

FORWARDING LETTER

Subject: Tender No. SDG2138P27/P5 dated 15.06.2026 for Hydraulic Pressure Recorder, Qty = 2 No.

Dear Sir/Madam,

- 1.0 **OIL INDIA LIMITED (OIL)** is a premier Maharatna Oil Company engaged in the business of Exploration, Production and Transportation of Crude Oil and Natural gas. A Company under the Ministry of Petroleum and Natural gas, Government of India (GOI), with its Headquarters at Duliajan, Assam. Duliajan is connected by Air with nearest Airport at Dibrugarh, 45 km away.
- 2.0 In connection to its operations, OIL invites **INTERNATIONAL COMPETITIVE BIDS** from competent and experienced bidders through OIL's e-procurement site for the items mentioned below. One complete set of Bid Document for above is uploaded in OIL's e-procurement portal. You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through OIL's e-procurement portal. For your ready reference, few salient points of the Tender are highlighted below:

E-Tender No.	:	SDG2138P27/P5 dated 15.06.2026
Type of Bidding	:	SINGLE STAGE COMPOSITE BID SYSTEM
Bid Closing Date & Time	:	As mentioned in OIL's E- procurement portal at 11:00 HRS.
Technical Bid Opening Date & Time	:	As mentioned in OIL's E- procurement portal at 14:00 HRS.
Price Bid Opening Date & Time	:	Price bid shall be opened on the same date with technical bid being composite bid system
Bid Security and Validity	:	Not Applicable
Bid Submission Mode	:	Not Applicable
Bid Opening Place	:	Office of CGM-MATERIALS, Materials Department, Oil India Limited, Duliajan -786602, Assam, India.
Bid Validity	:	Bid should be valid for 90 days from actual bid closing date.
Performance Guarantee	:	Applicable @ 5% of Order value
Integrity Pact	:	Not Applicable
MSE Purchase Preference	:	Applicable
Preference To Make In India) order (MII Purchase Preference	:	Not Applicable
Preference to domestically manufactured Iron and Steel product (DMI&SP Policy)	:	Not Applicable
Document Verification by independent third party inspection agencies	:	Not Applicable (<i>Detailed in clause 47 of under CC: General Notes to Bidders of Annexure – A</i>)
Restrictions on procurement from a bidder of a country which shares a land border with India	:	Applicable

	Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy	: Not Applicable
	OIL's Banning policy	: Applicable
	Pre - despatch inspection	: Not Applicable
	Third party inspection (TPI)	: Not Applicable
	Installation & Commissioning	: Not Applicable
	Training	: Not Applicable
	Annual Maintenance Contract	: Not Applicable
	Contact Details	: Basanta Das, Manager Materials (FP) E-MAIL: Basanta.das@oilindia.in PHN: 0374-2808793
	E-Tender technical Support	: TEL: 0374- 2804903, 2807171, 2807192, E-MAIL: erp_mm@oilindia.in
	Bids to be addressed to	: CGM-Materials, Materials Department, Oil India Limited, Duliajan -786602, Assam, India.
	OIL's PR No.	: 1429145
LIST OF ANNEXURES, APPENDICES & PROFORMAS		
PART - A	Annexure - A	: AA: Item Details and Quantities of Item BB: Pre-Bid Conference
	Annexure - B	: AA: Technical Specifications BB: Special Notes to Bidders CC: General Notes to Bidders
	Annexure - C	: Bid Evaluation Criteria
	Annexure - D	: Technical & Commercial Check List
	Annexure - E	: Price Bid Format/Price Schedule – For Foreign & Domestic Bidders (<i>Attached in 'Notes & Attachments'</i>)
PART - B	Annexure - H	: AA: General Notes to Bidders BB: Additional Notes to Bidders
	Appendix - A1	: Public Procurement (Preference To Make In India) order (PPP- MII Order)
	Appendix - A2	: Policy for providing preference to Domestically Manufactured Iron & Steel Products (DMI & SP)
	Appendix - A3	: Amendment to DMI&SP vide Gazette notification No. S-13026/1/2020- IDD dated 31.12.2020 and amendments thereof, Ministry of Steel for certain amendment to DMI&SP policy
	Appendix - A4	: Restrictions on procurement from a bidder of a country which shares a land border with India.
	General Terms & Conditions (GTC-1)	: General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders).
	General Conditions of Contract (GTC -2)	: General Terms & Conditions for Services (Applicable for AMC cases)
	Proforma - 1	: Format for Bid Security
	Proforma - 2	: Format for Integrity Pact
	Proforma - 3	: Format for Performance Security
Proforma - 4	: Format for undertaking towards submission of authentic information / documents	

Proforma - 5	:	Format for undertaking towards compliance of restriction on procurement from a bidder of a country which shares a land border with India
Proforma - 6	:	Form 10F
Proforma - 7	:	Format for No Business Connection or Permanent Establishment Certificate
Proforma - 8	:	Format for undertaking towards compliance of Financial Criteria
Proforma - 9	:	Format for Annual Turn Over and Networth Certificate
Proforma - 10	:	Format for Corporate Guarantee towards Financial Standing
Proforma - 11	:	Format for Authorization letter For attending Tender Opening
Proforma - 12	:	Format for Exception / Deviation
Proforma - 13	:	Format for Undertaking For Local Content
Proforma - 14	:	Format for Power of Attorney / Authorization letter (Regarding authority for submission of bid)
Proforma - 15	:	Format for Bidders financial standing
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Proforma - 17	:	Format for Inspection Certificate to be issued by Independent Inspection Agencies against Document Verification Clause
Proforma - 18	:	Format for Bank Guarantee linked with Advance Payment
Proforma - 19	:	Format for Insurance surety bond for Bid security and Performance security
Proforma - 20	:	Format for Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy

3.0 OIL looks forward to your active participation in the Tender.

Thanking You
Yours Faithfully,
OIL INDIA LIMITED

Sd-
(Basanta Das)
Manager - Materials (FP)
For CGM-Materials (HoD)
For Resident Chief Executive

ANNEXURE – A

AA: ITEM DETAILS & QUANTITY OF ITEMS

SL NO.	ITEM DESCRIPTION	QUANTIT Y
10	HYDRAULIC PRESSURE RECORDER	2 No.

BB: PRE-BID CONFERENCE:

NOT APPLICABLE

ANNEXURE – B**AA: TECHNICAL SPECIFICATIONS:**

Clause Number	DESCRIPTION	BIDDER'S RESPONSE (Complied / Not Complied / Deviation / Not Applicable)
Item no 10:	<p>Hydraulic Pressure Recorder: (Chart Recorder with Pressure Gauge).</p> <ol style="list-style-type: none"> 1. High Pressure Portable Hydraulic Pressure Recorder system for working with 04 (Four) hours clock (Manual clock system). 2. Capacity of the recorder system: 10000 psi (420 kg /sq.cm). 3. The system should be of NOV-MD TOTCO pressure recorder, Model M366 or equivalent. 4. Single pen recorder with one pressure input (0-10000 psi). 5. The item should be complete with following accessories: <ol style="list-style-type: none"> a) 15 feet (4590 mm) long x 0.25 inch (6.37 mm) H.P. hose assembly. b) High pressure recorder with 5 inch pressure indicator. c) Diaphragm protector. d) Check Valve. e) Coupling, half disc female and half disc male. f) Glass Cover. g) Glass Gasket. h) Fluid Injector instrument. i) Chart (Standard 12 inch circular chart paper). j) Calibration kit. 	
BB: Special Notes to Bidders		
1	The items shall be brand new, unused & of prime quality. Bidder shall warrant (in the event of an order) that the product supplied will be free from all defects & fault in material, workmanship & manufacture. This clause shall be valid for 18 months from date of shipment/dispatch or 12 months from the date of receipt of the items. The defective materials, if any, rejected by OIL shall be replaced by the supplier at their own expenses. Bidders must confirm the same in their quotation.	
2	Bidders if not the manufacturer of the tendered item, shall furnish valid letter of authorization with warranty from the respective manufacturer along with quotation failing which the offer will not be honoured.	
3	The bidder must specify the offered items in details, forwarding relevant product catalogue/literature/detailed drawings with exploded views of each & every item of the offered product clearly indicating the various parts.	

4	Inspection, Test and calibration certificates should be forwarded along with consignment (in the event of order). Bidder should confirm in the offer.	
5	Recommended spares list for two years of continuous use to be provided along with quotation including Part Nos. & unit price.	
6	Bidder should indicate the name of manufacturer, country of origin, port of dispatch of the materials.	
7	Any deviation(s) from the tender specification should be highlighted specifying justification in support of deviation.	

CC: General Notes to Bidders:

1. PAYMENT TERMS:

100% payment shall be made through Letter of Credit (LC) after adjustment of liquidated damages, if any. Bidders must confirm acceptance of the payment term while quoting.

For Domestic bidders: 100% Payment shall be released after receipt and acceptance of materials at destination against undisputed invoice (after adjustment of liquidated damages, if any).

Note:

i) Request for payment/part payment to third party (i.e., other than the party on whom the order has been placed) will not be entertained by OIL under any circumstances. The offers stipulating payment/part payment to such third party will be considered as non-responsive and such offers will be rejected.

ii) Any other payment term other than above shall be considered as Advance Payment for which bidder(s) must refer to Clause below.

2. Advance Payment:

A) Request for advance payment shall not be normally considered. However, depending on merit and at the sole discretion of OIL, advance payment may be agreed at an interest rate of 1% above the prevailing Bank rate (CC rate) of State Bank of India compounding on quarterly basis from the date of payment of the advance till recovery/refund.

B) Advance payment if agreed to by OIL shall be paid only against submission of an acceptable Bank Guarantee whose value should be equivalent to the amount of advance plus the amount of interest estimated by OIL on the basis of contractual delivery period without further reference.

C) Bank Guarantee shall be valid for 3 (three) months beyond the delivery period incorporated in the order and same shall be invoked in the event of Seller's failure to execute the order within the stipulated delivery period.

D) In the event of any extension to the delivery date, seller shall enhance the value of the bank guarantee to cover the interest for the extended period and also shall extend the validity of bank guarantee accordingly.

E) Advance paid, if any along with the interest amount (as mentioned above) shall be recovered from supplier's first bill/invoice.

F) In no case, total value of advance payment shall exceed 10% of the purchase order value towards supply.

- G) Advance payment if agreed to by OIL shall be paid after approval of drawings by OIL.
3. Domestic bidders are to quote and accept their payment in INR only; Indian agents of foreign suppliers are to receive their agency commission in INR; costs of imported goods, which are directly imported against the contract, may be quoted in foreign currency (currencies) and paid accordingly in that currency; and the portion of the allied work and services, which are to be undertaken in India (like installation and commissioning of equipment) are to be quoted and paid in INR.
 4. Statutory Variation: Any statutory variation (increase/ decrease) in the rate of GST/ Customs Duty or any statutory levy after the bid closing date of tender and within the contractual delivery/ completion period will be to the account of OIL subject to documentary evidence. However, any increase in the rate of GST/ Customs Duty or any statutory levy after the expiry of the scheduled date of delivery / Completion Period shall be to the supplier's account. Any decrease in Excise duty/Sales tax/ GST / Customs Duty or any statutory levy shall be passed on to OIL.
 5. Exchange Rate Variation : Any (increase/ decrease) in the Exchange rate after the closing date of tenders but within the contractual delivery/ completion period will be to the account of OIL subject to documentary evidence. However, any increase in the Exchange rate after the expiry of the scheduled date of delivery / Completion Period shall be to the supplier's account. Any decrease in Exchange rate shall be passed on to OIL.
 6. The item shall be brand new, unused and of prime quality. Bidder shall warrant (in the event of order) that the product supplied will be free from all defects & faults in the material, workmanship & manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 12 (twelve) months from the date of successful field commissioning of the entire equipment. The defective materials, if any rejected by OIL shall be replaced by the supplier at their own expense. Bidder must confirm the same in the quotation.
 7. The Bidder should indicate the dimensions and weight of the offered items, the name of the manufacturer, the country of origin, Local / Import content and place of dispatch of the materials.
 8. In the event of an order on indigenous bidder, OIL will issue Project Authority Certificate (PAC) under Deemed Export Benefit Scheme (as per Govt. Policy in vogue), where import content is declared by the bidder for availing Custom Duty benefit on the import content. The PAC will be issued in the name of the indigenous bidder including the name of the sub-vendors as declared in their offer or as per the format issued by competent authority at time of placement of order.
 9. In case the bidder has satisfactorily executed development order (i.e. including satisfactory inspection and Field Trial Testing) for each of similar tendered item of same or higher capacity in the past in OIL/ONGCL, then the bidder does not have to satisfy past supply experience criteria of BEC /BRC in OIL provided the specification of items matches to that of OIL.
 10. **Delivery: Materials must be delivered within delivery date mentioned in the tender.**
In Case of Indian Bidder: Materials must be despatched within FOUR (04) months from the date of placement of order by OIL.
In Case of Foreign Bidder: Materials must be delivered on FOB, Port of Shipment basis within FOUR (04) months from the date of opening of Letter of Credit by OIL.
 11. For payment through LC, Supplier shall submit following documents within 30 days of receipt of PO. Letter of credit (LC) shall be opened by OIL within 30 days of receipt of following documents:

- Receipt and subsequent verification of Performance Security to be submitted to Materials Deptt, Duliajan.
 - Receipt of current year TRC, PE, Form 10F, bank details, Payment Favouring, HSN Code. Etc to be submitted to Shipping office, Kolkata.
12. In case PO has been placed on FOB basis, for appointment of Freight forwarder the Supplier shall submit Commercial Invoice, packing list and other related documents to OIL atleast 3 months prior to the date of delivery / despatch of materials mentioned in the PO for completing import formalities. Freight forwarder shall be appointed by OIL within 30 days of receipt of the documents. Also, the supplier shall arrange to obtain shipment clearance prior to shipment of materials from GM (KOLKATA BRANCH), KIND ATTENTION: GM(SHIPPING), OIL INDIA LTD, 15A, HEMANTA BASU SARANI, KOLKATA - 700001, FAX NO.(91)33-22101390/22202596, E-MAIL: oilcalsh @oilindia.in. The supplier shall affect shipment only on receipt of shipment clearance from OIL, failing which all related liabilities shall be to Supplier's account.
13. Liquidated Damages (LD):
- i) LD shall be applicable @ 0.5% per week on the total cost of Materials if default in delivery/ installation and commissioning takes place subject to a maximum of 7.5 % of the total cost of Materials.
 - ii) Both Seller and Purchaser agree that the above percentages of LD are genuine pre estimates of the loss/damage which the Purchaser would have suffered on account of delay/breach on the part of the Seller and the said amount will be payable on demand without there being any proof of the actual loss or damage caused by such breach/delay. Decision of the Purchaser in the matter of applicability of price reduction shall be final and binding.
14. GST- The items covered in this Tender shall be used by Oil India Limited in the Petroleum Exploration License (PEL) and Mining Lease (ML) areas and hence GST @18% will be applicable as per Govt. Policy in vogue.
15. Order of Precedence- In the event of any conflict between the clauses of documents of the tender, following order of precedence shall apply:
- 1. BEC / BRC.
 - 2. Technical specifications.
 - 3. Special Notes to bidders.
 - 4. General Notes to bidders.
 - 5. Additional Notes to the bidder.
 - 6. General terms and conditions MM/GLOBAL/E-01/2005 for E-procurement of ICB tenders.
16. Bidders to note that interpretation of all foreign trade terms shall be as per INCOTERMS 2020.
17. Clarification of Bids / Shortfall Documents.
- During evaluation and comparison of bids, OIL may, at its discretion, ask the bidder for clarifications on the bid. The request for clarification shall be given in writing by email/registered/speed post, asking the bidder to respond by a specified date, and also mentioning therein that, if the bidder does not comply or respond by the date, his bid will be evaluated based on the submission. Depending on the outcome, such bids are to be ignored or considered further. No change in prices or substance of the bid shall be sought, offered or permitted. No post-bid clarification at the initiative of the bidder shall be entertained. The shortfall information/documents should be sought only in case of historical documents which pre-existed at the time of the tender opening and which have not undergone change since then. (Example: if the Permanent Account Number,

registration with GST has been asked to be submitted and the tenderer has not provided them, these documents may be asked for with a target date as above). So far as the submission of documents is concerned with regard to qualification criteria, after submission of the tender, only related shortfall documents should be asked for and considered. For example, if the bidder has submitted a supply order without its completion/performance certificate, the certificate can be asked for and considered. However, no new supply order should be asked for so as to qualify the bidder.

18. Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy -

Consequent to the implementation of Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy in OIL, effective from 28.08.2024. For purchase orders value INR 20 Crores and above the successful bidder shall be required to submit a duly filled ESG Questionnaire in the prescribed format within fifteen (15) calendar days from the date of issue of purchase order. Failure to submit the completed ESG Questionnaire within the stipulated timeline may be treated as non-compliance with contractual obligations and dealt with accordingly.

The ESG Questionnaire, along with an Explanatory Note for guidance, is provided as Proforma - 20 of the tender document.

ANNEXURE - C

BID EVALUATION CRITERIA		
Clause Number	DESCRIPTION	BIDDER'S RESPONSE (TO BE FILLED BY THE BIDDER) (Confirmed/ Complied / Not Complied / Deviation / Not Applicable)
	<p><u>BID EVALUATION CRITERIA</u></p> <p>The bids must conform to all the specifications, terms and conditions given in the tender. Bids shall be rejected in case the item(s) offered do not conform to the required minimum/maximum parameters stipulated in the technical specifications and to the respective international / national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and shall be summarily rejected.</p> <p>Bidders are advised not to take any exception/ deviation to the Bid Documents. Exceptions/Deviations, if any, should be brought out during the Pre-Bid Conference as scheduled against this Tender. After processing such suggestions, Company may communicate the changes, if any, through an addendum to the tender document in this regard. Still, if any exceptions/deviations are maintained in the bid, such conditional/ nonconforming bids shall not be considered, but shall be liable for rejection.</p>	
A	BEC-Technical	
1.0	The item shall be manufactured and tested as per relevant API norms as specified in the tender (IF APPLICABLE). Bidder must confirm.	
2.0	EXPERIENCE	

2.A	<p>MANUFACTURERS EXPERIENCE: IN CASE THE BIDDER IS THE MANUFACTURER:</p> <p>If the bidder is a manufacturer of the offered item(s), then they must satisfy the following criteria for manufacturing and supply experience and furnish the relevant documentary evidence as per below along with the technical bid:</p>	
2.A.i	<p>They must have an experience of minimum 5 (Five) years in manufacturing the quoted item(s) under relevant API certification as on the original bid closing date of the tender. Copies of relevant API certificates (having API authorization(s) for the item(s) mentioned in the tender) for the last 5 (Five) years (i.e., continuous without having any break in between) shall be submitted along with techno-commercial bid. Bids without copies of valid relevant API certificates or with break(s) in between will be rejected.</p> <p>The bidder shall also submit an undertaking that they shall keep their API license valid till the execution of the Purchase Order.</p> <p>Note: The above clause will be applicable only for those item(s) manufactured under API certifications, as specified in the tender.</p>	
2.A.ii	<p>The bidder should have manufactured and supplied minimum 50% quantity (to be rounded to next higher whole figure) of the tendered items, of same or higher capacity and same or higher sizes, to any E&P companies/Drilling Contractors/Drilling service providers during last 5 (five) years as on original bid closing date of the tender (either by themselves or through their sole selling agent/ distributor/ dealer/supply house). Documentary evidence in respect of manufacturing and supplying the above-mentioned items should be submitted with the technical bid, in the form of copies of relevant signed and sealed Purchase Orders along with copies of any of the following documents in respect of satisfactory execution of each of those Purchase Orders failing which the bids will be rejected:</p> <p>i) Signed and sealed Satisfactory supply / completion / installation report (in original on user's letter head) (OR) ii) Bill of Lading (OR) iii) Consignee delivery receipt / challan (OR) iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/Vat. (OR) v) Commercial Invoice/ Payment Invoice</p> <p>Note: 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.</p> <p>b) Satisfactory supply/completion/installation report should be issued on company's letterhead with signature and stamp.</p>	

2.A.iii	<p>Domestic manufacturer who has satisfactorily executed development order(s) placed by OIL/ONGCL for the tendered material (same or higher grade and same or higher outer diameter/rating/capacity) during recent years (i.e., during the last five years from the original bid closing date of this tender) shall also be considered as established sources for supply of the tendered item(s). Under such a situation, the bidder need not satisfy BRC clauses 2.A.i and 2.A.ii. But they must submit the following along with their techno-commercial bid:</p> <p>i) Copy of relevant valid API certificate (as applicable). ii) Copy of PO and successful Field Trial Report issued by OIL/ONGCL (bearing the PO No. & Date in their letter head), if executed against OIL/ONGCL's development order.</p>	
2.B	<p>IN CASE THE BIDDER IS NOT A MANUFACTURER:</p> <p>If the bidder is a sole selling agent / distributor / dealer of the manufacturer of the tendered item(s), then bidder must furnish the following documents along with the technical bid failing which the bids will be rejected:</p>	
2.B.i	<p>Authorization certificate from the manufacturer (in original on manufacturer's letter head) should be submitted along with the technical bid. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.</p>	
2.B.ii	<p>Undertaking from the manufacturer (in original on manufacturer's letter head) guaranteeing supply of items to the bidder in the event of an order on the bidder. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.</p>	
2.B.iii	<p>Warranty backup from the manufacturer in original on manufacturer's letter head against the quality of the tendered item(s) as specified in the tender.</p>	
2.B.iv	<p>Documentary evidence in respect of manufacturer's experience in manufacturing under relevant API certification (if applicable) as specified under para 2.A.(i) from the concerned manufacturer.</p>	
2.B.v	<p>Documentary evidence in respect of manufacturer's supply experience as specified under para 2.A.(ii) from the concerned manufacturer (having supplied such items either by manufacturer themselves or through their sole selling agent / distributor / dealer).</p>	
2.B.vi	<p>Documentary evidence in respect of bidder's own supply experience of supplying minimum 50% quantity (to be rounded to next higher whole figure) of the tendered items, of same or higher capacity and same or higher sizes, during last 5 (five) years as on original bid closing date of the tender as specified in the para 2.A.(ii).</p>	
2.B.vii	<p>If the bidder is sole selling agent / distributor / dealer / supply house of any manufacturer and has submitted bid of the manufacturer who has supplied minimum 25% quantity (to be rounded to next higher whole figure) of the tendered items (of same or higher capacity and same or higher sizes) to OIL during last 5 (five) years as on original bid closing date of the tender either by themselves or through their sole selling</p>	

	<p>agent/distributor/dealer/supply house and whose past performance has been satisfactory, the manufacturer need not satisfy Clause 2.A.ii. In this situation, the bidder shall have to indicate the Purchase Order (PO) nos. of OIL executed by that manufacturer in their technical bid. However, such bidder must meet Clause no. 2.B.vi above.</p> <p>In case the bidder who is a sole selling agent / distributor / dealer has themselves also successfully supplied 25% of the tendered quantity to OIL during last 5 (five) years as on original bid closing date of the tender, the bidder need not satisfy clause 2.B.vi. In this situation, the bidder shall have to indicate the Purchase Order (PO) nos. of OIL executed by them.</p>	
3.0	DELIVERY PERIOD: The bidder should categorically confirm in the technical bid that the tendered items will be supplied within the delivery period as mentioned in the tender, without which the bid will be rejected.	
B	BEC FINANCIAL:	
	<p>1.0 The bidder shall have an annual financial turnover from Operations of minimum INR 15.81 lakhs or USD 16,617.00 during any of the preceding 3 (Three) financial/accounting years reckoned from the original bid closing date of the tender.</p> <p>{Annual Financial Turnover of the bidder from operations shall mean– “Aggregate value of the realization of amount made from the sale, supply or distribution of goods or on account of services rendered, or both, by the company (bidder) during a financial year" as per the Companies Act, 2013 Section 2 (91). }</p> <p>2.0 "Net Worth" of the bidder must be positive for the financial/accounting year just preceding to the original Bid Closing Date of the Tender (i.e., Year 2024-25).</p> <p>{Net worth shall mean: "Share capital + Reserves created out of profits and securities Premium - Aggregate value of accumulated losses (excluding revaluation reserves) - deferred expenditure - Miscellaneous Expenditure to the extent not written off and carried forward Loss - Reserves created out of write back of depreciation and amalgamation".}</p> <p>3.0 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 (PROFORMA - 8) certifying that ‘the balance sheet/Financial Statements for the financial year (i.e., Year 2025-26) has actually not been audited so far’.</p>	

	<p>Note:</p> <p>a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the technical bid:</p> <p>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 (PROFORMA – 9)</p> <p style="text-align: center;">OR</p> <p>ii) Financial Statements (Audited Balance Sheet & Profit & Loss account along with all the schedules/notes forming part of the Balance sheet & Profit and Loss Account) audited by the auditors appointed under the statute like Companies Act etc. wherever applicable. In cases where the bidding/ supporting company (as applicable) are not required to prepare Audited Financial Statements as per the Law of the Land of the country of the bidding/supporting company as applicable, the bidder shall provide documentary evidence for the same along with a certificate from a practicing Chartered Accountant or equivalent to this effect. The bidder must also submit the financial statement as per the accounting standards of the country of the bidding/supporting company as the case may be, duly certified by the practicing-chartered accountant or equivalent.</p> <p>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.</p> <p>4.0 In case the Audited Balance Sheet and Profit & Loss Account submitted along with the bid are in currencies other than INR or US\$, the bidder shall have to convert the figures in equivalent INR or US\$ considering the prevailing conversion rate on the date on which the Audited Balance Sheet and Profit & Loss Account is signed. A CA certificate is to be submitted by the bidder regarding converted figures in equivalent INR or US\$.</p> <p>4.1 Mention of UDIN (Unique Document Identification Number) is mandatory for all Certificates issued w.e.f. February 1, 2019 by Chartered Accountant in Practice.</p> <p>5.0 In case the Bidder is subsidiary company (should be a wholly owned subsidiary of the parent/ultimate parent/holding company) who does not meet financial criteria by itself and submits its bid based on the strength of parent/ultimate parent/holding company, then following documents need to be submitted:</p> <p>(i) Turnover of the parent/ultimate parent/holding company (supporting company) should be in line with Para A.2 (1.0) above.</p> <p>(ii) Net Worth of the parent/ultimate parent/holding company</p>	
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	<p>(supporting company) should be positive in line with Para A.2 (2.0) above</p> <p>(iii) Corporate Guarantee (PROFORMA - 10) on parent/ultimate parent/holding company's (supporting company) letter head signed by an authorized official undertaking that they would financially support their wholly owned subsidiary company for executing the project/job in case the same is awarded to them.</p> <p>(iv) A certificate from the Statutory Auditor of the bidding company to establish the relationship and equity percentage holding between bidding company and the supporting company. The certificate should be duly concurred/endorsed by the Company Secretary or one of the Directors of the company concerned.</p> <p>The above certificate should not be more than 30 days old as on the original bid closing date.</p>	
C	BEC- COMMERCIAL	
	<p>Commercial Bid Evaluation Criteria will be as per Section D of General Terms & Conditions of Global Tender (MM/GLOBAL/E-01/2005) with following Special Bid Rejection Criteria.</p> <p>1.0 Bids are invited online under SINGLE STAGE COMPOSITE BID SYSTEM. Hence, Bidders to upload documents accordingly.</p> <p>2.0 The prices/rates offered against the tender must remain firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price condition shall be treated as non-responsive and rejected. No discount whatsoever should be quoted separately. Rates/prices quoted must be net of all discount.</p> <p>3.0 Bids received in physical form against online invitation shall be rejected (except the documents specifically called for in hard copies, if any). Also, modifications to bids received after the bid closing date & time shall not be entertained.</p> <p>4.0 Bids containing incorrect/false/misleading statement(s) shall be rejected.</p> <p>5.0 Validity of the bid shall be minimum 90 days from the date of actual Bid Closing Date. Bids with lesser validity shall be straightway rejected.</p> <p>6.0 Bid Security in ORIGINAL amounting to INR 15.81 lakhs or USD 16,617.00 valid upto 10.02.2027 shall be submitted by the Bidder as a part of their Technical Bid. The amount of Bid Security & its validity shall be specified in the covering letter of this bid document. Any bid not accompanied by a proper bid security in ORIGINAL shall be rejected without any further consideration. A bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender. The Bid Security shall</p>	

<p>be valid for six (6) months from the original Bid closing date.</p> <p>6.1 For exemption for submission of Bid Security please refer Clause No. 9.8 (Section A) of “General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders).</p> <p>7.0 Successful bidder will be required to furnish a Performance Bank Guarantee @5% of the order value. The Performance Security must be valid for a period as called for in the tender document. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected</p> <p>The Performance Security must be valid for a period as called for in the tender document. Bidder must confirm the same in their Technical Bid. (Please refer Annexure – H: GENERAL NOTES TO BIDDERS). Non-submission of Performance Security as above by the successful Bidder shall lead to cancellation/termination of award including forfeiture of their Bid Security, besides other penal actions as per OIL’s Banning Policy.</p> <p>8.0 Online Bid must be uploaded together with the duly signed Integrity Pact (if applicable). If any bidder refuses to submit Integrity Pact with the offer, their bid shall be rejected straightway.</p> <p>9.0 Bidders are to quote for the items as indicated in the NIT. Bids shall be typed or written in indelible ink. The Bids and all uploaded documents must be digitally signed using “Class 3” digital certificate [e-commerce application (Certificate with personal verification and Organization name)] 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[except copies of the documents required in physical form] should invariably be submitted in OIL’s e-tender portal, before the scheduled date and time for the tender closing. All the documents uploaded shall be digitally signed by the authorized signatory of the bidder.</p> <p>10.0 Bidders shall accept and comply with the following clauses as given in the Bid Document, failing which bid shall be liable for rejection:</p> <ul style="list-style-type: none"> i)Liquidated Damages ii)Warranty/Guarantee of material iii)Arbitration / Resolution of Dispute iv)Force Majeure v)Applicable Laws. <p>11.0 A bid shall be rejected straightway if it does not conform to any one of the following clauses:</p> <ul style="list-style-type: none"> a) Validity of bid shorter than the validity indicated in the Tender. b) Incase the party refuses to sign Integrity Pact. 	
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	<p>c) Original Bid Security not received within the stipulated date & time mentioned in the Tender.</p> <p>d) Bid Security with (i) validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.</p> <p>12.0 Price Schedule:</p> <p>Bidder shall submit the Price Break up as per Price Bid Format (ANNEXURE - D). Bidders should fill up the annexure(s), sign and upload under “Notes & Attachments” > “Attachments” only.</p> <p>13.0 Document Verification:</p> <p>Oil India Limited (OIL) has engaged Independent Inspection Agencies to verify and certify of various documents required against BEC/BRC of the tender: (Details already provided in Part B of Tender, Clause 47.0)</p> <p>13.1 The bidders have to get various documents required against BEC/BRC of the tender verified and certified (signed & stamped on each page) by anyone of the above Independent Inspection Agencies and submit the duly certified documents alongwith the Inspection Certificate issued by the Inspection Agencies as part of their Technical Bids. It may be noted that the scope of inspections primarily to verify the authenticity of the documents being submitted as part of the bid. All Charges of the Third Party Independent Inspection Agencies towards verification of bidder’s documents and certification thereof shall be borne by the respective bidders and Payments on account of above inspection, verification and certification shall be made directly by the Bidder to the Inspection Agency(s). OIL will not be responsible for any payment dispute between Bidders and Third Party Inspection Agencies.</p> <p>13.2 As mentioned above, Bidder(s) have to submit the verified documents and the duly certified Inspection Certificate by the Inspection Agencies along with Technical Bids. Bid submitted with unverified supporting documents shall not be normally considered. However, in case a bidder submits its bid alongwith all relevant supporting documents against BEC/BRC without getting all/some of them verified by the designated Independent Inspection agency, such bid can be provisionally considered provided it is accompanied by an Undertaking by the Bidder on their official letterhead to submit the duly verified copies/verification certificate within seven (7) days of actual bid opening. Company will neither send any reminder nor seek any clarification in the regard from such bidders, and the bid will be rejected outright if the bidder fails to submit the verified copies/verification certificate within seven (7) days of actual bid opening at its own risk and responsibility. If a bidder does not submit the undertaking towards submission if third party certification within 7 days from date of Bid Closing date but certified document reaches us within cut-off date of above seven (7) days, then such bids shall be considered.</p> <p>13.3 An undertaking from Independent Inspection Agencies for Document Verification as per (Proforma 17) should be submitted</p>	
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alongwith technical bid-

14.0 The bidder shall submit an undertaking/declaration as per Proforma- 16A confirming that they have read and understood OIL's Banning Policy and that, neither they nor any of their allied concerns or partners or associates or directors, or proprietors involved in any capacity, are currently on OIL's Holiday/Banning List. Further, the bidder shall confirm that neither they nor any of their aforementioned entities have, during the last three years, been involved in any transgression with any company conforming to the Transparency International (TI) approach or with any Public Sector Enterprise of India that could justify exclusion from the tender process. The bidder shall also disclose details of all such allied entities, if any, as required under the Banning Policy.

D PRICE EVALUATION CRITERIA :

1.0 Bidders must submit prices as indicated in the Price Bid Format (Annexure G). In case, any charges (except basic material value) are not indicated item wise specifically, the charges quoted would be pro- rata calculated and the same will be binding on the bidder. Hence, bidders are requested to quote accordingly.

2.0 The bids conforming to the specifications, terms and conditions stipulated in the enquiry 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:

(i) Price Bid Format (SUMMARY) for Foreign Bidders:

(1) Basic Material Value including cost of all accessories, commissioning spares & mandatory spares (to indicate HSN code):

(2) Pre-despatch Inspection Charges, if any

(3) Packing & FOB charges

(4) FOB Value (1+2+3)

(5) Ocean Freight Charges upto Kolkata / Chennai / Mumbai, India

(6) Insurance, @0.5% of Total FOB Value (4)

(7) Banking Charges @1 % of Total FOB Value (4) above in case of payment through Letter of Credit. If confirmed L/C at buyer's account is required, 1.5% of Total FOB Value(4) will be loaded)

(8) CIF Landed Value (4+5+6+7)

(9) Basic Custom Duty (including cess, if any) on (8)

(10) CIF Landed Value + CD (8+9)

(11) IGST (including cess, if any) on (10)

(12) Compensatory Cess on (11), if any

	<p>(13) CIF+CD+GST Landed Value, (10+11+12)</p> <p>(14) Training Charges including GST</p> <p>(15) Installation & Commissioning Charges including GST</p> <p>(16) Charges for AMC of 4 years including GST</p> <p>(17) Grand Total Value (13+14+15+16)</p> <p>(ii) Price Bid Format (SUMMARY) for Indigenous Bidders:</p> <p>(1) Basic Material Value including cost of all accessories, commissioning spares & mandatory spares (to indicate HSN code).</p> <p>(2) Pre-despatch Inspection Charges, if any inclusive of GST</p> <p>(3) Packing & Forwarding charges, if any</p> <p>(4) Total Ex-Works Value (1+2+3)</p> <p>(5) GST on Ex-Works Value (4)</p> <p>(6) Compensatory Cess, if any</p> <p>(7) Total FOR Despatching Station Value (4+5+6)</p> <p>(8) Inland Freight Charges upto Duliajan, Assam including GST</p> <p>(9) Transit Insurance Charges, including GST</p> <p>(10) Training Charges including GST</p> <p>(11) Installation & Commissioning Charges including GST</p> <p>(12) Charges for AMC of 4 years including GST</p> <p>(13) Grand Total Value (7+8+9+10+11+12)</p> <p>3.0 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made as under, subject to corrections/adjustments given herein.</p> <p>(I) When only foreign bidders are involved:</p> <p>Comparison will be done on Total value vide SI. No 17.</p> <p>(II) When both foreign & Domestic bidders are involved:</p> <p>Comparison will be done on Grand total value vide SI no 17 of Foreign bidder and Grand total value vide SI. no 13 (excluding SI no 8, 9) of domestic bidder.</p> <p>(III) When only domestic bidders are involved:</p> <p>Comparison will be done on Total value vide SI no 13 of Domestic bidder.</p> <p>Note:</p>	
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	<p>Domestic bidders must quote inland freight charges upto Duliajan. In case bidder fails to quote inland freight charges, highest freight quoted by domestic bidder (considering pro-rata distance) Against this tender or OIL's estimated freight, whichever is higher, shall be loaded to their offer for comparison purpose.</p> <p>4.0 Customs Duty:</p> <p>The items covered under this enquiry shall be used by OIL in the PEL/ML areas issued/renewed after 01/04/99. In terms of Customs Notification No. 45/2025- Customs dated 24.10.2025 (including amendments thereof), imports of the items specified in List 16 of the Notification are subject to levy of concessional rate of customs duty subject to conditions specified therein.</p> <p>Similarly, the domestic supply of such goods would attract GST @ 18% as per Gazette Notification No. No. 3/2017- Central Tax (Rate) dated 28.06.2017 (and as amended from time to time).</p> <p>Bidders shall take note of the prevailing customs notifications including the latest amendment vide gazette Notification No. 45/2025- Customs dated 24.10.2025 while quoting their prices. Bidder should consider concessional Customs Duty only for those items appearing in List-16 therein. Items of their import other than those appearing in List-16 of the said gazette notification shall be considered as duty payable on merit basis in their respective bid. OIL shall issue the requisite undertaking/certificate on request from Contractor for availing concessional rate of customs duty only against the items explicitly covered under List-16 of Customs Notification No. 45/2025- Customs dated 24.10.2025 or against any other item(s) subsequently declared by the competent authority during the tenure of the contract to be duty exempted/concessional. However, in the event of refusal/denial by Customs Authority to accord exemption/ concession of Customs Duty against import of items which are explicitly covered under List-16 of Notification No. 45/2025- Customs dated 24.10.2025, such applicable customs duty shall be reimbursed at actual by OIL to the Contractor on submission of documentary evidence.</p> <p>Similarly, the items other than those appearing in List-16 of the said gazette notification, if to be imported by the Contractor for the purpose of execution of contract against this tender, the same shall be considered as duty payable on merit basis and the applicable customs duty thereof must be included by the bidder in their respective bid value. OIL will not issue any Undertaking/Certificate towards customs duty concession/exemption for those items (not included in List-16 of Notification) and the duty payable on merit shall be borne by the Contractor. However, any other item if subsequently notified by the competent authority to be Duty free/concessional during the tenure of the contract, OIL will issue requisite Certificate/Undertaking for Contractor to avail the Customs Duty benefit and the duty benefit must be passed on to OIL. Additionally, for all those items against which the bidder considers the Customs Duty on merit, the list specifying the Customs Duty Rate (percentage) may be furnished, so that subsequent increase/decrease in Customs Duty, if any shall be</p>	
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<p>reimbursed/recovered by OIL as the case may be on documentary evidence.</p> <p>Bidders should submit the list of items which are to be imported for execution of the contract against this tender prudently along with their bid. Undertaking/Certificate for availing concessional rate of Customs Duty shall be issued by OIL only for the eligible items, provide the same are included in the list of items which are to be imported for execution of the contract against this tender submitted by the bidder.</p> <p>Notes:</p> <p>a. The above stipulations shall prevail over other clauses if stipulated otherwise elsewhere in the original tender document/previous amendments. However, the aforementioned notifications are subject to change as per Government guidelines and the provisions ruling at the time of Bid Closing will be applicable.</p> <p>5.0 <u>Purchase Preference Clause:</u></p> <p>Purchase Preference to Micro and Small Enterprises (MSE) falling within the price band of L1+15% and Purchase Preference Policy Linked with Local Content (PP-LC) falling within the price band of L1+20% shall be applicable to this tender.</p> <p>5.1 <u>Purchase Preference to MSE Bidders:</u></p> <p>Purchase Preference to Micro and Small Enterprises is applicable to this tender. Bidders seeking benefits, under Purchase Preference Policy (MSE) shall have to be registered for that item under the NIC group code under Udyam Registration or UAM.</p> <p>(i) In case participating MSE Quote price within price band of L1+15%, such MSE shall be considered for award of contract by bringing down their price to L1 price in a situation where L1 price is from someone other than an MSE.</p> <p>(ii) In case of more than one such MSE qualifying for 15% purchase preference, the contract shall be awarded to lowest eligible MSE amongst the MSEs qualifying for 15% purchase preference.</p> <p><u>Documentation required to be submitted by MSEs:</u> Categorization and various criteria applicable to MSE bidders shall be guided by the Gazette Notification No. CG-DL-E-26062020-220191 dated 26.06.2020 and Amendment vide Gazette Notification no. CG-DL-E-16062021-227649 dated 16.06.2021 and No. CG-DL-E-19012022-232763 dated 19.01.2022 and CG-DL-E-06052022-235600 dated 06.05.2022 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES, and any amendment thereof.</p> <p>The bidder claiming the MSE status (MSE-General, MSE-SC/ST, MSE-Woman) against this tender has to submit Udyam Registration Number with Udyam Registration Certificate along with the technical bid for availing the benefits applicable to MSEs.</p> <p><u>Note: In case bidding MSE is owned by Schedule Caste or Schedule</u></p>	
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Tribe or Woman entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST/Woman entrepreneur should also be enclosed.

5.2 Purchase Preference Policy (PPP-MII):

Purchase preference under Public Procurement (Preference to Make in India) Order, 2017 of Department for Promotion of Industry and Internal Trade (DPIIT), Govt. of India and as amended time to time with modifications as notified vide **MoPNG Order No. FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26th April 2022** (including subsequent amendments thereof, if any) shall be applicable for this Tender. Bidders are advised to check the provisions of the said notifications for their eligibility to bid and seek benefits for Purchase preference, accordingly. The margin of purchase preference shall be 20%.

5.3 Concurrent Application of Purchase Preference Policies:

The quantities under this tender are Not splittable and Public Procurement Policy for MSE Order 2012 and PP(MII) Order 2017 as per Order No. F.1/4/2021-PPD dated 18.05.2023 issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Govt. of India and any subsequent amendment thereto shall be applicable. Bidders are advised to refer to the said Order for further detail. In case of concurrence application of Purchase Preference Policies, the preference order shall be as mentioned below:

Preference Order	Category of Bidder
1st Preference	MSE Class-I Local Supplier
2 nd Preference	MSE but Non- Class-I Local Supplier
3 rd Preference	Non-MSE but Class-I Local Supplier
4 th Preference	Non-MSE Non- Class-I Local Supplier

Note: Further if multiple bidders are falling under a 'category of bidder', the purchase preference for price matching shall be given to MSEs falling within the price band of L1+15%. Purchase preference shall be given in the following order of preference:

1. SC/ST Women-owned MSEs
2. SC/ST owned MSEs
3. Women-owned MSEs
4. Other MSEs

All other guidelines issued in respect of benefits to MSEs shall prevail. Bidder claiming above relaxation/ exemption need to submit necessary documentary proof of their eligibility along with their techno-commercial bid. The certificate must be valid on the bid closing date.

	<p>6.0 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.</p> <p>7.0 While evaluating the bids, the closing rate (B.C. Selling Rate) of exchange declared by State Bank of India on the day prior to price bid opening will be taken into account for conversion of foreign currency into Indian Rupees.</p> <p>8.0 <u>Submission of Forged Documents:</u></p> <p>Bidders should note that Company (OIL) may verify authenticity of all the documents /certificates / information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract execution etc., if it is established that bidder has submitted forged documents / certificates / information towards fulfilment of any of the tender / contract conditions, Company shall immediately reject the bid of such bidder(s) or cancel / terminate the contract besides taking action as per OIL's Banning Policy dated 6th January 2017, available in the OIL's website. Accordingly, service provider/vendor to submit the Undertaking of authenticity of information/documents.</p> <p>9.0 <u>Land Border Sharing:</u></p> <p>Bidders should submit an Undertaking that, their bid is compliant to Order No. F.No. 6/18/2019-PPD dated 23.07.2020 issued by Ministry of Finance, Department of Expenditure, Public Procurement Division, Govt. of India (including subsequent amendments thereto, if any), regarding restrictions on procurement from a bidder of a country which shares land border with India.</p> <p>10.0 <u>Compliance of The Competition Act, 2002:</u> The bidder shall strictly comply with the provisions of the Competition Act, 2002, more particularly, Section-3 of the Act. Any violation of the provisions of the Act shall attract penal action under the Act.</p> <p>11.0 Other terms and conditions of the enquiry shall be as per General Terms and Conditions for Global Tender. However, if any of the Clauses of the Bid Evaluation Criteria (BEC) mentioned here contradict the Clauses in the General Terms & Conditions of Global Tender of the tender and/or elsewhere, those mentioned in this BEC shall prevail.</p>	
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PROFORMA FOR UNDERTAKING FROM THIRD PARTY DOCUMENT VERIFICATION INSPECTION AGENCY

(To be submitted on official letter head)

TO,
CGM- MATERIALS
MATERIALS DEPARTMENT
P.O. DULIAJAN, PIN-786602
DIST. DIBRUGARH, ASSAM, INDIA

Sir,

Sub : OIL's tender No.

M/s _____ having registered office at _____ intend to participate in the above referred tender of OIL INDIA LIMITED.

The tender conditions stipulated that the bidder shall submit documents pertaining to Bid Evaluation Criteria / Bid Rejection Criteria (BEC / BRC), duly verified and certified by designated independent Third Party Document Verification Inspection Agency.

In this regard , we hereby certify that copies of documents pertaining to Bid Evaluation Criteria / Bid Rejection Criteria (BEC / BRC), submitted to us by the bidder. M/s _____ have been verified and certified by us with originals and found to be genuine and authentic. We have signed and stamped on the copies of all the verified and certified documents having _____ nos. pages.

Note: In the event of any requirement, OIL reserves the right to ask the inspection agencies to verify the documents with source, if required at no extra cost to OIL.

Thanking you,

Authorised Person's Signature: _____

Name: _____

ANNEXURE - D**TECHNICAL CHECKLIST**

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COMMERCIAL CHECK LIST

- A.** The Commercial Check List must be completed and returned with your offer. Please ensure that all these points are covered in your offer. These will ensure that your offer is properly evaluated. Please select "Yes" or "No" to the following questions, in the right hand column.

Sl. No.	REQUIREMENT	COMPLIANCE Yes/No/N ot Applicable
1.0	Whether bid submitted under Single Stage Two Bid System?	
2.0	Whether quoted as manufacturer?	
2.1	Whether quoted as OEM Dealer/Supply House.	
2.2	If quoted as OEM Dealer/Supply House	
	(a) Whether submitted valid and proper authorization letter from manufacturer confirming that bidder is their authorized Dealer/supply House for the product offered ?	
	(b) Whether manufacturer's back-up Warranty/Guarantee certificate submitted?	
3.0	Whether Purchase Preference claimed? If so, whether under -	
	(i) PPP-MII (Whether relevant documents uploaded?)	
	(ii) MSE (Whether relevant documents uploaded?)	
	(iii) DMS&IP (Whether relevant documents uploaded?)	
4.0	Whether offered firm prices?	
4.1	Whether quoted offer validity of 90 days from the bid closing date of tender?	
4.2	Whether quoted a firm delivery period?	
4.3	Whether agreed to the NIT Warranty clause?	
4.4	Whether confirmed acceptance of tender Payment Terms as per Tender?	
4.5	Whether Bid security submitted as per NIT.	
5.0	Whether confirmed to submit PBG as asked for in NIT?	
5.1	Whether agreed to submit PBG within 30 days of placement of order?	
6.0	Whether Price submitted as per Price Schedule?	
6.1	Whether cost of Recommended Spares for 2 years of operations quoted (if applicable)?	
7.0	Whether quoted as per NIT (without any deviations)?	
7.0	Whether quoted any deviation?	
7.1	Whether deviation separately highlighted?	
8.0	Whether indicated the country of origin for the items quoted?	
8.1	Whether technical literature / catalogue enclosed?	
8.2	Whether weight & volume of items offered indicated?	
9.0	For Foreign Bidders - Whether offered FOB/FCA port of despatch including sea/air worthy packing & forwarding?	
9.1	For Foreign Bidders – Whether port of shipment indicated? To specify:	
9.2	For Foreign Bidders only - Whether indicated ocean freight up to Kolkata port (Excluding marine insurance)?	
9.3	Whether Indian Agent applicable?	
	If YES, whether following details of Indian Agent provided?	
	(a) Name & address of the agent in India – To indicate	
	(b) Amount of agency commission – To indicate	
	(c) Whether agency commission included in quoted material value?	

10.0	For Indian Bidders – Whether indicated the place from where the goods will be dispatched. To specify :	
10.1	For Indian Bidders – Whether road transportation charges up to Duliajan quoted?	
10.2	For Indian Bidders only - Whether offered Ex-works price is including packing/forwarding charges?	
10.3	For Indian Bidders only - Whether indicated import content in the offer?	
10.4	For Indian Bidders only - Whether offered Deemed Export prices?	
10.5	For Indian Bidders only – Whether all applicable Taxes & Duties have been quoted?	
11.0	Whether all BRC/BEC clauses accepted?	
12.0	Whether Integrity Pact with digital signature uploaded?	
12.1	Whether all the clauses in the Integrity Pact have been accepted?	
13.0	Whether indicated 'Local Content' required as per PPP-MII Policy ?	
14.0	Whether indicated the import content in Price Bid ?	
14.1	Whether submitted Undertaking towards Local Content and CA Certificate towards Local Content (as applicable) (PROFORMA – 13)	
15.0	Whether submitted Undertaking towards submission of authentic information/ documents submitted (PROFORMA – 4)	
16.0	Whether submitted Undertaking for restrictions on procurement from a bidder of a country which shares a land border with India. (Exhibit – I / III / III as applicable)	
17.0	Whether submitted Power of Attorney/ Authorization letter (Regarding authority for submission of bid) in prescribed format (PROFORMA – 14)	
18.0	Whether submitted Declaration about bidder's Financial standing i.e. the bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. (PROFORMA – 15)	
19.0	Whether submitted declaration that bidder is not under holiday list/delisted/blacklisted/debarred (PROFORMA – 16 A) Whether submitted declaration of NCLT / NCLAT /DRT /DRAT/ Court Receivership/ Liquidation (PROFORMA – 16 B)	
20.0	Whether submitted declaration for Document Verification by independent third party inspection agencies (PROFORMA – 17)	
21.0	Whether submitted declaration for Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy (PROFORMA – 20)	

BIDDERS PAST SUPPLIES PROFORMA FOR SIMILAR ITEMS.

Sl No.	PO No and date	Name & Address of Client	Description in Details	Documentary Evidence of successful completion	Date of completion	Remarks

B. ADDITIONAL INFORMATION (To be filled up by bidder and submit along with Technical Bid):

S1 No	Requirement	Bidder's Reply
1	Offer reference & Date	
2	Name, Address, Phone No & E-mail of Bidder	
3	Bank details of Bidder	
4	Name of Manufacturer	
5	Bid validity	
6	Payment Terms	
7	Guarantee/Warranty Terms	
8	Delivery Period	
9	Country of Origin	
10	Port of Despatch/Despatching Station	
11	Confirm submission Integrity pact, if required as per NIT	
12	Confirm acceptance of PBG clause, if required as per NIT	
13	Compliance to: Liquidated Damage Warranty/Guarantee Arbitration/Resolution of Dispute Force Majeure Applicable laws	
14	Confirm submission of the balance sheet/Financial Statements for the financial year (as applicable). If not, whether declaration as per BRC submitted (PROFORMA - 8).	
15	Confirm submission of undertaking towards authenticity of submitted documents.	
16	Exception/Deviations quoted, if any, to be given in details or refer to respective page of the bid documents. ANNEXURE III of General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) submitted in this regard?	
17	Whether submitted all the applicable Annexures as per document General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders).	

C. ADDITIONAL INFORMATION ON EXPERIENCE CRITERIA CLAUSE OF BRC-TECHNICAL. (To be filled up by bidder and submit along with Technical Bid):

S1 No	Requirement	Bidder's Reply
1	Whether all documents have been submitted as required for fulfilling Experience criteria clause of BRC-Technical.	
2	Name and details of the vendor to whom the bidder has successfully executed orders / contracts for atleast 50% of the tendered quantity as per Experience criteria clause of BRC-Technical.	
3	Whether submitted the profile and other documents of the E&P company / Drilling Contractor / Drilling Service provider for	

	verification (viz. Annual reports, Memorandum of Association, Article of Association etc.) if applicable	
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ANNEXURE - E

PRICE BID FORMAT

(Uploaded as attachment in the Attachment Tab “Notes and Attachments” in e-portal)
