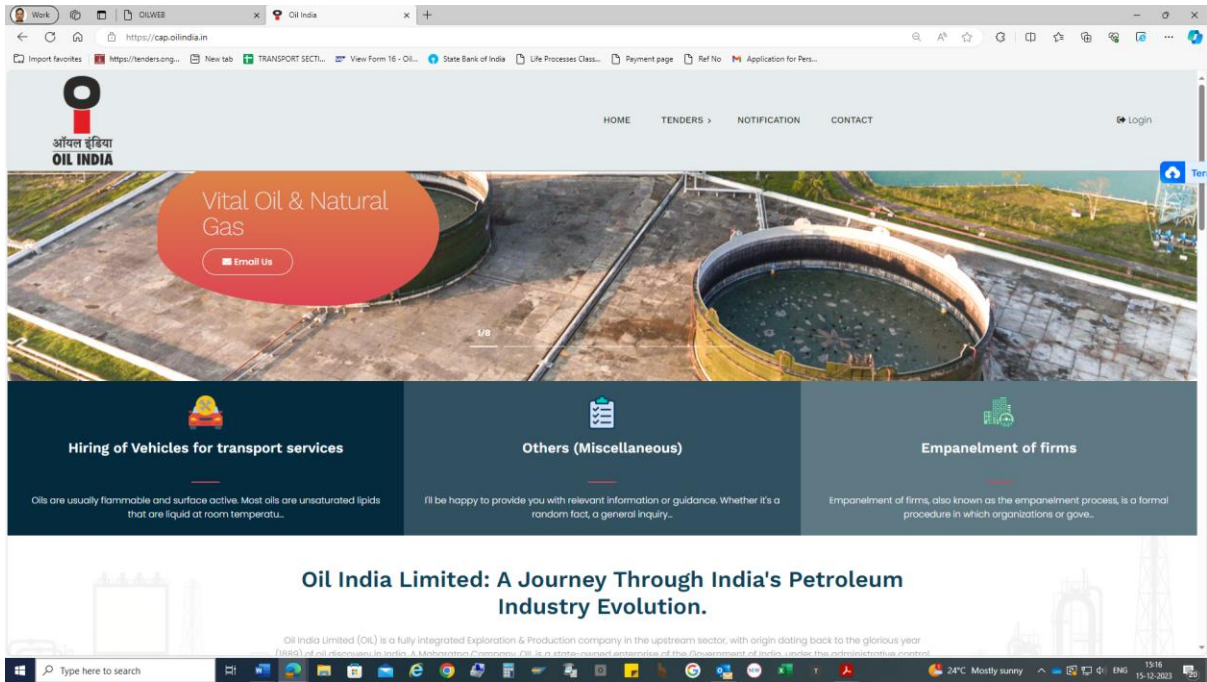
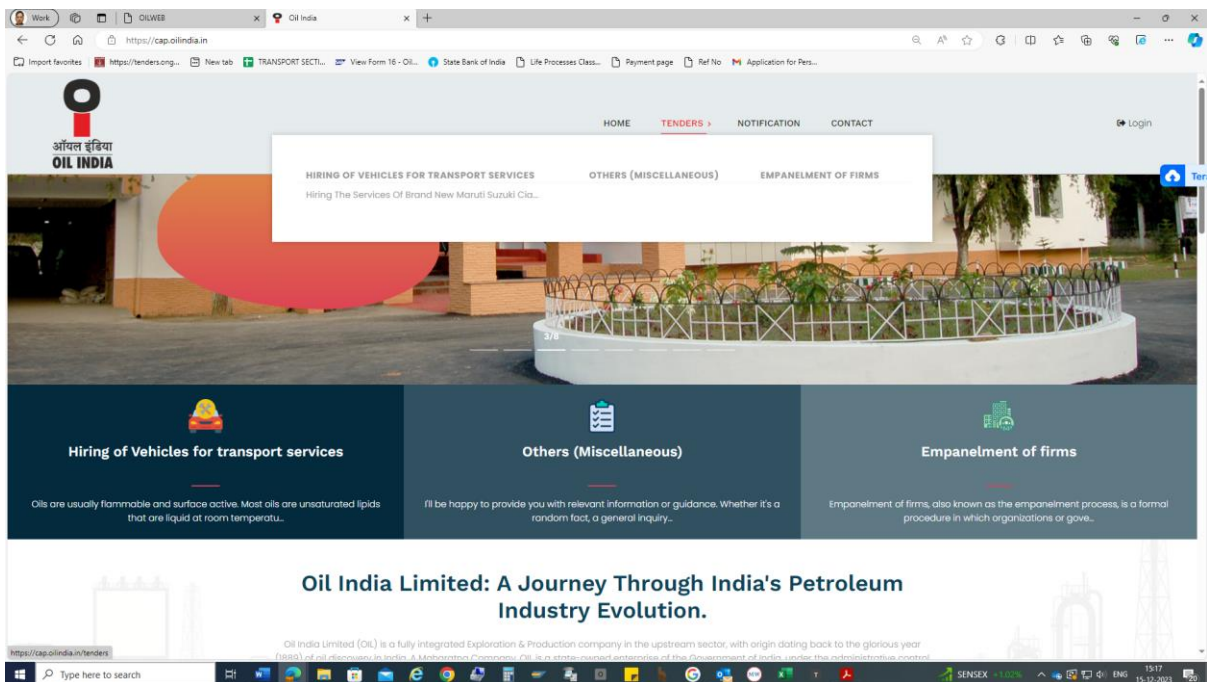


HOW TO FILL UP THE ONLINE APPLICATION FORM

Log on <https://cap.oilindia.in> to go to the homepage.



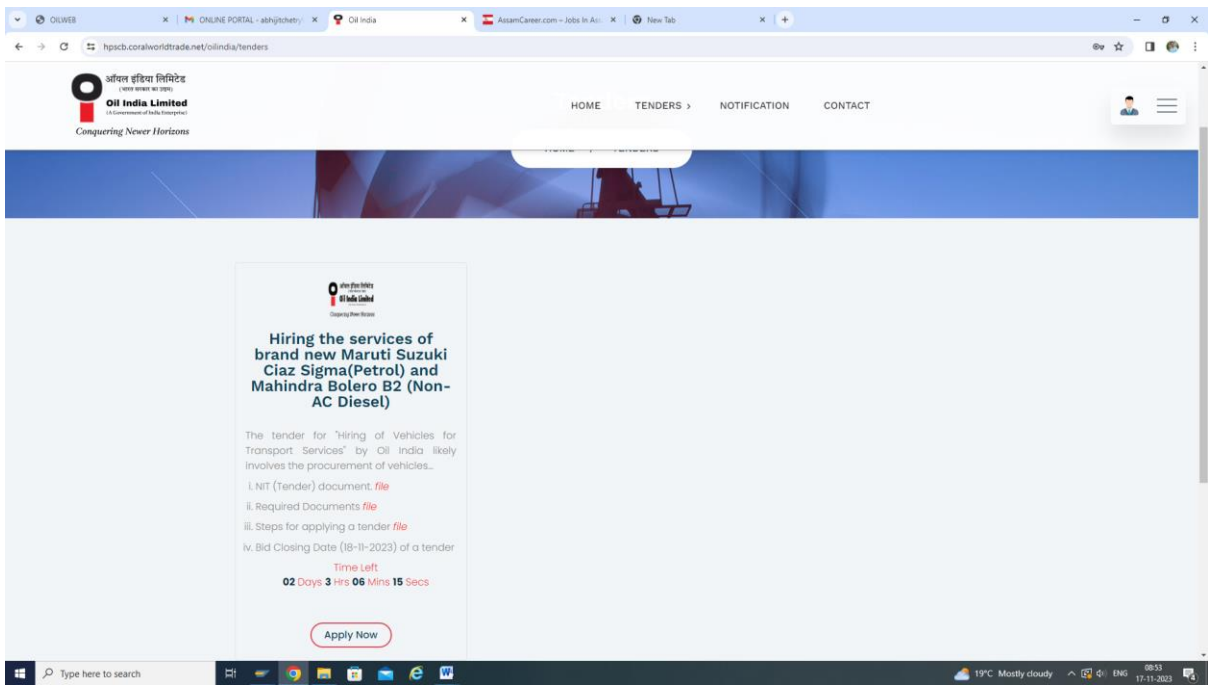
Next click on **TENDERS** tab on top of menu



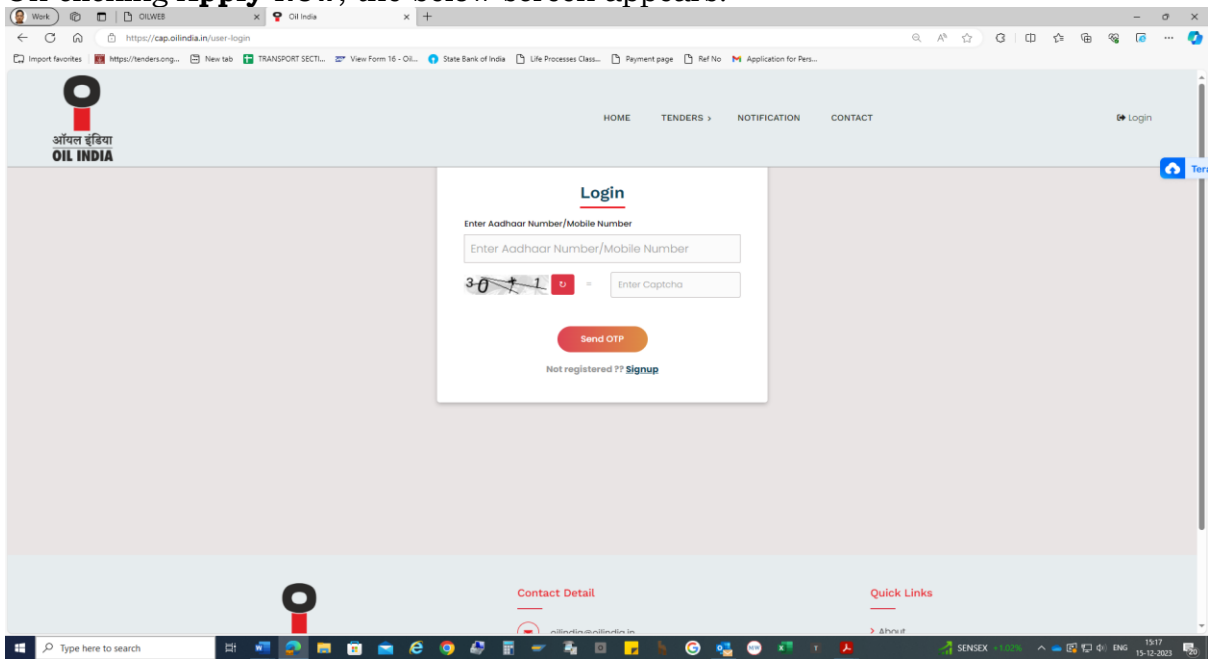
Next click on **Hiring the services of brand new Maruti Suzuki Cia.....** under the **TENDERS** tab

OR

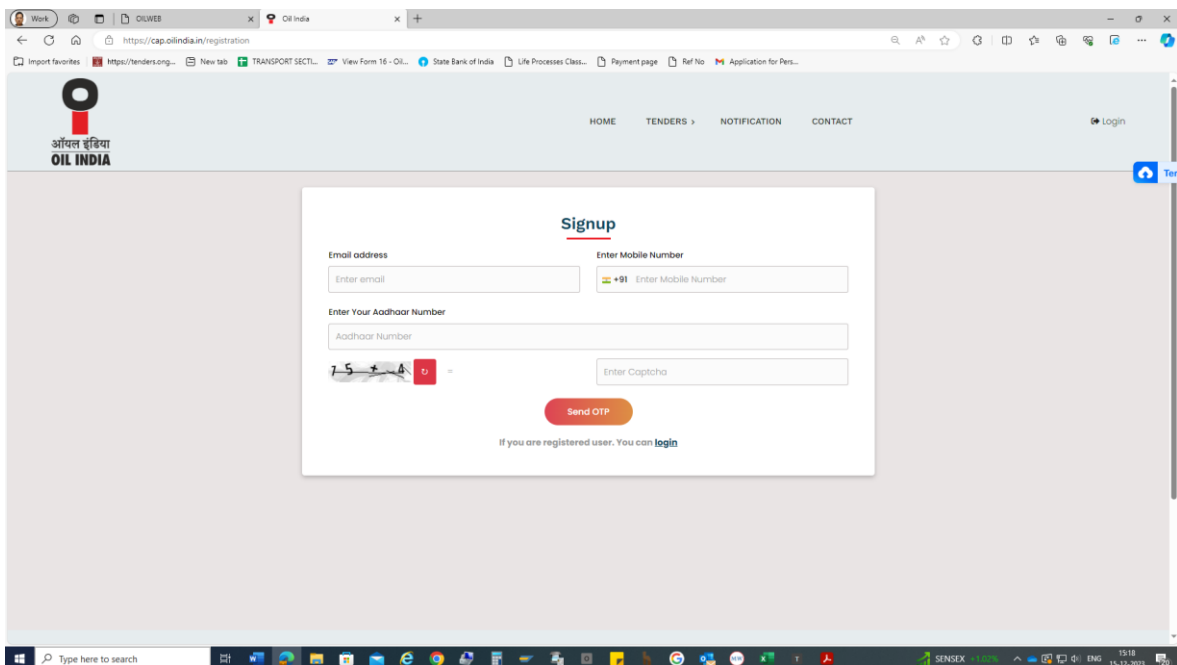
Click **Apply Now**, if the below screen appears:



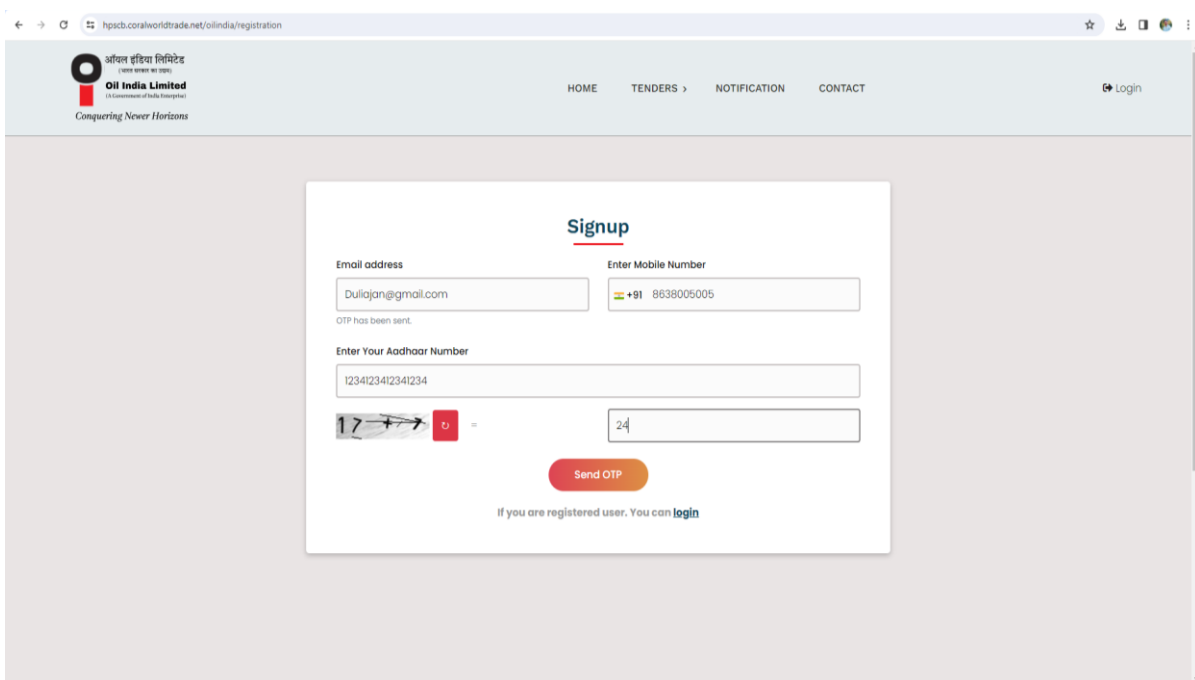
On clicking **Apply Now**, the below screen appears:



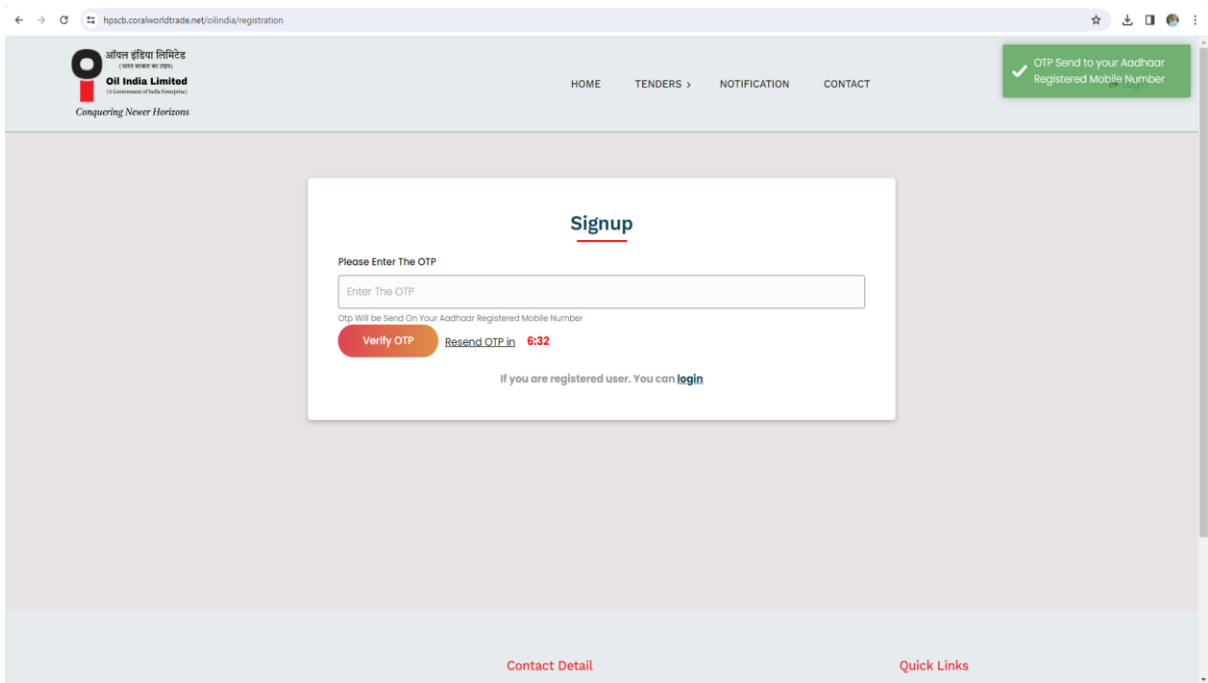
Then click the **Signup** button for registration in the portal.



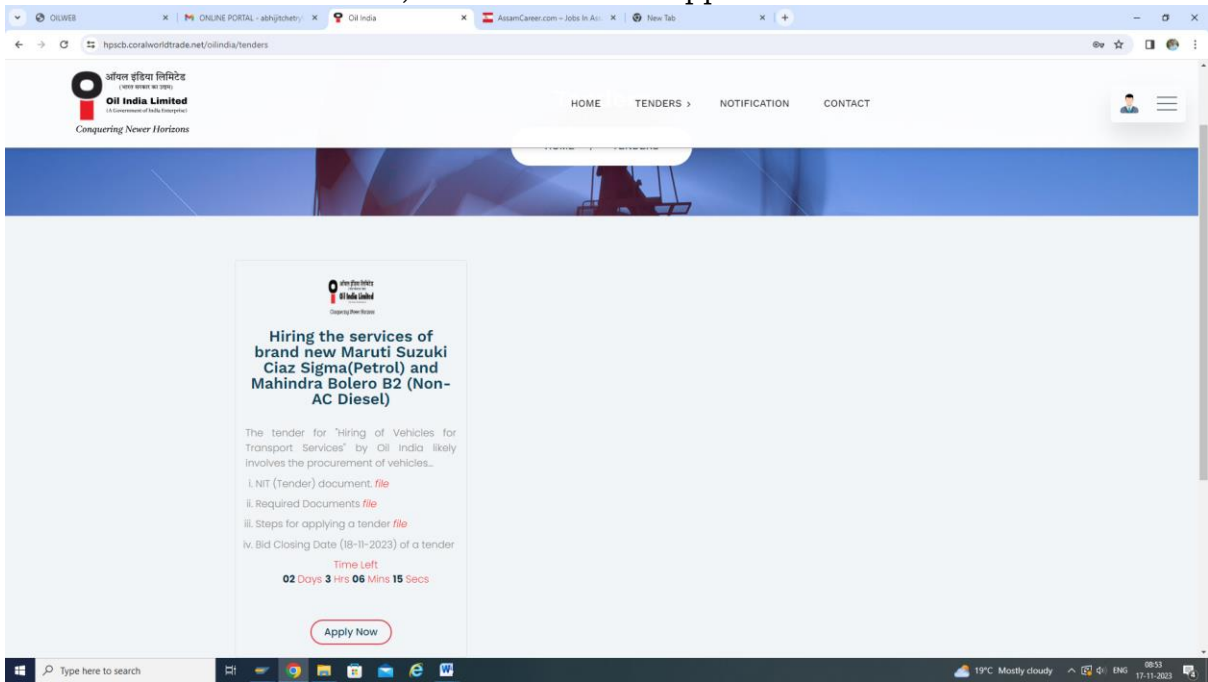
Now, Fill the credentials viz. Email address, Mobile number and your Aadhaar number very carefully and **Enter Captcha** in their respective fields. Then click on **Send OTP** button to receive the OTP (One Time Password) to your **Aadhaar registered mobile number only**.



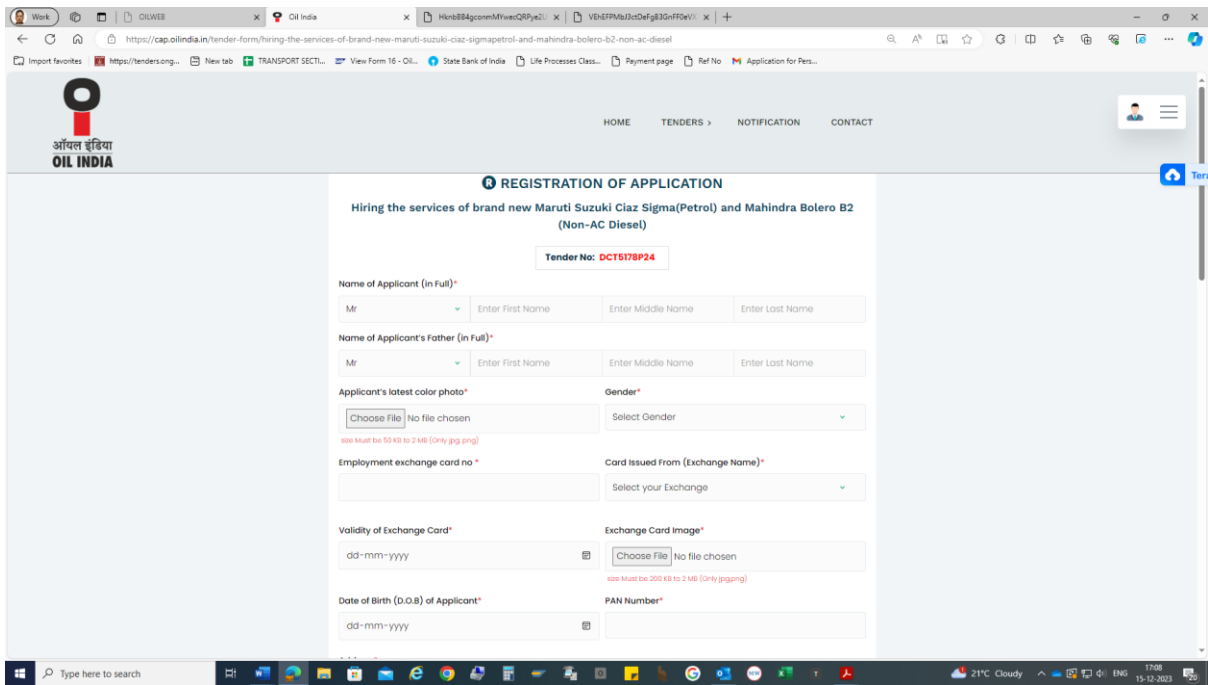
Enter the OTP (One Time Password) then click on **Verify OTP** to complete the Signup process in the below screen.



After successful verification, the below screen appears.



Click on **Apply Now** button then you will be redirected to the Registration of Application page.



Next Fill up all the required fields.

Full Name of Applicant (Mandatory Field)

Enter the full name of the applicant in the adjacent boxes. For example,

Mr.	Ajit	Kumar	Gogoi
Mr.	Ajit		Gogoi

Father's Name of Applicant (Mandatory Field)

Enter the full name of the father of the applicant. For example,

Mr.	Ajit	Kumar	Gogoi
Lt.	Ajit		Gogoi

Gender (Mandatory Field)

Tick any one of **Male/Female/Others** button as applicable.

Employment Exchange Card Number (Mandatory Field)

Enter the Employment Exchange Card No. as mentioned in your Exchange Card. For example: W-1710/20.

Card Issued from (Exchange) (Mandatory Field)

Select an Employment Exchange from the dropdown list from where your Employment Exchange Card is issued. No applicant having employment exchange card issued by any Employment Exchanges other than the 14 mentioned in the list will be allowed to participate in the tender.

Validity of Exchange Card (Mandatory Field)

Enter the validity of Exchange Card. The Employment Exchange Card must be valid at least up to the **original closing date** of receipt of application.

Date of Birth (Mandatory Field)

Enter the date of birth of the applicant. Applicants falling under **18 to 55 years** on the tender **original closing date** will only be allowed to participate in the Tender.

PAN No. (Mandatory Field)

Enter the PAN No. of the applicant.

Oil India Limited
CONQUERING NEWER HORIZONS

HOME TENDERS > NOTIFICATION CONTACT

Hiring the services of brand new maruti-suzuki-ciaz-sigmametrol-and-mahindra-bolero-b2-non-ac-diesel (Non-AC Diesel)

Tender No: O027RqsFWF

Name of Applicant (in Full)*
Mr. ABHJIT KUMAR CHETRY

Name of Father's Applicant (in Full)*
Late ARJUN Enter Middle Name CHETRY

Applicant's latest color photo*
Choose File PHOTO.jpeg
size Must be 50 KB to 2 MB (Only jpg, png)

Gender*
Male
Female
Others

Employment exchange card no.*
w-567/24

Validity of Exchange Card*
17-01-2025

Date of Birth (D.O.B) of Applicant*
28-01-1997

Exchange Card Image*
Choose File image.png
size Must be 200 KB to 2 MB (Only jpg,png)

PAN Number*
AYSGC5792J

You are currently 28 Years 9 month 19 days Old

Accordingly, please fill up all the necessary fields and upload the required documents (**Latest Colour Passport size photo of the applicant, Scanned Signature of the applicant, Valid Employment Exchange Card, Age Proof Document**) in the respective fields.

Oil India Limited
CONQUERING NEWER HORIZONS

HOME TENDERS > NOTIFICATION CONTACT

Hiring the services of brand new maruti-suzuki-ciaz-sigmametrol-and-mahindra-bolero-b2-non-ac-diesel (Non-AC Diesel)

Tender No: O027RqsFWF

Name of Applicant (in Full)*
Mr. ABHJIT KUMAR CHETRY

Name of Father's Applicant (in Full)*
Late ARJUN Enter Middle Name CHETRY

Applicant's latest color photo*
Choose File PHOTO.jpeg
size Must be 50 KB to 2 MB (Only jpg, png)

Gender*
Male
Female
Others

Employment exchange card no.*
w-567/24

Validity of Exchange Card*
17-01-2025

Date of Birth (D.O.B) of Applicant*
28-01-1997

Exchange Card Image*
Choose File image.png
size Must be 200 KB to 2 MB (Only jpg,png)

PAN Number*
AYSGC5792J

You are currently 28 Years 9 month 19 days Old

Select your Exchange
Chapakhawa (Sadiya)
Dibrugarh
Digboi
Doomdooma
Duliajan
Miao/Bardumsa, Changlang District
Moranhat
Namrup
Sivasagar
Sonari
Tinsukia
UEI & GB (Dibrugarh University)
Zila Sainik Welfare Office (Dibrugarh)
Zila Sainik Welfare Office (Sivasagar)

Address of Applicant (Mandatory Field)

a. Address (Mandatory Field)

Enter the address for correspondence of the applicant.

b. City/Town/Village (Mandatory Field)

Enter the City/Town/village.

c. Post Office (Mandatory Field)

Enter the name of the Post Office.

d. Police Station (Mandatory Field) Enter the name of the Police Station.

e. State (Mandatory Field)

Select the name of the State from the dropdown list.

f. District (Mandatory Field)

Select the name of District from the dropdown list.

g. Pin code (Mandatory Field)

Enter the postal pin code.

The screenshot shows a web browser window displaying the OIL INDIA tender form. The browser address bar shows the URL: <https://cap.oilindia.in/tender-form/hiring-the-services-of-brand-new-maruti-suzuki-ciaz-sigma-petrol-and-mahindra-bolero-b2-non-ac-diesel>. The OIL INDIA logo is visible in the top left corner. The form contains the following fields:

- Validity of Exchange Card* (dd-mm-yyyy)
- Exchange Card Image* (Choose File, No file chosen, size Must be 200 KB to 2 MB (Only jpg/png))
- Date of Birth (D.O.B) of Applicant* (dd-mm-yyyy)
- FAN Number*
- Address*
- City / Town / Village*
- Post Office*
- Police Station*
- State* (Please Select on State)
- District* (Please Select on District)
- Pincode*
- Do you have OIL's Vendor Code?* (Select an Option)
- Vendor Code No.*
- Whether working in Central Govt. / State Govt. / PSU* (Select an Option)
- Whether dependent of any OIL employee in service* (Select an Option)

Oil India Limited
Conquering Newer Horizons

Address*
LEKHAPANI

City / Town / Village*
LEKHAPANI

Post Office*
LEKHAPANI

Police Station*
LEKHAPANI

State*
Assam

District*
Please Select an District

Do you have OIL's Vendor Code?*

Whether working in Central Govt. / State Govt. / PSU*

Mobile No. (Only Active mobile No.)*

Signature of Applicant*

Do you have OIL’s Vendor Code (Mandatory Field)

Click the **Yes** or **No** option as applicable. If the **Yes** option is chosen i.e., vendor code of the applicant is already available, then enter the 6 digit vendor code in the field.

Do you have OIL's Vendor Code?*

Select an Option

Yes

No

Whether working in Central Govt./State Govt./PSU (Mandatory Field):

Select the **Yes** or **No** option as applicable. Applicants who are falling under the **Yes** option i.e., working in any of the above-mentioned organizations are **not eligible** to participate in the tender.

The screenshot shows a web browser window with the Oil India Limited tender form. The form includes fields for location (Tinsukia), vendor code (412541), and a dropdown menu for 'Whether dependent of any OIL employee in service' which is currently set to 'Yes'. There are also fields for signature and age proof scan document, and a self-declaration section.

Whether dependent of any OIL employee in Service (Mandatory Field)

Select the **Yes** or **No** option as applicable. Applicants who are falling under the **Yes** option i.e., are dependent on employees who are working in OIL can also apply. However, such applicants have to submit a declaration jointly with the employee in the form of an affidavit in this regard and confirm thereby to produce a Certificate from the HR-Relations/HR-Acquisition Department that his/her name is deleted from the dependent list or his/her name is not in the dependent list as stated in point no. 4 under Self Declaration. Pl. refer Tender for details.

This screenshot shows the same tender form but with the 'Mobile No. (Only Active mobile No.)' field highlighted. The dropdown menu for 'Whether dependent of any OIL employee in service' is now set to 'No'. The self-declaration text at the bottom is partially visible.

Mobile No. (Mandatory Field)

Enter only active Mobile No.

E-mail (Mandatory Field)

Enter only valid E-mail ID.

Uploading of Documents: (Mandatory Fields)

- (i) Please upload a Copy of the **recent passport size photograph** of the applicant. Only .jpg & .png file can be uploaded & the image size should be between 50 kb to 2 mb.
- (ii) Please upload **scan copy of valid Employment Exchange Card of the applicant**. Only .jpg & .png file can be uploaded & the image size should be between 200 KB to maximum 2 MB.
- (iii) Please upload a **Scan Copy of the signature of the applicant**. Only .jpg & .png file can be uploaded & the image size should be between 10 kb to 2 MB.
- (iv) Please upload a **Scan Copy of the Age proof of the applicant**. Only .jpg & .png file can be uploaded & the image size should be between 10 kb to 50 kb.

Do you have OIL's Vendor Code?*

Select an Option

Vendor Code No.*

Whether working in Central Govt, / State Govt, / PSU*

Select an Option

Whether dependent of any OIL employee in service*

Select an Option

Mobile No. (Only Active mobile No.)*

+91

Email (Valid email id.)*

Signature of Applicant*

Choose File No file chosen

Age Proof Scan Document*

Choose File No file chosen

Use Must be 10 kb to 2 MB (Only jpg png)

Use Must be 200 kb to 2 MB (Only jpg png)

Self Declaration:

- The above information furnished by me and enclosures submitted are true and correct and I am solely responsible for it. In case any information provided by me is found to be false, my application is liable to be rejected and contract awarded to me, if any, will be terminated and OIL will be at liberty to initiate action as deemed fit against me.
- I also confirm that I have not submitted any other application in my name other than this application against this tender and if found violating of the same, then all my applications will be rejected and I shall have no claim whatsoever against the Company in this regard.
- Further I hereby confirm my acceptance to all the rates terms and conditions of the Tender.
- I shall submit the required affidavit and document as per terms of the tender regarding 'Whether dependent of any OIL Employee in service' clause, along with other requisite documents as and when required for.

I hereby accept to all the above terms and conditions.

If You Are Not Able To Download The Receipt After Submission The Tender Form Then Click Here

Submit Save As Draft

Before Final Submission: Click on **SAVE AS DRAFT** button for re-checking/editing/modification of your application. In case of editing/modification/submission of your application, please click **Edit** button as shown in below screen.

S.No	Application No	Tenders Name	Tenders No	Submitted At	Status
1	-	Hiring the services of brand new Maruti Suzuki Ciaz Sigma(Petrol) and Mahindra Bolero B2 (Non-AC Diesel)	DCTS178P24	15 Dec, 2023 05:21 PM	Edit

Contact Detail

- oilindia@oilindia.in
- Oil India Limited Dulaiganj - 786 602, Assam

Quick Links

- About
- Tenders
- Notification
- Contact Us

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Then after clicking of **Edit** button, the below screen will appear for any change/editing/uploading of documents.

REGISTRATION OF APPLICATION
Hiring the services of brand new Maruti Suzuki Ciaz Sigma(Petrol) and Mahindra Bolero B2 (Non-AC Diesel)
 Tender No: **DCT5178P24**

Name of Applicant (In Full)*
 Mr PABITRA Enter Middle Name BORAHA

Name of Applicant's Father (In Full)*
 Mr RANA Enter Middle Name BORAHA

Applicant's latest color photo* No file chosen
Size Must be 50 KB to 2 MB (Only jpg, png)

Gender* Male

Employment exchange card no * W-1233
 Card issued from (Exchange Name)* Duliajan

Validity of Exchange Card* 10-01-2024
 Exchange Card image* No file chosen
Size Must be 200 KB to 2 MB (Only jpg,png)

Date of Birth (D.O.B) of Applicant* PAN Number*

Date of Birth (D.O.B) of Applicant* 03-01-1999
 PAN Number* ABCEDR123A

Address* DULIAJANA

City / town / Village* DULIAJAN
 Post Office* DULIAJAN

Police Station* DULIAJAN
 State* Assam

District* Dibrugarh
 Pincode* 786602

Do you have Oil's Vendor Code?* Yes
 Vendor Code No.* 123456

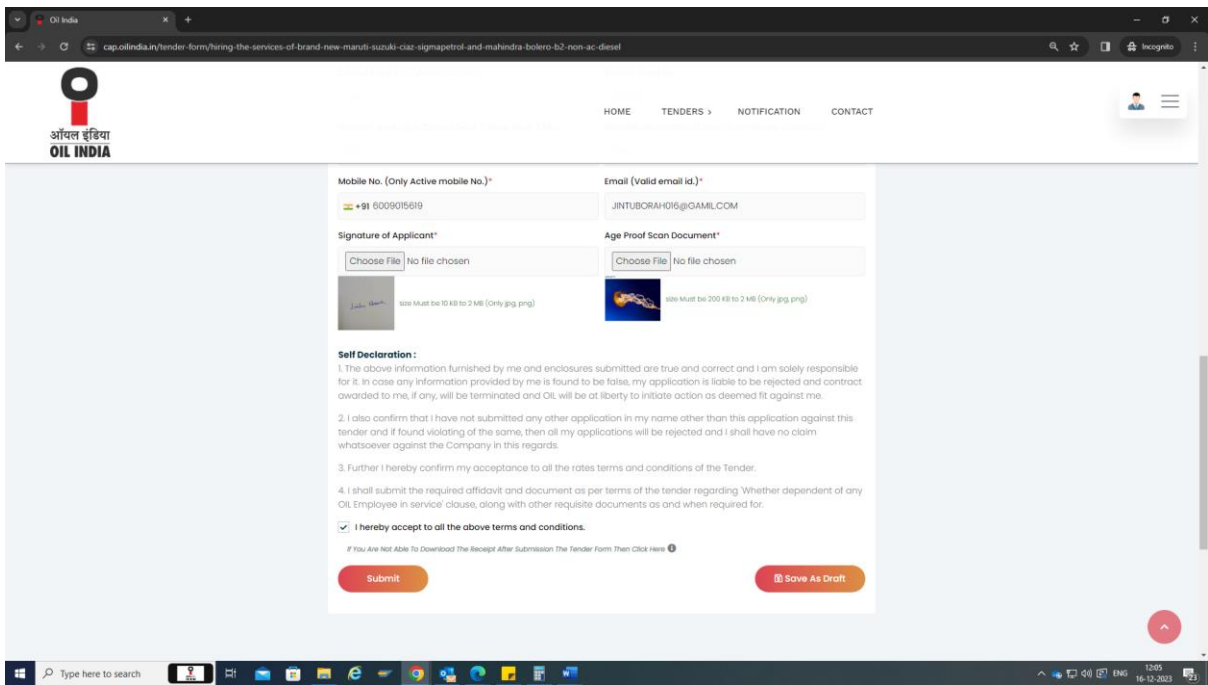
Whether working in Central Govt. / State Govt. / PSU* No
 Whether dependent of any Oil employee in service* Yes

Mobile No. (Only Active mobile No.)* +91 6008015619
 Email (Valid email id.)* JINTUBORAH018@GAMIL.COM

Self-Declaration and Final Submission:

There are few declarations which are to be confirmed/accepted by the applicant to enable themselves to proceed further. Please check on the box for confirming the acceptance of the self-declarations, if all the details entered and the documents uploaded by you are found to be correct, then Click on **Submit** button, to complete the application process as shown below screen.

Please note that after final submission, no changes can be made to your application which will be final.



Application Number: On clicking on the **Submit**- you will be directed to the next page where you will find your application with application number. The application in PDF format can be download or you can print the application from this page.

Note: *The filled Application after final submission can also be obtained in applicant's registered email id.*

Re-Download of application: Log on <https://cap.oilindia.in> to go to the homepage and click on Dashboard.

****For any queries kindly contact us at contracts-transport-services@oilindia.in**
