



**OIL INDIA LIMITED**  
(A Government of India Enterprises)  
PO: Duliajan – 786602  
Assam (India)

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TENDER NO. SSG1010P20/05

DATE: 02.04.2019

**INVITATION TO e-BID UNDER SINGLE STAGE TWO BID SYSTEM**

Dear Sirs,

OIL invites Bids for the supply of **1,000,000 KG of Liquid Flow Improver (180 KG/ Drum) through E-Procurement**. The details of the tender are as under:

1. Details of items with specification, quantity and special notes are given in Technical Rfx → External area → Tender documents as Annexure – IA.
2. General terms and Conditions of the tender are as per attached document No. MM/GLOBAL/E-01/2005-July2012.
3. The prescribed Bid Forms for submission of bids are available in the tender document folder. Technical Checklist and Commercial Checklist vide Annexure IV must be filled-up and submitted along with the technical bid. BEC/BRC as per Annexure CCC must be complied and submitted with the technical bid.
4. Type of Tender : International Competitive Bidding
5. Type of Bidding : **SINGLE STAGE TWO BID SYSTEM**
6. Tender Fee : NA
7. Bid Security Amount : **INR 2,740,600.00 OR USD 38,780.00**  
(Or equivalent amount in any currency)
8. Performance Security : **Applicable @10% of Order Value.**
9. Bid Closing /Opening Date : 31.07.2019
10. Bid Validity : Bid should be valid for 120 days from bid opening date.
11. Bid Bond Validity : Bid Bond should be valid upto 26.02.2020  
(Bid bond format has been changed. Please submit bid bond as per revised format failing which offer will be rejected)
12. Integrity Pact : Applicable

## **Special Note:**

- 1.0 The tender will be governed by “General Terms & Conditions” for e-Procurement as per Booklet NO. MM/GLOBAL/E-01/2005-July2012 for E-procurement (ICB Tenders) including Amendment and Addendum.
- 2.0 Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with Tender no. and Due date to **The GM Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam** on or before **13:00 Hrs (IST)** on the Bid Closing Date mentioned in the Tender.
  - a) **Original Bid Security.**
  - b) **Detailed Catalogue.**
  - c) **Any other document required to be submitted in original as per tender requirement.**

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in triplicate.

- 3.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.
- 4.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. The date for implementation of new system is 12th April 2017 and the requirement of the new DSC will be applicable for the tenders floated on 12th April 2017 onwards. All our current and prospective esteemed bidders are therefore requested to acquire Class III DSC [Organization] along with Encryption Certificate issued by any of the Licensed Certifying Authorities (CA) operating under Controller of Certifying Authorities (CCA) of India as per Indian IT Act 2000. Guideline for getting Digital Signature and other related information are available on the e-tender website [www.oilindia.com](http://www.oilindia.com). The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.
- 5.0 Encryption certificate is mandatorily required for submission of bid. In case bidder created response using one certificate (using encryption key) and bidder subsequently changes the digital signature certificate then the old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of his response. Once decryption is done, the bidder may use his new DSC certificate for uploading and submission of his offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of DSC certificate, Oil India Limited is not responsible.
- 6.0 The items covered by this tender shall be used by Oil India Limited in the PEL/ML areas which are issued/ renewed after 01/04/99 and hence Nil Custom Duty during import will be applicable. Indigenous bidder shall be eligible for concessional rate of GST against Essentiality Certificate wherever applicable, as per Notification No.3/2017 – Integrated/ Central Tax (Rate) dated 28th June, 2017/Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/01/2005 enclosed.

7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.

8.0 Please refer to the **"New Vendor Manual (effective 12.04.2017)"** available in the login Page of the OIL's E-tender Portal.

9.0 Bidders to take special note of the following conditions:

- a) **Bidders without having E-tender Login ID and Password should complete their online registration at least seven (7) days prior to the scheduled bid closing date and time of the tender. For online registration, Bidder may visit the OIL's E-tender site <https://etender.srm.oilindia.in/irj/portal>.**
- b) **Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.**
- c) **MSEs Units (manufacturers/Service Providers only and not their dealers/distributors) who are already registered with District Industry Centres or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of MSME are exempted from payment of Bid Security (EMD) irrespective of monetary limit mentioned in their registration, provided they are registered for the item they intend to quote/participate.**
- d) **For availing benefits under Public Procurement Policy (Purchase preference & EMD exemption), the interested MSE Bidders must ensure that they are the manufacturer/ service provider of tendered item(s) and registered with the appropriate authority for the said item(s). Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Therefore, it is in the interest of such MSE Vendors to furnish a copy of complete certificate to the concerned tender handling officer of OIL at least seven (7) days prior to the scheduled Bid Closing Date of the tender; seeking clarification/confirmation as to whether their registered item is eligible for EMD exemption or not. Late communications in this regard and request for bid closing date extension on that plea shall not be entertained by Company.**
- e) **Against Bid Security/EMD/Performance Bank Guarantee – Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.**

10.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the following two documents before uploading their bid. These documents are also uploaded as part of NIT.

10.1 Guidelines to Bidders for participating in OIL.

10.2 Instruction to bidder for submission.

11.0 Please refer **Annexure-CCC** for BEC/BRC applicable against this tender. Please ensure compliance to BEC/BRC and submit requisite documentation, failing which offer may be liable for rejection.

- 12.0 To ascertain the substantial responsiveness of the bid, OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
- 13.0 The prices of the items should be quoted as per **Annexure -P** (uploaded under the tab “Notes & Attachment”) and uploaded separately under the tab “Notes & Attachment”.
- 14.0 In view of implementation of GST w.e.f. 01.07.2017, Bidders to note of **ANNEXURE- GST** and to submit their offers complying with the same.
- 15.0 Bidders to note that Ministry of Petroleum & Natural Gas, Government of India implemented PPLC Policy to provide Purchase Preference (linked with local content) by notification no. Ref. O-27011/44/2016-ONG-II/FP dtd.25.04.2017. A new Clause on applicability of Purchase Preference (linked with local content) policy in the tender is furnished vide **Annexure- PPLC**. Bidders are requested to take note of the same and to submit their offers accordingly wherever applicable.
- 16.0 **FURNISHING FRAUDULENT INFORMATION/ DOCUMENT:** If it is found that a Bidder has furnished fraudulent document/information, the Bid Security/Performance Security shall be forfeited and the party will be debarred for a period of 3(three) years from date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, period of debarment may be enhanced. **In this regard, bidders are requested to submit an Undertaking as per ANNEXURE-K along with their offer failing which their offer shall be liable for rejection.**
- 17.0 **ONLINE VIEWING OF PRICE BY BIDDERS:** For convenience of the qualified Bidders and to improve transparency, the rates/costs quoted by bidders against OIL’s e-tenders shall be available for online viewing by such Bidders whose price bids are opened by Company. A Bidder can view item-wise rates/costs of all other such peer bidders against the tender immediately after price bid opening, if the e-tender is floated by Company with PRICE CONDITION. In case the Price-Bid is invited by Company through attachment form under “Notes & Attachment” (i.e., NO PRICE Condition), Bidders must upload their detailed Price-Bid as per the prescribed format under “Notes & Attachment”, in addition to filling up the “Total Bid Value” Tab taking into account the cost of all individual line items and other applicable charges like freight, tax, duties, levies etc. Under NO PRICE Condition (i.e., Price Bid in attachment form), the “Total Bid Value” as calculated & quoted by the Bidder shall only be shared amongst the eligible bidders and Company will not assume any responsibility whatsoever towards calculation errors/omissions therein, if any. Notwithstanding to sharing the “Total Bid Value” or the same is whether filled up by the Bidder or not, Company will evaluate the cost details to ascertain the inter-se-ranking of bidders strictly as per the uploaded attachment and Bid Evaluation Criteria only. Online view of prices as above shall be available to the Bidders only upto seven days from the date of Price-Bid opening of the e-tender.

Yours Faithfully  
Sd-  
(A.R. PADHY)  
SR.PURCHASE OFFICER (FS)  
FOR GM-MATERIALS

OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
P.O. Duliajan-786602, Assam  
E-mail: Adarsh.Padhy@oilindia.in

**Tender No. & Date : SSG1010P20/05                      02.04.2019**

Tender Fee : INR 0.00 OR USD 0.00  
Bid Security Amount : INR 2,740,600.00 OR USD 38,780.00  
(or equivalent Amount in any currency)

**Bidding Type : Two Bid**

Bid Closing On : 31.07.2019 at 11:00 hrs. (IST)  
Bid Opening On : 31.07.2019 at 14:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
<b>10</b> 85054920	<p>C H E M I C A L FOR CONDITIONING CRUDE OIL Item : LIQUID FLOW IMPROVER (Chemical for viscosity and Pour Point reduction of crude oil)</p> <p>1. PHYSICAL CHARACTERISTICS</p> <p>i. State: Homogeneous, clear and free-flowing liquid at 24°C and above, free from insoluble (liquid or solid) matter</p> <p>ii. Smell: The product should smell typically like a petroleum distillate, and should not have any other obnoxious smell</p> <p>iii. Solvent: Use of only the following solvents is permissible for manufacturing the tender sample and the bulk supply : Toluene / Xylene or mixed Xylene / Ethyl Benzene or combination thereof. The solvent should not contain organic compounds like 2-Pinene, 3-Carene, D-Limonene or Terpenolene even in trace amount. Moreover, the vendor has to use the same solvent which he had used in his approved tender sample, for manufacturing the bulk supply</p> <p>iv. Congealing Point: 14°C (or lower)</p> <p>v. Melting Point: 22°C (or lower)</p> <p>vi. Viscosity of the product at 20°C when measured at 25 inverse seconds shear rate with Brookfield DV-III cone &amp; plate Rheometer (with CPE-41 cone) : 80 cP (Maximum)</p> <p>vii. Solubility: Soluble in Toluene and HSD in all proportions at 24°C and above</p> <p>viii. Shelf life: 18 months (Minimum) from the date of bid closing (for tender samples) / from the date of dispatch (for bulk supplies against any order)</p> <p>Test procedure : Congealing &amp; Melting Point</p> <p>i. For measurement of congealing and melting point of a Liquid Flow Improver (LFI) sample, 5 gm of the LFI product would be taken in a 10 mL graduated and stoppered borosilicate glass test tube. That tube would be immersed up to 10 mL mark in a refrigerated water bath maintained at 18°C.</p>	1000000	KG

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	<p>After 10 minutes, the temperature of the water bath would be set to the next lower even number (i.e. 16°C), and thereafter would be set to decrease in steps of 2°C. There would be a gap of 10 minutes between two successive steps. The physical state (liquid / gel) of the LFI would be checked after 10 minutes from the time the water bath is set at that temperature, before reducing the bath temperature further by 2°C. The temperature, at which the LFI product gels completely, would be noted as Congealing Point of the product.</p> <p>ii. After the congealing point of the product is reached, the temp of the water bath would be set to increase by 2°C in successive steps at 10-minute intervals, and the physical state of the LFI is checked before every stepping-up of temperature. The temperature, at which the LFI product is found to have completely melted, would be noted as Melting Point of the product.</p> <p>iii. Congealing and Melting point temperatures would be recorded and reported in even numbers, because of the temperature ramping protocol described above.</p> <p>2. PRODUCT PERFORMANCE TEST IN THE LABORATORY</p> <p>2.a. Test Procedure</p> <p>2.a.1. Test on crude treated at 50°C The typical test crude will have water content up to one percent and Pour Point normally in the range of 27°C to 36°C. 500 mL of such test crude would be heated at 50°C in a water bath for 30 minutes, and then treated with the Liquid Flow Improver product at a dosage of 400 ppm (weight / volume). The treated crude would again be heated at 50°C for 30 minutes, to complete the crude treatment process.</p> <p>The following two parameters of the treated crude shall be evaluated within 48 hrs:</p> <p>i. Viscosity : Apparent viscosity (cP) would be measured at a shear rate of 25 inverse seconds by Brookfield DV-III cone &amp; plate Rheometer (with CPE-41 cone) through a pre-defined software programme at temperatures starting from 30°C down to 15°C (or limited by the viscosity measurement range of the instrument) at 3-degree intervals.</p> <p>ii. Pour Point : Pour Point (°C) would be measured as per ASTM D-5853.</p> <p>2.a.2. Test on crude treated at its Pour Point</p> <p>The raw test crude would be heated to 50°C in a water bath, then cooled down to its Pour Point temperature (which would normally be in 27°C to 36°C range) with constant stirring with a mechanical stirrer. 400 ppm (weight / volume) of the Liquid Flow Improver product would be added to the crude at that temperature while stirring the crude constantly, and the stirring would continue for another 5 minutes. The Pour Point of that treated crude would be measured (without any pre-heating) immediately thereafter.</p>		

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>2.b. Performance Requirement</p> <p>2.b.1. Crude treated at 50°C</p> <p>i. Viscosity : Apparent Viscosity (AV) of the test crude treated [as per para 2.a.1 above] with any LFI tender sample (or any developmental / consignment sample) at 400 ppm should compare positively (under identical test conditions) with AV of the same test crude treated at 400 ppm with a previous tender sample of a "proven" LFI product which is found to be performing the best (in terms of reduction in AV) on the same test crude and is therefore taken as the reference sample. Any LFI product that has been supplied to OIL successfully in the past against a trial order followed by a developmental order, and has been reported to be acceptable before the closing date of the current tender, is considered "proven". However, even if the test crude treated with any LFI tender sample that has been submitted against this enquiry (or any developmental / consignment sample) shows a deviation (higher value) up to ten percent in AV compared to the AV of the reference LFI treated crude, that tender sample (or developmental / consignment sample) would be considered to have passed this performance evaluation criterion. The comparison of AV would be done at the viscosity measuring temperature of 15°C. However, in case AV measurement of the crude sample treated with reference LFI sample at 15°C is not possible because the AV increases beyond the viscosity measurement range of the Rheometer at 15°C and 25 inverse seconds shear rate, then the comparison would be done at the lowest temperature (18°C or above at 3°C intervals) at which AV of the reference LFI-treated crude sample could be measured.</p> <p>ii. Pour Point : The Pour Point of the test crude treated with any LFI tender sample (or any developmental / consignment sample) at 400 ppm should be equal to or less than the Pour Point of the same test crude treated with the best-performing OIL-approved LFI product (taken as a reference sample) at 400 ppm.</p> <p>2.b.2. Crude treated at its Pour Point</p> <p>The Pour Point of the test crude treated at its Pour Point temperature [following the procedure as described in para 2.a.2 above] with 400 ppm of a LFI tender sample (or any developmental / consignment sample) should be equal to or less than the Pour Point of the same test crude treated with the reference LFI sample [as described in para 2.b.1(i) above] at 400 ppm, under identical test conditions.</p> <p>3. ACCEPTANCE CRITERIA</p> <p>A tender sample (or any developmental / consignment sample) has to fully conform to the physical characteristics outlined in para [1] above and the performance requirement outlined in para [2.b.] above, to be acceptable.</p> <p>4. PACKING OF THE BULK SUPPLIES : The material should be packed in new (un-used), sealed and leak-proof steel drums. The drums should conform to Bureau of Indian Standards (BIS) "IS 1783 (Part-1) : 2014, Grade A" specification (or equivalent specification from any foreign standardizing</p>		

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>agency), and every drum should bear the specified BIS Certification Mark or equivalent mark of a foreign standardizing agency. Each drum should have a tare weight of 22 Kg (+/- 0.5 Kg), and should contain 180 Kg of the material.</p> <p>Marking on the drums to be put in by the vendor: Name of the product, Manufacturer's name and address, Order number and date, OIL's material code (85054920), Lot number, Batch number, Drum number, Net weight and Gross weight, and Date of Manufacture should be stenciled with indelible paint in bold letters and contrasting color on every drum on the top and also on the side.</p> <p>5. PRODUCT INFORMATION REQUIRED TO BE SUBMITTED (UPLOADED IN CASE OF e-TENDER) BY THE BIDDER AS PART OF HIS TECHNICAL BID</p> <p>a) Product Data Sheet (PDS) printed on the bidder's official letterhead and duly signed by an authorized signatory, containing the following information:</p> <ol style="list-style-type: none"> <li>i. Product Name</li> <li>ii. Colour</li> <li>iii. Smell</li> <li>iv. Generic Composition</li> <li>v. The Solvent used and its Boiling Point / Range (°C)</li> <li>vi. Specific Gravity at 25°C</li> <li>vii. Apparent Viscosity (centi-Poise) at 20°C</li> <li>viii. Flash Point (PMCC, °C)</li> <li>ix. Melting Point (°C)</li> <li>x. Congealing Point (°C)</li> <li>xi. Date of Manufacture</li> <li>xii. Shelf Life (Months)</li> </ol> <p>b) Material Safety Data Sheet (MSDS) printed on the bidder's official letterhead and duly signed by an authorized signatory, containing all relevant information under the following sections:</p> <ol style="list-style-type: none"> <li>i. Chemical Product and Company Identification</li> <li>ii. Composition / Information on Ingredients</li> <li>iii. Hazards Identification</li> <li>iv. First Aid Measures</li> <li>v. Fire Fighting measures</li> <li>vi. Accidental Release Measures</li> <li>vii. Handling and Storage</li> <li>viii. Exposure Controls / Personal Protection</li> <li>ix. Physical and Chemical Properties</li> <li>x. Stability and Reactivity data</li> <li>xi. Toxicological information</li> <li>xii. Ecological Information</li> <li>xiii. Disposal Considerations</li> <li>xiv. Transport Information</li> <li>xv. Other Regulatory Information</li> <li>xvi. Other Information</li> </ol>		



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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>6. CERTIFICATION FROM THE BIDDER: The bidder must submit (upload in case of e-tender) a certificate as part of his technical bid, confirming that in case the bidder gets an order</p> <p>i. The bidder would supply the material having the same quality in terms of performance and composition (including the chemistry and percentage of the active matter and the solvent) as that of the tender sample</p> <p>ii. The bidder would supply the material duly packed and marked as specified under para [4] of the technical specification</p> <p>iii. The supplied product would have a shelf life of 18 months minimum from the date of dispatch.</p> <p>iv. Any crude oil doped with the supplied LFI product (up to 1000 ppm) would be fully compatible with the crude oil refining process.</p>		

- Standard Notes:**
- 1) The tender is invited under SINGLE STAGE TWO BID SYSTEM. The bidder should ensure that "TECHNO-COMMERCIAL UNPRICED BID should contain details as mentioned in the technical specifications as well as BEC/ BRC and upload the same in the Technical RFX Response-> User -> Technical Bid. Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFX Response-> User -> Technical Bid only. The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. The prices bid of the items should be uploaded as an attachment under Notes & Attachments tab. **The prices bid of the items should be uploaded as an attachment under Notes & Attachments tab as per ANNEXURE-P. No price should be given in above Technical Rfx otherwise the offer will be rejected.**
  - 2) All the Bids must be Digitally Signed using "Class 3" digital certificate (e-commerce application) only as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than "Class 3" digital certificate, will be liable for rejection.
  - 3) **Bid should be valid for minimum 120 days from bid closing date, failing which offer shall be rejected.** Therefore, please ignore the minimum validity mentioned in the General Terms and Condition of Global Tender ( MM/GLOBAL/E-01/2005-July 2012).
  - 4) The original bid security (Amount is mentioned above and also in Rfx Parameters of the tender in OIL's e-portal) should reach us before bid closing date and time of the technical bid. Bid without original Bid Security will be rejected. The bidders who are exempted from submitting the Bid Bond should attach documentary evidence in the Technical RFX Response-> User -> Technical Bid as per clause 9.8 of Section A General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005- July 2012). **The bid security shall be valid up to 26.02.2020.**
  - 5) Performance Security @10% of order value is applicable against this tender. Please refer clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005-July2012).
  - 6) Bidders have to indicate the minimum FOB/FCA charges in case of partial order for reduced quantity/items. In case this is not indicated specifically, the charges quoted would be prorated calculated and the same will be binding on the bidder.
  - 7) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the

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bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

8) PRICE BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TECHNO-COMMERCIALY ACCEPTABLE. THE TECHNO-COMMERCIALY ACCEPTABLE BIDDERS WILL BE INFORMED BEFORE THE OPENING OF THE "PRICE BID".

9) Bidder's response to all NIT stipulations shall clearly be defined. Bidder shall furnish specific details/specifications of all major components, systems with Make & Model, etc. Generalised response like - 'As per NIT Specifications/Technical Leaflet', 'Noted', 'Accepted' or in any similar fashion is not acceptable.

10) Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for promotion and development of Micro and Small Enterprises. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises(MSE) in the tender is furnished vide Amendment to General Terms and Conditions for Global Tender (MM/GLOBAL/E-01/2005-JULY2012). Bidders are requested to take note of the same and to submit their offers accordingly.

11) In addition to BRC criteria vide section -D of General Terms & Conditions for Global tenders (MM/GLOBAL/E-01/2005-JULY 2012), the BEC/BRC vide Annexure-CCC will be applicable against the tender failing which offer will be rejected.

12) The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII of the tender document. This Integrity Pact proforma has been duly signed by OIL's competent signatory. The proforma has to be uploaded by the bidder (along with the technical bid) duly signed by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. The name of the OIL's Independent External Monitors at present are as under :

i) Shri Rajiv Mathur, IPS (Retd.)  
Former Director (IB) Govt. of India  
e-Mail Id: rajivmathur23@gmail.com

ii) Shri Satyananda Mishra, IAS(Retd.)  
Former Chief Information Commissioner &  
Ex-Secretary, DOPT, Govt. of India  
e-Mail Id: satyanandamishra@hotmail.com

iii) SHRI JAGMOHAN GARG,  
Ex-Vigilance Commissioner, CVC  
e-Mail id: jagmohan.garg@gmail.com

13) The following points are deemed as "non-negotiable" and offer shall be rejected straightaway without seeking clarification in case of the following:

- i. Validity of bid shorter than validity indicated in the tender.
- ii. Original Bid Security not received within the stipulated date and time mentioned in the tender.
- iii. Bid security with (a) Validity shorter than the validity indicated in tender and/or (b) Bid security amount lesser than the amount indicated in the tender.
- iv. In case the party refuses to sign the Integrity Pact.

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**14) CONFIRMATION OF BID SECURITY / PERFORMANCE SECURITY:**

The following clause is applicable for bid security / performance security submitted in the form of bid bond/LC. Bidders are requested to strictly comply to this clause:

The bank guarantee issued by the bank must be routed through SFMS platform as per following details:

- a.(i)"MT 760 / MT 760 COV for issuance of bank guarantee
- (ii) "MT 767 / MT 767 COV for amendment of bank guarantee

The above message / intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code - UTIB0001129.  
Branch Address - AXIS Bank Ltd, Duliajan Branch, Daily Bazar, Jyotinagar Duliajan, District - Dibrugarh, Pin - 786602."

**15) FURNISHING FRAUDULENT INFORMATION/ DOCUMENT:** If it is found that a Bidder has furnished fraudulent document/information, the Bid Security/Performance Security shall be forfeited and the party will be debarred for a period of 3(three) years from date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, period of debarment may be enhanced. **In this regard, bidders are requested to submit an Undertaking as per ANNEXURE-K along with their offer failing which their offer shall be liable for rejection.**

16) Revision, clarification, addendum, corrigendum, time extension etc to the tender will be hosted on OIL website only. No separate notification shall be issued. Bidders are requested to visit OIL website regularly to keep them updated.

- Special Notes :**
1. **Delivery requirement:** In 10 equal lots @100 MT per month (556 Drum) tentatively from September, 2019 onwards. However, delivery schedule shall be reviewed before placement of PO.
  2. **Tender Sample requirement:** The bidders have to submit 3 kg (500 gm x 6) sample of the product offered in six air-tight properly sealed bottles made of either glass or metal (plastic bottles not acceptable) free of cost for laboratory evaluation. Tender sample received in less than the specified quantity will not be accepted. Bottles received in un-sealed or leaking condition will not be accepted.
  3. **Eligibility for bulk supply:** The regular purchase order for bulk procurement against the tender shall be placed on OIL's "proven bidder" for "proven products" only.

In case the quoted product and the bidder both are not proven in OIL, Company may consider taking up the quoted product separately through developmental route as outlined below, if the submitted tender sample meets all parameters in laboratory tests, even when the bid is not compliant to other BEC/BRC Clauses adopted in the tender.

A Trial Tender as per Company Policy shall be floated subsequently to such bidder(s), whose tender sample is/are found acceptable in laboratory testing but could not be considered for placement of purchase order against the tender. The quantity against the Trial Tender shall be about 20MT. The materials, on physical receipt at the OIL's pre-designated storage location, shall be subjected to Quality Assessment (QA) test in laboratory as per Para 3 of the technical specifications. Payment against trial order shall be made once the material passes the QA test in the laboratory. In case the material supplied against the trial order is found acceptable, another **DEVELOPMENTAL ORDER** for about 50MT of the same product would follow. The materials

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supplied against the developmental order would be deemed acceptable once it pass the QA test in OIL's Laboratory at Duliajan. The Product and the Supplier shall be declared "proven" for that particular brand name and shall be eligible for regular (bulk) procurement against subsequent tenders of OIL, only after successful execution of the trial order and the developmental order as aforesaid.

4. **Quality Assessment (QA) of the bulk supplies:** Once a consignment supplied against any order (trial / developmental / regular) is received at the pre-designated storage location of OIL, one or more samples would be drawn by OIL personnel from every batch of that consignment, and those samples shall be tested in OIL's laboratory for QA. In case any batch sample fails to fulfil the acceptance criteria outlined in Para [3] of the technical specification, the whole batch would be rejected and the vendor would be asked to replace the material received under that batch number, within 30 days. The replacement supply should bear a new batch number. In case inconsistency in fulfilling the acceptance criteria is noticed amongst samples collected from different drums marked with the same batch number (viz. some samples found acceptable, few others not acceptable), it would be inferred that the vendor has packed the produce from a particular batch randomly into the drums marked with different batch numbers. In such cases, the whole lot (i.e. the monthly/bi-monthly/quarterly supply quota as mentioned in the order, which may contain multiple batches) shall be rejected and the vendor would be asked to replace the whole lot within 30 days.

5. **Packing:** If the material supplied against any order is not delivered duly packed and marked as specified under para [4] of the technical specification, such material would be rejected. In such cases, the vendor would be asked to replace the material within 30 days.