

**BHARAT PETROLEUM CORPORATION LTD**

**TERMS AND CONDITIONS FOR APPOINTMENT OF DISTRIBUTORS FOR  
LPG UNDER NON DOMESTIC CATEGORY**

- 1 BHARAT PETROLEUM CORPORATION LTD (BPCL) proposes to appoint distributors for LPG under Non Domestic Category at locations specified in the advertisement. These distributors shall also be offered sale of Bharat Metal Cutting Gas and other Non fuel products approved by BPCL.

**NOTE : THIS DISTRIBUTORSHIP IS PURELY FOR SALE OF LPG IN NON DOMESTIC CATEGORY AND SALE OF DOMESTIC LPG IS STRICTLY NOT PERMITTED THROUGH THIS DISTRIBUTORSHIP.**

**2 Eligibility**

Applicant should (a) be an Indian by Nationality (b) not be less than 21 years and more than 60 years of age on the date of application (c) be Minimum Matriculate or recognised equivalent (d) be a Resident of India (e) fulfil Multiple dealership/distributorship norm\* (f) be having sound physical and mental health. Every thing being equal, preference will be given to candidates already dealing in trading of Industrial Gases .

*\* Multiple Dealer/Distributorship norms means that none of the individuals would be entitled to a new dealership/distributorship if any other individual in a ' family unit' already holds a dealership/distributorship or LOI for a dealership/distributorship of a PSU oil company*

*Family Unit in case of married person/ applicant, shall consist of individual concerned, his/her Spouse and their unmarried son(s)/daughter(s). In case of unmarried person/ applicant, 'Family Unit' shall consist of individual concerned, his/her parents and his/her unmarried brother(s) and unmarried sister(s).*

- 3 **Apart from any person, whether applying as individuals and/or in partnership, the following are also eligible to apply :**

Registered Co-operative Societies / company incorporated under Companies Act 1956 should be making a net profit for previous three consecutive financial years as certified by a Chartered Accountant. It will have to furnish appropriate resolution to show that person making the application on its behalf is empowered to make the same and an undertaking that it will observe the relevant guidelines

Parameters relating to multiple dealer distributorships norms, age and education qualification will not be applicable to Registered Co-operative Societies, Corporations owned or Controlled by the Central/State Governments, Central/State Public Sector Companies as well as any company incorporated under Companies Act 1956

4. Any Person/Party -(Individuals comprising the parties) having criminal record is not eligible to apply for Non Domestic LPG distributorship. Candidates convicted or against whom charges has been framed by Court of Law for any criminal offence involving moral turpitude/ economic offences are not eligible to apply.

5. In case of partnership, each partner should individually meet the specified eligibility criteria and should also submit separate application forms along with separate application fee. However, the applications should be clubbed together, while submitting the same. If called for interview, all of them must appear for interview. They also have to submit a copy of the proposed /existing partnership deed along with the application.
6. Application Fee : Application to be submitted along with non-refundable fee of Rs 1000 ( Rupees One thousand only) and *in case of SC/ST candidates ( SC/ST certificate to be attached) Rs 500/- ( Rupees five hundred).* Payable in the name of **Bharat petroleum corporation Ltd** at \_\_\_\_\_ (Location of the office mentioned above)
7. **Applications (AS PER FORMAT ) for Non Domestic LPG Distributorship along with enclosures complete in all respects and Non-refundable application fee by a Demand Draft/Pay Order drawn on any Scheduled Bank payable at the location of the office where the application is to be deposited ,must be submitted so as to reach the office address mentioned above against each location before the close of office on dd/mm/yyyy** Application should be made on plain paper (preferably typed) as per the prescribed format with requisite application fee. The Format of application is available at the offices of the oil company mentioned above and also on the web site [www.ebharatgas.com](http://www.ebharatgas.com).

#### 10. Evaluation criteria

The Non Domestic LPG distributor will be selected on the basis of *evaluation* of all eligible applicants *on the following parameters.*

##### a. Personality ,Bussiness. Ability and Salesmanship 15 marks

*I. Customer Orientation /focused: 5 Marks*

*II. Experience & Bussiness Acumen: 5 Marks*

*III. Age & Personality :5 Marks*

*(Marks to be allotted for age :21 to 25 -1;*

*26 to 45 -3 ;46 to 55 -2 ; and 56 to 60-1*

*for Personality -2)*

*(For non individuals-Instead of Age, evaluation shall be done only on Personality-5 Marks)*

##### b. Capability to arrange finances 30 marks

*I. Bankers Certificate for credit worthiness:10 Marks*

*( 1 Mark shall be awarded forRs 1 Lacs-Max-10Marks)*

*II. Fixed Deposits in scheduled Banks :10 Marks*

*III. Other Liquid Assets :10Marks*

*( For every Rs 10000/- only 0.1Marks shall be awarded subject to Max 10 Marks)*

##### c. Educational qualifications and general

level of intelligence

*I. Trade Knowledge :10 Marks*

*II. Proactive /Responsive/Innovative :10 Marks*

*III. Educational qualification : 5Marks*

**25 marks**

*(Matric-1;HSC -2;Graduate-3;Trade Related diploma holder-4;and Profesional-5)*

*(For Non Individuals - They will not be evaluated for education and they shall be evaluated as per C(I &II) for 25 Marks )*

##### d. Capability to provide Infrastructure and Facilities

**25Marks**

*Godowns-15 Marks*

*Basis (i) Own Suitable Land/Godown-15Marks*

**(ii) Has Firm Offer** **--10Marks**  
**Showroom—10 Marks**  
**Basis (i) Own Suitable Land/showroom—10 Marks**  
**(ii) Has Firm Offer** **--5 Marks**

**e. General Assesment** **5 Marks**

**Basis for allocating Marks:**

- I. Working Dealer : 3 marks**  
**II. Value System : 2Marks**

**Grand Total** **100 Marks**

***The evaluation on the parameters are document based and will be done on the basis of information given in the application and the Interview. On verification if it is found that the information given in application is incorrect / false / misrepresented then the applicants candidature will stand cancelled and will not be eligible for distributorship.***

- ✓ In case of two or more applicant's scores same marks, then applicant who has scored more marks based on documents shall be placed above the other person in the merit panel. In case two or more applicants score same marks based on documents and in interview, then the applicant who is younger in age shall be placed above the other applicant in the merit panel.
- ✓ A candidate has to get minimum 40% marks in total after interview. In case no candidate gets minimum 40% marks, then the location will be re-advertised

#### **11.Grievance Redressal**

- 12.1 A representation / complaint shall be entertained only if it is received by the office concerned within a month from the date of declaration of result.
- 12.2 Efforts would be made to ensure that the representation/complaint is disposed off within 3 months from the date of receipt of complaint
- 12.3 Pending disposal of complaint, Letter of Intent if issued will be kept in abeyance

#### **12.BASIC INFRASTRUCTURE FACILITIES REQUIRED FOR OPERATION OF NON DOMESTIC LPG DISTRIBUTORSHIP**

##### **12.1GODOWN FOR STORAGE OF FILLED LPG CYLINDERS.**

A suitable Godown of minimum 5000Kg of LPG duly approved by Chief Controller of Explosives is required for storage of filled cylinders for storage .

Godown/ land for construction of Godown will be suitable, if it is at advertised location, freely accessible through all weather motorable approach road. The plot should be plain, in one contiguous lot, free from live overhead power transmission or telephone lines. Pipelines / Canals / Drainage / Nallahs / Public Roads should not pass through the plot.

**Suggested Dimensions of plot : 24 m X 20 m**

##### **12.2 SHOWROOM**

A suitable showroom can be constructed in a shop / land located in the advertised location .

### **12.3 CONSTRUCTION OF GODOWN/SHOWROOM ON THE SITE**

The applicants who readily have suitable godown/ land for construction of godown for storage of filled LPG cylinders and shop/ land for construction of shop for showroom for setting up of Non Domestic LPG distributorship or have a firm commitment from the land owner for purchase/lease are awarded marks accordingly.

However after selection of the applicant, physical verification of the godown land/godown as well as the proposed showroom will be undertaken. ***In the event it is found that the plot of land is not found suitable for construction of godown or the godown is not approved by Chief Controller of Explosives, the allotment of the distributorship will stand automatically cancelled.***

### **13. SECURITY DEPOSIT**

Before being issued the appointment letter the selected candidate will have to deposit interest free security deposit of Rs. 5 lakhs by way of a BANK guarantee . BPCL also reserves right to adjust any dues to it from this amount at the time of resignation/ termination. However, in case of termination of the distributorship on account of proven malpractice, the said security deposit will be forfeited.

### **14. DISTRIBUTORSHIP AGREEMENT**

An applicant selected for distributorship shall be issued Letter of Intent .On completion of all formalities and issuance of Letter of Appointment will have to execute distributorship agreement with BPCL , duration of which will be initially for five years, renewable for every five years thereafter, subject to the examination of the performance of the distributorship by the BPCL.

### **15. GENERAL**

- (a) The company reserves the right to cancel/withdraw/ amend this advertisement or extend the due date at its sole discretion without assigning any reason.
- (b) Application for Non Domestic LPG distributorship can be submitted on a plain paper hand written or typed as per format attached herewith . No addition /deletion/ alteration will be permitted in the application once it is submitted. Applicant should serial number all pages of the application including attachments and sign on each page.
- (c) Applications received after the cut-off date including postal delay, and those without accompanying valid documents including application fee or incomplete in any respect will not be considered and no correspondence will be entertained by BPCL in such cases whatsoever
- (d) All affidavits have to be submitted in original along with the application
- (e) Applicants willing to apply for more than one location can do so in separate application form and should enclose separate Demand Draft /Pay Order as application fee.
- (f) If any statement made in the application or in the document enclosed therewith or subsequently submitted in pursuance of the application by the candidate at any stage is found to be incorrect or false, the application is liable to be rejected without assigning any reason and in case the applicant has been appointed as a distributor, the distributorship is liable to be terminated. In such cases the candidate / distributor shall have no claim whatsoever against the BPCL
- (g) Applicants should provide only that information against various items of application, for which they are in possession of supporting documents in original as on the date of submission of application. Failure to present these documents in original will result in

cancellation of selection due to submission of false/unsupported information in documents

(h) The envelope containing the application, duly filled in, should be superscripted as under

**" This application is for Non Domestic LPG Distributorship at \_\_\_\_\_  
(location)**

**IT MAY BE NOTED THAT THE**

- (i) This is purely a business proposition and not an application for job in the BPCL and has normal business risks and also does not guarantee any assured returns or profits.
- (j) This is only an application and not an offer of distributorship.

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