



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

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**FORWARDING LETTER**

**Tender No. : SDI5649P21 DT. 11.11.2020**  
**Tender Fee : NIL**  
**Bid Security : Not Applicable**  
**Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM**  
**Bid Closing on : 07.01.2021 (11.00 HRS IST)**  
**Bid Opening on : 07.01.2021 (14.00 HRS IST)**  
**Performance Security : Applicable**  
**Integrity Pact : Not Applicable**

**"The items covered by this enquiry shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Customs Duty during import will be applicable. However, concessional rate of GST @5% against Essentiality Certificate for invoice value Rs 1 Lakh and above will be applicable. In the event of order, OIL will issue Essentiality Certificate (EC), where concessional rate of GST @5% will be applicable. Supplier shall affect dispatch only on receipt of these certificates from OIL, failing which all related liabilities shall be to Supplier's account".**

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 **SUPPLY AND INSTALLATION & COMMISSIONING OF AUTOMATIC FLASH POINT TESTER & ACCESSORIES (QTY = 01 NO.)** through its e-Procurement site under **SINGLE STAGE COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement Indigenous 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.

**This Tender has been floated for participation of Indigenous bidders only. Hence, only Indigenous bidders are eligible to participate against this tender.**

**Consortiums/Joint venture entities are not eligible to participate against this tender.**

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](http://www.oil-india.com).

**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](mailto:erp_mm@oilindia.in), [esupport@oilindia.in](mailto:esupport@oilindia.in).**

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

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

Vendors should contact OIL officials at above timings only.

c) **OIL Bank Details:**

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

d) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.

e) Technical specifications and Quantity as per **Annexure – 1A**.

f) The prescribed Bid Forms for submission of bids are available in the Technical RFx- > External Area - > Tender Documents.

g) Amendments to the NIT after its issue will be published on OIL’s website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly 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 Notes:**

**1.0 (I)**

- 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) **The bidder claiming as MSE status (MSE-General, MSE-SC/ST, MSE - Woman) against this tender has to submit valid "Udyam Registration No" (URN) as per Gazette notification no CG-DL-E-26062020-220191 dated 26.06.2020 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES. The existing enterprises registered under EM- Part-II or UAM till 30<sup>th</sup> June, 2020, shall continue to be valid only for a period up to the 31<sup>st</sup> day of March, 2021.**
- d) **MSE Units (Manufacturers/Service Providers only and not their dealers/distributors) 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 shall submit copy of valid Registration Certificate for the items they intend to quote along with the bid. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies. In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur/Woman Entrepreneurs should also be enclosed.**

**The turnover related figures of the bidders claiming as MSE bidders as mentioned above shall be considered based on Bidders self-declarations to be submitted with their bid as per new gazette notification no. CG-DL-E-26062020-220191 dated 26.06.2020. However, in case of any intentional misrepresentations or attempts to suppress facts in the self-declaration, the bidder shall be liable to penalty as specified under section 27 of the Act.**

e) 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)**.

(II) In case a Startup [defined as per Ministry of Commerce and Industry (Department of Industrial Policy and Promotion, DIPP) latest notification]/ MSE is interested in supplying the tendered item but does not meet the Pre-Qualifying Criteria (PQC)/ Proven Track Record (PTR) indicated in the tender document, the Startup/MSE is requested to write a detailed proposal separately, and not against the present tender requirement, to the tender issuing authority about its product. Such proposals shall be accompanied by relevant documents in support of MSE (where applicable) or in case of Startup, following documents shall be given:

1. **Certificate of Recognition issued by the Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Government of India.**

2. **Certificate of incorporation.**

3. **Audited Profit & Loss (P&L) Statement of all the Financial Years since incorporation. In case where the Balance sheet has not been prepared, bidder shall submit a certificate in original from its CEO/CFO stating the turnover of the bidding entity separately for each Financial Years since incorporation alongwith a declaration stating the reason for not furnishing the audited P&L Statement. This certificate shall be endorsed by a Chartered Accountant/Statutory Auditor.**

**The Proposal shall be examined by OIL and OIL may consider inviting a detailed offer from the Startup/MSE with the intent to place a TRIAL or TEST Order, provided the Startup/MSE meets the Quality and Technical Specifications.**

**In case the Startup/MSE is successful in the Trial Order, the vendor shall be considered for PQC exemption/relaxation (as the case may be) for the next tender for such item till the time it remains a Startup/MSE.**

2.0 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.

2.1 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” . Please refer Annex-BB for price schedule.**

3.0 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 **CGM-Materials (HoD), 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 Duplicate.

- 4.0 **Benefits to Micro & Small Enterprises (MSEs) as per OIL's Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go through ANNEXURE – I of MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders for more details.**
- 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 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-CCC**. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per **Annexure-CCC**) contradict the Clauses of the tender and / or "General Terms & Conditions" as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders elsewhere, those in the BEC / BRC shall prevail.
- 9.0 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 in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
- 10.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.
- 11.0 Bidders are requested to refer to the enclosed **Annexure – BBB** for the Taxes and Duties clauses under GST regime.
- 12.0 **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 name of OIL's current authorized transporter is:
    - a) M/s Western Carriers (India) Ltd.
- Bidder's are requested to note the above delivery/collection instructions while submitting their offers.**
- 13.0 While submitting the offers bidders are requested to refer to the enclosed **Annexure – BB (Price Bid Format and Evaluation Criteria)**.
- 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 **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 alongwith applicable GST.**
- 16.0 **ONLINE VIEWING OF PRICE BY BIDERS:** 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 tender.
- 17.0 **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-se-ranking 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.
- 18.0 **PBG UNDERTAKING FORM:** In the event of award of purchase order against this tender, the successful bidder **must comply with the stipulations** of the enclosed **"PBG UNDERTAKING FORM - ANNEXURE-M"** and **submit it duly filled-in along-with their PBG (Performance Bank Guarantee).**
- 19.0 **RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA:** It is for information of all Bidders that Office Memorandum No. F.No.6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Division under Department of Expenditure of Ministry of Finance will also be applicable against the tender. Therefore, all bidders are requested to be guided by the **Clauses** stipulated in the enclosed **Annexure-N** of this tender. In this respect, the format of **Undertaking** to be submitted by the bidders is given vide **Annexure-XX** of this tender.
- 20.0 Bidders must fill-up and submit alongwith their bid the **BID SECURITY DECLARATION** as per enclosed **Annexure-O**.
- 21.0 Bidders to note the following **Addendum dated 04.12.2020 to the General Terms & Conditions** of the tender pertaining to **TAX COLLECTED AT SOURCE(TCS)** and be guided accordingly while submitting the offers:

**Addendum dated 04.12.2020 to the General Terms & Conditions of tender:**

**New Provisions -**

**Tax Collectible at Source (TCS) applicable under the Income-tax Law and charged by the SUPPLIER shall also be payable by OIL along with consideration for procurement of goods/materials/equipment. If TCS is collected by the SUPPLIER, a TCS certificate in prescribed Form shall be issued by the SUPPLIER to OIL within the statutory time limit.**

**Payment towards applicable TCS u/s 206C (1 H) of Income Tax Act, 1961 will be made to the supplier provided they are claiming it in their invoice and on submission of following undertaking along with the invoice stating that:**

- a. TCS is applicable on supply of goods invoiced to OIL as turnover of the supplier in previous year was more than Rs. 10 Cr. and**
- b. Total supply of goods to OIL in FY ... exceeds Rs. 50 Lakh and**
- c. TCS as charged in the invoice has already been deposited (duly indicating the details such as challan No. and date) or would be deposited with Exchequer on or before the due date and**
- d. TCS certificate as provided in the Income Tax Act will be issued to OIL in time.**

**However, Performance Security deposit will be released only after the TCS certificate for the amount of tax collected, is provided to OIL. Supplier will extend the performance bank guarantee (PBG), wherever required, till the receipt of TCS certificate or else the same will be forfeited to the extent of amount of TCS, if all other conditions of Purchase order are fulfilled.**

**The above payment condition is applicable only for release of TCS amount charged by supplier u/s 206C (1 H) of Income tax Act, 1961.**

**Please do refer “NEW INSTRUCTION TO BIDDER FOR SUBMISSION” for the above two points and also please refer “New Vendor Manual (effective 01.03.2019)” 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:**

[Click here to View Compatibility Settings](#)

[General Guidelines to bidders](#)

[Click for User Manuals](#)

Click here for the New

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**NOTE:**

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

**Yours Faithfully,  
-Sd-  
(M. NARZARI)  
MANAGER MATERIALS-IP  
FOR: CGM-MATERIALS (HoD)**



Tender No &amp; Date: SDI5649P21 DT: 11.11.2020

**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

The following BRC/BEC will govern the evaluation of the bids received against this tender. Bids that do not comply with stipulated BRC/BEC in full will be treated as non responsive and such bids shall prima-facie be rejected. Bid evaluation will be done only for those bids that pass through the "Bid Rejection Criteria" as stipulated in this document.

Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the tender or MM/LOCAL/E-01/2005 elsewhere, those in the BRC / BEC shall prevail.

<u>Criteria</u>	<b>Complied / Not Complied. (Remarks if any)</b>
<p><b>1.0 BID REJECTION CRITERIA (BRC):</b> The bid shall conform generally to the specifications, 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.</p> <p><b>A) TECHNICAL:</b> i. Bidder should have the experience of successfully executing <b>at least 01(one) "Similar Order"</b> for supplying to PSU/PSE of value not less than <b>Rs. 12.25 LAKH</b> in preceding <b>5 (five) years</b> as on the original Bid Closing date of this tender.</p> <p><b>"Similar Order" means supply of Automatic Flash Point Tester &amp; Accessories as per NIT.</b></p> <p><b>Note:</b> <i>Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Order / Contract along with copies of any of the following documents in respect of satisfactory execution of each of those Purchase Orders, such as –</i> (i) <i>Satisfactory Inspection Report (OR)</i> (ii) <i>Satisfactory Supply Completion / Installation Report (OR)</i> (iii) <i>Consignee Receipted Delivery Challans (OR)</i> (iv) <i>Tax Invoices issued under relevant rules of GST (OR)</i> (v) <i>Any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above.</i></p> <p><b>Note:</b> <b>a) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.</b></p>	

**b) Satisfactory supply/completion/installation report (if submitted) should be issued on client's official letterhead with signature and stamp.**

**B) FINANCIAL**

a) Annual Financial Turnover of the bidder during any of preceding 03 (three) financial / accounting years from the original bid closing date should be at least **Rs 12.25 LAKH.**

b) Net Worth of the firm should be Positive for preceding financial / Accounting year. **(FY=2019-2020)**

**Note-For (a) & (b):** *Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year..... (As the case may be) has actually not been audited so far'.*

**Notes:**

a) For proof of Annual Turnover & Net worth any one of the following documents must be submitted along with the bid:

i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE-J.

OR

ii) Audited Balance Sheet along with Profit & Loss account.

b) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.

**C) COMMERCIAL:**

i) Validity of the bid shall be minimum 90 days from the Bid Closing Date.

ii) **Bid security: NOT APPLICABLE**

iii) Bids are invited under "Single Stage Composite Bid System". Bidders have to submit both the "Techno-commercial Unpriced Bids" and "Priced Bids" through electronic form 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.

iv) **Performance Security:**

The successful bidder shall submit Performance Security @ 3% 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.***

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

v) 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.

vi) 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.

vii) 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.

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

**ix) A bid shall be rejected straightway if it does not conform to any one of the following clauses:**

**(a) Validity of bid shorter than the validity indicated in the Tender.**

**(b) Annual Turnover of a bidder lower than the Annual turnover mentioned in the Tender.**

**NOTE: FOR SUBMISSION OF PBG**

The bidders/successful bidders are requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original bank guarantee in OIL's tender issuing office:

**"The Bank Guarantee issuing Bank branch must ensure the following:**

**The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:**

**(i) MT 760 / MT 760 COV for issuance of Bank Guarantee**

**(ii) MT 760 / MT 767 COV for amendment of Bank Guarantee**

**The above message / intimation shall be sent through SFMS by the BG issuing Bank branch to HDFC Bank, Duliajan Branch, IFS Code - HDFC0002118; SWIFT Code - HDFCINBBCAL.**

**Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar, Duliajan, Dibrugarh, PIN - 786602."**

## **2.0 BID EVALUATION CRITERIA (BEC)**

The bids conforming to the terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria as well as verification of original of any or all documents/ documentary evidences pertaining to BRC, will be considered for further evaluation as per the Bid Evaluation Criteria given below. **The original Bid Closing Date shall be considered by OIL for evaluation of BRC criteria even in case of any extension of the original Bid Closing Date.**

### **A) TECHNICAL:**

i) The bids will be evaluated strictly as per NIT specification, terms & conditions.

### **B) COMMERCIAL:**

i) 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.

ii) A job executed by a bidder for its own organization/subsidiary cannot be considered as experience for the purpose of meeting BEC.

iii) 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 in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

### **NOTE:**

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

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## TECHNICAL SPECIFICATIONS WITH QUANTITY

Tender No &amp; Date: SDI5649P21 DT: 11.11.2020.

	Complied / Not Complied. (Remarks if any)
<p><b><u>AUTOMATIC FLASH POINT TESTER &amp; ACCESSORIES, (QTY: 01 NO.)</u></b></p> <p><b>Automatic Continuously Closed Cup Flash Point (CCCFP) Tester, must measure the flash points of samples in full compliance with the testing methods ASTM D6450, ASTM D7094</b></p> <p><b>1. Conformance to Standard Methods : Should be in conformance to ASTM D6450 (Standard test method for Flash point by Continuously Closed Cup Tester(CCCFP)) and ASTM D7094 (Standard test method for Flash point by Modified Continuously Closed Cup Tester(MCCCFP))</b></p> <p><b>2. Co-relation to standard method: Should co-relate to ASTM D3828 (Standard test method for Flash point by Small Scale Closed Cup Tester)</b></p> <p><b>3. Cup type: Continuously Closed Cup</b></p> <p><b>4. Cup material: Stainless steel or Brass with chrome coating</b></p> <p><b>5. Sample volume requirement: 1 mL (ASTM D6450), 2 mL (ASTM D7094)</b></p> <p><b>6. Sample Throughput: Single position unit, capable of analysing up to 10 samples per hour or more</b></p> <p><b>7. Temperature Range (°C) : -30 °C to 110 °C</b></p> <p><b>8. Temperature Accuracy (°C): ± 0.1 °C or better</b></p> <p><b>9. Temperature Measurement: Continuous measurement with Ni-Cr - Ni or PRT Sensors or Equivalent probe</b></p> <p><b>10. Ignitor: Electric arc ignition</b></p> <p><b>11. Heating method: Peltier Technology</b></p> <p><b>12. Cooling Method: Peltier Technology</b></p> <p><b>13. Stirring: Automatic magnetic stirring</b></p> <p><b>14. Stirring Speed: Customisable according to method or user-defined</b></p>	

**15. Flash Point detection: Built-in pressure sensor**

**16. Speed Tests: Should have provision for fast screening test programs for unknown samples as per user-defined method**

**17. Calibration: Calibration of pressure and temperature sensor as per ASTM Method and ISO standard**

**18. Barometric Pressure Correction: Automatic correction**

**19. Safety: Visual and audible alarms for fire detection, over temperature protection and other safety purposes**

**20. Display: LCD or better**

**21. Memory: Internal memory should be available to store and recall the test results**

**22. Interface: Appropriate interface should be available for connecting to a printer or for data transfer to a computer**

**23. Power Supply: Single phase, 230 V AC, 50 Hz**

**24. Above to be supplied with the following required accessories:**

**i. ISO/IEC certified Calibration fluid (n - Dodecane): 100 mL x 2 bottles. The calibration fluid should have adequate shelf life and should not have expired at the time of delivery to the user department.**

**ii. User-friendly software for Instrument control in stand-alone mode as well as for remote operation from a PC. The software should be compatible with the latest Windows Operating System platforms, should allow easy data exchange and result analysis**

**iii. Recirculating Cooler/ Chiller Bath with the following specifications:**

- a. Working temperature range: -20°C to 40 °C or higher**
- b. Temperature stability: ±0.5 °C or better**
- c. Temperature display resolution: 0.1 °C**
- d. Pump type: Centrifugal Pump**
- e. Stainless steel bath tank**
- f. Temperature display: LED**
- g. Temperature setting: Splash-proof Keypad**
- h. Bath capacity: 4 litre or higher**
- i. Pump capacity flow rate: 12 litre per minute or higher.**
- j. Power Supply: Single phase, 230 V AC, 50 Hz.**

**iv. Sample cups and other components/standard attachments required for Flash Point testing as per ASTM D6450 and ASTM D7094 procedures.**

<b><u>ITEM NO.20</u></b>	
<b><u>INSTALLATION &amp; COMMISSIONING (QTY: 01 AU)</u></b>	

**Special Notes for bidders:**

1.0. The bidder should be an Original Equipment Manufacturer (OEM) or selling agent / authorized supply house / authorized dealer / authorized distributor of an OEM of the quoted items. In case the bidder is not an OEM, they must submit (along with other bid documents) an original authorization letter / dealership certificate from the OEM which should have a validity of three years minimum from the date of bid-opening. The letter / certificate from the OEM should also confirm that the bidder would be responsible for providing the service and warranty backup for the supplied tender items.

2.0. In case the OEM is bidding through an authorized distributor / dealer / sole selling agent, the OEM should give a written undertaking that they will be responsible for providing the warranty even if there is a change in the authorized distributor / dealer / sole selling agent of the OEM in India. The undertaking from OEM should also include that, if in future, OEM does not have any authorized distributor / dealer / sole selling agent in India at that time, the service will be provided directly by the service engineer of the OEM without any additional charge.

3.0. The Make and Model of the offered instrument should be clearly mentioned in the offer document.

4.0. The bidder should submit the original model-specific product brochure for the main instrument and for all the offered accessories along with the bid document, FORMAT - A (NO DEVIATION CONFIRMATION) and FORMAT - B (TECHNICAL COMPLIANCE STATEMENT). The offer should clearly indicate the compliance of offered specification vis-à-vis tender specifications with the deviations clearly marked.

5.0. The equipment is to be supplied with the following documentation:

- a) Original model-specific operation and maintenance manuals with electrical wiring diagrams.
- b) Brief Safe Operating Procedure (SOP) in laminated form to be provided with the instrument.

6.0. The Bidders should offer and quote for all the items in NIT. Incomplete bids shall be rejected.

7.0 The bidder should quote all the mandatory accessories mentioned in the item description or otherwise necessary for functioning of the instrument, failing of which will result in rejection of the offer.

8.0. Installation & Commissioning:

- a) The successful bidder will be required to install and commission the offered instrument and the accessories at R&D Department, Oil India Limited, Duliajan, Assam, India through an OEM-trained and authorized service engineer. The installation engineer should demonstrate all features of the instrument, at the time of installation and impart operational training at site to the laboratory personnel.
- b) The supplier should clearly mention the Installation and Commissioning terms (Free-of-Cost / chargeable as extra). In case the supplier wishes to charge an additional amount for installation and commissioning, they should clearly mention this installation term and the chargeable amount in their offer.

9.0. The tender items should carry on-site comprehensive warranty of minimum one year from the date of installation, and should be serviceable during and after the warranty period for a period of five years by an authorized and trained service engineer stationed in India. In case of any malfunctioning of the instrument

observed within the warranty period, the service engineer must visit at on-site within 15 days after receiving the intimation.

10.0. The bid documents should include a confirmation from the original equipment manufacturer (OEM) that the spares for the quoted model shall be available for a minimum period of five years from the firm Purchase order.

11.0. The offer should comply with / confirm the clauses outlined under Special Terms and Conditions. Any offer either not confirming or deviating from any of the Special Terms and Conditions outlined in the enquiry will be rejected.

12.0 Bidder to submit FORMAT - A (NO DEVIATION CONFIRMATION) and FORMAT - B (TECHNICAL COMPLIANCE STATEMENT) along with the Technical Bid document.

13.0 Maximum allowable delivery period is 16 weeks after the receipt of PO.

**Note:**

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



**Technical Bid Checklist****Annexure-EEE**

Tender No.			
Bidder's Name :			
		<b>Compliance by Bidder</b>	
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 Bid Security / Earnest Money has been submitted as per NIT (Wherever Applicable) ?		
3	Confirm that you shall submit Performance security (in the event of placement of order) (Wherever Applicable) ?		
4	Confirm that duly signed Integrity Pact has been submitted as per NIT (Wherever Applicable) ?		
5	Confirm that you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)		
6	Confirm that you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.		
7	Confirm that the bid has been signed using Class 3 digital certificate with Organisation's Name as per NIT.		
8	Confirm that you have not taken any exception/deviations to the NIT .		

NOTE: Please fill up the greyed cells only.

(\*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Received Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of the purchase order cited above.

**Response Sheet**

Annexure-FFF

Tender No.
Bidders Name

**Bidders Response Sheet**

Sl 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	Bid Security Submitted (if applicable)	
6	Details of Bid Security Submitted to OIL (if applicable)	
	a) Bid Security Amount (In Rs):	
	b) Bid Security Valid upto:	
7	Whether you shall submit Performance Security in the event of placement of order on you (if applicable)	
8	Integrity Pact Submitted (if applicable)	
9	Whether you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)	
10	Whether you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.	
11	Delivery Period in weeks from placement of order	
12	Complied to Payment terms of NIT (if applicable) otherwise to Standard Payment Terms of OIL or not.	
13	If bidder is MSE whether you have quoted your own product	
14	If Bid security submitted as Bank Guarantee, Name and Full Address of Issuing Bank including Telephone, Fax Nos and Email id of branch manager	

**NOTE: Please fill up the greyed cells only.**

(\*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory

**(TO BE FILLED UP BY ALL THE VENDOR IN THEIR OWN LETER HEAD)  
(ALL FIELDS ARE MANDATORY)**

Tender No. :.....  
Name of Beneficiary :M/s.....  
Vendor Code :.....  
Address :.....  
.....  
Phone No. (Land Line) :.....  
Mobile No. :.....  
E-mail address :.....  
Bank Account No. (Minimum  
Eleven Digit No.) :.....  
Bank Name :.....  
Branch :.....  
Complete Address of your  
Bank :.....  
IFSC Code of your Bank  
a) RTGS :.....  
b) NEFT :.....  
PAN :.....  
VAT Registration No. :.....  
CST Registration No. :.....  
Service Tax Registration No. :.....  
Provident Fund Registration :.....

**I/We confirm and agree that all payments due to me/us from Oil India Limited can be remitted to our above mentioned account directly and we shall not hold Oil India Limited responsible if the amount due from Oil India Limited is remitted to wrong account due to incorrect details furnished by us.**

Office Seal

.....  
Signature of Vendor

**Counter Signed by Banker:  
Seal of Bank:**

**Enclosure: Self attested photocopies of the following documents-**

- 1) PAN Card
- 2) VAT Registration Certificate
- 3) Service Tax Registration
- 4) CST Registration
- 5) Provident Registration Certificate
- 6) Cancelled cheque of the bank account mentioned above (in original).
- 7) Bank Statement not older than 15 days on the date of submission.