

**Minutes Of Special Vendor Development Programme for SC/ST/Women MSEs
Held at PHQ Guwahati on 30th October, 2024**

Pipeline Sphere of OIL INDIA LTD is responsible for transporting crude oil produced from the oilfields in Upper Assam of both OIL and ONGCL to presently four Refineries – Digboi, Numaligarh, Guwahati and Bongaigaon. Pipeline Sphere is also responsible for maintenance of 1157 km Duliajan - Barauni pipeline and 654 km Namaligarh – Siliguri product Pipeline. To maintain seamless pipeline operations, the procurement of goods and services is critical. The C&P department at PHQ fulfills all operational requirements for the pipeline. Materials & Contracts department plays a vital role not only in the smooth operation of transportation of crude oil but also all the pipeline maintenance activities including Pipeline Upgradation Projects through its controlled supply chain management.

It has always been an endeavour of OIL to encourage more participation in its tenders and accordingly, it is felt essential to provide an interactive and collaborative platform to the vendors enabling them to understand Company's Procurement Procedures and provide their views/suggestions for common interest.

As per the directive from Ministry of MSME with D.O. No. K-02/8/2022-SME-Part(3) dated 10.10.2024 (copy enclosed), to organize **Special Vendor Development Programme for SC/ST/Women MSEs**, Pipeline sphere of OIL organized the vendor development programme in Luitpar club at PHQ Guwahati on **30.10.2024** to foster large partnership of MSEs enterprises in procurement of OIL, with a particular focus on encouraging participation from SC/ST/Women MSEs.

This programme aimed to enhance vendors' understanding of procurement procedures, quality standards, and the company's business expectations.

A total 36 representatives attended this programme. Out of which 25 are MSE firms.

ED-PLS (Jyoti Prakash Paramananda Das), CGM(Project)PL (AnirbanBhagawati) , CGM(MM)PL (Chitra Mohan Borah) ,CGM(F&A)PL (Bawan Phira Jyrwa) ,CGM(E&C)PL (Nabajyoti Lahkar) , GM(C&P)PL (Partha Pratim Adhyapak) and several other senior officials of OIL from Pipeline headquarter was attended this programme. Sri S.S BARUAH, Assistance Director MSME was also invited for the programme. The details of various proceeding of the event are as under -

- 1.0 At the very outset, Ms. Gitasree Sarmah welcomed all participants and briefly explained the objective of conducting the programme. This was followed by a safety briefing by the Mr Adarsh Gupta-Safety Officer.
- 2.0 The program started with corporate song of OIL INDIA LTD and dignitaries present were requested to seats on the dais. This was followed by a traditional Diya lighting ceremony where all the dignitaries and thereafter Pipeline legacy video was played.
- 3.0 ED-PLS welcomed all the dignitaries and vendors. He briefly highlighted Pipeline Sphere's journey so far and called upon the vendors for constructive interaction during the program for mutual benefit.

- 4.0 Thereafter, a presentation on Purchase & Contracts was given by Sri Sandeep Chakraborty, Manager (C&P)PL highlighting OIL's Procurement Policy and procedures . The presentation also included the major reasons of rejection of bids as well as the remedial measures to be taken by bidders.
- 5.0 Sri Chitra Mohan Borah,CGM(MM)PL encourage all participants with a special acknowledgment to SC/ST and women MSEs to participate in OIL's tender. He briefed about the technical & Financial criteria in BEC/BRC of OIL's tender.
- 6.0 Sri S.S BARUAH, Assistance Director MSME Assistance Vice President addressed the attendees and explained the benefits for MSEs vendors in procurement process.
- 7.0 The presentation was followed by interactive session with the vendors wherein the vendors/representatives were asked to put forward general issues related procurement, if any, as well as suggestions for improvement for OIL procurement process. The session was managed by the Sri Balen Bharali-DGM (Materials)PL wherein it was outlined the objective of this programme, provided information on requirements, procedures, and benefits of becoming a MSEs vendor, Details on current procurement policies, exemption and benefits for MSEs vendor in OIL's tender.
- 8.0 Sri. Indranil Neog, DGM-Contracts (PL) offered Vote of Thanks with special appreciation to the vendors for making the programme successful with their presence.
- 9.0 The official conclusion of the Programme was announced by Sri Pranab Jyoti Das-DGM(Vigilance)PL.

Few snapshot of the programme are as under:





