



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

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FORWARDING LETTER

Tender No. : SSI1525L20 dated 27.05.2019.
Tender Fee : NIL
Bid Security : Not Applicable
Bidding Type : LIMITED TENDER COMPOSITE BID
Bid Closing on : 25.07.2019 (11.00 HRS IST)
Bid Opening on : 25.07.2019 (14.00 HRS IST)
Performance Security : Applicable
Integrity Pact : Not Applicable.

The complete bid documents and details for purchasing bid documents, participation in e-tenders are available on OIL's e-procurement portal <https://etender.srm.oilindia.in/irj/portal> as well as OIL's website <https://www.oil-india.com>

NOTE: All addenda, Corrigenda, time extension etc. to the tenders will be hosted on above website and e-portal only. Bidders should regularly visit above website and e-portal to keep themselves updated.

OIL invites Bids for **PROCUREMENT OF CABLES (QTY- 16000 M) EXCLUSIVELY FROM MSE BIDDERS ONLY** through its e-Procurement site under **LIMITED TENDER COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area - > Tender Documents

The general details of tender can be viewed by opening the RFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under **Technical RFx**.

The tender will be governed by:

- a) For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP MM Deptt at following: Tel Nos = 0374-2807178/ 7171/ 7192/ 4903 , Email id = erp_mm@oilindia.in, esupport@oilindia.in.

b) **OIL's office timings are as below:**

	Time (in IST)
Monday – Friday	07.00 AM to 11.00 AM; 12.30 PM to 03.30 PM
Saturday	07.00 AM to 11.00 AM
Sunday and Holidays	Closed

Vendors should contact OIL officials at above timings only.

c) **OIL Bank Details :**

	Bank Details of Beneficiary	
a	Bank Name	STATE BANK OF INDIA
b	Branch Name	Duliajan
c	Branch Address	Duliajan, Dist-Dibrugarh
d	Banker Account No.	10494832599
e	Type of Account	Current Account
f	IFSC Code	SBIN0002053
g	MICR Code	786002302
h	SWIFT Code	SBININBB479
i	Contact No.	9435554859
j	Contact Person Name	Mr.K.L.K.Banik, AGM
k	Fax No.	0374-2802729
l	Email Id	sbi.02053@sbi.co.in

- d) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders.
- e) Technical specifications and Quantity as per **Annexure – I**.
- f) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- g) All corrigenda, addenda, amendments, time extension, clarifications etc. To the tender will be hoisted on OIL's website (www.oil-india.com) and in the e-portal (<https://etenders.srm.oilindia.in/irj/portal>) only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website and e-portal to keep themselves updated.
- h) 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 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).

- i) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **Technical Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”.

Special Note:

1.0 Being Limited tender the tender documents have already been issued to you. You are requested to quote for the etender using the USER ID and PASSWORD already available with you. No physical tender documents will be provided. Details of NIT can be viewed using “Guest Login” provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL’s web site www.oil-india.com.

2.0

- a) Bidders who do not have 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) **MSE Units** (Manufacturers/Service Providers only and not their dealers/distributors) who are already registered with District Industry Centers 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 eligible for benefits as per Public Procurement Policy for Micro and Small Enterprise (MSEs). **Bidders should include a valid copy of relevant MSE certificate issued by appropriate authority specifying the item as per tender, alongwith their offers.**
- d) For availing benefits under Public Procurement Policy (**Purchase preference**), the interested MSE Bidders must ensure that they are the **manufacturers of the tendered item(s) and registered with the appropriate authority for the said item(s).**

3.0 The tender is invited under SINGLE STAGE-COMPOSITE BID SYSTEM. The bidders are required to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic format in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. Any offer not complying with the above shall be rejected straightway

4.0 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> Technical Attachment only. **For details please refer “NEW INSTRUCTIONS”.**

4.1 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 **GM Materials, Materials Department, Oil India Limited, Duliajan - 786602, Assam** on or before the Bid Closing Date and Time mentioned in the Tender.

a) **Detailed Catalogue (if any)**

b) **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.

5.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.

6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.

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 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification.

9.0 Please do refer the User Manual provided on the portal on the procedure "How to create Response" for submitting offer.

10.0 Bidders are requested to refer to the enclosed **Annexure – BBB** for the Taxes and Duties clauses under GST regime.

11.0 While submitting the offers bidders are requested to refer to the enclosed **Annexure – BB (Price Bid Format and Evaluation Criteria)**.

12.0 **The applicable GST on the Liquidated Damage if any, shall have to be borne by the seller. Accordingly, the Liquidated Damage shall be recovered from the seller along with applicable GST.**

13.0 **Delivery/collection Instructions in cases where transportation is in OIL's scope:**

(i) The suppliers shall be required to deliver the Sundry consignments of weight less than 3 (Three) Tons at the godown/office/collection point of OIL's authorized transporter in various cities.

(ii) Consignments weighing more than 3(Three) Tons shall be collected from the supplier's premises/loading points by OIL's authorized transporter.

(iii) The names of OIL's current authorized transporters are:

a) M/s Western Carriers (India) Ltd.

b) M/s DARCL Logistics Limited.

Bidder's are requested to note the above delivery/collection instructions while submitting their offers.

- 14.0 Bidders should fill-up and submit alongwith their bid an **UNDERTAKING** towards **authenticity of information/documents** furnished by them, as per enclosed **ANNEXURE-K**.
- 15.0 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 thee-tender.
- 16.0 **DISCLAIMER:** Rates/Costs shown above are as calculated/ quoted by the respective Bidder. Company does not assume any responsibility and shall not be liable for any calculation error or omissions. However, for placement of order/award of contract, Company shall evaluate the cost details to determine the inter-seranking of Bidders strictly as per their Price-Bids and Bid Evaluation Criteria of the Tender. OIL INDIA LTD accepts no liability of any nature resulting from mismatch of "Total Bid Value" & price submitted under "Notes & Attachment" by any bidder and no claim whatsoever shall be entertained thereof.

Please do refer "**NEW INSTRUCTION TO BIDDER FOR SUBMISSION**" for the above two points and also please refer "**New Vendor Manual (effective 12.04.2017)**" available in the login Page of the OIL's E-tender Portal.



Oil India Limited e-Procurement

User ID *

Password *

Logon Problems? [Get Support](#)

[Supplier Enlistment for E-Tender](#)

[Important Note for New Portal Users](#)

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[General Guidelines to bidders](#)

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NOTE:

Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.

Yours Faithfully

-Sd-

(A.J. SARMAH)

**Sr. MANAGER MATERIALS (IP)
FOR GM-MATERIALS**

ANNEXURE-I**Tender No. : SSI1525L20/L4****Tender Date : 27.05.2019**

Item No./ Mat. Code	Material Description	Quantity	UOM
<p>10 81022222</p>	<p>CABLES, CONDUCTORS, WIRES & ACCESSORIES Cable, 3C x 6 mm², 1100V, PVCA Alu. Size: 3Cx6 mm² Voltage Grade: 1100V Colour: Black Conductor Material: Stranded compact circular/shaped Aluminium Shape: Complete round on outer side Insulation: PVC Filler & Inner Sheath: Unvulcanized rubber/ Thermoplastic materials/ Proofed tape (for inner sheath only). Outer Sheath: PVC Armour: Galvanised Steel Tape/Wire Min Length: 500Mtr Applicable Standard: IS-1554 (part-1)-1988 (with latest amendments if any) Marking: a) Manufacture's name, voltage grade, length (in metres), size of cable, year of manufacture and the letters 'ELECTRIC' shall be printed, indented or embossed on the sheath of the cable throughout the length. The distance between any two consecutive printings, indentations or embossings shall be not more than 1 m. b) Cable drum shall be marked with manufacture's name, voltage grade, size of cable, cable code, year of manufacturing, length of cable, Number of lengths on the drum (if more than one); gross weight, ISI mark & OIL's purchase order number with suitable paint in permanent manner. Make: Any brand with valid BIS manufacturing license & type test certificates. Submittals: With offer- Valid BIS certificate, type test certificate from NABL accredited test laboratory. With the supply: Routine test certificate, warranty certificate.</p>	10000	M
<p>20 81022654</p>	<p>Cable, 1C x 25 mm², 1100V, PVC Alu.(Earthing) Size: 1Cx25 mm² Voltage Grade: 1100V Colour: Black Conductor Material: Stranded compact circular Aluminium Shape: Complete round on outer side Insulation: PVC Sheath: PVC Min Length: 500Mtr Applicable Standard: IS-1554 (part-1)-1988 (with latest amendments if any) Marking: a) Manufacture's name, voltage grade, length (in metres), size of cable, year of manufacture and the letters 'Earthing' and 'ELECTRIC' shall be printed, indented or embossed on the sheath of the cable throughout the length. The distance between any two consecutive printings, indentations or embossings shall be not more than 1 m. b) Cable drum shall be marked with manufacture's name, voltage grade, size of cable, cable code, year of manufacturing, length of cable, Number of lengths on the drum (if more than one); gross weight, ISI mark & OIL's purchase order number with suitable paint in permanent manner. Make: Any brand with valid BIS manufacturing license & type test certificates. Submittals: With offer- Valid BIS certificate, type test certificate from NABL accredited test laboratory.</p>	4000	M

ANNEXURE-I**Tender No. : SSI1525L20/L4****Tender Date : 27.05.2019**

Item No./ Mat. Code	Material Description	Quantity	UOM
	<u>With the supply:</u> Routine test certificate, warranty certificate.		
30 81023817	<p>Cable, 4C x 16 mm², 1100V, PVCA Alu. Size: 4Cx16 mm² Voltage Grade: 1100V Colour: Black Conductor Material: Stranded compact circular/shaped Aluminium Shape: Complete round on outer side Insulation: PVC Filler & Inner Sheath: Unvulcanized rubber/ Thermoplastic materials/ Proofed tape (for inner sheath only). Outer Sheath: PVC Armour: Galvanised Steel Tape/Wire Min Length: 500Mtr Applicable Standard: IS-1554 (part-1)-1988 (with latest amendments if any) Marking: a) Manufacture's name, voltage grade, length (in metres), size of cable, year of manufacture and the letters 'ELECTRIC' shall be printed, indented or embossed on the sheath of the cable throughout the length. The distance between any two consecutive printings, indentations or embossings shall be not more than 1 m. b) Cable drum shall be marked with manufacture's name, voltage grade, size of cable, cable code, year of manufacturing, length of cable, Number of lengths on the drum (if more than one); gross weight, ISI mark & OIL's purchase order number with suitable paint in permanent manner. <u>Make:</u> Any brand with valid BIS manufacturing license & type test certificates. <u>Submittals:</u> <u>With offer-</u> Valid BIS certificate, type test certificate from NABL accredited test laboratory. <u>With the supply:</u> Routine test certificate, warranty certificate.</p>	2000	M

Standard Notes: 1)Validity of the bid must be minimum 75 days from the Bid Closing Date. Offer with inadequate validity will be rejected.

2)Performance Security:

The successful bidder shall submit Performance Security as given below:

The successful bidder shall submit Performance Security @ 10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order and forfeit the Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above.

The Performance Security shall be in the following form :

A Bank Guarantee in the prescribed OIL's format valid for 90 days beyond delivery period and applicable warranty/guarantee period (if any).

The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.

ANNEXURE-I

Tender No. : SSI1525L20/L4

Tender Date : 27.05.2019

However, PBG will be applicable only if value of Purchase Order exceeds Rs 5(five) lakhs.

3)The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

4)Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.

5)All the Bids must be Digitally Signed using "Class 3" digital certificate with Organisation's name (e-commerce application) 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 with Organisation's Name" digital certificate, will be rejected.

6)Price should be maintained in the "online price schedule" only. The price submitted other than the "online price schedule" shall not be considered.

7)To evaluate the inter-se-ranking of the offers, all Taxes / Levies will be considered as per prevailing Govt. guidelines as applicable on the bid opening date. Bidders may check this with the appropriate authority before submitting their offer.

8)The bids will be evaluated strictly as per NIT specifications, terms & conditions.

Special Notes : (I) THE ITEMS OF THIS TENDER ARE BEING PROCURED EXCLUSIVELY FROM MICRO & SMALL ENTERPRISES (MSEs) ONLY, SINCE THE ITEMS FALL UNDER SL. NO. 224 OF RESERVED LIST OF ITEMS, WHICH ARE TO BE PROCURED EXCLUSIVELY FROM MSEs AS PER PUBLIC PROCUREMENT POLICY FOR MSEs, 2012. HENCE ONLY MICRO & SMALL ENTERPRISES ARE ELIGIBLE TO BID AGAINST THIS TENDER.

(II) Bidders are requested to note the following points:

1) The bidders must mention the "Make" of their offered products in their quotation, failing which the offer shall be rejected.

2) Bidders must enclose the Technical catalogue / Literature of their offered Make alongwith their offer.

3) Cables must be offered for pre-despatch inspection, which shall be carried out at OIL's discretion.

(III) DELIVERY:: DELIVERY OF ITEM NO 10 IS REQUIRED IN TWO EQUAL LOTS with 4 MONTHS INTERVAL BETWEEN EACH LOT.

Technical Bid Checklist**Annexure-EEE**

Tender No.			
Bidder's Name :			
		Compliance by Bidder	
Sl. NO.	BEC / TENDER REQUIREMENTS	Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	Confirm that validity has been offered as per NIT.		
2	Confirm that you shall submit Performance security (in the event of placement of order) (Wherever Applicable) ?		
3	Confirm that duly signed Integrity Pact has been submitted as per NIT (Wherever Applicable) ?		
4	Confirm that the bid has been signed using Class 3 digital certificate with Organisation's Name as per NIT.		
5	Confirm that you have not taken any exception/deviations to the NIT .		

NOTE: Please fill up the greyed cells only.

Response Sheet

Annexure-FFF

Tender No.
Bidders Name

Bidders Response Sheet

SI No.	Description	Remarks
1	Place of Despatch	
2	Whether Freight charges have been included in your quoted prices	
3	Whether Insurance charges have been included in your quoted prices	
4	Make of quoted Product	
5	Offered Validity of Bid as per NIT	
6	Whether you shall submit Performance Security in the event of placement of order on you (if applicable)	
7	Integrity Pact Submitted (if applicable)	
8	Delivery Period in weeks from placement of order	
9	Complied to Payment terms of NIT (if applicable) otherwise to Standard Payment Terms of OIL or not.	
10	If bidder is MSE whether you have quoted your own product	

NOTE: Please fill up the greyed cells only.