

Tender No. : DID9650L11/NP
Tender Date : 05.10.2010
Bid Closing On : 18.11.2010 at 13:00 hrs.(IST)
Bid Opening On : 18.11.2010 at 13:00 hrs.(IST)

Tender issued to following parties only:

Slno	V_Code	Vendor Name	City/Country
1	201828	HEWLETT-PACKARD INDIA SALES PVT LTD	KOLKATA
2	203054	TVS ELECTRONICS LTD	BANGALORE-560 052
3	203894	EPSON INDIA (P) LTD	KOLKATA-700 017
4	203905	LIPI DATA SYSTEMS LTD	KOLKATA
5	205171	WEP PERIPHERALS LTD	KARNATAK

OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. Duliajan-786602, Assam

E-mail:material@oilindia.in, Fax No.91-374-2800533

Tender No. & Date : DID9650L11/NP 05.10.2010

Bid Security Amount : INR 0.00 OR USD 0.00
(or equivalent Amount in any currency)

Bidding Type : Single Bid (Composite Bid)

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Performance Guarantee : Not Applicable

OIL INDIA LIMITED invites Limited tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
<u>10</u> 0C000446	<p>Specification for Bar Code Printer</p> <ol style="list-style-type: none"> 1. Make: Make should mentioned by Vendor 2. Model : Model should mentioned by Vendor 3. Printing method : Thermal Transfer 4. Resolution : 203 dpi minimum 5. Print speed : Up to 4 inches/ sec minimum 6. Print width : 4.09 inches minimum 7. Memory : <ul style="list-style-type: none"> * Flash memory - 2MB minimum * SRAM/DRAM - 2MB minimum 8. Interface : Standard RS-232 and USB 9. Operation switch : One power switch, Feed button and Pause button 10. Drivers : Should support Microsoft Windows XP, Vista , Windows 7 11. Power suply : 230V 12. Accessories : <ul style="list-style-type: none"> * Label design software in CD/ DVD media * Necessary all cables for connectivity * Ribbon * Printing Paper # 5 Roll with each printer * User Manual 	7	NO
<u>20</u> 0C000503	<p>Specification for Bar Code Scanner</p> <ol style="list-style-type: none"> 1. Make : Make should mentioned by Vendor 2. Model : Model should mentioned 3. Scanner Type : Bi-directional 4. Light Source (Laser): 600nm visible laser diode minimum 5. Scan Rate : 200 scans per second minimum 6. Nominal Working Distance: From contact to 10 inches minimum 7. Interfaces Supported: USB 8. Drivers : Should support Microsoft Windows XP, Vista , Windows 7 9. User Manual, all connecting cables and all necessary software for using the scanner are to be supplied. 	43	NO

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05.10.2010

Item No./ Mat. Code	Material Description	Quantity	UOM
	AMC		
30	Annual Maintenance Charges for Printer	1	AU
40	Annual Maintenance Charges for Scanner	1	AU

Standard Notes: A. Delivery, Installation & Commissioning Terms

Delivery, installation and commissioning of all the items of the tender should be completed within 30 days of confirmed order.

B. Warranty Service Terms

1. Comprehensive on-site warranty for a period of 1 year from the date of commissioning.
2. Preventive & corrective maintenance of all hardware supplied including replacement of defective parts during warranty period, at no extra cost.
3. The defective parts under warranty should be first repaired/ replaced and thereafter the defective item can be taken out of OIL's premises. Failure to repair or replace a defective part(s) under warranty within the stipulated period, will attract penalty, as mentioned in penalty clause.

C. Annual Maintenance Contract (AMC) Terms

1. Comprehensive on-site maintenance including replacement of spares for a period of 4 years after expiry of Warranty.
2. Preventive & corrective maintenance of all hardware supplied, including replacement of defective parts, during AMC period, at no extra cost.
3. The defective parts under AMC should be first repaired / replaced and thereafter the defective items can be taken out of OIL's premises. Failure to repair or replace a defective part(s) under warranty within the stipulated period, will attract penalty, as mentioned in penalty clause.
4. All visits (including transport to and from Duliajan and accommodation at Duliajan) by bidder's personnel for AMC related work shall have to be borne by the successful bidder.
5. The charges for Annual Maintenance Contract (AMC) should be quoted on yearly basis and will be considered for commercial evaluation. However, if it is found that the AMC charges are quoted unrealistically / unreasonably low in comparison to the equipment cost, vendor will be required to furnish detailed support plan and methodology to maintain the system as per this tender requirement. In case, it is found unacceptable then OIL will inevitably be compelled to exercise alternative options by readjusting the AMC charges from the total Cost, at its own discretion.
6. Payment against AMC will be made on annual basis, after successful completion of each year.

D. Penalty Terms

1. In case bidder fails to repair or replace a defective part(s) under warranty / AMC mentioned in

warranty / AMC services clause, within 7 days, from the time of reporting the breakdown, the period of warranty / AMC shall be extended by that number(s) of days, at no extra cost.

E. Payment Terms

1. 70% hardware cost after complete delivery
2. 30% after installation and commissioning

F. Bidding Format

i. TECHNICAL:

 NIT Specifications Offered Specifications

ii. COMMERCIAL:

Item No.	Description	Unit	Quantity	Amount
1.	Cost of Bar ocde Printer	No.		
2.	Cost of Bar Code Scanner			No.
3.	Annual Maintenance Charges (AMC)	Year	4	
	First Year			
	Second Year			
	Third Year			
	Fourth Year			

G. Other Terms and Conditions

1. The Bidder should quote for brand new Scanner and Printer. The Bidder should provide an undertaking of authenticity of Hardware (in original), from OEM, as per **Annexure-B**, stating that no refurbished/ duplicate/ second hand components/ parts/ assembly, shall be used.
2. The bidder will get an undertaking from the OEM that the essential spares of the quoted model will be available in the market for a minimum period of 5 years from the date of commissioning.
3. The bidder must state the address of their nearest service centre along with the offer.
4. Printed Technical Brochure/Product Catalogue for the make/ model offered must be attached with the Bid. Bids not accompanied by technical brochures/catalogues shall be liable for rejection.

Annexure-A

Sample authorisation letter from OEM
 (To be typed on the letterhead of the Issuing Company)

Ref. No _____

Date _____

The Head (Materials)
Oil India Limited,
Duliajan-786 602

Sir,

Sub: Authorisation Certificate

Ref: Your tender enquiry No. _____ Dated _____.

We hereby authorize M/s _____ to quote and provide onsite warranty/AMC support, including replacement of spares, for the above tender, on our behalf.

This certificate is valid up to the warranty/AMC period.

Yours faithfully,

For (type name of the firm here)

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

Annexure-B

Sample undertaking of authenticity letter from OEM
(To be typed on the letterhead of the Issuing Company)

Ref. No _____

Date _____

The Head (Materials)
Oil India Limited,
Duliajan-786 602

Sir,

Sub: Undertaking of authenticity of Hardware supply

Ref: Your tender enquiry No. _____ Dated _____.

With reference to the Scanner and Printer being quoted to you vide our quotation No. cited above, we hereby undertake that all the components/ parts/ assembly used in the Scanner

and Printer under the above, shall be original, new components/ parts/ assembly only, from respective OEM of the product and that no refurbished/ duplicate/ second hand components/ parts/ assembly, are being used or shall be used.

Should you require, we hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery/installation. It will be our responsibility to produce such letters from our OEM supplier's at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with above at the time of delivery or during installation, for the Hardware billed, we agree to take back the Scanner and Printer without demur, if already supplied and return the money, if any, paid to us by you in this regard.

We also take full responsibility of both Parts & Service SLA as per the content, even if there is any defect by our authorized Service Centre/ Reseller, etc.

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory
Name :
Designation :
Phone No.
Place :
Date :
(Affix Seal of the Organization here)

A. Bid Evaluation Criteria

1. Prior to the detailed evaluation, Company will determine the substantial responsiveness of each bid to the requirement of the Bidding Documents. For purpose of these paragraphs, a substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Document without material deviations or reservation.
2. The bids conforming to the technical specifications, terms and conditions stipulated in the documents and considered to be responsive after subjecting to the Bid rejection criteria will be considered for further evaluation as per the Bid evaluation criteria given below.
3. For evaluation of bids, the cost of the all the items along with installation & commissioning charges and 4 years post warranty AMC charges will be considered together.

B. BID REJECTION CRITERIA (BRC)

1. The bid shall conform generally to the specifications and terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.
2. To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the Bidder for clarification in respect of clauses covered under BRC/BEC also and such clarification fulfilling the BEC/BRC clauses in toto must be received on or before the deadline given by the Company, failing which the offer will be summarily rejected.
3. The Company may waive minor informality or nonconformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver, does not prejudice or affect the relative ranking of any Bidder.

4. In case, any of the clauses in the BRC contradict with other clauses of Bid document elsewhere, then the clauses in the BRC shall prevail.
5. If the technical specifications of the offer are not as per OIL's requirement stipulated in the bid document, the offer will be rejected.
6. The bidder has to quote for all the items of the tender, otherwise the offer shall be rejected.
7. Bidder not complying with Delivery, installation, commissioning, warranty, penalty, payment and AMC clauses shall be rejected.
8. Bids from parties other than OEMs, OEM's Joint Ventures, OEM's subsidiaries or OEM's authorized dealers will be rejected.
9. Bidders not conforming to eligibility criteria and / or not providing documentary evidence this document shall be rejected.
10. The Bidder has to be OEM/Joint Venture of OEM/Subsidiary of OEM/Authorized Dealer of OEM, Joint Venture companies, subsidiaries and authorized dealers must submit documentary evidence to this effect and authorisation letter (in Original) from OEM to quote for the Enquiry, as per OIL format attached herewith.
11. In case of dealer, authorisation certificate (in original) from OEM, as per **Annexure-A**, should be attached, stating that the OEM will provide support directly or through the particular dealer during the warranty / AMC period, including replacement.

Special Notes : (1) VALIDITY : Your offer must be valid for 75 days from the date of bid opening. Offer with inadequate validity will be rejected.

(2) The offer should be submitted in triplicate.

(3) If you do not quote directly, please authorize your dealer to quote with prior intimation to us.

(4) Bidder other than OEM must forward their valid dealership certificate along with their offer; otherwise their offer shall be rejected.

(5) In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the Company. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date, shall not be permitted to revise their quotation.

(6) Bidder has to confirm that the installation and commissioning job will be done by them, failing which offer is liable for rejection. Bid will be evaluated considering the installation and commissioning charges.

(7) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of a sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).

(8) In the event you authorize your dealer/stockist/channel partner to quote on your behalf, the dealer/stockist/channel partner while submitting bid should mention on the

body of the envelope that they are submitting bid on your behalf. In the event the dealer/stockist/channel partner do not mention the name of their OEM/principal on the body of the envelope, the offer may be treated as unsolicited offer and will not be considered for opening. The dealer/stockist/channel partner should take note of above while submitting bid on behalf of their OEM/principal.

(9) For order with F.O.R. Destination term, 100% payment against despatch documents will not be entertained. In this regards please refer payment terms in ANNEXURE-MM/TENDER/LP/01/06.

(10) To evaluate the inter-se ranking of the offers, Assam Entry Tax on purchase value will be loaded as per prevailing Government of Assam Guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their bids.