A" site.
7	The applicant or any other member of 'family unit / blood relative' (direct / indirect) should not hold a dealership/distributorship or Letter of Intent (LOI) currently for a dealership/distributorship of any Oil Company and should not be directly or indirectly involved in any type of petroleum trade.		
8	Bidder should have a direct experience of running a Petrol Pump or petroleum business in the past and shall have at least 12-15 years of proven track record in operating fuel stations within India.	Whether the experience of 12 years to 15 years is to be direct experience as an owner of the Petrol Pump or can it be gained just by supervision/management of the petrol pump? Because one cannot get direct experience from the supervision of petrol pump. <b>Needs further clarification.</b>	Direct experience means both ownership/dealership & supervision/management of the RO. As per IOCL guidelines, the owner shall be responsible for the day to day working of the dealership by personally managing the affairs of the dealership.
9	The bidder has to share a minimum of 10% of the commission/margin received from the sale of fuel and related accessories such as lubricants etc.	There is no format prescribed in the EOI document for quoting the percentage of commission/margin which we have to share with ASTC. Kindly prescribed the form if any.	A new format has been issued along with the next corrigendum. Please refer to Annexure 1 of the Corrigendum dated 12.04.2019.
10	The bidder has to share a minimum of 10% of the commission/margin received from the sale of fuel and related accessories such as lubricants etc.	The percentage of Commission which we have to offer is to be fixed (like 11% etc) or can it be quoted in range (such as 11% to 13%).	The percentage to be quoted should be a fixed figure and not in range.



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11	Bid documents need to be submitted in a single sealed covered including the EOI document fee and EMD?	If the percentage of commission offered by us is to be given in a different format then the technical papers & financial papers (Percentage of commission offered by us) have to be given separately or in a single set of papers.	All bid documents including EOI fee, EMD, technical & financial proposal should be submitted in a single sealed envelope. Financial proposal (percentage commission) should be mentioned in the prescribed format which will be issued in the next corrigendum.																		
12	General Info	What is the current dealer commission per litre for selling petrol and diesel and lubricant in these four petrol pumps?	<p>The dealer commission consist of 2 components: Fixed commission per KL &amp; a variable component based on the invoice value.</p> <p><b>IOCL: (ISBT Betkuchi)</b></p> <table border="1"> <thead> <tr> <th>Type</th> <th>Fixed commission per KL (INR)</th> <th>Variable component (Invoice based)</th> </tr> </thead> <tbody> <tr> <td>MS</td> <td>2674.74</td> <td>Based on the volume sold</td> </tr> <tr> <td>HSD</td> <td>2031.81</td> <td>Based on the volume sold</td> </tr> </tbody> </table> <p><b>BPCL/NRL: (Nagaon, Jorhat, Silchar)</b></p> <table border="1"> <thead> <tr> <th>Type</th> <th>Fixed commission per KL (INR)</th> <th>Variable component (Invoice based)</th> </tr> </thead> <tbody> <tr> <td>MS</td> <td>2473</td> <td>Based on the volume sold</td> </tr> <tr> <td>HSD</td> <td>1882</td> <td>Based on the volume sold</td> </tr> </tbody> </table>	Type	Fixed commission per KL (INR)	Variable component (Invoice based)	MS	2674.74	Based on the volume sold	HSD	2031.81	Based on the volume sold	Type	Fixed commission per KL (INR)	Variable component (Invoice based)	MS	2473	Based on the volume sold	HSD	1882	Based on the volume sold
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13	General Info	Are these four petrol pumps either "A" site Pump or "B" Site Pump as per Indian Oil policy?	<table border="1"> <thead> <tr> <th>Location</th> <th>Type of site</th> </tr> </thead> <tbody> <tr> <td>ISBT Betkuchi</td> <td>A</td> </tr> <tr> <td>Silchar</td> <td>A</td> </tr> <tr> <td>Nagaon</td> <td>A</td> </tr> <tr> <td>Jorhat</td> <td>A</td> </tr> </tbody> </table>	Location	Type of site	ISBT Betkuchi	A	Silchar	A	Nagaon	A	Jorhat	A								
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14	General Info	1) Do we have to continue to employ the current staff of the Petrol Pump or we can remove them & employ new staffs? 2) Are these current staff employees of ASTC or are they on contractual basis? 3) Are they covered under ESI & PF? 4) What is there current Gross Salary of each staff? How many staffs are there currently in each petrol pump?	1) Employing the current employees will be decided mutually. 2) Current staff includes permanent ASTC employees, contractual employees & daily wagers. 3) Permanent staffs are PF covered but not covered under ESI. Contractual & daily wagers are not covered under either PF or ESI. 4) <table border="1" data-bbox="1066 958 1501 1406"> <thead> <tr> <th>Location</th> <th>No. of staffs</th> <th>Monthly Salary per employee (INR)</th> </tr> </thead> <tbody> <tr> <td>ISBT Betkuchi</td> <td> <ul style="list-style-type: none"> <li>• Permanent = 5</li> <li>• Contract = 3</li> <li>• Daily wagers = 12</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Contract: Engineer(1)=18000</li> <li>• Computer Assistant(2)=8,500</li> <li>• Daily Wagers=8,500</li> </ul> </td> </tr> <tr> <td>Silchar</td> <td> <ul style="list-style-type: none"> <li>• Permanent=1</li> <li>• Contract=1</li> <li>• Daily wagers=8</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Contract=8500</li> <li>• Daily Wagers=7538</li> </ul> </td> </tr> <tr> <td>Nagaon</td> <td> <ul style="list-style-type: none"> <li>• Permanent=4</li> <li>• Daily wagers=17</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Daily wagers = 9476</li> </ul> </td> </tr> <tr> <td>Jorhat</td> <td> <ul style="list-style-type: none"> <li>• Permanent=7</li> <li>• Contract=5</li> <li>• Daily wagers=18</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Contract=6600</li> <li>• Daily wagers=8400</li> </ul> </td> </tr> </tbody> </table>	Location	No. of staffs	Monthly Salary per employee (INR)	ISBT Betkuchi	<ul style="list-style-type: none"> <li>• Permanent = 5</li> <li>• Contract = 3</li> <li>• Daily wagers = 12</li> </ul>	<ul style="list-style-type: none"> <li>• Contract: Engineer(1)=18000</li> <li>• Computer Assistant(2)=8,500</li> <li>• Daily Wagers=8,500</li> </ul>	Silchar	<ul style="list-style-type: none"> <li>• Permanent=1</li> <li>• Contract=1</li> <li>• Daily wagers=8</li> </ul>	<ul style="list-style-type: none"> <li>• Contract=8500</li> <li>• Daily Wagers=7538</li> </ul>	Nagaon	<ul style="list-style-type: none"> <li>• Permanent=4</li> <li>• Daily wagers=17</li> </ul>	<ul style="list-style-type: none"> <li>• Daily wagers = 9476</li> </ul>	Jorhat	<ul style="list-style-type: none"> <li>• Permanent=7</li> <li>• Contract=5</li> <li>• Daily wagers=18</li> </ul>	<ul style="list-style-type: none"> <li>• Contract=6600</li> <li>• Daily wagers=8400</li> </ul>
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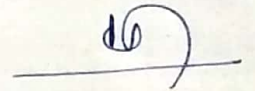
Sl. No.	EOI Description	Queries	ASTC response
16	EOI Fee: INR 10,000 nonrefundable.  EMD: INR 1, 00,000 Refundable if not qualified. If qualified, it will be adjusted with the security deposit later on.	In Page No. 5 – Point No. 8, you have asked us to deposit INR 1,00,000/- with EOI & in Page 7 – Point No. 11 – sub Point No. 5, you have asked to deposit Demand Draft of Rs. 10,000/-. So which amount we have to deposit along with the EOI?	Both the amount needs to be deposited as separate Demand Drafts.
17	INR 1, 00,000 Refundable if not qualified. If qualified, it will be adjusted with the security deposit later on.	It is mentioned that each bidder have to deposit 1 lakh along with EOI as refundable security deposit, but the form in which it have to be deposited is not mentioned (FD or Demand Draft or any other mode). Kindly clarify it.	Demand Draft
18	Bid documents need to be submitted in a single sealed covered including the EOI document fee and EMD?	Is the demand draft of Rs 10000/- & the refundable deposit of 100000/-, both have to be sent along with the EOI in same envelope or not?	Yes. Inside the same envelope along with the bid documents.
19	EOI Fee: INR 10,000 nonrefundable.  EMD: INR 1, 00,000 Refundable if not qualified. If qualified, it will be adjusted with the security deposit later on.	If we want to apply for four locations, is the amount of refundable deposit of INR 100000/- & Demand draft of Rs 10000/- for all the pumps or do have to submit this amount of 100000/- & demand draft of 10000/- for each petrol pump separately?	EOI document fee & EMD should be for each petrol pump. Ex: for 2 petrol pumps the total amount would be: EOI Fee = 10,000 x 2 = Rs.20,000. EMD = 1, 00,000 x 2 = Rs. 2,00,000.
20	Security deposit of INR 20 Lakh to be deposited by the winning bidder for each location.	If we are allotted 2 locations, then do we have to Deposit the Security amount of Rs. 20,00,000/- only for 2 Petrol Pumps or do we have to deposit Rs. 40,00,000/-?	The security deposit of Rs. 20 Lakh is for each location. So for 2 locations the total security amount will be Rs. 40 Lakh.

Sl. No.	EOI Description	Queries	ASTC response
21	General Info	Will all the buses of ASTC purchase fuels from the above mentioned petrol pumps only? If yes then what is the payment procedure for these purchases?	ASTC buses may or may not purchase fuel from these 4 petrol pumps. If ASTC buses purchase fuel from these 4 petrol pumps then payment terms would be decided mutually.
22	General Info	Will the EOI document i.e. both technical & financial documents of percentage of commission offered by us will be opened on 5.5.2019 in the presence of all the bidders during the bids presentation meeting? If it will be opened before 5.5.2019 then kindly inform us the date so that all the bidders can be present in the meeting.	Results will be declared in the presence of all the qualified bidders as per the new dates announced in corrigendum 2 dated 22 April, 2019. It will also be uploaded on ASTC's website.
23		As the Code of Conduct is declared in India by Election Commission, then whether the EOI will be opened on 05.05.2019 or will it be differed for some time?	Dates have been extended. Please refer corrigendum 2 dated 22 April, 2019.
24	General info	What is the sale of the Retail outlet and Guwahati and Guwahati?	Interested Bidders are expected to visit their interested RO and make an assessment of the same. It is sufficient to mention that all the ROs as mentioned in the EOI are at prime location with very high potential of revenue generation.
27	General info	We need to know the details of monthly / annual expenditures incurred in each outlets. Kindly provide us the details of the Annual / Monthly expenditure incurred along with other financial details related to all four Outlets.	Interested Bidders are expected to visit their interested RO and make an assessment of the same. It is sufficient to mention that all the ROs as mentioned in the EOI are at prime location with very high potential of revenue generation.
28	General info	Kindly clarify that whether the Lease rent shall be applicable only on the covered and used area of	The rent shall be applicable to the whole premise.

Sl. No.	EOI Description	Queries	ASTC response
		the outlet, and not on the vacant land / parking space at the outlets. (As per the norms, Rent is applicable on actual usable area)	
29	The applicant or any other member of 'family unit / blood relative' (direct / indirect) should not hold a dealership/distributorship or Letter of Intent (LOI) currently for a dealership/distributorship of any Oil Company and should not be directly or indirectly involved in any type of petroleum trade.	Kindly clarify on the issue that as per the GOI guidelines, "NO EXISTING DEALER OR AGENT OF ANY OIL COMPANY IS ALLOWED TO DEAL IN ANY OTHER PETROLEUM OUTLETS OR BUSINESS" and anyone, who owns or is involved into any other petroleum business, will be allowed to participate in the bidding process or not.	As per the guidelines, dealership holder of either "A" site or "B" site cannot apply for another "A" site dealership. The petrol pumps for which this Expression of Interest has been called is "A" site.
30	Last date for bid submission is 28 April 2019	We would also like to request you to kindly extend the last date of submission of the BID for at least 10-15 days, as this month is State Festival month as well there is Parliamentary Elections process going on in the state. Hence We request you to postpone the dates as suggested.	Dates have been extended. Please refer corrigendum 2 dated 22 April, 2019.
31	Eligibility Criteria	To calculate the net worth for the eligibility will the net worth include the family's net worth? Because the prospective bidder/individual is still in Hindu Undivided Family (HUF). Kindly clarify it.	It can be permissible with supporting HUF deed and HUF PAN Card. CA certificate for financial proof shall also be accordingly prepared by the bidder.
32	Eligibility Criteria	In the content no 2 saying bidder should have minimum Net worth of INR15.00 crore which should be modified to Turn Over instead of Net worth.	No Change.



<b>Sl. No.</b>	<b>EOI Description</b>	<b>Queries</b>	<b>ASTC response</b>
33	Revenue Model	In the content no 5 saying that fixing of monthly land lease rental of Rs.20.00 per sq. ft. for all locations which will affect the bidder in submitting EOI .This should be flexible and negotiable location wise and required to put it in the conditions of EOI. For example Jorhat ISBT area is 30000 sq.ft. which will come Rs.6.00Lper month as rental excluding commissions and it is not possible for running the fuel station on practical point of view considering the sales volume.	No Change.



(Shri Anand Prakash Tiwari, IPS)  
Managing Director, ASTC