बिड संख्या/Bid Number: GEM/2026/B/8005067

दिनांक /Dated: 10-09-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	06-10-2026 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	07-10-2026 11:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Petroleum And Natural Gas
विभाग का नाम/Department Name	Oil India Limited
संगठन का नाम/Organisation Name	Oil India Limited
कार्यालय का नाम/Office Name	Oil India Limited
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :buyer23.oil.up@gembuyer.in Buyer Email id: aparajita_gogoi@oilindia.in
कुल मात्रा/Total Quantity	2
वस्तु श्रेणी /Item Category	Trailer Mounted Hydraulic Wireline Winch
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	Trailer Mounted Hydraulic Wireline Winch
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	Hydraulic Wireline Winch Unit, Diesel Power Generator (V2), Trailer Mounted Road Sweeper, Trailer Mounted Suction Machine, Trailer Mounted Suction Cum Jetting Machine, Pick and Carry Hydraulic Mobile Crane
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	• Hydraulic Wireline Winch Unit • Trailer Mounted Suction Cum Jetting Machine • Trailer Mounted Suction Machine
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	7 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	Yes
Inspection to be carried out by Buyers own empanelled agency	Yes
Type Of Inspection	Pre Dispatch
Name of the Empanelled Inspection Agency/ Authority	Board of Officers
Payment Timelines	Payments shall be made to the Seller within **30** days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाईजरी बैंक/Advisory Bank	ICICI
ईएमडी राशि/EMD Amount	286000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	ICICI
ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	22

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :
CGM-MATERIALS (HoD)
Oil India Limited, OIL INDIA Limited, OIL INDIA Limited, Ministry of Petroleum and Natural, Contact no-0374-2808753
(S. K Roy)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई खरीद वरीयता / MII Purchase Preference

एमआईआई खरीद वरीयता / MII Purchase Preference	Yes
मेक इन इंडिया विक्रेताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में है / Purchase Preference to MII sellers availabele upto price within L1+X%	20
मेक इन इंडिया खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MII purchase preference	50

सार्वजनिक खरीद (मेक-इन-इंडिया को प्राथमिकता) आदेश 2017 के अनुसार केवल क्लास 1/क्लास 2 के स्थानीय आपूर्तिकर्ताओं को ही भागीदारी की अनुमति है दिनांक 16.09.2020 (समय-समय पर संशोधित एवं लागू) / Allow participation only from Class 1/Class 2 local suppliers as per the Public procurement(Preference to Make-in-india) order 2017 date 16.09.2020(as amended and applicable time to time)	Yes, in compliance with the MII ORDER : DPIIT Order(as amended and applicable time to time)

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. Preference to Make In India products (For bids < 200 Crore):Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.
OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017 and its subsequent Orders/Notifications issued by concerned Ministry .Benefits of MSE will be allowed only if seller/service provider is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

2. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the

manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
4. **Inspection of Stores by Nominated Inspection Authority / Agency of buyer or their authorized representatives**

An independent third party Professional Inspection Body can help buyer in mitigating buyer's risk with pre-dispatch/post-dispatch inspection in order to ensure that equipment, components, solutions and documentation conform to contractual requirements. The buyer has a right to inspect goods in reasonable manner and within reasonable time at any reasonable place as indicated in contract. Inspection Fee/ Charges (as pre-greed between buyer and Inspection Agency) would be borne by the buyer as per their internal arrangement but may be recovered from the seller if the consignment failed to conform to contractual specification and got rejected by the Inspection Officer .If so requested and accepted by the seller , initially seller may pay for inspection charges as applicable and get the same reimbursed from buyer if consignment accepted by the Inspecting Officer . For reimbursement seller has to submit proof of payment to Inspection Agency.

Seller/OEM shall send a notice in writing / e-mail to the Inspecting officer / inspection agency specifying the place of inspection as per contract and the Inspecting officer shall on receipt of such notice notify to the seller the date and time when the stores would be inspected. The seller shall, at his own expenses, afford to the Inspecting officer, all reasonable facilities as may be necessary for satisfying himself that the stores are being and or have been manufactured in accordance with the technical particulars governing the supply. The decision of the purchaser representative /inspection authority regarding acceptance / rejection of consignment shall be final and binding on the seller.

The Seller shall provide, without any extra charge, all materials, tools, labour and assistance of every kind which the Inspecting officer may demand of him for any test, and examination, other than special or independent test, which he shall require to be made on the seller's premises and the seller shall bear and pay all costs attendant thereon.

The seller shall also provide and deliver store / sample from consignment under inspection free of charge at any such place other than his premises as the Inspecting officer may specify for acceptance tests for which seller/OEM does not have the facilities or for special/ independent tests.

In the event of rejection of stores or any part thereof by the Inspecting officer basis testing outside owing to lack of test facility at sellers premises, the seller shall, on demand, pay to the buyer the costs incurred in the inspection and/or test. Cost of test shall be assessed at the rate charged by the Laboratory to private persons for similar work.

Inspector shall have the right to put all the stores or materials forming part of the same or any part thereof to such tests as he may like fit and proper as per QAP/governing specification. The seller shall not be entitled to object on any ground whatsoever to the method of testing adopted by the Inspecting officer.

Unless otherwise provided for in the contract, the quantity of the stores or materials expended in test will be borne by seller.

Inspecting officer is the Final Authority to Certify Performance / accept the consignment. The Inspecting officer's decision as regards the rejection shall be final and binding on the seller.

The seller shall if so required at his own expense shall mark or permit the Inspecting officer to mark all the approved stores with a recognised Government or purchaser's mark.

Trailer Mounted Hydraulic Wireline Winch (2 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

क्रेता विशिष्टि दस्तावेज़ /Buyer Specification Document	Download

उपरोक्त मद के लिए इंस्टॉलेशन कमीशनिंग एंड टेस्टिंग (आईसीटी) का विवरण / Installation Commissioning and Testing (ICT) details for the above item:

% of Product Cost Payable on Product Delivery	80%
Min Cost Allocation for ICT as a % of product cost	9%
Number of days allowed for ICT after site readiness communication to seller	30 Days

परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Chandana Phukan	786602,Oil India Limited, Duliajan, Assam	2	180

Buyer added Bid Specific Additional Scope of Work

क्र.सं./S.No.	Document Title	Description	रिवर्स प्रभार के अनुसार जीएसटी/Applicable i.r.o. Items
1	Technical Specification and BEC View	Technical Specification and BEC	Trailer Mounted Hydraulic Wireline Winch(2)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. **Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be (Increased quantity ÷ Original quantity) × Original delivery period (in days), subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

2. **Generic**

   Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. **Generic**

   Bidder shall submit the following documents along with their bid for Vendor Code Creation:

   a. Copy of PAN Card.

   b. Copy of GSTIN.

   c. Copy of Cancelled Cheque.

   d. Copy of EFT Mandate duly certified by Bank.

4. **Generic**

   Manufacturer Authorization: Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

5. **Generic**

   Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

6. **Scope of Supply**

   Scope of supply (Bid price to include all cost components) : Supply Installation Testing Commissioning of Goods and Training of operators and providing Statutory Clearances required (if any)

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.

4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

यह बिड सामान्य शर्तों के अंतर्गत भी शासित है /This Bid is also governed by the General Terms and Conditions

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

MATERIALS DEPARTMENT
P.O. Duliajan, Dist. Dibrugarh
ASSAM, PIN – 786 602,
INDIA

FORWARDING LETTER & INSTRUCTION TO BIDDERS

OIL INDIA LIMITED (OIL) is a premier National Oil Company engaged in the business of Exploration, Production and Transportation of Crude Oil and Natural gas. A Maharatna 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.

In connection to its operations, OIL invites **DOMESTIC COMPETITIVE BIDS** from competent and experienced bidders through GEM portal for the items mentioned below. You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through GEM portal. For your ready reference, few salient points of the Tender are highlighted below.

TENDER INFORMATION SUMMARY

1A	Bid Security	:	**Applicable .** Bid Security if submitted in the form of BG/e-PBG must be valid upto **21.03.2027.** ***NOTE:*** **Original Bank Guarantee will have to be submitted directly to OIL on or before the Bid closing date and time, failing which the bid may be rejected.**
1B	Bid Security Declaration	:	Not Applicable
2	Performance Guarantee	:	**Applicable @ 5 % of Order value for PO value more than Rs. 10.00 Lakhs**
3	Integrity Pact	:	Applicable
4	MSE Purchase Preference	:	Applicable
5	PPP-MII Purchase Preference	:	Applicable
6	Preference to domestically manufactured Iron and Steel product (DMI&SP Policy)	:	Not Applicable
7	Document Verification by independent third party inspection agencies	:	Not Applicable *(Detailed in clause 31 of under General Notes to Bidders of Annexure – V)*
8	Restrictions on procurement from a bidder of a country which shares a land border with India	:	Applicable
9	Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy	:	Not Applicable
10	OIL's Banning policy	:	Applicable
11	Pre - despatch inspection	:	Applicable
12	Third party inspection (TPI)	:	Applicable- In Supplier's scope
13	Installation & Commissioning	:	Applicable
14	Training	:	Applicable
15	Annual Maintenance Contract	:	Not Applicable
16	OIL's PR No.	:	1429705 ***Quote this reference number for all correspondence with OIL.***

LIST OF ANNEXURES/PROFORMAS

ANNEXURES		
Annexure - I	:	Technical Specifications, Scope of Work, Special terms & Conditions etc.
Annexure - II	:	~~Price Break up~~
Annexure - III	:	Bid Evaluation Criteria
Annexure - IV	:	Technical & Commercial Checklist
Annexure - V	:	General Conditions of Contract (GCC) & Special Conditions of Contract (SCC)
Annexure - VI	:	Bid Evaluation Matrix (Technical Specification)
Annexure - VII	:	Bid Evaluation Matrix (Bid Evaluation Criteria)
Annexure - VIII	:	Policy for providing preference to Domestically Manufactured Iron & Steel Products (DMI & SP)
Annexure - IX	:	General Conditions of Contract *(For all services to be rendered including AMC)*
PROFORMAS		
Proforma - A	:	Format for undertaking towards compliance of Financial Criteria
Proforma - B	:	Format for Annual Turn Over and Net Worth Certificate
Proforma - C	:	Format for Corporate Guarantee towards Financial Standing
Proforma - D	:	Format for Integrity Pact
Proforma – E(I), E(II), E(III)	:	Formats for undertaking towards compliance of restriction on procurement from a bidder of a country which shares a land border with India
Proforma - F	:	Format for Performance Security
Proforma – G A	:	Format for Bid Security
Proforma – G B	:	Format for Bid Security Declaration
Proforma - H	:	Format for undertaking towards submission of authentic information/ documents
Proforma - I	:	Format for Authorization letter For attending Tender Opening
Proforma – J	:	Format for Exception / Deviation
Proforma – K	:	Format for Undertaking For Local Content
Proforma - L	:	Format for Power of Attorney / Authorization letter (Regarding authority for submission of bid)
Proforma – M	:	Format for Bidders financial standing
Proforma – N1 Proforma – N2	:	Format for declaration that bidder is not under holiday list/delisted/blacklisted/debarred Format for declaration of NCLT / NCLAT /DRT /DRAT/ Court Receivership/ Liquidation
Proforma – O	:	Format for Inspection Certificate to be issued by Independent Inspection Agencies against Document Verification Clause
Proforma – P	:	Format for Bank Guarantee linked with Advance Payment
Proforma -Q	:	Format for Insurance surety bond for Bid security and Performance security
Proforma -R	:	Format for Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy
Proforma -S	:	Format for Document Verification by independent third party inspection agencies

ANNEXURE – I

AA. TECHNICAL SPECIFICATIONS OF 2-WHEELED TRAILER MOUNTED HYDRAULIC WINCH (Qty: 02 Nos.)

Technical Specifications & Other Requirements:

Clause No.	Clause Description
	PART A: **REQUIREMENT**
1.0	**BRIEF SCOPE OF WORK:** Supply, installation and commissioning of Trailer mounted, steel skid base structure, Gasoline (Petrol) engine driven, single drum, hydraulic light / medium duty slickline winch for bottom hole pressure/temperature survey and bottom hole fluid sampling operations, complete with accessories etc.
2.0	**GENERAL:**
2.1	All components of the winch system (deck engine, hydraulic system, winch drums, etc.) shall be suitably mounted on a skid base of steel material.
2.2	The skid base (containing the winch system) shall be mounted on a 2-wheeled Trailer chassis (as per specifications mentioned in this Tender document), which can be registered in India as per as per Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 of India. Offers with winch equipment mounted on truck or other type of trailer (i.e. other than 2-wheeled trailer) shall not be acceptable.
2.3	The bidder / supplier (i.e. successful bidder) shall take special care in designing the unit (2-wheeled Trailer mounted Hydraulic Winch) as the unit shall be towed by suitable vehicle (such as Pick-up Van, Towing Tractor, etc.) through national highways, state highways, district roads, rural / village roads, slushy oil & gas well sites which may not be smooth every time. The village roads are sometimes gravel roads as normally encountered in oil & gas fields of India.
2.4	The bidder / supplier (i.e. successful bidder) shall note that the drum shall be mounted suitably at a comfortable height for the operator. Lifting eyes shall be provided in the steel skid base for safer and easier handling of the system.
2.5	In case of procurement of multiple [i.e. more than 01 (one)] unit against this tender, all the units including all the systems like Trailer, Deck Engine, Winch, Hydraulic System etc. offered by the bidder in the tender and to be supplied by a successful bidder (i.e. supplier) in future against this tender shall be identical and shall have same design in all respects.

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Clause No.	Clause Description
	PART B: **DIMENSIONS & WEIGHT**
3.0	**OVERALL DIMENSIONS OF EACH COMPLETE UNIT:** The overall dimensions & weight of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) shall meet the following: [Complete unit means: Trailer mounted with entire onboard equipment / machineries like Gasoline (Petrol) Deck engine, wireline winch with wire, hydraulic system complete with all hydraulic connections, Canopy, hydraulic oil, etc. any other items / fittings, accessories mounted on the Trailer].
3.1	**Overall stowed length (including drawbar) of each complete unit:** 3100 mm (approx.) The bidder shall mention the overall stowed length (including drawbar) (in mm) of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) in the technical bid and General Arrangement (GA) drawing. <u>Note</u>: The bidder shall note that the maximum limit for overall length of each complete unit as per this clause is in stowed position and for road transport of the unit on public roads. During operation or maintenance of the unit, the unit may exceed the maximum limit for overall stowed length.
3.2	**Overall width (with wheels & mudguards) of each complete unit:** 1850 mm to 2000 mm (approx.) The bidder shall mention the overall width (with wheels & mudguards) (in mm) of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) in the technical bid and General Arrangement (GA) drawing.
3.3	**Overall stowed height (with Canopy in closed position) of each complete unit:** 1450 mm (approx.) from ground level. The bidder shall mention the overall stowed height (with Canopy in closed position) (in mm) of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) from ground level in the technical bid and General Arrangement (GA) drawing. <u>Note</u>: The bidder shall note that the maximum limit for overall height from ground level of each complete unit as per this clause is in stowed position and for road transport of the unit on

Clause No.	Clause Description
	public roads. During operation or maintenance of the unit, the unit may exceed the maximum limit for overall stowed height from ground level.
3.4	The bidder / supplier (i.e. successful bidder) shall ensure adequate gap between the Trailer deck and Trailer wheels, so as to ensure that the Trailer wheels do not touch the body of deck of the Trailer or any other machineries / equipment mounted on the Trailer while crossing speed breakers, potholes or any other uneven surface.
3.5	Information to bidder: All above dimensions to be mentioned by the bidder in their offer shall be in mm.
4.0	**DIMENSIONS OF TRAILER FLOOR AREA & WINCH SYSTEM WITH SKID BASE:**
4.1	The "Winch system with skid base" will be completely accommodated in the Trailer floor area of the offered Trailer. The bidder shall categorically mention their compliance of the same in the technical bid.
4.2	**Height of Trailer Platform:** Shall be around 500 mm to 600 mm (approx.) from ground level.
4.3	Information to bidder: a. It shall be bidder's endeavour to indicate all major dimensions (i.e. dimensions of trailer floor, dimensions of winch system with skid base, etc.) in the General Arrangement (GA) drawing(s). b. All above dimensions to be mentioned by the bidder in their offer shall be in mm.
5.0	**OVERALL WEIGHT OF EACH COMPLETE UNIT & GROSS VEHICLE WEIGHT (GVW) RATING :**
5.1	The Total weight (mass) of each complete unit must be as minimum as possible. The Total weight (mass) of each complete unit must be within the Gross Vehicle Weight (GVW) Rating of the offered Trailer. Total weight (mass) of each complete unit is the weight of the complete 2-wheeled Trailer mounted Hydraulic Winch with all items, equipment & fittings, i.e. total of weight of the Trailer mounted with entire onboard equipment / machineries like Gasoline (Petrol) engine; wireline winch system with skid base, hydraulic system complete with all hydraulic connections; hydraulic oil, Canopy; any other items / fittings, materials, etc. that are mounted on the unit.
5.2	**Gross Vehicle Weight (GVW) Rating of offered Trailer:** Shall be around 2300 kg (approx.)

Clause No.	Clause Description
5.3	The weight of the Winch system with skid base (which is to be mounted on the Trailer) must be within the carrying capacity of the offered Trailer considering suitable additional safety margin in the load capacity of the offered Trailer.
5.4	The bidder shall mention and submit the following information in the technical bid:
a.	Estimated Total weight (mass) of complete unit.
b.	Gross Vehicle Weight (GVW) Rating of offered Trailer.
c.	Estimated Weight of the Winch system with skid base (which is to be mounted on the Trailer).
d.	Carrying capacity of offered Trailer.
5.5	Information to bidder: All above weights to be mentioned by the bidder in their offer shall be in kg.
6.0	The bidder / supplier (i.e. successful bidder) shall be solely responsible for selecting and designing the Trailer accurately based on the actual total weight (mass) & dimensions of their complete unit. Mere technical acceptance of Trailer based on the information during tendering stage does not construe Oil India Limited's (OIL) acceptance of the complete unit (to be supplied) in future in case the actual total weight (mass) of their complete unit exceeds the Gross Vehicle Weight (GVW) Rating of the Trailer. Oil India Limited (OIL) shall no way be responsible in case it is found not suitable later on. Moreover, in such instances, no compensation etc. shall be payable by OIL. Accordingly, the supplier (i.e. successful bidder) should decide & plan precisely for successful execution of the entire project.
7.0	**GENERAL ARRANGEMENT (GA) DRAWING:**
7.1	The bidder shall submit General Arrangement (GA) drawing of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) along with the technical bid. The General Arrangement (GA) drawing shall indicate the major dimensions, position of major equipment, etc. of the complete unit.
7.2	The bidder shall submit General Arrangement (GA) drawing of the complete Winch System with Skid along with the technical bid. The General Arrangement (GA) drawing shall indicate the major dimensions, position of major equipment, etc. of the Winch System with Skid.

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Clause No.	Clause Description
	PART C: **TRAILER , DECK ENGINE & HYDRAULIC SYSTEM**

Clause No.	Clause Description
8.0	**TRAILER & ITS COMPONENTS:** The winch system skid shall be mounted on the trailer, meeting the following specifications / requirements:
8.1	**Trailer Chassis:**
a.	The chassis frame of the Trailer shall be made of approximately 50 mm size suitable steel member having longitudinal members and cross members.
8.2	**Drawbar with Towing arrangement:**
a.	The Trailer shall be provided with Towing arrangement for mobilizing / demobilizing the unit from one location to another, so that the unit shall be towed by suitable vehicle (such as Pick-up Van, Towing Tractor, etc.) equipped with Jaw & Pin type towing attachment.
b.	Approximately 150 mm size steel member shall be provided as Drawbar and shall be suitably welded to the trailer chassis.
c.	The tow eye on the Drawbar shall have an Internal Diameter (ID) of approximately 65 mm to pass through the towing pin of the Jaw & Pin type towing attachment arrangement of the towing vehicle (such as Pick-up Van, Towing Tractor, etc.). The tow eye shall be with cushioning spring.
d.	The Drawbar extension from the trailer shall be minimum 1000 mm in order to negotiate sharp turn.
8.3	**Trailer Platform:**
a.	All welded steel construction with approximately 3 mm thick MS chequered plate Trailer platform shall be provided. Trailer platform shall be of non-slip type.
8.4	**Side & Tail Boards:**
a.	The Trailer shall have side / tail boards in all the four sides.
b.	Except the tail board (opposite to the Drawbar) all the three side boards shall be fixed type. The tail board shall be hinged type with suitable locking arrangement for opening & closing. During unit operation, tail board shall be kept hanging downwards. The tail board shall not touch the ground when hanging downwards.
c.	The height of the side / tail boards shall be around 350 mm – 450 mm approximately. It shall be made of approximate 12 gauge thick M.S corrugated sheet with suitable frame structure.
8.5	**Canopy:**

Clause No.	Clause Description
a.	Suitable light weight rugged canopy shall be provided over the trailer . The canopy is required to cover the equipment during transportation, parking as well as to protect it from rain, dust, etc. The canopy will rest on side boards of the trailer. The canopy shall have lock & key arrangement.
b.	The canopy shall be light weight for easy opening & closing by one or two persons. Lifting handles shall be provided in the Canopy.
c.	The canopy shall be made of suitable size Aluminium member & approximately 18-24 gauge Aluminium sheet. The supplier (i.e. successful bidder) shall select the appropriate Aluminium sheet so that the Canopy can be easily opened or closed manually by one or two persons.
d.	During operation, the Canopy will be kept half open at around 70 to 80 degree with the side boards towards Drawbar end. The Canopy shall be at around 120 degree with the side boards towards Drawbar end during maintenance of the equipment. Accordingly, suitable stopper / locking arrangements to keep the Canopy open at around 70 - 80 degree & at around 120 degree shall be provided.
e.	The Canopy shall be rugged box type with suitable taper design to disallow rainwater stagnation and rainwater ingress. The canopy shall be hinged (heavy duty continuous hinge) at the draw bar end along the width of the trailer.
8.6	**Foldable stand type support with Sand-Pad:**
a.	During unit operation and also while the unit is not in operation, the Trailer is detached from the towing vehicle. Suitable lockable & foldable stand type support with Sand-Pad shall be equipped / provided at its corners. There shall be four telescopic tubular stands (telescopic action, i.e. NOT through screw jack arrangement) with Sand-Pad at four corners of the Trailer with height adjustment facility to place the Trailer in properly level position on ground.
8.7	**Axle:**
a.	The offered Trailer shall be Single Axle two-wheel Trailer.
b.	Suitable cross–section axle to take load of the complete unit with safety margin shall be provided.
c.	Suitable Castle Nut with Split Pin arrangement be provided to lock the Axle flange. Self-locking Nuts shall be provided in all other bolts.
d.	Position of axle should be given adequate offset from the center point of the trailer in order to balance the load as well as to allow for ease of manual lifting from the hook end side.
e.	Actual loading on the Axle shall be within Axle load bearing capacity of the Axle.

Clause No.	Clause Description
8.8	**Suspension:**
a.	Leaf spring suspension system with shock absorbers to bear static load and impact load during towing shall be provided.
b.	Grease nipples shall be provided in the suspension system as applicable.
c.	The bidder shall provide details of suspension system in the technical bid.
8.9	**Wheels & Tyres:**
a.	Two numbers of complete wheels fitted with Tyres of suitable Tyre size (preferably 7.00 x 16) as per load requirement shall be provided in each unit.
b.	The bidder shall mention the Tyre size in the technical bid.
8.10	**Parking Brake:**
a.	Suitable hand operated brake for both the wheels shall be equipped / provided. The hand lever shall be positioned at a suitable position near the Drawbar.
8.11	**Mounting on Winch System on Trailer platform:**
a.	The winch system skid shall be mounted on the Trailer platform through self-locking Bolts & Nuts. Bolts and Nuts must be placed over cross members and not directly on the Trailer platform.
8.12	**Painting:**
a.	Minimum two number of paint coats shall be applied on the unit. Paint colour shall be as under: Trailer body along with side & tail boards: Imperial Crimson / RAL 3002 paint. Canopy: White paint (preferably) Chassis undercarriage, other steel works: Suitable colour paint. Note: Surface primer, paints shall be suitable for corrosive handling fluids etc. used in oil & gas industry.
8.13	**Trailer Accessories:** Following accessories shall be supplied along with each Trailer:
a.	Suitable and sufficient reflectors shall be provided at the Trailer body for movement at night.

Clause No.	Clause Description
b.	Facility at front & rear of the Trailer for affixing the High Security Registration Plate (HSRP).
c.	**Trailer Information Plate:** Each Trailer shall be provided with a metallic plate fixed in a suitable place in the Trailer chassis (easily visible) containing, amongst others, the following information: i) Trailer Serial Number / Trailer Chassis No. as per Trailer manufacturer. ii) Year and Month of Manufacturer. iii) Carrying Capacity of the Trailer. iv) Name & Address of Trailer Manufacturer etc.
d.	Suitable mudguards with mudflaps shall be provided for the Trailer wheels.
9.0	**DECK ENGINE:** The offered deck engine, for providing power for operating the hydraulic system of the winch, shall meet the following requirements / specifications:
9.1	**Make & Model of offered Deck Engine:** Offered deck engine shall be of Make: Briggs and Stratton (Vanguard) / Kohler / Hako (Gener) / Honda. The bidder shall clearly mention the Make & Model of the offered Deck Engine in the technical bid.
9.2	The bidder shall submit the technical leaflet / brochure of the offered Deck Engine along with the technical bid. <u>Note</u>: In case a common technical leaflet / brochure for multiple models is provided, bidder shall clearly indicate / highlight the offered model.
9.3	The offered Deck Engine shall be Gasoline (Petrol) fuel Engine capable of developing power of minimum 23 HP (17.15 kW) at the rated rpm.
9.4	The bidder / supplier (i.e. successful bidder) shall select suitable deck engine such that during stationary operation of the unit, deck engine shall not get overheated and engine vibration shall be as minimum as possible.
9.5	**Emission norms:** The offered Deck Engine shall comply with any one of the emission norms: a. Bharat Stage III (BS III) or higher OR b. EU Stage III or higher OR c. US Tier 3 or higher.

Clause No.	Clause Description
	No preference shall be given to any offer with deck engine complying with higher emission norms during evaluation. The bidder shall mention the emission norms of the offered Deck Engine in the technical bid. Documents supporting emission norms of the offered deck engine shall be submitted along with the technical bid.
9.6	The deck engine shall have electric starting system as well as manual starting system. Deck Engine with only electric starting provision is not acceptable.
9.7	All engine accessories such as Air filter, alternator, battery, key switch, accelerator cable etc. shall be provided in the Deck Engine as per engine manufacturer's design.
9.8	The exhaust of the Deck Engine shall be installed considering the position of the operator so that during operations, the exhaust smoke is directed away from the operator & does not get entrapped in the canopy, so as to avoid discomfort to the personnel around.
9.9	The Deck Engine exhaust shall be equipped with suitable mechanism to prevent discharge of open flame and sparks from the exhaust. The mechanism may be additional fitment (Spark Arrestor device) with the exhaust or engine's internal mechanism to prevent discharge of open flame and sparks in the exhaust. The bidder shall confirm in the technical bid whether the mechanism is additional fitment (Spark Arrestor device) with the device or engine's internal mechanism to prevent discharge of open flame and sparks in the exhaust. In case Spark Arrestor device is not needed / recommended as per the engine manufacturer as additional attachment / fitment, the bidder shall submit supporting document(s) from the engine manufacturer or engine manufacturer's dealer along with the technical bid.
10.0	**DECK ENGINE FUEL TANK:**
10.1	One number of fuel tank of suitable material and approximately 10 litres capacity of shall be provided. Suitable strainer at the opening of the fuel tank to prevent entry of foreign materials & locking arrangement shall be provided in the fuel tank.
10.2	The fuel tank shall have manual isolating valve in the outlet so that no fuel is lost in case of failure of fuel line.
11.0	**POWER TRANSMISSION:** The offer shall meet the following specifications:

Clause No.	Clause Description
11.1	The hydraulic winch unit shall be powered by Petrol (Gasoline) deck engine. The power transmission system shall be hydraulic system as per unit manufacturer's design. The power transmission system shall be so designed so that the winch drum shall be able to rotate in both clockwise & counterclockwise direction & meet the specified speed & torque requirements during unit operations.
11.2	The transfer of power from the hydraulic motor to the winch drum shall be in either of the ways: i) Hydraulic motor directly mounted on the winch drum. OR ii) Through a suitable chain & sprocket system from the hydraulic motor.
11.3	Suitable Gearbox / Torque hub may also be used as per design requirement along with the hydraulic system to meet the operational requirements.
11.4	In case, chain and sprocket system is used in between hydraulic Motor and Winch Drum to transmit power, the size of the chain and sprocket shall be suitably selected considering the maximum power requirement of the winch. Double stranded chain and sprocket drive shall be used in mechanical transmission. The chain and sprocket system shall be suitably enclosed with detachable safety cover.
11.5	Hydraulic Pump driven through belt / pulley from the Deck Engine shall not be acceptable.
11.6	The bidder shall submit the power flow block diagram from Deck Engine to Winch Drum showing the major components of the system along with the technical bid.
11.7	Suitable brake system for winch drum as detailed in "Part D: Hydraulic winch specifications & Operational Features" shall be provided in addition to any brake mechanism in the hydraulic system.
12.0	**HYDRAULIC SYSTEM:** The offer shall meet the following specifications:
12.1	Suitable hydraulic system for power transmission from Deck Engine to winch drum and optimized for meeting operating conditions mentioned in "Part D: Hydraulic winch specifications & Operational Features" shall be provided as per manufacturer's design.
12.2	Maximum hydraulic system pressure: As per design.
12.3	A main pressure relief valve shall be installed to ensure that the maximum hydraulic working pressure is within the design limits of the hydraulic components and would also ensure that the Deck Engine shall not be overloaded beyond designed power (HP).

Clause No.	Clause Description
12.4	The hydraulic system shall be fail-safe and shall be designed to protect from unexpected events such as engine stalling, etc.
12.5	Suitable mechanism (such as crossover relief valve, etc.) shall be installed with the hydraulic motors to normalize the pressure spikes on either sides of the motor.
12.6	Suitable operator controlled mechanism (such as pilot relief valve) with pressure gauge shall be installed on the operator panel for controlling / regulating speed and pull of the Winch.
12.7	Winch drum shall rotate in both directions. For directional control of the winch drum, Directional Control Valves (DCV) control shall be installed on the operator panel. The configuration of the directional control shall be specific to hydraulic circuit design & requirements.
12.8	All hydraulic Directional Control Valves (DCV) shall have mechanical actuation system (such as hand lever, etc.) to be operated by the operator.
12.9	Electrical / Electronic signal control hydraulic system is not acceptable. In case any hydraulic components is controlled by pilot signal, the pilot signal shall be only hydraulic.
12.10	The bidder shall submit a hydraulic circuit of the offered unit using standard legends for all components i.e. hydraulic pumps, hydraulic motors, filters, direction control valves, relief valves, heat exchangers etc. along with the technical bid.
13.0	**Hydraulic System Components:** The Hydraulic System shall comprise the components as mentioned hereunder amongst other components as per manufacturer's design.
13.1	**Hydraulic Oil Reservoir:** The hydraulic oil reservoir shall meet the following specifications:
a.	The reservoir shall be constructed as per best industrial standards with extensions of the end plates supporting the tank on the steel base.
b.	Hydraulic Tank shall be made of Stainless Steel of suitable capacity as per design requirement.
c.	The reservoir shall be designed for easy maintenance of hydraulic oil. The bottom of the tank shall be suitably designed and has a drain plug at the lowest point of the tank for complete draining of the hydraulic oil from the tank. Drain plug shall be equipped with one lockable isolating valve. Suitable arrangement shall be provided so that the hydraulic oil shall not be spilled over the trailer platform while draining the hydraulic oil.
d.	A filler cap shall be provided with fine meshed screen to keep out contamination when the fluid is replenished.

Clause No.	Clause Description
e.	A vented breather cap of suitable size shall be used on the top of the reservoir. It shall also contain air filtering screen.
f.	The tank may contain optimum baffle plate(s), if required, to prevent local turbulence in the tank during movement and remove entrapped air from the fluid.
g.	Hydraulic pump suction line shall be equipped with lockable isolating valve.
h.	Suitable level glass and temperature indicator shall be installed in an easily readable position on the side of the hydraulic tank.
i.	Suitable cooling mechanism (such as heater exchanger etc.) may be provided (if required) to avoid overheating of the hydraulic oil during continuous operation. Heat exchanger fan (if provided as per design) shall be hydraulic motor driven only. Electric driven heat exchanger fan is not acceptable.
13.2	**Hydraulic Oil Filters:**
a.	The Hydraulic system shall include Filters for return line of required pressure rating and micron to maintain the hydraulic system efficient and clean.
13.3	**Hydraulic Hoses:**
a.	All hydraulic hoses and fittings sized for maximum flow shall be provided meeting tender requirements.
b.	All hose end connection shall preferably be 37 degree flare fitting with swivel nut for the reason of flexibility in hose replacement.
c.	All hydraulic hoses shall be properly marked for ease of identification.
d.	Suggested Make of Hydraulic hoses: Parker / Gates / Eaton / Power Grip / Yuken/ Vickers.
e.	The bidder shall mention the Make of hydraulic hoses in the technical bid.
13.4	**Hydraulic Pump:**
a.	Suitable hydraulic pump shall be provided as per manufacturer's design.
b.	Suitable model of following Make hydraulic pump shall be provided meeting tender requirements. Suggested Make of Hydraulic pump:

Clause No.	Clause Description
	Parker / Denison / Rexroth / Eaton / Vickers / Sauer Danfoss / Yuken / Linde
c.	The bidder shall mention the Make & model and submit the technical leaflet / brochure of each of the Hydraulic Pump offered, in technical bid. (Pump-wise information to be provided) Note: In case a common technical leaflet / brochure for multiple models is provided, bidder shall clearly indicate / highlight the offered model.
13.5	**Hydraulic Motors:**
a.	Suitable hydraulic motor(s) shall be provided as per manufacturer's design. The hydraulic motor driving the winch drum shall be bi-directional motor.
b.	Suitable model of following Make hydraulic motor shall be provided meeting tender requirements. Suggested Make of Hydraulic Motor: Parker / Denison / Rexroth / Eaton / Vickers / Sauer Danfoss / Yuken / Linde
c.	The bidder shall mention the Make & model and submit the technical leaflet / brochure of each of the Hydraulic Motors offered, in technical bid. (Motor-wise information to be provided.) Note: In case a common technical leaflet / brochure for multiple models is provided, bidder shall clearly indicate / highlight the offered model.
13.6	**Hydraulic Valves:**
a.	Suggested Make of Hydraulic valves [Direction Control Valves, Pressure Relief Valve(s)]: Parker / Denison / Rexroth / Eaton / Vickers / Sauer Danfoss / Yuken / Barksdale / Agro Hytos
b.	The bidder shall mention the Make of each of the Hydraulic Valve [Direction Control Valves, Pressure Relief Valve(s)] offered, in technical bid. (Valve-wise information to be provided.)
13.7	**Pressure Gauge:**
a.	Suitable pressure gauge is to be provided at the operator's panel showing hydraulic system pressure.
13.8	**Notes:**
a.	It shall be bidder's endeavour to offer the following items as per Makes indicated against each item in the hydraulic system. Other suitable makes & models meeting tender

Clause No.	Clause Description
	specifications are however equally acceptable in case of operational and / or design requirements.
b.	No preference shall be provided during evaluation for offers with Make / Model with higher specifications. All Make/ Model meeting tender specifications shall be treated as equal and at par.

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Clause No.	Clause Description
	PART D: **WINCH SPECIFICATIONS & OPERATIONAL FEATURES**
14.0	**SYSTEM PARAMETER:**
a.	Maximum line speed: 350 meter/min, infinitely variable.
b.	Minimum line speed: Line speed shall be varied precisely in between 2m – 10m per minute while initial run in hole & final out of hole.
15.0	**WINCH DRUM :**
a.	Length: 430 mm approx. (Between Flanges).
b.	Core Dia.: 130 mm (approx.)
c.	Flange Dia.: 350mm (approx.)
d.	Line Size: 2.7432 mm and 2.3368 mm (0.108" and 0.092") slickline.
e.	Line Capacity: 6173M (20000 ft) of 0.092" size slickline.
f.	Line Speed: Infinitely variable from 0 to 350 meters per minute at rim.
g.	Static Line Pull: Around 700Kgs (1550 lbs) at Core.
15.1	**Note for winch drum:**
a.	The drum shall be provided with a splash guard.
b.	The drum with shaft shall be mounted on the pedestal type bearing of rated capacity.

Clause No.	Clause Description
c.	The hole for anchoring of the slickline on the reel drum shall be provided at one end of the drum and not in the centre.
d.	Winch drum shall be rigid in construction. The Bidder needs to provide an engineering drawing and QAP for the offered design for technical evaluation. Additionally, at the time of supply, NDT & Radio graphical test certificate shall be provided.
e.	The core of the drum shall be barrel in shape and manufactured from seamless thick tubular steel with wall thickness of more than ½". The flanges shall be cut from single sheet of thickness greater than ½".
f.	The barrel (core) shall be pressed through the drum flanges. The circumferential length of contact between drum flange and barrel shall be welded on both sides of the flanges. All welded area shall be machined to a seamless finish.
g.	Brake drum shall be welded outside flange in both end of the drum and circumferentially welded both outside and inside with the flange. The brake drum shall be a meant to add mechanical strength to the flanges and drum.
h.	Steel gussets shall be inserted radially and welded to the circular brake drum, flange and barrel to make all the three components into a single solid assembly.
i.	The drum shaft shall be machined from a solid steel billet to a diameter to 2" and pressed fit inside the barrel and then welded.
16.0	**HANDLE ASSEMBLY (MANUAL PULLING SYSTEM):**
a.	The drum shall be equipped with Mount crank & handle Assembly for winding of the slickline manually.
b.	The position of the crank lever shall be selected considering operator's position, ergonomics and safety.
c.	The provision for affixing the drum lever shall be made either on the drum shaft or drum flange. If the crank lever is equipped with the drum shaft, it shall be removable type on account of safety.
17.0	**BRAKE ASSEMBLY:**
a.	The drum shall be provided with manually applied dual brake bands with lining to offer positive gripping, holding and heat dissipation.
b.	The brake band shall contain suitable lining for positive gripping and adjustment mechanism.

Clause No.	Clause Description
c.	The brake lever shall be installed at the operator panel. The lever shall be of adjustable easy applying type.
d.	The brake lever shall be provided with ratchet lock mechanism & lever stop arrangement.
18.0	**SPOOLER ASSEMBLY:**
a.	The Drum shall be provided with double rack Hand Spooler for manually controlling the spooling & unspooling of the slickline in orderly manner.
b.	The double rack assembly should be provided with counterbalance weight or equivalent arrangement on the opposite side of the end where depth measuring meter is mounted.
c.	The pivoting arrangement of the double rack assembly should be sturdy to prevent breakage of the pivot bracket / hub.
d.	The double rack assembly shall dual spring balanced contain an arm stop arrangement on upper side.
e.	The double rack assembly shall have provision for mounting depth measuring meter assembly.
19.0	**DEPTH MEASURING METER ASSEMBLY:**
a.	Standard line C/W depth measuring meter with measuring counter and pressure wheels suitable for 0.108" (2.7432 mm) and 0.092"(2.3368 mm) slick line shall be provided.
b.	The measuring head assembly shall be mounted on the double rack assembly, considering proper operational ergonomics.
c.	The counter should be suitably mounted on the measuring assembly so as to facilitate easy visibility by the winch operator.
d.	The reading of measuring counter shall be in metric units readable to 5 digits, right hand drive.
e.	The make & model of counter shall be Halliburton, model EA1000-13814 or equivalent
20.0	**HAY PULLEY ASSEMBLY:**
a.	Latch type hay pulley (Bottom Pulley) assembly for 2.7432 mm (0.108") and 2.3368 mm (0.092") dia. slick lines to be provided.
b.	The sheave size shall be 12" dia.

Clause No.	Clause Description
c.	The hay pulley shall be of make & model Halliburton part No. 804-003 or equivalent.
21.0	**SLICKLINE:**
a.	Winch drum shall be provided with a slickline in loaded condition.
b.	Size: 2.34mm (0.092") slickline.
c.	Applicable Standard: API 9A standard, 22nd Edition, Section 8, Table 8.1.
d.	Material: Plow Steel conforming to following physical properties.
e.	Breaking Strength: 6.88 KN (1547 Ibs.) Min.
f.	Elongation: 254 mm (10"), Percent: 1.5 minimum.
g.	Elongation, tensile test & torsion test must conform to API specification 9A.
h.	Torsional Requirement: A 203.2 mm(8") long test specimen from each reel kept under tension applying a load of 84.52 Newton(19 lbs) must withstand minimum 23 no of 360 degree twist before breakage occurs.
i.	Make of slickline: Dandum / Techwire / Sandvik / DeAcero / Tree Island Wire / Sumiden Wire Co.
22.0	**OPERATOR PANEL:**
a.	The unit shall be provided with operator panel with all control systems.

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Clause No.	Clause Description
	PART E: **DOCUMENTATION, LITERATURE, REGISTRATION & SPARES**
23.0	**MANUALS & CATALOGUES:** The following Manuals & Catalogues (in English language) shall be supplied along with the unit for **each** unit. All the manuals & catalogues shall contain only those components / systems that have been used in the unit i.e. the same must be CUSTOM ILLUSTRATED MANUALS / CATALOGUES ONLY – not the generalized ones.

Clause No.	Clause Description
	The manuals & catalogues supplied should be specific to the make / model of the equipment / part / components supplied in the units. In case the manuals & catalogues supplied also contains equipment / part / components other than those fitted in the units, then the respective make / model of the equipment / part / components supplied in the units should be clearly marked in the manuals & catalogues for ease of identification. Bidder to confirm that the following will be provided along with supply:
a.	01 (One) set of Spare Parts Catalogue with Part Numbers and Service Manual for all components / systems of Trailer like Axles, Suspension, Wheels, etc. shall be supplied along with **each** unit. These Spare Parts Catalogue with Part Numbers and Service Manual shall be provided by the supplier in any one of the following forms: (a) Hard copy format (i.e. in printed form) OR (b) Soft copy format (i.e. in USB drive)
b.	01 (One) set of Spare Parts Catalogue with Part Numbers and Service Manual for Deck Engine shall be supplied along with **each** unit. These Spare Parts Catalogue with Part Numbers and Service Manual shall be provided by the supplier in any one of the following forms: (a) Hard copy format (i.e. in printed form) OR (b) Soft copy format (i.e. in USB drive)
c.	01 (One) set of Spare Parts Catalogue with Part Numbers and Service Manual for all components / systems of the hydraulic systems for winch operation like hydraulic pump (if available), hydraulic motor(s) (if available), winch drum system, torque hub / Gearbox (if any) of winch drum, complete with all hydraulic schematics (circuits) showing and labelling all components including hoses / pipes shall be supplied along with **each** unit. These Spare Parts Catalogue with Part Numbers and Service Manual shall be provided by the supplier in any one of the following forms: (a) Hard copy format (i.e. in printed form) OR (b) Soft copy format (i.e. in USB drive)
d.	01 (One) set of Operation Manual of the Deck Engine.
e.	01 (One) set of Operation Manual of the Winch system (other than Deck Engine).

Clause No.	Clause Description
f.	02 (two) copies of all relevant test and quality control certificates of the manufacturing and testing of all unit functions and parameters shall be supplied.
g.	02 (two) sets of all relevant test and calibration certificate for each instrument shall be supplied along with the unit.
24.0	**VAHAN / PARIVAHAN PORTAL DATABASE:**
a.	The bidder / supplier shall ensure that, the Trailer manufacturer shall enter the vehicle details in the "Vahan" portal / "Parivahan" portal of Ministry of Road Transport & Highways (MoRTH), Government of India in accordance with Motor Vehicle Act, 1988 & Central Motors Vehicles Rules, 1989 of India prior to delivery of the vehicle.
25.0	**TEMPORARY REGISTRATION:**
a.	After procurement of the Trailer, the supplier shall apply for Temporary registration of the Trailer in the name of Oil India Limited, Duliajan – 786602, Assam at the office of their local government District Transport Office (DTO) and obtain the Temporary Registration Certificate.
b.	Statutory costs related to Temporary registration of the Trailer shall be initially paid by the supplier and reimbursed to the supplier by Oil India Limited in actuals against producing of government receipt(s) by the supplier after completion of final commissioning of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.
c.	Temporary Registration Certificate shall be provided along with final delivery of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.
d.	In case of requirement of any documents of Oil India Limited such as PAN Card, GST Registration Certificate for temporary registration process of Trailer, a copy of such documents shall be provided to the supplier.
e.	If required for temporary registration process of Trailer, Oil India Limited can arrange Third party Motor Vehicle Insurance at the cost of Oil India Limited on receipt of advance intimation & necessary document from the supplier.
f.	In case Temporary Registration is not required / not done by the supplier (i.e. successful bidder) and the complete unit is directly processed for Permanent Registration, then the above clauses shall not be applicable.
26.0	**PERMANENT REGISTRATION & HSRP:**

Clause No.	Clause Description
a.	After receipt of complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam, the supplier (i.e. successful bidder) shall apply for Permanent Registration of the vehicle in the name of Oil India Limited, Duliajan – 786602, Assam.
b.	The vehicle shall be permanently registered in the office of District Transport Office of any one of the following districts of OIL's operational areas in Assam, India. (i) District Transport Office, Dibrugarh. (ii) District Transport Office, Tinsukia. (iii) District Transport Office, Sivasagar. (iv) District Transport Office, Charaideo.
c.	Statutory costs related to permanent registration and road tax of the vehicle shall be initially paid by the supplier (i.e. successful bidder) and reimbursed to the supplier (i.e. successful bidder) by Oil India Limited in actuals against producing of government receipt(s) by the supplier (i.e. successful bidder) after completion of final commissioning of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.
d.	In case of requirement of any documents of Oil India Limited such as PAN Card, GST Registration Certificate for permanent registration process of vehicle, a copy of such documents shall be provided to the supplier (i.e. successful bidder).
e.	If required for permanent registration process of vehicle, Oil India Limited can arrange Third party Motor Vehicle Insurance at the cost of Oil India Limited on receipt of advance intimation & necessary document from the supplier (i.e. successful bidder).
f.	On receipt of the government registration number, the supplier (i.e. successful bidder) shall inform the government registration number to Oil India Limited. The supplier (i.e. successful bidder) shall supply the High Security Registration Plate (HSRP) Kit for the vehicle through the dealer / vehicle manufacturer or any other party authorized to issue the HSRP Kit. Cost of High Security Registration Plate (HSRP) Kit shall be borne by the supplier (i.e. successful bidder). The bidder shall include the relevant cost related to HSRP in the bid during submission of their offer.
g.	Permanent Registration Certificate (issued from Parivahan portal) / Vehicle Particulars (issued from Parivahan portal) and HSRP shall be provided for the complete unit (2-wheeled Trailer mounted Hydraulic Winch) by the supplier (i.e. successful bidder) after completion of permanent registration process.
h.	Bidder / supplier (i.e. successful bidder) is required to note that they shall arrange for endorsement of Body Type of the vehicle in the vehicle Registration Certificate as "Hydraulic

Clause No.	Clause Description
	Winch" or other suitable nomenclature (suggested by DTO / RTO) at the office of concerned district transport authority where the vehicle is being permanently registered. However, the bidder / supplier (i.e. successful bidder) is required to note that endorsement of "Agricultural Trailer" in the Registration Certificate shall not be acceptable.
27.0	**DOCUMENT(S) RELATED TO GOVERNMENT REGISTRATION ETC. TO BE SUBMITTED ALONG WITH THE SUPPLY OF EACH UNIT:** Following documents shall be submitted by the supplier along with the supply for government registration, etc. as mentioned hereunder:
a.	Invoice(s) in the name of Oil India Limited, Duliajan, Assam-786602 in original. Notwithstanding any clause mentioned elsewhere in the NIT / tender, the Invoice for each of the complete unit shall be submitted in 02 (two) parts separately as under: (i) Invoice for the complete unit (2-wheeled Trailer mounted Hydraulic Winch along with all items / components / systems fitted permanently on the unit). (ii) Invoice for items, spares, accessories etc. supplied separately along with the unit. Note: Trailer Chassis Number shall be mentioned in invoice(s) against above Sl. No. (i).
b.	Sale Certificate (Form-21) in the name of Oil India Limited, Duliajan, Assam-786602 in original, sample format as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules, 1989 of India provided.
c.	Road-Worthiness Certificate for Compliance to Emission and Noise Standards [Form-22, Form-22A (Part I), Form-22A (Part II)] in the name of Oil India Limited, Duliajan, Assam-786602 in original, sample format as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules, 1989 of India provided.
d.	Temporary Registration Certificate of the Trailer as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules 1989 of India in the name of Oil India Limited, Duliajan, Assam- 786602 (India). In case Temporary Registration is not required / not done by the supplier (i.e. successful bidder) and the complete unit is directly processed for Permanent Registration, then Temporary Registration Certificate of the Trailer is not required to be provided.
e.	Permanent Registration Certificate (issued from Parivahan portal) / Vehicle Particulars (issued from Parivahan portal) as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules 1989 of India in the name of Oil India Limited, Duliajan, Assam- 786602 (India).

Clause No.	Clause Description
f.	Any other documents as per Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 of India required by government District Transport Office in the state of Assam (India) during the period of delivery of the vehicle.
g.	Government receipts of all statutory costs (admissible as per tender / order) in **original** along with a summary note (covering letter) for reimbursement by Oil India Limited after completion of final commissioning of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.
h.	Technical drawing of the complete unit indicating the major dimensions, weight, etc.
i.	Weighbridge Certificate showing weight of complete unit.
j.	Documentary Evidence (Weighbridge Certificate, etc.) showing weight of "Winch system with skid base"
k.	Cost of documentation / literature etc. shall be borne by the bidder / supplier (i.e. successful bidder) without any extra cost to Oil India Limited.
28.0	**SPARES & SERVICE:**
28.1	**COMMISSIONING SPARES:** The Supplier has to supply all the spare parts free of cost, required for initial commissioning of the unit. All the consumables such as, lube oil, gear oil, hydraulic oil etc. except Petrol (Gasoline) fuel, required for commissioning should also be supplied. Petrol (Gasoline) fuel required for commissioning shall be supplied by Oil India Limited (OIL) at OIL's sites.
28.2	**MANDATORY SPARES:** All mandatory spare parts in specified quantity as mentioned in **Table-1 (Clause No. 37.0)** shall be supplied along with the supply. Bidders shall include the price of these spares in the cost of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) in the priced bid format. Bidder / supplier (i.e. successful bidder) to note that the spares mentioned in **Table-1 (Clause No. 37.0)** to be supplied shall be additional to the items fitted in each unit. The bidder shall confirm in the technical bid that all spares as given below will be supplied with the unit.

Clause No.	Clause Description
	Specific description, Part Number, Make, etc. shall be provided along with the supply in the event of order. **COST OF THESE SPARES WILL BE CONSIDERED FOR BID EVALUATION PURPOSE.** In case any of the spares mentioned in **Table-1 (Clause No. 37.0)** does not come as per bidder's design and the bidder has not quoted for such spares, the bidder shall clearly indicate the same. However, in case such spares are provided in the unit in future, the same shall be supplied by the bidder / supplier along with the supply without any extra cost to Oil India Limited (OIL).
28.3	**RECOMMENDED SPARES:** The bidder is to furnish a list of spares & components that will be required for regular operation and maintenance, overhauling etc. throughout the life of the equipment (**except Trailer, Engine & Hydraulic system**) in the technical bid. However the prices shall only be provided in the Price Bid. Annual consumption of each spare should be furnished. The bidder should also provide detailed spare list of all the items including bought out items in the operation and maintenance manuals. The list should include a spare parts list along with OEM part numbers, make & model of the equipment and contact postal address of OEM for all items of the complete unit. The bidder is not required to provide Recommended Spares list related to **Trailer, Engine & Hydraulic system**. **THE PRICE QUOTED FOR RECOMMENDED SPARES WILL NOT BE TAKEN INTO ACCOUNT FOR BID EVALUATION.** However procurement of these spares shall be at OIL's discretion.
28.4	**SPARES & SERVICE:**
a.	The bidder, themselves or through other sources, shall be able to supply all the requisite spares (including bought out items, if any) & consumables and provide the maintenance services for their offered unit in OIL operational area(s) in India for a minimum period of ten (10) years from the certified date of completion of successful field commissioning of the unit. **The bidder shall confirm the same in the technical bid.**
b.	The cost of such spares, consumables & maintenance services which may be utilized by Oil India Limited in future shall be extra and **SHALL NOT BE** considered by the bidder in their quoted prices in this tender.

Clause No.	Clause Description
c.	Spares, consumables [except Petrol (Gasoline) fuel] & maintenance services (if any) during commissioning shall be in the scope of the successful bidder (supplier). Petrol (Gasoline) fuel required for commissioning shall be supplied by Oil India Limited (OIL) at OIL's sites. Notwithstanding anything mentioned in this clause, the bidder shall abide the Commissioning Clause mentioned elsewhere in the tender.
d.	Spares & repair services during Warranty period for the item(s) under Warranty claim (if any) of the unit(s) shall be in the scope of the successful bidder (supplier). Notwithstanding anything mentioned in this clause, the bidder shall abide the Warranty Clause mentioned elsewhere in the tender.

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Clause No.	Clause Description
	PART F: **SPECIAL NOTES**
29.0	**WARRANTY:**
a.	The items shall be brand new, unused and prime quality. The Make, Model & Design of all the units offered must be same & identical. The bidder / supplier (i.e. successful bidder) shall warrant (in the event of order) that the product supplied will be free from all defects & fault in material, workmanship and manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 18 months from the date of dispatch / shipment or 12 months from the date of commissioning of the items. The defective materials, if any, rejected by OIL shall be replaced by the supplier at their own expense. Bidders must confirm the same while quoting.
b.	OIL reserves the right to inspect, test and if necessary, reject any part / parts after delivery at site (including incomplete manuals, catalogues, etc.) in case of any fault on the part of the supplier. It shall in no way be waived by the reason that the unit / item was previously inspected and passed by OIL as per Inspection Clause detailed elsewhere in the NIT.
c.	Bidder shall replace defective parts, if any, during installation & commissioning, at their own expense. The bidder must confirm the same in their offer. This replacement shall be done within a month's time at supplier's cost only.
d.	In case of any defect during the warranty period, the supplier shall arrange to repair/replace the equipment through its service engineer(s) within 02 weeks from receipt of information from OIL. The defective materials, if any rejected by OIL shall be replaced by the supplier at their own expenses. The to and fro expenses of the service engineer(s) including boarding and lodging will have to be borne by the supplier.

Clause No.	Clause Description
30.0	**UNITIZATION & COMPLETION:**
a.	The unit shall be fully assembled, unitized and completed as per best industrial practice. Each unit shall bear unique identification number. The Manufacture shall emboss the identification number & OIL Purchase Order number on the winch in a suitable place. The bidder is to confirm the same in technical bid.
b.	All operating oils, coolants and other operating fluids will be drained prior to shipment.
c.	All fixtures to ship complete with the unit.
31.0	**WORKMANSHIP:** Workmanship should be of good quality and appearance. Following is a partial list of examples.
a.	Flame cut edges shall be ground smooth.
b.	Sharp corners and edges to which operators and mechanics are vulnerable shall be ground smooth.
c.	Bolt holes shall be drilled (not torch cut).
d.	Welds shall be of good quality and of sufficient strength.
e.	Where applicable, self-locking nuts shall be used
f.	All hoses will be well supported with support type clamps.
g.	All hose assemblies will have swivel ends.
h.	All reservoirs constructed of steel plate with level gauge, cleanouts, vent fill cap, etc.
32.0	**NOISE LEVEL:**
a.	Noise level for the complete unit in running condition shall not cross 90 dB. The bidder to confirm the same in technical bid.
33.0	**THIRD PARTY INSPECTION:**
a.	The bidder shall confirm in the technical bid that Third Party Inspection of the unit is to be carried out for all the component of the unit by OIL approved TPI agency (viz M/s Lloyds, M/s Bureau Veritas, M/s IRS, M/s Rites, Tuboscope Vecto or M/s DNV only). Scope of 3rd party inspection: (i) Witness the manufacturing and assembly.

Clause No.	Clause Description
	(ii) Witness the functional and performance tests. (iii) Review of inspection procedure. (iv) Review of tests and documents related to all components of equipment. (v) Any other requirement of the inspection agency to satisfy of the equipment as per applicable standards.
34.0	**INSPECTION BY OIL :**
34.1	**Pre shipment inspection:** Pre shipment inspection shall be carried out as per delivery schedule by OIL (by representative of user as well as service dept. viz. Representatives of Chemical Department, Logistics Dept.) at manufacturing site after accomplishment of Third-Party Inspection (TPI) by manufacturer. The supplier shall inform OIL at least 1 (one) month ahead of such inspection to enable OIL to send its inspectors. OIL will bear the expenses towards traveling and accommodation etc. of the OIL's inspection team. The Inspection cum Acceptance process would include the following minimum steps / tasks but not limited to –
a.	Physical verification / inspection of all the items / fittings / accessories, documents, etc.
b.	The supplier shall arrange operator, weighing facility and any other infrastructure during the process of inspection as and when required.
c.	Functional testing of the unit.
d.	Supplier shall have to take note of any minor modification(s) for operational requirement suggested by the inspector and comply with the same at no extra cost.
e.	The inspection report shall be prepared at the end of the inspection and jointly signed by both the parties.
f.	Supplier shall confirm in writing compliance of all the points raised in the inspection report as well as any other subsequent additions / changes, following deliberation with the inspector after arrival at Duliajan.
g.	Supplier shall dispatch only on receipt of OIL's dispatch advice.
35.0	**INSTALLATION/COMMISSIONING & TRAINING:**
a.	The bidder/supplier or the bidder's OEM shall be responsible for on-site installation and commissioning of the equipment at the designated premises of Oil India Limited, Duliajan, Assam, within one month from the date of intimation given to the supplier regarding readiness of the equipment for installation at the site. OIL shall call the supplier within 1 week after receipt of materials at site.

Clause No.	Clause Description
b.	Bidder (in the event of order) shall arrange to & fro travel including local conveyance and boarding & lodging for the OEM engineer(s)/representative during the installation & commissioning of the equipment at the installation site of OIL.
c.	Installation and commissioning of each winch should be done separately at well sites.
d.	A group of laboratory technicians/Chemists of OIL (approx. 10 personnel) should be trained in the operation of the equipment as well as routine maintenance of the equipment at the installation site for at least 03 working days by the OEM engineer(s) just after successful installation of the equipment.
36.0	**BID SUBMISSION & DOCUMENTATIONS:** Bidders should submit their bids in the above tabular form mentioning their offered specification, Make, Model, necessary data, submitted / not submitted / complied / not complied etc. as applicable to all the NIT terms and conditions including submitting the documents, leaflets as specified. Other details, if any, the bidder may mention the same by adding additional row(s) / separate sheet as the case may be. Bidder's response to all NIT stipulations should clearly be defined maintaining the same sequence as in the NIT. Bidder shall furnish specific details / specifications of all major components, systems with Make & Model etc. Submission of technical leaflet / catalogue alone is not sufficient. General Response like- 'As per NIT Specifications / Technical Leaflet', 'Noted' etc. or in any similar fashion is not encouraged. Quoting only the NIT stipulation without any confirmation of acceptance of the same and / or without any confirmation of offering the same is also not acceptable.
36.1	**Documents to be submitted along with the technical bid:**
a.	General Arrangement (GA) drawing of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) indicating the major dimensions, position of major equipment, etc. of the complete unit.
b.	General Arrangement (GA) drawing of the complete Winch System with Skid indicating the major dimensions, position of major equipment, etc. of the Winch System with Skid.
c.	Technical leaflet with technical details of the components of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) such as Deck Engine, Transmission (if any), Hydraulic Pump, Hydraulic Motors, Winch drum, etc.
d.	Power flow block diagram from Deck Engine to Winch Drum showing the major components of the system.
e.	Hydraulic Circuit Diagram.

Clause No.	Clause Description
f.	Bidder's Remarks in this document.
g.	Any other relevant documents, etc. as mentioned in respective clauses of the tender document.
	Delivery Period :
	Maximum allowable delivery period after receipt of PO for the case of supply: **6 months**

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PART G:
LIST OF SPARES & SAMPLE FOMATS

37.0 TABLE-1: MANDATORY SPARES
Reference Clause No. 28.2

Total No. of 2-wheeled Trailer mounted Hydraulic Winch: **02 Nos.**

Note to bidder:
The bidder shall provide their response in "Bidder's Remark" column and mention "Quoted in Priced Bid" / "Not available as per design" against each individual row.

Section A: TRAILER, DECK ENGINE & HYDRAULICS

Sl. No.	Item Description	Quantity for 01 No. unit	Quantity for 02 Nos. unit
A	B	C	D
A.	**TRAILER**		
1.	Complete Suspension Assembly (consisting of all leaf springs, centre Bolt & Nut, U-Bolts & Nuts, Rebound Clips, Shackle, etc.) - Left Side	01 Complete Set.	02 Complete Sets.
2.	Complete Suspension Assembly (consisting of all leaf springs, centre Bolt & Nut, U-Bolts & Nuts, Rebound Clips, Shackle, etc.) - Right Side	01 Complete Set.	02 Complete Sets.
3.	Complete Axle Assembly [Axle, axle flanges, check nuts]	01 No.	02 Nos.
4.	Wheel Hub	02 Nos.	04 Nos.
5.	Wheel Bearing	08 Nos.	16 Nos.
6.	Wheel Stud with Nut - Left Side	01 Complete Set for one wheel.	02 Complete Sets for one wheel.
7.	Wheel Stud with Nut - Right Side	01 Complete Set for one wheel.	02 Complete Sets for one wheel.
8	Wheel Rim	04 Nos.	08 Nos.
9	Tyre	02 Nos.	04 Nos.
B.	**DECK ENGINE**		
1.	Fuel Filter	06 Nos.	12 Nos.
2.	Engine Oil Filter	06 Nos.	12 Nos.
3.	Engine Mounting	01 Set	02 Sets
4.	Carburettor Assembly	02 Nos.	04 Nos.
5.	Spark Plug	10 Nos.	20 Nos.
6.	Carburettor Repair Kit	02 Sets	04 Sets
7.	Head Gasket	02 Sets	04 Sets
8.	Electrical Starter Assembly	01 No.	02 Nos.
9.	Air Filter	04 Nos.	08 Nos.
10.	Accelerator Cable	04 Nos.	08 Nos.

Sl. No.	Item Description	Quantity for 01 No. unit	Quantity for 02 Nos. unit
A	**B**	**C**	**D**
11.	Alternator Assembly	01 No.	02 Nos.
C.	**POWER TRANSMISSION:**		
1.	Chain (Each set comprises of all the fitted chains of various sizes)	02 Sets.	04 Sets.
2.	Sprocket (Each set comprises of all the fitted sprockets of various sizes)	02 Sets.	04 Sets.
3.	Brake Band Assembly	02 Nos.	04 Nos.
4.	Brake Lever Complete Assembly	01 No.	02 Nos.
5.	Winch Drum Hydraulic Motor Assembly	01 No.	02 Nos.
6.	Hydraulic Pump Assembly	01 No.	02 Nos.
7.	Direction Control Valve Assembly	01 No.	02 Nos.
8.	Pressure Relief Valve Assembly	01 No.	02 Nos.
9.	Suction Hydraulic Hose	04 Nos.	08 Nos.
10.	Return Hydraulic Hose	02 Nos.	04 Nos.
11.	Hydraulic Oil Filter	06 Nos.	12 Nos.

<u>Section B</u>: WINCH

Sl. No.	Item Description	Quantity for 01 No. unit	Quantity for 02 Nos. unit
A	**B**	**C**	**D**
1.	Crank Handle	01 No.	02 Nos.
2.	Crank Gear (If any)	01 No.	02 Nos.
3.	Crank Axle (If any)	01 No.	02 Nos.
4.	Winch Drum	xxx *(Qty. is for full order)*	01 No.
5.	Depth measuring meter assembly	01 No.	02 Nos.

Clause No.	Clause Description
	<u>Note to Bidder</u>:
1.	All spares in specified quantity as mentioned in **Table-1 (Clause No. 37.0)** above shall be supplied along with the supply of the units.
2.	Specific description, Quantity etc. of each item shall clearly be indicated in the technical bid. Make, Part Nos. etc. of each item shall be submitted by the supplier (i.e. successful bidder) along with the supply.

Clause No.	Clause Description
3.	In case any of the spares mentioned in **Table-1 (Clause No. 37.0)** as above does not come as per design and the bidder has not quoted for such spares, the bidder shall clearly indicate the same as "**Not available as per design" in the technical bid**. However, in case such spares are provided in the unit in future, the same shall be supplied by the bidder / supplier (i.e. successful bidder) along with the supply without any extra cost to Oil India Limited (OIL).
4.	In case the multiple quantity of an item named above is used in the unit and the specifications of such item does not match with each other, then the supplier shall supply such item in a mixed manner comprising all the variants used in the unit. The supplier shall first try to supply all the variants of such item preferably in equal / proportional quantity of each of the variant used in the unit as far as possible. However, the total quantity of such item to be supplied must not be less than the quantity mentioned in above.
5.	In case the specifications of the item named above used in left & right side of the Axle System / Suspension System / Wheels etc. of the unit does not match with each other of that particular system, the supplier shall first try to supply all the variants of such item preferably in equal / proportional quantity of each of the variant used in the unit as far as possible. However, the total quantity of such item to be supplied must not be less than the quantity mentioned in above.

38.0 SAMPLE FORMATS: (Reference Clause No. 27.0 / b & 27.0 / c)

38.1 SAMPLE COPY OF FORM 21 (Reference Clause No. 27.0 / b)

Following is a sample copy of **FORM 21** of Indian Motor Vehicle Act only. The certificate shall contain following minimum information –

FORM 21

[See Rules 47 (a) and (d)]

SALE CERTIFICATE

(To be issued by manufacturer ~~or dealer or registered E-rickshaw or E-cart Association (in case of E-rickshaw or E-cart) or officer of defence department (in case of military auctioned vehicles)~~ for presentation along with the application for registration of a motor vehicle)

Certified that …….... (Brand name of the vehicle) has been delivered by us to **OIL INDIA LIMITED** against Purchase Order No. ……

Name of the buyer	**OIL INDIA LIMITED**
Son /wife / daughter	……
Address (Permanent)	……
(Temporary)	……

The vehicle is held under agreement of hire-purchase / lease / hypothecation with ……

The details of the vehicle are given below:

1.	Class of Vehicle	……
2.	Maker's name	……
3.	Chassis No.	……
4.	Engine number ~~or motor number in case of Battery Operated vehicles~~	……
5.	Engine ~~or Motor~~ Power	……
6.	Cubic capacity	……
7.	Fuel used	……
8.	Number of cylinders	……
9.	Month and year of manufacture	……
10.	Seating capacity (including driver)	……
11.	Unladen Weight	……
12.	Maximum axle weight and number and description of tyres ~~(in case of transport vehicles)~~	……
a.	Front axle	……
b.	Rear axle	……
c.	Any other axle	……
d.	Tandem axle	……

13. Colour ……
14. Gross Vehicle Weight Rating ……
15. Type of body ……
16. Wheelbase ……

(Signature of the manufacturer ~~or dealer or officer of Defence Department or registered E-rickshaw or E-cart Association~~)

*Strike out whichever is inapplicable.

38.2 SAMPLE COPY OF FORM 22 (Reference Clause No. 27.0 / c):

Following is a sample copy similar to **FORM 22** of Indian Motor Vehicle Act only. The certificate to be issued by supplier shall contain following minimum information. –

FORM-22
[See rules 47(1) (g)]
ROAD-WORTHINESS CERTIFICATE FOR
COMPLIANCE TO EMISSION AND NOISE STANDARDS
(To be issued by the manufacturer along with the vehicle)

It is certified that the following vehicle complies with the provisions of the Motor Vehicles Act, 1988 and rules made thereunder ~~or international standard namely EEC / ECE Regulations~~:

1. Model/Commercial Name of the vehicle: ……
2. Chassis Number: ……
   [Example: Vehicle Identification Number (VIN)]
3. Engine ~~or Motor~~ Number: ……
4. Applicable Emission Norms: ……
5. Emission, Sound Level for Horn and Pass by noise values of the above vehicle model, obtained during Type Approval Testing as per Central Motor Vehicles Rules, 1989 ~~or ECE/EEC Regulations~~ are given below:

i. Type Approval Certificate No.: ……
ii. Type of Fuel: ……
iii. Emission values for vehicle: ……

TABLE
Positive Ignition Engine or Compression Ignition Engine Vehicle

Sr. No.	Pollutant (as applicable)	Units (as applicable)	Value (upto 3 Decimal places)
(1)	(2)	(3)	(4)
1.	Carbon Monoxide (CO)	mg/km or mg/kWh or g/kWh	
2.	Hydrocarbon (THC/HC)	mg/km or mg/kWh or g/kWh	
3.	Non-Methane Hydrocarbon (NMHC)	mg/km or mg/kWh or g/kWh	
4.	Oxides of Nitrogen (NOx)	mg/km or mg/kWh or g/kWh	
5a.	HC+NOx	mg/km or mg/kWh or g/kWh	
5b.	THC+NOx	mg/km or mg/kWh or g/kWh	
6.	Methane (CH4)	mg/kWh	
7.	Ammonia (NH3)	PPM	
8.	Mass of Particulate Matter (PM)	mg/km or mg/kWh or g/kWh	
9.	Number of Particles (PN)	Numbers/km or Numbers/kWh	

iv. Noise level (as applicable):

a. Horn (for all vehicles other than agricultural tractors and construction equipment vehicles) as installed on the vehicle: …… dB (A); (upto 1 decimal place)

b. Pass by or Bystander's position: …… dB(A)

~~c. Driver perceived or Operator's ear level (as applicable for agricultural tractors and construction equipment vehicles: …… dB (A)~~

(Facsimile Signature of Manufacturer)

Note 1: This Form shall be issued with signature of the manufacturer duly printed in the Form itself by affixing facsimile signature in ink under the hand and seal, as applicable.

Note 2: In case of multiple combinations, values pertaining to any one test result in the test report to be provided. For V2, V3 cases- average value of the test result in the test report to be provided.

Note 3: While printing Form 22, the relevant pollutants in the table as applicable for the subject vehicles may only be listed.

38.3 SAMPLE COPY OF FORM- 22A (Reference Clause No. 27.0 / c):

Following is a sample copy of **FORM 22-A (Part – I) & FORM 22-A (Part – II) of Indian Motor Vehicle Act** only. The certificate shall contain following minimum information. –

FORM 22-A
[See Rules 47 (g), 115, 124(2), 126-A and 127]
INITIAL CERTIFICATE OF COMPLIANCE WITH POLLUTION STANDARDS, SAFETY STANDARDS OF COMPONENTS AND ROAD WORTHINESS
(FOR VEHICLES WHERE BODY IS FABRICATED SEPARATELY)
PART – I
(**TO BE ISSUED BY THE MANUFACTURER**)

Certified that the following vehicle complies with the provisions of the Motor Vehicles Act, 1988 and the rules made there under ~~or international standard namely EEC / ECE Regulations~~, including the following mass emission norms:

1. Brand name of the vehicle : .....
2. Chassis number : .....
3. Engine number ~~/ Motor number~~ : .....
~~(In case of battery operated vehicles)~~
4. Emission norms : .....

(Signature of Chassis Manufacturer)

Form 22-A (Part I) shall be issued with the signature of the manufacturer duly printed in the Form itself by affixing facsimile signature in ink under the hand and seal of the manufacturer.

FORM 22-A
[See Rules 47 (g), 115, 124(2), 126-A and 127]
INITIAL CERTIFICATE OF COMPLIANCE WITH POLLUTION STANDARDS, SAFETY STANDARDS OF COMPONENTS AND ROAD WORTHINESS
(FOR VEHICLES WHERE BODY IS FABRICATED SEPARATELY)
PART – II
(**TO BE ISSUED BY THE BODY BUILDER**)

Certified that body of the following vehicle has been fabricated by us and the same complies with the provisions of Motor Vehicles Act, 1988 and Rules made there under ~~or international standard namely EEC / ECE Regulations~~:

1. Brand name of the vehicle : .....
2. Chassis number : .....
3. Engine number ~~/ Motor number~~ : .....
~~(In case of battery operated vehicles)~~
~~4. Bus Body Builder Accreditation~~ : .....

~~Certificate Number~~

(Signature of Body Builder)

Form 22-A Part II shall be issued with the signature of the body builder duly printed in the Form itself by affixing facsimile signature in ink under the hand and seal of the body builder.

AB- GENERAL TERMS AND CONDITIONS.

Clause Number	DESCRIPTION	TO BE FILLED BY THE BIDDER
1	Make & Model to be quoted compulsorily for the items. Bidder should forward relevant Catalogue, Drawing, and Literature (in printed form only) indicating the quoted items along with the technical bid.	
2.	The Bidder shall submit their bid in tabular form as per Annexure – I: Technical Specification & Annexure – III: Bid Evaluation Criteria.	
3.	**PAYMENT TERMS –** 80% of material cost shall be paid on completion of Delivery at destination within 30 days. Balance 20% of material cost alongwith 100% of Installation & commissioning & training charges (if applicable) shall be paid on completion of Installation & commissioning & training (after adjustment of liquidated damages, if any). Bidders must confirm acceptance of the payment term while quoting.	
4.	Bidder to sign and submit completely filled up Technical Evaluation Matrix for Bid evaluation criteria and Technical specification.	
5.	Bidder should categorically confirm in the technical bid to deliver the items as per delivery schedule mentioned in the tender.	
6	Delivery: Materials must be delivered within delivery date mentioned in the tender. Unloading at Oil India Limited, Duliajan, Assam: All the Goods in the GeM shall be offered on Free Delivery at Site basis including unloading. HOWEVER, OIL SHALL PROVIDE CRANE FOR UNLOADING OF ITEMS ONLY. Supplier shall depute adequate crew, who has experience of unloading of items at Destination (Duliajan) with necessary safety gears i.e. helmet, safety boots, hand gloves etc. at unloading point. The safety of the crew deputed by the supplier shall entirely be the responsibility of supplier and therefore they shall take all necessary measures/precautions to ensure that no injuries occur to personnel or property. Supplier must ensure that the crew involved for unloading are properly trained on the procedures and aware of the potential hazards while handling the items.	
7	The bidder should indicate the name of the manufacturer, the country of origin and port of dispatch of the materials.	
8	Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.	
9	Any statutory variation (increase/decrease) in the rate of Excise duty/Sales tax/ GST / Customs Duty or any statutory levy and Exchange rate after the closing date of tenders/revised priced bid, as the case may be, but within the contractual delivery/completion period will be to the account of OIL subject to documentary evidence. However, any increase in Excise duty/Sales tax/ GST / Customs Duty or any statutory levy and Exchange rate after the expiry of the scheduled date of delivery shall be to the supplier's account. Any decrease in Excise duty/Sales tax/ GST / Customs Duty or any statutory levy and Exchange rate shall be passed on to OIL.	

10	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 terms and conditions. 4. General terms and conditions. 5. Special conditions of contract (SCC). 6. GeM General terms and conditions (GCC).	
11	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.	

BB: PRE-BID CONFERENCE: Not applicable

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ANNEXURE-II

PRICE BREAK UP

A) PRICE BREAK UP OF ITEMS WHOSE COST IS TO BE INCLUDED IN "GEM PRICE SCHEDULE"

Item no.	Item Description	Qty	Unit Price including GST (In Rs)	Applicable GST rate

****

B) PRICE BREAK UP OF ITEMS WHOSE COST IS NOT TO BE INCLUDED IN "GEM PRICE SCHEDULE"

Item no.	Item Description	Qty	Unit Price including GST (In Rs)	Applicable GST rate

Notes:

1. *Price break-up to be provided as above, if asked for in the tender.*
2. *Bidders should fill up, sign and upload this price break up under "Financial documents" of GEM Priced bid only. The price breakup should not be uploaded under GEM Technical bid as it shall lead to rejection of the bid.*

****

ANNEXURE - III

BID EVALUATION CRITERIA (BEC)

The bids shall conform generally to the specifications and terms & conditions given in the bid document. Bids shall be liable for rejection in case the materials/services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected.

A1. BEC-Technical

Clause No.		**COMPLIED/ NOT COMPLIED** **(REMARKS/ PAGE NO. IN BID/ REFERENCE OF DOCUMENT IN BID)**
1.0	**BIDDER'S ELIGIBILITY:**	
1.1	The bidder should be an Original Equipment Manufacturer (OEM) of the tendered item(s).	
	OR,	
1.2	The bidder should be an authorized dealer/authorized distributor /authorized supplier/wholly owned subsidiary of an original equipment manufacturer (OEM) of the tendered item(s).	
2.0	**IN CASE THE BIDDER IS AN ORIGINAL EQUIPMENT MANUFACTURER (OEM):** The bidder must comply to the following:	
2.1	The bidder (OEM) should have at least 5 (five) years of manufacturing experience of any one of the following items proceeding to the original Bid closing date of the tender: a) Skid mounted Slick line winch b) Trailer mounted slick line winch. c) Truck mounted slick line winch	
2.2	In addition to above, the bidder (OEM) should have supply experience of successfully executed at least one order of 50% tendered quantity (rounded off to the next higher integer) of any one of the following items to various clients (other than their own subsidiaries/sister concerns), either directly by them or through their authorized dealers/distributor/supplier/subsidiaries, during last 5 (five) years preceding to the original bid closing date of the tender.	

	a) Skid mounted Slick line winch b) Trailer mounted slick line winch. c) Truck mounted slick line winch	
2.3	Documentary evidence to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) and any one of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:	
	(i) Satisfactory supply / completion / installation report (OR)	
	(ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)	
	(iii) Consignee receipt delivery receipt (OR)	
	(iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.	
	(v) Any other documents which shall prove that the bidder has successfully executed such order (s). Note: 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.	
3.0	**IN CASE, THE BIDDER IS AN AUTHORIZED DEALER/ AUTHORIZED DISTRIBUTOR / AUTHORIZED SUPPLIER / WHOLLY OWNED SUBSIDIARY OF OEM:** The bidder must fulfill the flowing requirements:	
3.1	The bidder's OEM (the principal) should have at least 5 (five) years of manufacturing experience of any one of the following items proceeding to the original Bid closing date of the tender: a) Skid mounted Slick line winch b) Trailer mounted slick line winch. c) Truck mounted slick line winch	
3.2	Additionally, the bidder himself/themselves or the bidder's OEM should have supply experience of successfully executed at least one order of 50% tendered quantity (rounded off to the next higher integer) of any one of the following items to various clients (other than their own subsidiaries/sister concerns), either directly by them or through their authorized dealers/distributor/supplier/subsidiaries, during last 5 (five) years preceding to the original bid closing date of the tender. a) Skid mounted Slick line winch b) Trailer mounted slick line winch. c) Truck mounted slick line winch	
3.3	Documentary evidence to substantiate manufacturing & supply records must be submitted in the form of copies of relevant	

	Purchase Order(s) and any of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:	
	(i) Satisfactory supply / completion / installation report (OR)	
	(ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)	
	(iii) Consignee receipt delivery receipt (OR)	
	(iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.	
	(v) Any other documents which shall prove that the bidder has successfully executed such order (s) Note: 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.	
3.4	The bidder shall submit valid Authorization Certificate/Letter issued by its Original Equipment Manufacturer (OEM), confirming the Bidder's status as their authorized supplier / dealer / distributor/wholly owned subsidiary (as the case may be) to sell their products with proper warranty and guarantee back -up. Such authorization certificate/ letter shall be valid for the entire period of execution of the order. Offers shall be rejected straightway, if such authority letter is not submitted along with the technical bid.	
	NOTES TO BIDDER:	
a	Authorization letter must be issued on the official letter head of the OEM clearly mentioning the status of Bidder i.e., whether 'authorized dealer' or 'authorized distributor' or 'authorized supplier' or wholly owned subsidiary of Original Equipment Manufacturer (OEM), failing which the bid shall not be considered for evaluation and in that case the offer shall be rejected straightway.	
b.	Authorization letter issued by the OEM in any other form such as Direct Chanel Partner /Indirect Chanel Partner/Chanel Partner/ seller/ Reseller/Sub Dealer / Sub Distributor/Sister Concern shall not be considered for bid evaluation and the offer shall be rejected.	
c.	In case the bidder is a wholly owned subsidiary company of the parent company (OEM), in addition to the authorization letter including warranty/guarantee back-up, the bidder shall also upload/submit the documents such as board resolution / certificate of incorporation / any other legal certificate along with their offer that would establish the relation between the parent company with the subsidiary company without which the bid will not be evaluated and will be rejected straightway.	
4.0	Bidders showing supply experience towards supply to its sister concern/ subsidiaries shall not be considered as experience for the purpose of meeting BRC.	
5.0	Authorization letter and warranty/guarantee back-up as aforesaid must be issued to the bidder by the Original Equipment Manufacturer (OEM) in their official letter head only. Such certificates/authority letter issued by a party other than the	

	OEM shall not be considered as valid authorization letter and in such case the bid shall be rejected without any further reference.	
6.0	Unsolicited bids shall be straightway rejected.	
7.0	Bidder/OEM must submit an undertaking along with the Technical Bid that their offered equipment is not going to become obsolete during the next 5 (five) years from the date of successful installation & Commissioning, if order is awarded on them by OIL and must guarantee uninterrupted supply of spares and availability of services for at least for ten (10) years with effect from the successful installation & Commissioning of the equipment, without which offer will not be considered for evaluation/placement of order.	

A.2 BEC FINANCIAL

1.0 The bidder must have annual financial turnover from Operations of minimum **INR 71,58,874.39** in any of the preceding 3 (Three) financial/accounting years reckoned from the original bid closing date of the tender.

[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).]

2.0 "Net Worth" of the bidder should be positive for the financial/accounting year just preceding to the original bid closing date of the tender.

[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"]

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 certifying **(PROFORMA - A)** that 'the balance sheet/Financial Statements for the financial year….. (As the case may be) has actually not been audited so far'.

Note:

a) For proof of Annual Turnover & Net worth any one of the following documents must be submitted along with the technical 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 (PROFORMA – B).

OR

(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.

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.

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 of Balance Sheet and Profit & Loss Account. A CA certificate is to be submitted by the bidder regarding converted figures in equivalent INR or US$.

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:

(i) Turnover of the parent/ultimate parent/holding company (supporting company) should be in line with Para **A.2 (1.0)** above.

(ii) Net Worth of the parent/ultimate parent/holding company (supporting company) should be positive in line with Para **A.2 (2.0)** above

(iii) Corporate Guarantee **(PROFORMA - C)** 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.

(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.

The above certificate should not be more than 30 days old as on the original bid closing date.

A3. **BEC - COMMERCIAL:**

1.0 Bids are invited under SINGLE STAGE TWO BID SYSTEM. Bidders should upload Techno-Commercial Bid (Unpriced Bid) and Priced Bid separately at the designated fields assigned in GeM Portal. Please note that no price details should be furnished in the Technical (i.e. Unpriced) bid. The "Unpriced Bid" shall contain all techno-commercial details except the prices/costs. Bidder not complying with above submission procedure will be rejected.

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 discounts.

3.0 Bids received in physical form 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.

4.0 Bids containing incorrect/ false/misleading statement(s) shall be rejected.

5.0 Validity of the bid shall be minimum **120 days** from the date of actual Bid Closing Date. Bids with lesser validity shall be straightway rejected.

6.0 Successful bidder will be required to furnish Performance Bank Guarantee @ 5 % of the order value after receipt of PO. The Performance Security must be valid for 3(three) months beyond the Warranty period indicated in the Purchase Order/contract agreement.

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. (Please refer Annexure –V: GENERAL NOTES TO BIDDERS)

7.0 Bids must be accompanied by Bid Security for the amount as mentioned in the tender document and shall be in the prescribed format (PROFORMA – G) if submitted in the form of Bank Guarantee (BG). In case of the Bid Security is submitted in the form of Bank Guarantee, scanned copy of Bank Guarantee shall be uploaded by the bidder in the online bid and hard copy of the Bank Guarantee will have to be submitted directly to OIL within the Bid Closing (BC) date and time, failing which the bid may be treated as incomplete and may lead to rejection of the bid by OIL without making any reference to the bidder. Bid Security if submitted in the form of BG/ e-**P**BG must be valid at least for a period of 165 days from the date of original bid closing date of the tender.

Bid Security may also be paid through online payment mode. Bid Security must be submitted within the scheduled Bid Closing date and time of the Tender, failing which the bid may be treated as incomplete and may lead to rejection of the bid without making any reference to the bidder. The amount of Bid Security (EMD) must be strictly as specified in the tender document. Bid shall be rejected without further reference, if the Bid Security (EMD) is not received strictly as above, except where exempted. OIL will not assume any responsibility whatsoever for submission of deficient/faulty Bid Security or for delay/non-delivery of the same (Please refer Annexure – V: GENERAL NOTES TO BIDDERS).

8.0 Bid must be uploaded together with the Integrity Pact (If applicable against the tender) and the same must be duly signed digitally. If any bidder refuses to sign Integrity Pact or declined to submit Integrity Pact, their bid shall be rejected straightway. (Please refer Annexure –V: GENERAL NOTES TO BIDDERS)

9.0 Bidders shall accept and comply with the following clauses as given in the Bid Document, failing which bid shall be liable for rejection:

i) Liquidated Damages

ii) Warranty/Guarantee of material

iii) Arbitration / Resolution of Dispute

iv) Force Majeure

v) Applicable Laws.

10.0 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) In case the party refuses to sign Integrity Pact.

c) Original Bid Security not received within the stipulated date & time mentioned in the Tender.

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.

11.0 The bidder shall submit an undertaking/declaration as per Proforma N1 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.

12.0 Purchase Preference Clause:

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.

12.1 Purchase Preference to MSE Bidders:

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. Purchase Preference is meant for procurement of only goods produced and services rendered by MSEs. However, traders/ distributors/ sole agent/ Works Contract are excluded from the purview of Purchase Preference.

(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.

(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.

Documentation required to be submitted by MSEs: 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.

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.

Note: In case bidding MSE is owned by Schedule Caste or Schedule 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.

12.2 Purchase Preference Policy (PPP-MII):

Purchase preference under Public Procurement (Preference to Make in India) Order, 2017-Revision P-45021/2/2017-PP (BE-II)-Part (4) Vol. II dated 19.07.2024 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 26.04.2022 and FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26.03.2024 (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%.

12.3 Concurrent Application of Purchase Preference Policies:

If the quantities under this tender are splitable than 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
2nd Preference	MSE but Non- Class-I Local Supplier
3rd Preference	Non-MSE but Class-I Local Supplier
4th 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.

13.0 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.

14.0 Submission of Forged Documents:

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.

15.0 Land Border Sharing:

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.

16.0 <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.

ANNEXURE-IV

TECHNICAL AND COMMERCIAL CHECKLIST

Sl. No.	Requirement	Bidder's Response
1	Whether quoted as manufacturer?	
2	Whether quoted as OEM Dealer/Supply House?	
3	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?	
4	Whether agreed to the tender warranty clause of the tender?	
5	Whether submitted EMD/Bid Security / Bid Security Declaration as per tender requirement?	
5.1	EMD/Bid Security (Amount & Validity)	
6	EMD/Bid Security exemption certificate with Validity	
7	Whether quoted a firm delivery period as per the tender requirement?	
8	Whether confirmed to submit PBG as asked for in tender?	
9	Whether confirmed Bid Validity as per the tender requirement?	
10	Whether confirmed Payment Terms as per the tender?	
11	Whether quoted as MSE unit? If yes, whether necessary document submitted?	
12	Whether submitted Integrity Pact duly signed and sealed as per **PROFORMA – D?** *(If applicable as per the tender)*	
13	Ministry of Finance of Govt. of India, Department of Expenditure, Public procurement Division vide office memorandum F. No. 6/18/2019-PPD dated 23rd July, 2020(order-Public Procurement no.1) has proclaimed the insertion of Rule 144 (xi) in the General Financial Rules (GFRs), 2017 w.e.f. 23rd July, 2020 regarding restrictions on procurement from a bidder of a country which shares a land border with India on the grounds of defence of India on matters directly or indirectly related thereto including national security. Bidders are requested to take note of the office memorandum and submit their offers accordingly, wherever applicable. In this regard, bidders must submit duly sealed & signed undertaking as per format provided vide, **PROFORMA – E(I), E(II) & E(III)** along with the technical bid. Whether uploaded along with the bid?	
14	Whether indicated the country of origin for the items quoted? Please mention the "Country of origin" under Remarks here.	
15	Whether submitted format of undertaking by bidders towards submission of authentic information/ documents as per **PROFORMA - H**	
16	Whether indicated 'Local Content' required as per PPP-MII Policy?	
	Local content amount and percentage. Details of locations at which the local value addition is made.	
17	Whether indicated the import content in Price Bid?	
18	Whether all documents have been submitted as required for fulfilling Experience criteria clause of BRC-Technical.	
19	Name and details of the company to whom the bidder has successfully executed orders / contracts for atleast 50% of the tendered quantity as per Experience criteria clause of BRC-Technical.	
20	Whether submitted the profile and other documents of the company for verification (viz. Annual reports, Memorandum of Association, Article of Association etc.)	
21	Name of Manufacturer	
22	Place of Despatch	

23	Name, Address, Phone No & E-mail id of Bidder	
24	Bank details of Bidder	
25	Whether submitted Proforma – J - Format for Exception / Deviation	
26	Whether submitted Proforma – K - Format for Undertaking For Local Content	
27	Whether submitted Proforma – L - Format for Power of Attorney / Authorization letter (Regarding authority for submission of bid)	
28	Whether submitted Proforma – M - Format for Bidders financial standing	
29	Whether submitted Proforma – N1 Format for declaration that bidder is not under holiday list/delisted/blacklisted/debarred Proforma N2 - Format for declaration of NCLT / NCLAT /DRT /DRAT/ Court Receivership/ Liquidation	
30	Whether submitted Proforma – R Format for Sustainable Development (SD) and Environment, Social & Governance (ESG) Policy (if applicable)	
31	Whether submitted declaration for Document Verification by independent third party inspection agencies (if applicable) (PROFORMA – S)	

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ANNEXURE – V- General Conditions of Contract (GCC) & Special Conditions of Contract (SCC) for procurement of Goods

GENERAL CONDITIONS OF CONTRACT (GCC) FOR PROCUREMENT OF GOODS

1.0 The bid is governed by GeM General terms & conditions (GeM GTC) prevalent on the bid closing date of tender.

SPECIAL CONDITIONS OF CONTRACT (SCC) FOR PROCUREMENT OF GOODS

The SPECIAL CONDITIONS OF CONTRACT (SCC) shall supersede the GeM General terms & conditions (GeM GTC).

1.0 Bidders shall submit their offer mentioning pointwise compliance/noncompliance to all the terms & conditions, BEC/BRC, Specifications etc. Any deviation(s) from the tender terms & conditions, BEC/BRC, Specifications etc. should be clearly highlighted specifying justification in support of deviation.

2.0 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 OIL, failing which the offer will be summarily rejected. However, bidder(s) must note that there should not be any additional financial involvement arising out of such post tender clarifications.

3.0 The Bidder to submit following Technical Evaluation Sheet along with technical bid -

Annexure – VI: Bid Evaluation Matrix (Technical Specification)
Annexure – VII: Bid Evaluation Matrix (Bid Evaluation Criteria)

4.0 INTEGRITY PACT

OIL shall be entering into an Integrity Pact, **if applicable** with the bidders as per format enclosed vide **PROFORMA - D** of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact have been signed by the bidder's authorized signatory who sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.

OIL's Independent External Monitors at present are as under:

Shri Ajit Mohan Sharan, IAS (Retd.)
Former Secretary, Ministry of Ayush, Govt. of India
E-mail: ams057@gmail.com

Dr. Ved Prakash, ITS (Retd.)
Flat No. 902, Plot No. GH-26,
Rainbow Apartments, Sector-43,
Gurgaon-122009
Mob No.9810546996
E-mail: ved60prakash@gmail.com

Shri Radhakrishna Kini A, IPS (Retd.)
Ramjaipal Nagar Gola Road PS,
Rupaspur, Patna - 801503
Mob No. 9971722727
E-mail: arvkini2004@yahoo.co.in & arvkini2004@gmail.com

4.1 In case of a joint venture, all the partners of the joint venture should sign the Integrity Pact.

4.2 In the event of any dispute between the management and the contractor relating to those contracts where Integrity Pact is applicable, in case, both the parties are agreeable, they may try to settle dispute through mediation before the panel of IEMs in a time bound manner. If required, the organizations may adopt any mediation rules for this purpose. In case, the dispute remains unresolved even after mediation by the panel of IEMs, the organisation may take further action as per the terms and conditions of the contract.

5.0 MICRO AND SMALL ENTERPRISES (MSE)

Categorisation 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 16th June, 2021 , CG-DL·E-21032025-261838 elated 21.03.2025 issued by Ministry of Micro, Small and Medium Enterprises.

The bidder claiming as MSE status (MSE-General, MSE-SCIST, MSE -Woman) against this tender has to submit the following documents for availing the benefits applicable to MSEs:

Udyam Registration Number with Udyam Registration Certificate.

Note: *In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur or Woman 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.*

5.1 For availing benefits of Purchase Preference under Public Procurement Policy, the interested MSE Bidders must ensure that they are the manufacturer of tendered item(s) and registered with the appropriate authority for the said item(s). The technical offer of such MSE Bidders must include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Purchase Preference of 15% (fifteen percent) shall be extended to the eligible MSE Bidder (i.e. Manufacturer of tendered goods for procurement) over non-MSE L1 Bidder and PO shall be awarded for full tender quantity on such MSE bidder, subject to matching their quoted rates/costs with non-MSE L1 Bidder.

6.0 PREFERENCE TO MAKE IN INDIA (MII)

Department for Promotion of Industry and Internal Trade (DPIIT), has issued the revised 'Public Procurement (Preference to Make in India), Order 2017" vide Order no. No. P-45021/2/2017-PP (BE-II) dated 04.06.2020. Bidders are requested to go through the policy and its subsequent amendments, if any, and take note of the same while submitting their offer.

7.0 DOMESTICALLY MANUFACTURED IRON & STEEL PRODUCTS (DMI & SP):

(Not applicable)

Steel Policy notified vide Notification No. CG-DL-E-01042025-262208 dated 01.04.2025 and as amended from time to time by Ministry of Steel, Government of India is applicable against this tender. The detailed policy may be referred in Ministry's website. Also, refer **ANNEXURE – VIII** to this tender in this regard.

8.0 RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY SHARING LAND BORDER WITH INDIA:

Ministry of Finance of Govt. of India, Department of Expenditure, Public procurement Division vide office memorandum F. No. 6/18/2019-PPD dated 23rd July, 2020 (order-Public Procurement no.1) has proclaimed the insertion of Rule 144 (xi) in the General Financial Rules (GFRs), 2017 w.e.f. 23rd July, 2020 and amended vide O.M. No. F.7/10/2021-PPD (1) dated 23.02.2023 (order public procurement no. 4) from Procurement Policy Division, Department of Expenditure, Ministry of Finance forwarded by Department of Public Enterprises vide O.M. No. F. No. DPE/7 (4)/2017-Fin dated 24.02.2023 regarding restrictions on procurement from a bidder of a country which shares a land border with India on the grounds of defence of India on matters directly or indirectly related thereto including national security. Bidders are requested to take note of the following clauses and submit their offers accordingly wherever applicable.

(1) Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority [Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT)]. Further, any bidder (including bidder from India) having specified Transfer of Technology (ToT) arrangement with an entity from a country which shares a land border with India, shall also require to be registered with the same competent authority to be eligible to bid in this tender.

(2) "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

(3) "Bidder (or entity) from a country which shares a land border with India" for the purpose of this Order means:

a. An entity incorporated, established or registered in such a country; or
b. A subsidiary of an entity incorporated, established or registered in such a country; or

c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
d. An entity whose beneficial owner is situated in such a country; or
e. An Indian (or other) agent of such an entity; or
f. A natural person who is a citizen of such a country; or
g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

(4) The beneficial owner for the purpose of para (3) above will be as under:

(i) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation:

a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five percent of shares or capital or profits of the company.

b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements.

(ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;

(iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

(iv) Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;

(v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

(5) An Agent is a person employed to do any act for another, or to represent another in dealings with third person.

(6) The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

(7) **Validity of Registration**: The registration should be valid at the time of submission of bid and at the time of acceptance of bid. If the bidder was validly registered at the time of acceptance/placement of order, registration shall not be a relevant consideration during contract execution.

(8) **Undertaking regarding compliance**: The bidders are required to provide undertakings as per **PROFORMA – E(I), PROFORMA – E(II) & PROFORMA – E(III)** along with their bid towards compliance of the above guidelines for participation in this tender. If the undertakings given by a bidder whose bid is accepted is found to be false, this would be a ground for debarment/action as per OIL's Banning Policy and further legal action in accordance with law.

9.0 SETTLEMENT OF DISPUTES AND ARBITRATION:

9.1. ARBITRATION (APPLICABLE FOR SUPPLIER/CONTRACTOR OTHER THAN PSU/GOVT. DEPARTMENTS AND MSMEs):

9.1.1. Except as otherwise provided elsewhere in the purchase order, if any dispute, difference, question or disagreement arises between the parties or their respective representatives or assignees, in connection with construction, meaning, operation, effect, interpretation of the consequent purchase order/contract or breach thereof which parties are unable to settle mutually or through mutually appointed Outside Expert Committee (OEC), the same shall be referred to Arbitration as provided hereunder:

9.1.2. A party wishing to commence arbitration proceeding shall invoke Arbitration Clause by giving 30 days' notice to the other party. The notice invoking arbitration shall specify all the points of dispute with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter. If the claim is in foreign currency, the claimant shall indicate its value in Indian Rupee for the purpose of constitution of the arbitral tribunal.

9.1.3. The number of arbitrators and the appointing authority shall be as under:

Claim Amount (excluding claim for interest and counter claim, if any)	**Number of Arbitrator**	**Appointing Authority**
Upto Rs.5.00 Crore	Not Applicable	Not Applicable
Above Rs.5.00 Crore and Upto Rs. 25 Crore	Sole Arbitrator	OIL
Above Rs. 25 Crore	Three Arbitrators	One Arbitrator by each party and the 3rd Arbitrator, who shall be the Presiding Arbitrator, by the two Arbitrators.

9.1.4. The parties agree that they shall appoint only those persons as arbitrators who accept the conditions of the arbitration clause. No person shall be appointed as Arbitrator or Presiding Arbitrator who does not accept the conditions of the arbitration clause.

9.1.5. If any of the Arbitrators so appointed dies, resigns, becomes incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned party/arbitrators to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left if both parties consent for the same; otherwise, he shall precede de novo.

9.1.6. Parties agree that neither shall be entitled for any pre-reference or pendente-lite interest on its claims. Parties agree that any claim for such interest made by any party shall be void.

9.1.7. If after commencement of the arbitration proceedings, the parties agree to settle the dispute mutually or refer the dispute to conciliation, the arbitrators shall put the proceedings in abeyance until such period as requested by the parties.

9.1.8. Each party shall be responsible to decide for the travel and stay etc. of the arbitrator pointed by it. Claimant shall also be responsible for planning for travel/ stay arrangements of the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties.

9.1.9. In case of sole arbitrator, OIL shall make all necessary arrangements for his travel, stay and the expenses incurred shall be shared equally by the parties.

9.1.10. The Arbitration shall be held at the place from where the contract /purchase order has been awarded. However, parties to the contract / purchase order can agree for Venue of Arbitration, different from the place of arbitration within India for the convenience of all concerned.

9.1.11. The fees to arbitrator(s) shall be governed by the Fourth Schedule of the Arbitration and Conciliation Act, 1996. The fees to the arbitrator(s) and secretarial expenses shall be paid in following manner:

(i) 20% of the fees on submission of Statement of Claim and Counter Claim by the Claimant and Respondent respectively
(ii) 20% of the fees on completion of pleadings
(iii) 20% of the fees on commencement of the hearing
(iv) 40% of the Fees on conclusion of hearing and before passing of final award.

However, subject to agreement by the Parties, the arbitrator(s) may determine a lump sum amount to be paid towards arbitrator's fees and secretarial expenses by the parties on commencement of the proceedings, which is to be adjusted against first instalment of payment, as prescribed in sl.(ii) above.

9.1.12. The Arbitrator(s) shall give reasoned and speaking award and it shall be final and binding on the parties.

9.1.13. Subject to aforesaid, provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment thereof shall apply to the arbitration proceedings under this clause.

9.1.14. It is agreed and undertaken by the Parties that irrespective of country of origin of the SELLER, the arbitration proceedings shall be governed by the Arbitration and Conciliation Act, 1996 and under no circumstances, the proceedings shall be construed as International Arbitration.

9.2. ARBITRATION (APPLICABLE IN CASE OF PURCHASE ORDER AWARDED ON CPSE AND GOVT. DEPARTMENTS/ORGANIZATIONS):

In the event of any dispute or difference relating to the interpretation and application of the provisions of commercial contract(s) between Central Public Sector Enterprises (CPSEs)/ Port Trusts inter se and also between CPSEs and Government Departments/Organizations (excluding disputes concerning Railways, Income Tax, Customs & Excise Departments), such dispute or difference shall be taken up by either party for resolution through AMRCD as mentioned in DPE OM No. 4(1)/2013-DPE(GM)/FTS-1835 dated 22-05-2018.

The Committee of Secretaries at the First level (tier) shall finalise its decision within 3(three) months after having received the reference/notice in writing regarding the dispute from the concerned aggrieved party.

Any party aggrieved with the decision of the Committee at the First level (tier) may prefer an appeal before the Cabinet Secretary at the Second level (tier) within 15 days from the date of receipt of decision of the Committee at First level, through its administrative Ministry/Department, whose decision will be final and binding on all concerned.

The Arbitration and Conciliation Act 1996 shall not be applicable to the Arbitration under this clause.

9.3. ARBITRATION (APPLICABLE TO MICRO, SMALL AND MEDIUM ENTERPRISE)

In the event of any dispute or difference relating to, arising from or connected with the Purchase Order, efforts shall be made to resolve the dispute(s) amicably by mutual consultation and in case such dispute(s) cannot be resolved through mutual consultation, then same shall be resolved through the procedure as prescribed in Section-18 of the Micro, Small and Medium Enterprises Development Act, 2006

10.0 RESOLUTION OF DISPUTES THROUGH CONCILIATION BY OUTSIDE EXPERT COMMITTEE (OEC):
(Not applicable in cases valuing less than Rs 25 lakhs)

10.1. If any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, in connection with construction, meaning, operation, effect, interpretation of the purchase order/contract or breach thereof which parties are unable to settle mutually, subject to consent of the Seller, the Purchaser at its discretion may first refer to conciliation through Outside Expert Committee (OEC) to be constituted by CMD, OIL as provided hereunder.

10.2. The party desirous of resorting to conciliation shall send a notice of 30 (thirty) days to the other party of its intention of referring the dispute for resolution through OEC. The notice invoking conciliation shall specify all the

points of disputes with details of the amount claimed to be referred to OEC and the party concerned shall not raise any new issue thereafter.

10.3. CMD, OIL shall nominate three outside Experts, one each from Financial/commercial, Technical and Legal fields from the Panel of Outside Experts maintained by OIL who shall together be referred to as OEC (Outside Experts Committee).

10.4. Parties shall not claim any interest on claims/counterclaims from the date of notice invoking conciliation till execution of settlement agreement, if so arrived at. In case, parties are unable to reach a settlement, no interest shall be claimed by either party for the period from the date of notice invoking conciliation till the date of OEC recommendations in any further proceeding.

10.5. The Proceedings of the OEC shall be broadly governed by Part III of the Arbitration and Conciliation Act, 1996 including any modifications thereof.

10.6. The parties shall be represented by their in-house employees/executives. No party shall bring any advocate or outside consultant/advisor/agent. Ex-officers of OIL who have handled the matter in any capacity directly or indirectly shall not be allowed to attend and present the case before OEC on behalf of Contractor. However, ex- employees of parties may represent their respective organizations.

10.7. OEC shall hear both the parties and recommend possible terms of settlement between the parties. The recommendations of OEC shall be non-binding and the parties may decide to accept or not to accept the same or may accept part of the recommendation. Parties shall be at liberty to accept the OEC recommendation with any modification they may deem fit.

10.8. Where recommendations are acceptable to both the parties, a settlement agreement will be drawn up in terms of the OEC recommendations or with such modifications as may be agreed upon by the parties. The settlement agreement shall be signed by both the parties. This settlement agreement shall have the same legal status and effect as that of an arbitration award on agreed terms on the substance of the dispute rendered by an arbitral tribunal under Section 30 of the Arbitration and Conciliation Act, 1996.

10.9. OIL will share all other guidelines regarding reconciliation through OEC with the supplier when it resorts to settlement through OEC. Both parties agree to adhere to these guidelines.

10.10. All the expenditure incurred in the OEC proceedings shall be shared by the parties in equal proportion. The parties shall maintain account of expenditure and present to the other for the purpose of sharing on conclusion of the OEC proceedings.

If the parties are not able to resolve the dispute through OEC or do not opt for conciliation through OEC, the party may invoke arbitration clause as provided in the contract / purchase order.

It is expected to conclude a case by OEC within 8-10 weeks. The place of conciliation shall be Guwahati for all purchase orders issued from the Field HQ, Duliajan and Pipeline HQ, Guwahati, whereas, New Delhi shall be the

Place of Conciliation for all other Purchase Orders issued by other spheres of OIL.

Solicitation or any attempt to bring influence of any kind on either OEC Members or PURCHASER is completely prohibited in conciliation proceedings and PURCHASER reserves the absolute right to close the conciliation proceedings at its sole discretion if it apprehends any kind of such attempt made by the SELLER or its representatives.

11.0 EXCLUSIONS

Parties agree that following matters shall not be referred to conciliation or arbitration or OEC:

i) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision to initiate any proceedings for suspension or debarment or banning, or decision to suspend or to ban or to debar business dealings with the Bidder / Seller and/or with any other person involved or connected or dealing with bid / contract / bidder / Supplier.

ii) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision under the provisions of Integrity Pact executed between OIL and the Bidder / Supplier.

iii) Any claim, difference or dispute relating to, connected with or arising out of OIL's decision to comply with any order or directive of any statutory or government authority.

12.0 TAX COLLECTIBLE AT SOURCE (TCS):

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 (IH) 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 …….. (As applicable) 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 (I H) of Income tax Act, 1961.

13.0 GST:

Bidders are requested to quote the actual rate of applicable 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.

~~**Note**: *Successful bidder shall arrange to provide all necessary documents (invoice etc.) to OIL for applying Essentiality Certificate on receipt of request from OIL or at least **30 days** prior to their readiness for despatch, whichever is earlier. Further, successful bidder shall affect dispatch only on receipt of relevant certificates/shipment clearance from OIL, failing which all related liabilities shall be to supplier's account.*~~

14.0 APPLICABILITY OF BANNING POLICY OF OIL INDIA LIMITED:

OIL's Banning Policy, 2023 will be applicable against the tender (and order in case of award) to deal with any agency (bidder/contractor/supplier/ vendor/service provider) who commits deception, default, fraud or indulged in other misconduct of whatsoever nature in the tendering process and/or order execution processes.

The bidders who are on Holiday/Banning/Suspension list of OIL on due date of submission of bid/ during the process of evaluation of the bids, the offers of such bidders shall not be considered for bid opening/evaluation/award. If the bidding documents were issued inadvertently/downloaded from website, the offers submitted by such bidders shall also not be considered for bid opening/evaluation/ Award of Work.

14.1 The bidder shall fill up and submit proforma of declaration of Blacklisting / Holiday Listing/ NCLT / NCLAT /DRT /DRAT/ COURT RECEIVERSHIP/ LIQUIDATION (as per Proforma – N) along with the technical bid).

15.0 PERFORMANCE SECURITY

Successful bidder will be required to furnish a Performance Bank Guarantee @5% of the order value with validity as mentioned in the tender document. The Performance Security shall be in the form of, Insurance Surety Bonds, account payee Bank Draft/Cashier's cheque/Banker's cheque/NEFT/RTGS/ Electronic fund transfer to designated account of OIL or Fixed Deposit Receipt (FDR) (account OIL INDIA LIMITED) or Bank Guarantee (including e-Bank Guarantee) or irrevocable Letter of Credit (LC). The Performance Security must be submitted exactly as per **PROFORMA – F**. Bidder must confirm the same in their Technical Bid.

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

(i) MT 760/MT 760 COV for issuance of bank guarantee.

(ii) MT 760/MT 767 COV for amendment of bank guarantee.

[Order Number should reflect in the SFMS text under MT 760/MT 760 COV]

The above message/intimation shall be sent through SFMS by the BG issuing Bank branch to ICICI Bank, Duliajan Branch, IFSC Code- ICIC0000213, Branch Address.: ICICI Bank Ltd, Kunja Bhavan, Daily Bazaar, Duliajan, Dibrugarh, Assam - 786602. The Bank details are as under:

Bank Details of Beneficiary	
Bank Name	ICICI BANK LTD.
Branch Name	DULIAJAN
Branch Address	KUNJA BHAVAN, DAILY BAZAAR, DULIAJAN, DIBRUGARH, ASSAM - 786602
IFSC Code	ICIC0000213
Unique identifier code (Field 7037)	OIL503988890
Company name	Oil India Limited

The vendor shall submit to OIL the copy of the SFMS message as sent by the issuing bank branch along with the original bank guarantee.

15.1 Performance Security shall be issued from any scheduled Indian Bank or any branch of an International Bank situated in India and registered with the Reserve Bank of India as scheduled foreign Bank in case of domestic suppliers.

15.2 Bank Guarantees issued by a Bank in India should be on non-judicial Stamp Paper/Franking receipt of requisite value, as per Indian Stamp Act, purchased in the name of the Banker or the Seller.

15.3 Bank Guarantee with condition other than those mentioned in OIL's prescribed format shall not be accepted.

15.4 The Bank Guarantee issued by a Bank amongst others shall contain the complete address of the Bank including Phone Nos., Fax Nos., E-mail address, Code Nos. of the authorized signatory with full name and designation and Branch Code.

15.5 The Performance Security shall be payable to Purchaser as compensation for any breach or loss resulting from Supplier's failure to fulfil its obligations under the Purchase Order/Contract. In the event of such default on the part of Seller, the Performance Security shall be encashed unconditionally, and the proceeds thereof shall be forfeited without any further reference to the Seller. In such an eventuality, the Seller shall be liable to face penal actions including debarment as per OIL's Banning Policy, 2023.

15.6 The Performance Security shall be discharged by Purchaser not later than 30 days following its expiry after completion of obligations under the order/contract. In the event of any extension to the contractual validity or delay in supply/ execution or extension of Warranty Period of the Purchase Order/Contract, validity of the Performance Security shall be extended by the Seller/Contractor by the equivalent period.

15.7 The Performance Security shall not accrue any interest during its period of validity or extended validity. OIL shall not be liable to pay any bank charges, commission or interest on the amount of Performance Security.

15.8 Failure of the successful Bidder to comply with the requirements of above clauses shall constitute sufficient grounds for annulment of the award and forfeiture of their Bid Security or Performance Security. The defaulting party shall also be debarred from business as per OIL's Banning Policy, 2023.

15.9 In case, the Performance Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the fake signatures, the Purchase Order placed on the bidder shall be treated as cancelled forthwith and the bidder shall be banned from participating in future tenders in accordance with the provisions of Company's Banning Policy, 2023. Further, the Bid Security submitted by such bidder shall be invoked without any further reference, besides other penal action, as the Company may think appropriate.

15.10 In case Annual Maintenance Contract (AMC) is required and OIL intends to enter into a separate contract with the successful bidder for AMC, the Successful bidder must undertake to submit separate Performance Security against the AMC at the applicable rate & validity to be stipulated in the contract. (5% of annualized contract value valid for three months beyond entire execution period).

15.11 INSTRUCTIONS FOR FURNISHING "PERFORMANCE SECURITY DEPOSIT" BY "INSURANCE SURETY BOND"

a) The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).

b) The Company shall be the Creditor, the Contractor shall be the Principal debtor and the Insurance company/Insurer shall be the Surety in respect of the Insurance Surety Bond to be issued by the Insurer.

c) The Insurance Surety Bond should be on Non-Judicial stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the state(s) where the Insurance Surety Bond is submitted or is to be acted upon or the rate prevailing in State where the Insurance Surety Bond is executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Contractor /Insurer issuing the Insurance Surety Bond.

d) The expiry date and values should be arrived at in accordance with instructions provided in the "Forwarding Letter" of the Tender.

e) The Insurance Surety Bond by Contractors will be given from Insurer as specified in the Tender.

f) A letter from the issuing insurer of the requisite Insurance Surety Bond confirming that the said Insurance Surety Bond / all future communication relating to the Insurance Surety Bond shall be forwarded to the Purchaser at its address as mentioned at "ITB".
g) Contractor must indicate the full postal address of the Insurer along with the Insurer 's

E-mail / Phone from where the Insurance Surety Bond has been issued.

h) Contractor must indicate Name, Address, Contact number and official Email ID of the Controlling Office of the Surety Issuing Branch or any web portal link, from whom /where the Surety Bond can be got confirmed by the Company.

16.0 BID SECURITY:

If Bid Security /Earnest Money Deposit (EMD) is applicable. Bids must be accompanied by Bid Security for the amount as mentioned in the tender *or an equivalent amount in freely convertible currency and shall be in the form of Insurance Surety Bonds/DD/FDR (account OIL INDIA LIMITED)/NEFT/RTGS/Electronic fund transfer to designated account of OIL/online payment through OIL's e-portal/Bank Guarantee (BG) (including e-Bank Guarantee) in OIL's prescribed format* **(PROFORMA – GA)** *or as an irrevocable Letter of Credit (L/C) from any of the following Banks (Refer GeM GTC for details).*

In case of the Bid Security is submitted in the form of Bank Guarantee, scanned copy of Bank Guarantee shall be uploaded by the bidder in the online bid and **Original Bank Guarantee will have to be submitted directly to OIL on or before the Bid closing date and time, failing which the bid may be treated as incomplete and may lead to rejection of the bid by OIL without making any reference to the bidder**.

The Original Bid Security shall be submitted manually in sealed envelope **superscribed** with tender no., tendered item detail and due date to: **CGM-MATERIALS, MATERIALS DEPARTMENT, KIND ATTENTION – APARAJITA GOGOI, Dy GENERAL MANAGER, OIL INDIA LIMITED, DULIAJAN- 786602, ASSAM.**

In case of Online payment of Bid Security, bidder shall provide the Online transaction details in their online bid as proof of submission of Bid Security to OIL. The online payment of Bid Security amount should be received in OIL's bank account on or before the Bid closing date and time failing which the offer will be rejected outright without any further reference.

OIL's Bank account Details for Online submission of Bid Security	
Name	Oil India Limited
Bank	State Bank of India
Branch	Duliajan
Account Number	10494832599
Account Type	Current
IFSC Code	SBIN0002053

16.1 Bid Security shall be issued from any scheduled Indian Bank or any branch of an International Bank situated in India and registered with the Reserve Bank of India as scheduled foreign Bank in case of domestic suppliers.

16.2 Bank Guarantee issued by a scheduled Bank in India at the request of some other non-scheduled Bank in India shall not be accepted.

16.3 Bank Guarantees issued by a Bank in India should be on non-judicial Stamp Paper/Franking receipt of requisite value, as per Indian Stamp Act, purchased in the name of the Banker or the Seller.

16.4 Bank Guarantee with condition other than those mentioned in OIL's prescribed format/GeM Bank Guarantee format shall not be accepted.

16.5 The Bank Guarantee issued by a Bank amongst others shall contain the complete address of the Bank including Phone Nos., Fax Nos., E-mail address, Code Nos. of the authorized signatory with full name and designation and Branch Code.

16.6 The bidders will extend the validity of the Bid Security, if and whenever specifically advised by OIL, at the bidder's cost.

16.7 The Bid Security shall not accrue any interest during its period of validity or extended validity. OIL shall not be liable to pay any bank charges, commission or interest on the amount of Bid Security.

16.8 In case, the Bid Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the fake signatures, the bid submitted by the concerned bidder shall be rejected and the bidder shall be banned from participating in future tenders in accordance with the provisions of OIL's Banning Policy. Further, the Bid Security submitted by such bidder shall be invoked without any further reference, besides other penal action, as OIL may think appropriate.

16.9 In case of Bank Guarantee, 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 the following details:

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

[Tender Number should reflect in the SFMS text under MT 760/MT 760 COV]

The above message/intimation shall be sent through SFMS by the BG issuing Bank branch to ICICI Bank, Duliajan Branch, IFSC Code-ICIC0000213, Branch Address: ICICI Bank Ltd, Kunja Bhavan, Daily Bazaar, Duliajan, Dibrugarh, Assam – 786602. The Bank details are as under:

Bank Details of Beneficiary	
Bank Name	ICICI BANK LTD.
Branch Name	DULIAJAN
Branch Address	KUNJA BHAVAN, DAILY BAZAAR, DULIAJAN, DIBRUGARH, ASSAM – 786602

IFSC Code	ICIC0000213
Unique identifier code (Field 7037)	OIL503988890
Company name	Oil India Limited

The bidder shall submit to OIL the copy of the SFMS message as sent by the issuing bank branch along with the original bank guarantee.

16.10 The Bid Security of the unsuccessful bidders will be returned after finalization of tender whereas the Bid Security of the successful bidder will be discharged on such bidder's furnishing the Performance Security to OIL against the Purchase Order secured by the bidder within the stipulated time frame. The successful bidder will, however, extend validity of the Bid Security till such time the Performance Security is furnished.

16.11 For timely return of Bid Security, bidders shall submit following details alongwith their technical bid.

- For Bank Guarantee((BG): Name, Email id, Phone number and Address where the Bid Security is to be returned by Courier.
- Online payment: Name, Email id, Phone number and Bank details (Bank Name, Branch Name, Branch Address, IFSC Code, Unique identifier code, Company name) where the Bid Security amount shall be returned by Online transfer.

In case of non-submission of above details, return of Bid Security may be delayed.

16.12 If Bid Security /Earnest Money Deposit (EMD) is not applicable. Instead of EMD /Bid Security, all the bidders shall be required to sign a "Bid Security Declaration" accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the NIT/ Purchase order, they shall be suspended for the period of 2 (two) years. This suspension of two years shall be automatic without conducting any enquiry. Bidders shall submit "Bid Securing Declaration" as per enclosed PROFORMA - GB along with their Technical bids.

16.13 INSTRUCTIONS FOR FURNISHING "BID SECURITY DEPOSIT" BY "INSURANCE SURETY BOND"

a) The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).
b) The Company shall be the Creditor, the Bidder shall be the Principal debtor and the Insurance company/Insurer shall be the Surety in respect of the Insurance Surety Bond to be issued by the Insurer.
c) The Insurance Surety Bond should be on Non-Judicial stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the state(s) where the Insurance Surety Bond is submitted or is to be acted upon or the rate prevailing in State where the Insurance Surety Bond is executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Bidder/Insurer issuing the Insurance Surety Bond.
d) The expiry date and values should be arrived at in accordance with instructions provided in the "Forwarding Letter" of the Tender.

e) The Insurance Surety Bond by bidders will be given from Insurer as specified in the Tender.

f) A letter from the issuing insurer of the requisite Insurance Surety Bond confirming that the said Insurance Surety Bond / all future communication relating to the Insurance Surety Bond shall be forwarded to the Purchaser at its address as mentioned at "ITB".

g) Bidder must indicate the full postal address of the Insurer along with the Insurer 's E-mail / Phone from where the Insurance Surety Bond has been issued.

h) Bidder must indicate Name, Address, Contact number and official Email ID of the Controlling Office of the Surety Issuing Branch or any web portal link, from whom /where the Surety Bond can be got confirmed by the Company.

16.14 Submission of Bid Security and Performance Security in the form of Electronic Bank Guarantee (e-BG)

Oil India Ltd. has now adopted Electronic Bank Guarantee (e-BG) for Bid Security and Performance Security in addition to the existing provisions. Electronic Bank Guarantee (e-BG) is a digitally signed BG issued by banks which is transmitted directly from banks to beneficiaries in electronic form through a platform provided by National E-Governance Services Limited (NeSL).

Submission of Bid Security/Performance Security, as applicable, in the form of Electronic bank Guarantee (e-BG) is also acceptable:

Sl. No.	Bank Name	Sl. No.	Bank Name
1	AU Small Finance Bank	18	Indian Bank
2	Axis bank	19	Indian Overseas Bank
3	Bank of Baroda	20	Induslnd Bank
4	Bank of India	21	Karnataka Bank
5	Bank of Maharashtra	22	Karur Vysya Bank
6	Canara Bank	23	Kotak Mahindra Bank
7	Central Bank of India	24	Punjab and Sind bank
8	City Union Bank	25	Punjab National Bank
9	DBS Bank	26	RBL Bank
10	DCB Bank	27	Standard Chartered
11	Dhanlaxmi Bank	28	State Bank of India
12	Federal bank	29	South Indian Bank
13	HDFC Bank	30	Tamilnad Mercantile Bank Ltd

14	HSBC Bank	31	UCO Bank
15	ICICI Bank	32	Union Bank of India
16	IDBI Bank	33	Yes Bank
17	IDFC First Bank		

Beneficiary details for issue of e-BG are:

Sl. No.	**Particulars**	**Details**
1	Name	Oil India Limited
2	PAN	AAACO2352C
3	Date of Incorporation	18-02-1959
4	Email ID	tuhin_roy@oilindia.in
5	Mobile No.	9954487595
6	Local Address	Materials Department, Oil India Limited, Duliajan, Assam-786602
7	Registered Address	Duliajan, Dibrugarh, Assam-786602

17 FINANCING OF TRADE RECEIVABLES OF MICRO AND SMALL ENTERPRISES (MSEs) THROUGH TRADE RECEIVABLES DISCOUNTING SYSTEM (TREDS) PLATFORM.

Based on the initiatives of Government of India to help MSE vendors get immediate access to liquid fund based on Buyers credit rating by discounting, OIL has registered itself on TReDS platform with M/s RXIL , M/s A TREDS Ltd. (Invoice Mart), M/s Mynd Solutions Private Limited, M/s C2FO Factoring Solutions Private Limited, M/s. KredX Platform Private Limited. The list of approved/authorized entities is as under:

Sl. No	Name of the Approved/ Authorised Entity	TReDS Payment System Approved/ Authorised
1	M/s Receivables Exchange of India Limited (RXIL)	RXIL
2	M/s A TREDS Ltd	INVOICE MART
3	M/s Mynd Solutions Private Limited,	Mlxchange
4	M/s C2FO Factoring Solutions Private Limited,	C2treds
5	M/s. KredX Platform Private Limited	DTX

MSE vendors can avail this benefit by registering themselves with any of the exchanges providing e-discounting/electronic factoring services on TReDS platform and following the procedures defined therein, provided OIL is also participating in such TReDS Platform as a Buyer.

i) MSE Vendor should be aware that all costs relating to availing the facility of discounting on TReDS platform including but not limited to Registration charges, Transaction charges for financing, Discounting Charges, Interest on financing, or any other charges known by any name shall be borne by MSE Vendor.

ii) MSE Vendor hereby agrees to indemnify, hold harmless and keep OIL and its affiliates, Directors, officers, representatives, agents and employees indemnified, from any and all damages, losses, claims and liabilities (including legal costs) which may arise from Sellers submission, posting or display, participation, in any manner, on the TReDS Platform or from the use of Services or from the Buyer's breach of any of the terms and conditions of the Usage Terms or of this Agreement and any Applicable Law on a full indemnity basis.

iii) OIL shall not be liable for any special, indirect, punitive, incidental, or consequential damages or any damages whatsoever (including but not limited to damages for loss of profits or savings, business interruption, loss of information), whether in contract, tort, equity or otherwise or any other damages resulting from using TReDS platform for discounting their (MSE Vendor's) invoices.

Note:

(i) Buyer means OIL who has placed Purchase Order/ Contract on a MSE Vendor (Seller).
(ii) Seller means a MSE vendor, who has been awarded Purchase Order/ Contract by OIL (Buyer).

18 UNLOADING FOR BULKY/HEAVY ITEMS:

All the Goods in the GeM shall be offered on Free Delivery at Site basis including unloading. **HOWEVER, OIL SHALL PROVIDE CRANE FOR UNLOADING OF BULKY/HEAVY ITEMS ONLY**. Supplier shall depute adequate crew, who has experience of unloading of such items at Destination (Duliajan) with necessary safety gears i.e. helmet, safety boots, hand gloves etc. at unloading point.

The safety of the crew deputed by the supplier shall entirely be the responsibility of supplier and therefore they shall take all necessary measures/precautions to ensure that no injuries occur to personnel or property. Supplier must ensure that the crew involved for unloading are properly trained on the procedures and aware of the potential hazards while handling the items.

18.14 OIL reserves the right to divert any truck / trailer originally booked for a particular destination to nearby areas within a distance of 50 km from Duliajan.

19 UNLOADING OF TUBULARS:

All the Goods in the GeM shall be offered on Free Delivery at Site basis including unloading. **HOWEVER, OIL SHALL PROVIDE CRANE FOR UNLOADING OF TUBULARS ONLY**. Supplier shall depute adequate crew, who has experience of unloading of tubulars, at Destination (Duliajan) with necessary safety gears i.e. helmet, safety boots, hand gloves etc. at unloading point. **THE ONLY RESPONSIBILITY OF THE CREW TO BE DEPUTED BY THE SUPPLIER IS TO FASTEN/FIX CRANE'S HOOK SLING TO BUNDLES ON THE LOADED VEHICLE**. Once the hook sling is securely fastened complying to the safety instructions, OIL's Crane shall lift and unload

tubulars from the vehicle. Following points are to be noted and complied in this connection:

(a) Supplier to ensure that height of the loaded tubular is below the cabin height of the vehicle for safe off-loading.
(b) Supplier to ensure that tubular bundles are securely fastened by very strong material to withstand the rigors of road transportation and capable of lifting by Crane. In the case tubular bundles are found loosened and/or tubulars found completely resting on the side support/bales of vehicle in way that it may free fall upon unshackling, OIL will not unload such vehicle due to safety reasons.

The safety of the crew deputed by the supplier shall entirely be the responsibility of supplier and therefore they shall take all necessary measures/precautions to ensure that no injuries occur to personnel or property. Supplier must ensure that the crew involved for unloading are properly trained on the procedures and aware of the potential hazards while handling tubulars.

19.14 OIL reserves the right to divert any truck / trailer originally booked for a particular destination to nearby areas within a distance of 50 km from Duliajan.

20 UNLOADING OF CONSIGNMENT RECEIVED THROUGH RAIL:
Unloading of consignment from Railway Wagons at Destination **(Duliajan)** shall be completely in OIL's scope.

21 QUANTITY TOLERANCE FOR TUBULARS:
Bidders should note that, in the event of order, quantity tolerance of +0%/-2% of order quantity will be applicable.

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

23 FURNISHING FRAUDULENT INFORMATION/ DOCUMENT:
If it is found that a Bidder has furnished fraudulent document/information, the Bid Security/ Performance Security shall be forfeited and necessary action as per OIL's Banning Policy, 2023 shall be taken, besides the legal action. In this regard, bidders are requested to submit an Undertaking as per **PROFORMA - H** along with their offer failing which their offer shall be liable for rejection.

24 GENERAL CONDITIONS OF CONTRACT FOR SERVICES (ANNEXURE - IX)

General Conditions of Contract FOR SERVICES (GCC - SERVICES) shall be applicable for all services to be rendered including AMC (as and when entered into).

25 **MODIFICATION/AMENDMENT OF TENDER DOCUMENT**: At any time prior to the deadline for submission of bids, the Company may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the tender Documents through issuance of Corrigendum(s)/Addendum(s). Bidders are expected to take the Corrigendum(s)/ Addendum(s) into account in preparation and submission of their bid. No separate intimation for Corrigendum(s)/Addendum(s) published by OIL shall be sent to the Bidders.

26 **THIRD PARTY INSPECTION (TPI) (if to be arranged by OIL).**

a) OIL shall arrange for inspection (TPI) of the materials through OIL's nominated Third Party Inspection Agency at Bidder's/Manufacturer's plant/premises as per the broad Scope of Work mentioned the tender. All cost towards the engagement of Third Party Inspection Agency shall be borne by OIL. **BIDDER SHALL NOT QUOTE/INCLUDE THE COST OF THIRD PARTY INSPECTION IN THEIR OFFER**. However, Bidder shall extend all necessary facility to the satisfaction of Third Party Inspection Agency for smooth conduct of the inspection.

b) Bidder shall clearly indicate in the technical bid the place/plant where Third Party Inspection of the materials shall be conducted, in the event of an order.

c) Supplier shall convey to OIL the production schedule within 02(two) weeks from the date of Letter of Award (LOA)/Purchase order so that OIL can deploy the TPI agency to carry out inspection at bidder's/manufacturer's premises accordingly. Additionally, Supplier shall send a notice in writing/e-mail to the OIL at least 15 days in advance specifying the exact schedule and place of inspection (TPI) as per the Purchase Order and OIL upon receipt of such notice shall notify to the supplier the date and time when the materials would be inspected by OIL nominated TPI Agency. **Manufacturer QAP for Third Party Inspection must be submitted by the bidder after placement of order.**

d) The supplier shall provide, without any extra charge to OIL, all materials, tools, labour and assistance of every kind which the OIL nominated TPI Agency may demand for any test or examination required at supplier's premises. The supplier shall also provide and deliver sample from the material under inspection, free of charge, at any such place other than their premises as the TPI Agency may specify for acceptance tests for which the supplier does not have the facilities for such tests at their premises. In the event of testing outside owing to lack of test facility at supplier's premises, the supplier shall bear cost of such test, if any.

e) The supplier shall not be entitled to object on any ground whatsoever to the method of testing adopted by the OIL nominated TPI Agency.

f) Unless otherwise provided for in the Purchase Order, the quantity of materials expended in test will be borne by supplier.

g) The decision of the Third Party Inspection Agency nominated by OIL regarding acceptance/rejection of material shall be final and binding on the supplier.

h) Upon successful completion of the TPI and acceptance of the TPI reports by OIL, Bidder/Supplier shall be intimated by OIL for dispatch of the materials. The materials should be despatched only after receipt of dispatch clearance from OIL.

i) Acceptance of the TPI reports and receipt of dispatch intimation from OIL do not absolve the bidder from any warranty obligations or waive the bidder from OIL's right for rejection of the materials after receipt at site.

j) Notwithstanding clauses contained herein above, in the event the materials under inspection fails to conform to purchase order specification and are rejected by OIL nominated Third Party Inspection agency, OIL may recover all cost incurred for re-inspection of the materials from the supplier.

26.1 THIRD PARTY INSPECTION (TPI) (if to be arranged by Supplier).

Supplier shall arrange for inspection (TPI) of the materials through OIL's empaneled Third Party Inspection Agency at Bidder's/Manufacturer's plant/premises as per the broad Scope of Work mentioned the tender. All cost towards the engagement of Third Party Inspection Agency shall be borne by Supplier. At present, there are six OIL's empaneled Third Party Inspection Agency as under:

(i)M/s.Lloyds
(ii)M/s.BureauVeritas
(iii)M/s.RITES
(iv)M/s IR CLASS System and Solutions Private Limited
(v)M/s.Tuboscope Vetco
(vi)M/s. DNV MES India Private Limited

27 DOCUMENTATION (FOR DOMESTIC/INDIGENOUS SUPPLIERS):

27.1 Preparation and submission of proper documents by Seller is one of the very important requirements. The Seller must strictly follow the instructions.

27.2 Seller shall ensure that all the documents have clear reference of OIL's Purchase Order number.

27.3 Seller shall forward the documents, as mentioned below, by courier service immediately after the dispatch is made:

(I) **WHERE PAYMENT AGAINST DIRECT SUBMISSION OF DESPATCH DOCUMENTS TO COMPANY**:

A)	General Manager (A/P), Finance & Accounts Department	i) ii)	Bill in original + one copy. Copy of the C-Note/RR.

	Oil India Limited, Duliajan, PIN - 786602	iii) Copy of Mill Inspection Certificate, if any. iv) Copy of Third-Party Inspection Certificate, if any. v) Copy of Delivery Challan. vi) Copy of TPI Declaration vii) Copy of Tax Invoice. viii) Copy of packing list. ix) Documentary evidence of payment of Customs Duty, if any.
B)	DGM - Materials (Receiving), Materials Department Oil India Limited, Duliajan, PIN - 786602	i) Clear Consignee copy of RR/C-Note - Original + 1 copy. ii) Copy of Tax Invoice. iii) Delivery Challan (Original). iv) Packing list (Original). v) Mill inspection certificate, if any (Original). vi) Copy of Third-Party Inspection certificate, if any. vii) Copy of TPI Declaration viii) Warranty Certificate (Original)
C)	Chief Manager Materials (FP) Materials Department Oil India Limited, Duliajan, PIN - 786602	One set consisting copies of all the documents as mentioned in (B) above.

Note: ***Where payment term is after receipt and acceptance of materials, the complete set of documents meant for General Manager (A/P) as indicated in (A) above should be submitted to Dy. General Manager Materials (Receiving).***

28.0 FORCE MAJEURE:

28.1 In the event of either party being rendered unable by Force Majeure to perform any obligations required to be performed by them under the purchase order the relative obligations of the party affected by such force majeure shall upon notification to the other party be suspended for the period during which force majeure event lasts. The cost and loss sustained by the either party shall be borne by the respective parties.

28.2. The term force majeure as employed herein shall mean Acts of God such as earthquake, hurricane, typhoon, flood, volcanic activity etc.; war (declared /undeclared); riot, revolts, rebellion, terrorism, sabotage by persons other than the SELLER's Personnel; fires, explosions, ionizing radiation or contamination by radio-activity or noxious gas, if not caused by SELLER's fault; declared epidemic/pandemic or disaster; acts and regulations of respective Govt. of the two parties, namely the PURCHASER and the SELLER and civil commotions, lockout not attributable to the SELLER.

28.3. Upon occurrence of such cause(s) and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party by a registered letter duly certified by the statutory

authorities immediately but not later than 7(seven) days of the alleged beginning and ending thereof giving full particulars and satisfactory evidence in support of its claim.

28.4. Time for performance of the relative obligations suspended by the force majeure shall then be extended by the period for which such cause lasts. The extension of time shall be the sole remedy of the Seller for any delay under this clause and the Seller shall not be entitled in addition to or in lieu of such extension to claim any damages or compensation on any account whatsoever whether under the law governing contracts or any other law in force, and the Seller hereby waives and disclaims any and all contrary rights.

28.5. If the force majeure conditions persist for a period exceeding two (2) months, the Purchaser reserves the right to cancel the purchase order in full or in part.

29.0 SIGNING OF BIDS:

Bids are to be submitted online in GeM portal. The bid including all uploaded documents shall be signed by duly authorized representative of the bidder holding a Power of Attorney to bind the Bidder to the contract. The letter of authorisation (as per Proforma-L) shall be indicated by written Power of Attorney accompanying the Bid.

30.0 BIDDERS FINANCIAL STANDING:

The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking (as per Proforma-M) to this effect with bid.

31.0 **CERTIFICATION OF DOCUMENTS BY INDEPENDENT THIRD-PARTY INSPECTION AGENCIES (TPIA)**:

31.0 **CERTIFICATION OF DOCUMENTS BY INDEPENDENT THIRD-PARTY INSPECTION AGENCIES (TPIA)**:

31.1 Oil India Limited (OIL) has engaged the following 17 (Seventeen) Independent Inspection Agencies for a period of 04 (Four) years up to 06.06.2028 to verify and certify various documents submitted by the bidders required against BEC/BRC of the tender:

Sl. No.	Name of Independent Inspection Agency	Contact E-mail ID
i.	M/s. Alfred H Knight India Private Limited	a. rkjain@ahkgroup.com; b. pradeep.mathur@ahkgroup.com ; c. info@ ahkgroup.com

ii.	M/s. TUV India Private Limited	a. noida@tuv-nord.com b. mumbai@tuv-nord.com c. salim@tuv-nord.com
iii.	M/s Conformity India International Private Limited	a. mktg@ciindia.in
iv.	M/s Ravi Energic Private Limited	a. baroda@ravienergic.com b. tpia@ravienergic.com
v.	M/s SGS India Private Limited	a. dhaval.vora@sgs.com b. sgs.india@sgs.com
vi.	M/s Assure Quality Management Certification Services Private Limited	a. aqmcs@aqmcs.com
vii.	M/s. IRCLASS Systems and Solutions Private Limited	a. industrial_services@irclass.org b. Bhavesh.satam@irclass.org
viii.	M/s. TÜV Rheinland (India) Pvt. Ltd.	a. Shailesh.deotale@ind.tuv.com b. Kaushal.gohil@ind.tuv.com c. info@ind.tuv.com d. ravi.kumar@ind.tuv.com
ix.	M/s Gulf LIoyds (India) Ltd.	a. contact@gulflloyds.com b. inspection@gulflloyds.com
x.	M/s Baltic Testing India Pvt. Ltd.	a. office@balticcontrolindia.com
xi.	M/s Sanmarg Engineering Validation & Assessment	a. Amitra@sanmargeva.com
xii.	M/s Meenar Global Consultants LLP	a. sales@mgellp.in
xiii.	M/s Rites Limited	a. nrinspn@rites.com b. info@rites.com c. sbu.ninsp@rites.com
xiv.	M/s Bureau Veritas (India) Private Limited	a. bvindia.corporate@bureauveritas.com
xv.	M/s TUV SUD South Asia Private Limited	a. Hemant.chavan@tuvsud.com b. Jayashree.rane@tuvsud.com
xvi.	M/s Adornment Engineers India Private Limited	a. jks@adornmentengineers.com
xvii.	M/s TCRC Inspections Pvt. Ltd.	a. admin@tereinspections.com b. ashismallick@teregroup.com c. tenders@teregroup.com

31.2 Bidders are required to have their following documents verified and certified by any one of the empanelled Independent Third-Party Inspection Agencies listed above:

(i) Technical Criteria (as per tender requirement) (Documents to be specified referring BEC Clause Numbers)

(ii) Financial Criteria: Line of Credit, if incorporated in the Tender

(iii) General Requirement: Bidder's Certificate of Incorporation, if applicable.

The Inspection Certificate, duly issued by the selected agency, must be submitted along with the Technical Bid. All costs related to verification and certification by the Third-Party Inspection Agencies shall be borne solely by the respective bidders. Payments in this regard shall be made directly by the bidders to the Inspection Agencies. OIL shall not be held responsible for any payment-related dispute between the bidders and the inspection agencies.

31.3 The verified and certified documents (As mentioned in Para 31.2 above) must be submitted along with the Technical Bids. Any bid submitted with un-verified supporting documents shall not be considered. However, in case a bidder submits its bid along with all relevant supporting documents as per BEC 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 towards submission of the duly verified and certified copies and Inspection Certificate within Seven (07) days from the actual date of bid opening. **No reminders or clarifications will be issued by the Company in this regard, and failure to submit the verified/ certified documents within the stipulated time shall result in outright rejection of the bid, at the sole risk and responsibility of the bidder.**

31.4 The methodology of verification/certification of documents followed by the agencies is broadly as under, but not limited to:

(a) It is the sole responsibility of the bidders intending to participate in the tender to thoroughly understand the requirements of the tender, particularly the documents required under BEC. The bidders must present all relevant documents to any of the empanelled third-party certifying agencies for verification/certification. The TPI Agencies shall verify the authenticity of the documents only. They will not verify whether the documents produced by the bidder are sufficient for meeting the requirements of the tender or not. Neither OIL nor the Inspection Agencies shall be responsible for the selection or appropriateness of the documents submitted for verification. It is entirely the bidder's responsibility to ensure that the appropriate documents are verified/certified in support of BEC compliance.

(b) The concerned Independent Third-Party Inspection Agencies shall depute their qualified/competent inspector to the Bidder's premises to check the original documents and certify the copies which the bidder shall submit along with their bids.

(c) On issuance of the Inspection Certificate to the bidder, TPI agency should share a copy of the same to concerned Purchase Officer through email directly (Email ID: aparajita_gogoi@oilindia.in). OIL will reserve the right to ask the inspection agencies to verify the documents with source, if required, at no extra cost to OIL. Verification/ Certification of documents by OIL's empanelled third-party inspection agencies shall not automatically make the bidder techno-commercially-acceptable or eligible for award of contract.

Notes:

(i) Bidder's self-declared undertakings, Audited Balance Sheet & Profit-loss statement and/or CA certificate having UDIN are not required to be verified by the TPI agency. If any documents, LOI/LOA/Contracts, etc., submitted towards BEC/BRC experience criteria are issued by Oil India Limited, such documents need not be verified by TPI agency. If any documents, LOI/LOA/Orders/Contracts etc., submitted towards BEC are issued by Oil India Limited, such documents need not be verified by TPI agency.

(ii) Undertaking from TPI Agency as per format (**Proforma-S)** enclosed should be submitted along with the Bid.

(iii) In case of clarifications sought by OIL against BEC, supporting documents (historical in nature) to those submitted in the original bid will also have to be verified from the same TPI agency which has originally verified their bid documents. OIL shall categorically mention the documents that are to be submitted with TPI verification in the clarification sought. In case the bidder fails to submit the TPI verified documents, as sought by OIL, as part of their clarification, their offer will be liable for rejection.

32.0 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 shall 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 shall 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 shall be asked for so as to qualify the bidder.

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PROFORMA – A

FORMAT FOR CERTIFICATE OF COMPLIANCE OF FINANCIAL CRITERIA
(*ON THE OFFICIAL PAD OF THE BIDDER TO BE EXECUTED BY THE AUTHORIZED SIGNATORY OF THE BIDDER*)

Ref: Clause No. A.2 (3.0) - Financial Criteria of the BEC
Tender No.: _____

I ..... the authorized signatory(s) of.....(Company or firm name of address) do hereby affirm and declare as under:-

The balance sheet/Financial Statements for the financial year _____ (as the case may be) has actually not been audited as on the Original Bid closing Date.

Place :.....
Date :..... **Signature of the authorized signatory**

Note: ***This certificate are to be issued only considering the time required for preparation of Financial Statements i.e. if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date.***

*****

PROFORMA – B

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

TO BE ISSUED BY PRACTISING **CHARTERED ACCOUNTANTS' FIRM** ON THEIR LETTER HEAD

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statements of M/s..... (Name of the Bidder) for the last three (3) completed accounting years up to ..... **(as the case may be)** are correct.

YEAR	**TURN OVER** In INR (Rs.) Crores	**NET WORTH** In INR (Rs.) Crores

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).

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"

Place:
Date:
UDIN:
Seal:

Membership Code & Registration No.:
Signature

NOTE: ***As per the guidelines of ICAI, every practicing CA is required to mention Unique Document Identification Number (UDIN) against each certification work done by them. Documents certified by CA without UDIN shall not be acceptable.***

****

PROFORMA – C

PARENT/ ULTIMATE PARENT/ HOLDING COMPANY'S CORPORATE GUARANTEE TOWARDS FINANCIAL STANDING (Delete whichever not applicable)
(TO BE EXECUTED ON COMPANY'S LETTER HEAD)

DEED OF GUARANTEE

THIS DEED OF GUARANTEE executed at ..... this ..... day of ..... by M/s .....(mention complete name) a company duly organized and existing under the laws of ..... (insert jurisdiction/country), having its Registered Office at.....herein after called "the Guarantor" which expression shall, unless excluded by or repugnant to the subject or context thereof, be deemed to include its successors and permitted assigns.

WHEREAS M/s. Oil India Limited (hereinafter referred to as OIL) has invited offers vide their Tender No..... for.....and M/s.....(Bidder) intends to bid against the said tender and desires to have Financial support of M/s..... [Parent / Ultimate Parent/Holding Company(Delete whichever not applicable)] and whereas Parent/Ultimate Parent/Holding Company(Delete whichever not applicable) represents that they have gone through and understood the requirements of subject tender and are capable and committed to provide the Financial support as required by the bidder for qualifying and successful execution of the contract, if awarded to the bidder.

Now, it is hereby agreed by the Guarantor to give this Guarantee and undertakes as follows:

1. The Guarantor confirms that the Bidder is a 100% subsidiary of the Guarantor.
2. The Guarantor agrees and confirms to provide the Audited Annual Reports of any of the preceding 03(three) financial/accounting years reckoned from the original bid closing date.
3. The Guarantor have an annual financial turnover of minimum INR..... Cr or USD ..... during any of the preceding 03(three) financial/ accounting years reckoned from the original bid closing date.
4. Net worth of the Guarantor is positive for preceding financial/ accounting year.
5. The Guarantor undertakes to provide financial support to the Bidder for executing the project/job, in case the same is awarded to the Bidder.
6. The Guarantor represents that:
   (a) this Guarantee herein contained shall remain valid and enforceable till the satisfactory execution and completion of the work (including discharge of the warranty obligations) awarded to the Bidder.
   (b) the liability of the Guarantor, under the Guarantee, is limited to the 100% of the order value between the Bidder and OIL. This will, however, be in addition to the forfeiture of the Performance Guarantee furnished by the Bidder.
   (c) this Guarantee has been issued after due observance of the appropriate laws in force in India.
   (d) this Guarantee shall be governed and construed in accordance with the laws in force in India and subject to the exclusive jurisdiction of the courts of New Delhi, India.
   (e) this Guarantee has been given without any undue influence or coercion, and that the Guarantor has fully understood the implications of the same.
   (f) the Guarantor has the legal capacity, power and authority to issue this Guarantee and that giving of this Guarantee and the performance and

observations of the obligations hereunder do not contravene any existing laws.

for and on behalf of (Parent/Ultimate Parent/ Holding Company) (Delete whichever not applicable) Witness: 1. 2.	for and on behalf of (Bidder) Witness: 1. 2.

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PROFORMA – D

INTEGRITY PACT

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

(Name of the bidder).....hereinafter referred to as "The Bidder"

Preamble:

The Principal intends to award, under laid down organizational procedures, contract/s for ----------. The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organization "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process for compliance with the principles mentioned above.

Section: 1 -Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

(i) No employee of the Principal, personally or through family members, will in connection with the tender for, or during execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.

(ii) The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process.

(iii) The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officers and in addition can initiate disciplinary actions.

Section: 2 -Commitments of the Bidder~~/Contractor~~

(1) The Bidder commits itself to take all measures necessary to prevent corruption. During his participation in the tender process, the Bidder commits himself to observe the following principles:

(i) The Bidder will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the

tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during subsequent contract execution, if awarded.

(ii) The Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

(iii) The Bidder(s) will not commit any offence under the relevant Anticorruption Laws of India, further, the Bidder(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

(iv) The Bidder will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

(v) Bidders to disclose any transgressions with any other public/government organization that may impinge on the anti-corruption principle. The date of such transgression, for the purpose of disclosure by the bidders in this regard, would be the date on which cognizance of the said transgression was taken by the competent authority. The period for which such transgressions (s) is/are to be reported by the bidders shall be the last **three years** to be reckoned from date of bid submission. The transgression (s), for which cognizance was taken even before the said period of three years, but are pending conclusion, shall also be reported by the bidders.

(vi) The Bidder(s) of foreign origin shall disclose the name and address of the Agents/ representatives in India, if any. Similarly, the Bidder(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further, all the payments made to the Indian agent/ representative have to be in India Rupees only.

(vii) Bidders not to pass any information provided by Principal as part of business relationship to others and not to commit any offence under PC/ IPC Act;

(2) The Bidder will not instigate third persons to commit offences outlined above or be an accessory to such offences.

(3) The Bidder signing Integrity Pact shall not approach the Courts while representing the matters to IEMs and he/she will await their decision in the matter.

Section 3 -Disqualification from tender process and exclusion from future Contracts

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or risibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process, for such reason.

1. If the Bidder has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 2 years.

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

3. If the Bidder can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

4. A transgression is considered to have occurred if in light of available evidence, no reasonable doubt is possible.

5. Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties or as mentioned in Section 9 - Pact Duration whichever is later. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

Section 4 -Compensation for Damages

(1) If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.

(2) The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder can prove and establish that the exclusion of the Bidder from the tender process has caused no damage or less damage than the amount or the liquidated damages, the Bidder shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 -Previous transgression

(1) The Bidder declares that no previous transgression occurred in the last 3 years with any other company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process for such reason.

Section: 6 -Equal treatment of all Bidders/Contractor/Subcontractors

(1) The Principal will enter into Pacts on identical terms with all bidders.

(2) The Bidder undertake(s) to procure from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder shall be responsible for any violation(s) of the provisions laid down in this agreement/Pact by any of its sub-contractors/sub-vendors.

(3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section: 7 -Criminal charges against violating Bidders/Contractors/ Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section: 8 -External Independent Monitor/Monitors

(1) The Principal appoints competent and credible Independent External Monitor (IEM) for this Pact.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.

(3) The Bidder accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Bidder. The Bidder will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.

(4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Bidder. The parties offer the Monitor the option to participate in such meetings.

(5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action.

The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the Independent External Monitor shall give an opportunity to the bidder to present its case before making its recommendations to the Principal.

(6) The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

(7) If the Monitor has reported to the Chairperson of the Board a Substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

(8) The word 'Monitor' would include both singular and plural.

(9) In case of any complaints referred under IP Program, the role of IEMs is advisory and the advice of IEM is non-binding on the Organization. However, as IEMs are invariably persons with rich experience who have retired as senior functionaries of the government, their advice would help in proper implementation of the IP.

Section:9 -Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

Section:10 -Other provisions

(1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.

(2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(3) In case of a joint venture, all the partners of the joint venture should sign the Integrity Pact. In case of sub-contracting, the principal contractor shall be solely responsible for the adherence to the provisions of IP by the sub-contractor(s).

(4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intensions.

APARAJITA GOGOI **For the Principal** Date : Place : DULIAJAN	**……** **For the Bidder/Contractor** Witness 1: …… Witness 2: ……

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PROFORMA – E(I)

UNDERTAKING TOWARDS COMPLIANCE OF PROVISIONS FOR RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES LAND BORDER WITH INDIA

(To be typed on the letter head of the bidder)

Ref. No_____
Date:_____

Tender No. _____Date:_____

OIL INDIA LIMITED
MATERIALS DEPARTMENT,
DULIAJAN, ASSAM, INDIA

Dear Sirs,

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; we certify that we are not from such a country/or if from such a country, have been registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and are eligible to be considered. *[wherever applicable, evidence of valid registration by the Competent Authority shall be attached]*

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

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

PROFORMA – E(II)

UNDERTAKING FOR WORKS INVOLVING POSSIBILITY OF SUB-CONTRACTING

(To be typed on the letter head of the bidder)

Ref. No_____
Date:_____

Tender No. _____Date:_____

OIL INDIA LIMITED
MATERIALS DEPARTMENT,
DULIAJAN, ASSAM, INDIA

Dear Sirs,

We, M/s _____ , have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such-countries, we certify that we are not from such a country/or if from such a country, have been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and is eligible to be considered. *[wherever applicable, evidence of valid registration by the Competent Authority shall be attached]*

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

Signature of Authorized Signatory
Name:
Designation:
Phone No.
Place:
Date:
(Affix Seal of the Organization here, if applicable)

PROFORMA – E(III)

ADDITIONAL UNDERTAKING BY BIDDER IN CASES OF SPECIFIED TRANSFER OF TECHNOLOGY

(To be typed on the letter head of the bidder)

Ref. No_____
Date:_____

Tender No. _____Date:_____

OIL INDIA LIMITED
MATERIALS DEPARTMENT,
DULIAJAN, ASSAM, INDIA

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder having Transfer of Technology (ToT) arrangement. We certify that we do not have any ToT arrangement requiring registration with the competent authority.

OR

We, M/s _____, have read the clause regarding restrictions on procurement from a bidder having Transfer of Technology (ToT) arrangement. We

certify that we have valid registration to participate in this procurement. *[Evidence of valid registration by the Competent Authority shall be attached]*

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

Signature of Authorised Signatory
Name:
Designation:
Phone No.
Place:
Date:

(Affix Seal of the Organization here, if applicable)

PROFORMA – F

FORMAT FOR PERFORMANCE BANK GUARANTEE

To,
GENERAL MANAGER – MATERIALS (HOD)
OIL INDIA LIMITED, MATERIALS DEPARTMENT,
DULIAJAN, ASSAM, INDIA, PIN – 786602

WHEREAS…… ……(Name and address of Contractor) (hereinafter called "Contractor") had undertaken, in pursuance of Contact No…… to execute (Name of Contract and Brief Description of the Work) …… (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee as security for compliance with Contractor's obligations in accordance with the Contract.

AND WHEREAS we (May incorporate the Bank Name) have agreed to give the Contractor such a Bank Guarantee; NOW THEREFORE we hereby affirm that we are Guarantors on behalf of the Contractor, up to a total of (Amount of Guarantee in figures)…… (in words …… ……), such amount being payable in the types and proportions of currencies in which the Contract

price is payable, and we undertake to pay you, upon your first written demand and without cavil or arguments, any sum or sums within the limits of guarantee sum as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein. We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or the work to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way cease us from any liability under this guarantee, and we hereby waive notice of such change, addition or modification.

This guarantee is valid until the ……day of……

The details of the Issuing Bank and Controlling Bank are as under:

A. Issuing Bank:
   BANK FAX NO:
   BANK EMAIL ID:
   BANK TELEPHNE NO:
   IFSC CODE OF THE BANK:

B. Controlling Office:
   Address of the Controlling Office of the BG issuing Bank:
   Name of the Contract Person at the Controlling Office with Mobile No. and e-mail address:

Notwithstanding anything contained herein:

(a) Our liability under this Bank Guarantee shall is restricted up to Rs……
(b) This guarantee shall be valid till ……
(c) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before ……(Date of Expiry of BG PLUS one year claim period).
(d) At the end of the claim period that is on or after……(Date of expiry of……the Bank Guarantee Plus Minimum of 1 year claim period shall be stipulated) all your rights under this Guarantee shall stand extinguished and we shall be discharged from all our liabilities under this Guarantee irrespective of receipt of original Bank Guarantee duly discharged, by Bank.

Name of the Contact Person at the Controlling Office with Mobile No. and e-mail address:

SIGNATURE AND SEAL OF THE GUARANTORS……
Designation:……
……

Name of the Bank:……
……
Address:……
……

****

UNDERTAKING BY VENDOR ON SUBMISSION OF BANK GUARANTEE

To,

Oil India Limited,
Materials Department,
Duliajan, Assam - 786602

We, M/s…… are submitting the Bid Security/Performance Security (strike out whichever not applicable) in favour of Oil India Limited, Duliajan in the form of bank guarantee bearing Reference No……for an amount of INR……valid

up to ..... as per terms and conditions of Tender / Contract No.....

BG issuing bank details:

Bank: Branch: IFS Code:	
Contact Details E-mail Addresses:	Mobile No.: Telephone No.: Fax No.:
Correspondence Address H No/Street/City:	State: Country: Pin Code:

Declaration:

We have arranged to send the confirmation of issuance of the bank guarantee via SFMS portal through our bank using the details mentioned in the tender and hereby confirming the correctness of the details mentioned.

Authorized Signature:

_____

Name:

_____

Vendor Code:

_____

Email ID:

_____

Mobile No.:

_____

Enclosure: Original bank guarantee

PROFORMA – G (A)

BID SECURITY FORM

To:
M/s. OIL INDIA LIMITED,

MATERIALS DEPARTMENT

Whereas.....(hereinafter called 'the Bidder') has submitted their Bid No. ..... dated..... against OIL INDIA LIMITED, DULIAJAN, ASSAM, INDIA (hereinafter called the Purchaser) 's Tender No. .....for the supply of .... (hereinafter called 'the Bid') KNOW ALL MEN by these presents.

That we ..... of .....having our registered office at ..... (hereinafter called 'the Bank') are bound unto the Purchaser, in the sum of ..... for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the said Bank this .....day of .....

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws their Bid during the period of Bid validity specified by the Bidder,

or

2. If the Bidder, having been notified of the acceptance of their bid by the Purchaser during the period of bid validity:
   a) fails or refuses to accept the order; or
   b) fails or refuses to furnish the performance security

or

3. If the Bidder furnishes fraudulent document/information in their bid.

We undertake to pay to the Purchaser up to the above amount upon receipt of their first written demand (by way of letter /fax/Email) without the Purchaser having to substantiate their demand, provided that in their demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of any of the conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including ..... (Bidder to indicate specific date as mentioned in the tender), and any demand in respect thereof should reach the Bank not later than the above date.

The details of the Issuing Bank and Controlling Bank are as under:

A. Issuing Bank:

BANK FAX NO:
BANK EMAIL ID:
BANK TELEPHONE NO.:
IFSC CODE OF THE BANK:

B. Controlling Office:

Address of the Controlling Office of the BG issuing Bank:
Name of the Contact Person at the Controlling Office with Mobile No. and e-mail address:

Notwithstanding anything contained herein:

a) Our liability under this Bank Guarantee shall is restricted up to Rs ..... .
b) This guarantee shall be valid till .....
c) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before ..... (Date of Expiry of BG PLUS one year claim period).
d) At the end of the claim period that is on or after ..... (Date of expiry of the Bank Guarantee Plus Minimum of 1 year claim period shall be stipulated) all your rights under this Guarantee shall stand extinguished and we shall be discharged from all our liabilities under this Guarantee irrespective of receipt of original Bank Guarantee duly discharged, by Bank.

Name of the Contact Person at the Controlling Office with Mobile No. and e-mail address:

SIGNATURE AND SEAL OF THE GUARANTORS _____
Designation: _____
Name of Bank: _____
Address: _____

Date: _____
Place: _____

******

PROFORMA – G (B)

BID SECURITY DECLARATION

To,

M/s. Oil India Limited
……,
……

Sub:
……
…
Tender
No:……

Dear Sir,

After examining/reviewing provisions of above referred tender documents (including all corrigendum/ Addenda), we M/s. …… (Name of Bidder) have submitted our offer/bid no……

We, M/s…….(Name of Bidder) hereby understand that, according to your conditions, we are submitting
this Declaration for Bid Security.

We understand that we will be put on watch list/holiday/banning list (as per policies of OIL INDIA in this regard), if we are in breach of our obligation(s) as per following:

(a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

(b) having been notified of the acceptance of our Bid by the OIL INDIALIMITED during the period of bid validity:

(i) fail or refuse to execute the Contract, if required, or
(ii) fail or refuse to furnish the Contract Performance Security, in accordance provisions of tender document.
(iii) Fail or refuse to accept 'arithmetical corrections' as per provision of tender document.

(c) having indulged in corrupt/fraudulent/collusive/coercive practice as per procedure.

Place:
Date:

[Signature of Authorized Signatory of Bidder]

Name:
Designation:
Seal:

PROFORMA - H

FORMAT OF UNDERTAKING BY BIDDERS TOWARDS SUBMISSION OF AUTHENTIC INFORMATION/DOCUMENTS

(To be typed on the letter head of the bidder)

Ref. No_____ Date _____

To,

General Manager (Materials)
Materials Department
Oil India Limited, Duliajan

Sub: Undertaking of authenticity of information/documents submitted
Ref: Your tender No._____ Dated _____

Sir,

With reference to our quotation no. ..... dated..... against your above-referred tender, we hereby undertake that no fraudulent information/documents have been submitted by us.

We take full responsibility for the submission of authentic information/documents against the above cited bid.

We also agree that, during any stage of the tender/contract agreement, in case any of the information/documents submitted by us are found to be false/forged/fraudulent, OIL has right to reject our bid at any stage including forfeiture of our EMD and/or PBG and/or cancel the award of contract and/or carry out any other penal action on us, as deemed fit.

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

Signature of Authorised Signatory

Name:
Designation:
Phone No.
Place:
Date:

(Affix Seal of the Organization here, if applicable)

ANNEXURE – VI
BID EVALUATION MATRIX (TECHNICAL)
(TO BE FILLED IN BY BIDDER DULY SIGNED)

AA. TECHNICAL SPECIFICATIONS OF 2-WHEELED TRAILER MOUNTED HYDRAULIC WINCH (Qty: 02 Nos.)

Clause No.	Clause Description	
	PART A: REQUIREMENT	**BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)**
1.0	**BRIEF SCOPE OF WORK:** Supply, installation and commissioning of Trailer mounted, steel skid base structure, Gasoline (Petrol) engine driven, single drum, hydraulic light / medium duty slickline winch for bottom hole pressure/temperature survey and bottom hole fluid sampling operations, complete with accessories etc.	
2.0	**GENERAL:**	
2.1	All components of the winch system (deck engine, hydraulic system, winch drums, etc.) shall be suitably mounted on a skid base of steel material.	
2.2	The skid base (containing the winch system) shall be mounted on a 2-wheeled Trailer chassis (as per specifications mentioned in this Tender document), which can be registered in India as per as per Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 of India. Offers with winch equipment mounted on truck or other type of trailer (i.e. other than 2-wheeled trailer) shall not be acceptable.	
2.3	The bidder / supplier (i.e. successful bidder) shall take special care in designing the unit (2-wheeled Trailer mounted Hydraulic Winch) as the unit shall be towed by suitable vehicle (such as Pick-up Van, Towing Tractor, etc.) through national highways, state highways, district roads, rural / village roads, slushy oil & gas well sites which may not be smooth every time. The village roads are sometimes gravel roads as normally encountered in oil & gas fields of India.	
2.4	The bidder / supplier (i.e. successful bidder) shall note that the drum shall be mounted suitably at a comfortable height for the operator.	

Clause No.	Clause Description	
	Lifting eyes shall be provided in the steel skid base for safer and easier handling of the system.	
2.5	In case of procurement of multiple [i.e. more than 01 (one)] unit against this tender, all the units including all the systems like Trailer, Deck Engine, Winch, Hydraulic System etc. offered by the bidder in the tender and to be supplied by a successful bidder (i.e. supplier) in future against this tender shall be identical and shall have same design in all respects.	

***

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	PART B: **DIMENSIONS & WEIGHT**	
3.0	**OVERALL DIMENSIONS OF EACH COMPLETE UNIT:** The overall dimensions & weight of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) shall meet the following: [Complete unit means: Trailer mounted with entire onboard equipment / machineries like Gasoline (Petrol) Deck engine, wireline winch with wire, hydraulic system complete with all hydraulic connections, Canopy, hydraulic oil, etc. any other items / fittings, accessories mounted on the Trailer].	
3.1	**Overall stowed length (including drawbar) of each complete unit:** 3100 mm (approx.) The bidder shall mention the overall stowed length (including drawbar) (in mm) of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) in the technical bid and General Arrangement (GA) drawing. <u>Note</u>: The bidder shall note that the maximum limit for overall length of each complete unit as per this clause is in stowed position and for road transport of the unit on public roads. During operation or	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	maintenance of the unit, the unit may exceed the maximum limit for overall stowed length.	
3.2	**Overall width (with wheels & mudguards) of each complete unit:** 1850 mm to 2000 mm (approx.) The bidder shall mention the overall width (with wheels & mudguards) (in mm) of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) in the technical bid and General Arrangement (GA) drawing.	
3.3	**Overall stowed height (with Canopy in closed position) of each complete unit:** 1450 mm (approx.) from ground level. The bidder shall mention the overall stowed height (with Canopy in closed position) (in mm) of each complete unit (2-wheeled Trailer mounted Hydraulic Winch) from ground level in the technical bid and General Arrangement (GA) drawing. <u>Note</u>: The bidder shall note that the maximum limit for overall height from ground level of each complete unit as per this clause is in stowed position and for road transport of the unit on public roads. During operation or maintenance of the unit, the unit may exceed the maximum limit for overall stowed height from ground level.	
3.4	The bidder / supplier (i.e. successful bidder) shall ensure adequate gap between the Trailer deck and Trailer wheels, so as to ensure that the Trailer wheels do not touch the body of deck of the Trailer or any other machineries / equipment mounted on the Trailer while crossing speed breakers, potholes or any other uneven surface.	
3.5	<u>Information to bidder</u>: All above dimensions to be mentioned by the bidder in their offer shall be in mm.	
4.0	**DIMENSIONS OF TRAILER FLOOR AREA & WINCH SYSTEM WITH SKID BASE:**	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
4.1	The "Winch system with skid base" will be completely accommodated in the Trailer floor area of the offered Trailer. The bidder shall categorically mention their compliance of the same in the technical bid.	
4.2	**Height of Trailer Platform:** Shall be around 500 mm to 600 mm (approx.) from ground level.	
4.3	Information to bidder: a. It shall be bidder's endeavour to indicate all major dimensions (i.e. dimensions of trailer floor, dimensions of winch system with skid base, etc.) in the General Arrangement (GA) drawing(s). b. All above dimensions to be mentioned by the bidder in their offer shall be in mm.	
5.0	**OVERALL WEIGHT OF EACH COMPLETE UNIT & GROSS VEHICLE WEIGHT (GVW) RATING :**	
5.1	The Total weight (mass) of each complete unit must be as minimum as possible. The Total weight (mass) of each complete unit must be within the Gross Vehicle Weight (GVW) Rating of the offered Trailer. Total weight (mass) of each complete unit is the weight of the complete 2-wheeled Trailer mounted Hydraulic Winch with all items, equipment & fittings, i.e. total of weight of the Trailer mounted with entire onboard equipment / machineries like Gasoline (Petrol) engine; wireline winch system with skid base, hydraulic system complete with all hydraulic connections; hydraulic oil, Canopy; any other items / fittings, materials, etc. that are mounted on the unit.	
5.2	**Gross Vehicle Weight (GVW) Rating of offered Trailer:** Shall be around 2300 kg (approx.)	
5.3	The weight of the Winch system with skid base (which is to be mounted on the Trailer) must be within the carrying capacity of the offered Trailer considering suitable additional safety margin in the load capacity of the offered Trailer.	
5.4	The bidder shall mention and submit the following information in the technical bid:	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
a.	Estimated Total weight (mass) of complete unit.	
b.	Gross Vehicle Weight (GVW) Rating of offered Trailer.	
c.	Estimated Weight of the Winch system with skid base (which is to be mounted on the Trailer).	
d.	Carrying capacity of offered Trailer.	
5.5	Information to bidder: All above weights to be mentioned by the bidder in their offer shall be in kg.	
6.0	The bidder / supplier (i.e. successful bidder) shall be solely responsible for selecting and designing the Trailer accurately based on the actual total weight (mass) & dimensions of their complete unit. Mere technical acceptance of Trailer based on the information during tendering stage does not construe Oil India Limited's (OIL) acceptance of the complete unit (to be supplied) in future in case the actual total weight (mass) of their complete unit exceeds the Gross Vehicle Weight (GVW) Rating of the Trailer. Oil India Limited (OIL) shall no way be responsible in case it is found not suitable later on. Moreover, in such instances, no compensation etc. shall be payable by OIL. Accordingly, the supplier (i.e. successful bidder) should decide & plan precisely for successful execution of the entire project.	
7.0	**GENERAL ARRANGEMENT (GA) DRAWING:**	
7.1	The bidder shall submit General Arrangement (GA) drawing of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) along with the technical bid. The General Arrangement (GA) drawing shall indicate the major dimensions, position of major equipment, etc. of the complete unit.	
7.2	The bidder shall submit General Arrangement (GA) drawing of the complete Winch System with Skid along with the technical bid. The General Arrangement (GA) drawing shall indicate the major dimensions, position of major equipment, etc. of the Winch System with Skid.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	PART C: **TRAILER , DECK ENGINE & HYDRAULIC SYSTEM**	
8.0	**TRAILER & ITS COMPONENTS:** The winch system skid shall be mounted on the trailer, meeting the following specifications / requirements:	
8.1	**Trailer Chassis:**	
a.	The chassis frame of the Trailer shall be made of approximately 50 mm size suitable steel member having longitudinal members and cross members.	
8.2	**Drawbar with Towing arrangement:**	
a.	The Trailer shall be provided with Towing arrangement for mobilizing / demobilizing the unit from one location to another, so that the unit shall be towed by suitable vehicle (such as Pick-up Van, Towing Tractor, etc.) equipped with Jaw & Pin type towing attachment.	
b.	Approximately 150 mm size steel member shall be provided as Drawbar and shall be suitably welded to the trailer chassis.	
c.	The tow eye on the Drawbar shall have an Internal Diameter (ID) of approximately 65 mm to pass through the towing pin of the Jaw & Pin type towing attachment arrangement of the towing vehicle (such as Pick-up Van, Towing Tractor, etc.). The tow eye shall be with cushioning spring.	
d.	The Drawbar extension from the trailer shall be minimum 1000 mm in order to negotiate sharp turn.	
8.3	**Trailer Platform:**	
a.	All welded steel construction with approximately 3 mm thick MS chequered plate Trailer platform shall be provided. Trailer platform shall be of non-slip type.	
8.4	**Side & Tail Boards:**	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
a.	The Trailer shall have side / tail boards in all the four sides.	
b.	Except the tail board (opposite to the Drawbar) all the three side boards shall be fixed type. The tail board shall be hinged type with suitable locking arrangement for opening & closing. During unit operation, tail board shall be kept hanging downwards. The tail board shall not touch the ground when hanging downwards.	
c.	The height of the side / tail boards shall be around 350 mm – 450 mm approximately. It shall be made of approximate 12 gauge thick M.S corrugated sheet with suitable frame structure.	
8.5	**Canopy:**	
a.	Suitable light weight rugged canopy shall be provided over the trailer . The canopy is required to cover the equipment during transportation, parking as well as to protect it from rain, dust, etc. The canopy will rest on side boards of the trailer. The canopy shall have lock & key arrangement.	
b.	The canopy shall be light weight for easy opening & closing by one or two persons. Lifting handles shall be provided in the Canopy.	
c.	The canopy shall be made of suitable size Aluminium member & approximately 18-24 gauge Aluminium sheet. The supplier (i.e. successful bidder) shall select the appropriate Aluminium sheet so that the Canopy can be easily opened or closed manually by one or two persons.	
d.	During operation, the Canopy will be kept half open at around 70 to 80 degree with the side boards towards Drawbar end. The Canopy shall be at around 120 degree with the side boards towards Drawbar end during maintenance of the equipment. Accordingly, suitable stopper / locking arrangements to keep the Canopy open at around 70 - 80 degree & at around 120 degree shall be provided.	
e.	The Canopy shall be rugged box type with suitable taper design to disallow rainwater stagnation and rainwater ingress. The canopy shall be hinged (heavy duty continuous hinge) at the draw bar end along the width of the trailer.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
8.6	**Foldable stand type support with Sand-Pad:**	
a.	During unit operation and also while the unit is not in operation, the Trailer is detached from the towing vehicle. Suitable lockable & foldable stand type support with Sand-Pad shall be equipped / provided at its corners. There shall be four telescopic tubular stands (telescopic action, i.e. NOT through screw jack arrangement) with Sand-Pad at four corners of the Trailer with height adjustment facility to place the Trailer in properly level position on ground.	
8.7	**Axle:**	
a.	The offered Trailer shall be Single Axle two-wheel Trailer.	
b.	Suitable cross–section axle to take load of the complete unit with safety margin shall be provided.	
c.	Suitable Castle Nut with Split Pin arrangement be provided to lock the Axle flange. Self-locking Nuts shall be provided in all other bolts.	
d.	Position of axle should be given adequate offset from the center point of the trailer in order to balance the load as well as to allow for ease of manual lifting from the hook end side.	
e.	Actual loading on the Axle shall be within Axle load bearing capacity of the Axle.	
8.8	**Suspension:**	
a.	Leaf spring suspension system with shock absorbers to bear static load and impact load during towing shall be provided.	
b.	Grease nipples shall be provided in the suspension system as applicable.	
c.	The bidder shall provide details of suspension system in the technical bid.	
8.9	**Wheels & Tyres:**	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
a.	Two numbers of complete wheels fitted with Tyres of suitable Tyre size (preferably 7.00 x 16) as per load requirement shall be provided in each unit.	
b.	The bidder shall mention the Tyre size in the technical bid.	
8.10	**Parking Brake:**	
a.	Suitable hand operated brake for both the wheels shall be equipped / provided. The hand lever shall be positioned at a suitable position near the Drawbar.	
8.11	**Mounting on Winch System on Trailer platform:**	
a.	The winch system skid shall be mounted on the Trailer platform through self-locking Bolts & Nuts. Bolts and Nuts must be placed over cross members and not directly on the Trailer platform.	
8.12	**Painting:**	
a.	Minimum two number of paint coats shall be applied on the unit. Paint colour shall be as under: Trailer body along with side & tail boards: Imperial Crimson / RAL 3002 paint. Canopy: White paint (preferably) Chassis undercarriage, other steel works: Suitable colour paint. Note: Surface primer, paints shall be suitable for corrosive handling fluids etc. used in oil & gas industry.	
8.13	**Trailer Accessories:** Following accessories shall be supplied along with each Trailer:	
a.	Suitable and sufficient reflectors shall be provided at the Trailer body for movement at night.	
b.	Facility at front & rear of the Trailer for affixing the High Security Registration Plate (HSRP).	
c.	**Trailer Information Plate:**	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	Each Trailer shall be provided with a metallic plate fixed in a suitable place in the Trailer chassis (easily visible) containing, amongst others, the following information: i) Trailer Serial Number / Trailer Chassis No. as per Trailer manufacturer. ii) Year and Month of Manufacturer. iii) Carrying Capacity of the Trailer. iv) Name & Address of Trailer Manufacturer etc.	
d.	Suitable mudguards with mudflaps shall be provided for the Trailer wheels.	
9.0	**DECK ENGINE:** The offered deck engine, for providing power for operating the hydraulic system of the winch, shall meet the following requirements / specifications:	
9.1	**Make & Model of offered Deck Engine:** Offered deck engine shall be of Make: Briggs and Stratton (Vanguard) / Kohler / Hako (Gener) / Honda. The bidder shall clearly mention the Make & Model of the offered Deck Engine in the technical bid.	
9.2	The bidder shall submit the technical leaflet / brochure of the offered Deck Engine along with the technical bid. <u>Note</u>: In case a common technical leaflet / brochure for multiple models is provided, bidder shall clearly indicate / highlight the offered model.	
9.3	The offered Deck Engine shall be Gasoline (Petrol) fuel Engine capable of developing power of minimum 23 HP (17.15 kW) at the rated rpm.	
9.4	The bidder / supplier (i.e. successful bidder) shall select suitable deck engine such that during stationary operation of the unit, deck engine shall not get overheated and engine vibration shall be as minimum as possible.	
9.5	**Emission norms:**	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	The offered Deck Engine shall comply with any one of the emission norms: a. Bharat Stage III (BS III) or higher OR b. EU Stage III or higher OR c. US Tier 3 or higher. No preference shall be given to any offer with deck engine complying with higher emission norms during evaluation. The bidder shall mention the emission norms of the offered Deck Engine in the technical bid. Documents supporting emission norms of the offered deck engine shall be submitted along with the technical bid.	
9.6	The deck engine shall have electric starting system as well as manual starting system. Deck Engine with only electric starting provision is not acceptable.	
9.7	All engine accessories such as Air filter, alternator, battery, key switch, accelerator cable etc. shall be provided in the Deck Engine as per engine manufacturer's design.	
9.8	The exhaust of the Deck Engine shall be installed considering the position of the operator so that during operations, the exhaust smoke is directed away from the operator & does not get entrapped in the canopy, so as to avoid discomfort to the personnel around.	
9.9	The Deck Engine exhaust shall be equipped with suitable mechanism to prevent discharge of open flame and sparks from the exhaust. The mechanism may be additional fitment (Spark Arrestor device) with the exhaust or engine's internal mechanism to prevent discharge of open flame and sparks in the exhaust. The bidder shall confirm in the technical bid whether the mechanism is additional fitment (Spark Arrestor device) with the device or engine's internal mechanism to prevent discharge of open flame and sparks in the exhaust. In case Spark Arrestor device is not needed / recommended as	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	per the engine manufacturer as additional attachment / fitment, the bidder shall submit supporting document(s) from the engine manufacturer or engine manufacturer's dealer along with the technical bid.	
10.0	**DECK ENGINE FUEL TANK:**	
10.1	One number of fuel tank of suitable material and approximately 10 litres capacity of shall be provided. Suitable strainer at the opening of the fuel tank to prevent entry of foreign materials & locking arrangement shall be provided in the fuel tank.	
10.2	The fuel tank shall have manual isolating valve in the outlet so that no fuel is lost in case of failure of fuel line.	
11.0	**POWER TRANSMISSION:** The offer shall meet the following specifications:	
11.1	The hydraulic winch unit shall be powered by Petrol (Gasoline) deck engine. The power transmission system shall be hydraulic system as per unit manufacturer's design. The power transmission system shall be so designed so that the winch drum shall be able to rotate in both clockwise & counterclockwise direction & meet the specified speed & torque requirements during unit operations.	
11.2	The transfer of power from the hydraulic motor to the winch drum shall be in either of the ways: i) Hydraulic motor directly mounted on the winch drum. OR ii) Through a suitable chain & sprocket system from the hydraulic motor.	
11.3	Suitable Gearbox / Torque hub may also be used as per design requirement along with the hydraulic system to meet the operational requirements.	
11.4	In case, chain and sprocket system is used in between hydraulic Motor and Winch Drum to transmit power, the size of the chain and sprocket shall be suitably selected considering the maximum power requirement of the winch. Double stranded chain and	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	sprocket drive shall be used in mechanical transmission. The chain and sprocket system shall be suitably enclosed with detachable safety cover.	
11.5	Hydraulic Pump driven through belt / pulley from the Deck Engine shall not be acceptable.	
11.6	The bidder shall submit the power flow block diagram from Deck Engine to Winch Drum showing the major components of the system along with the technical bid.	
11.7	Suitable brake system for winch drum as detailed in "Part D: Hydraulic winch specifications & Operational Features" shall be provided in addition to any brake mechanism in the hydraulic system.	
12.0	**HYDRAULIC SYSTEM:** The offer shall meet the following specifications:	
12.1	Suitable hydraulic system for power transmission from Deck Engine to winch drum and optimized for meeting operating conditions mentioned in "Part D: Hydraulic winch specifications & Operational Features" shall be provided as per manufacturer's design.	
12.2	Maximum hydraulic system pressure: As per design.	
12.3	A main pressure relief valve shall be installed to ensure that the maximum hydraulic working pressure is within the design limits of the hydraulic components and would also ensure that the Deck Engine shall not be overloaded beyond designed power (HP).	
12.4	The hydraulic system shall be fail-safe and shall be designed to protect from unexpected events such as engine stalling, etc.	
12.5	Suitable mechanism (such as crossover relief valve, etc.) shall be installed with the hydraulic motors to normalize the pressure spikes on either sides of the motor.	
12.6	Suitable operator controlled mechanism (such as pilot relief valve) with pressure gauge shall be installed on the operator panel for controlling / regulating speed and pull of the Winch.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
12.7	Winch drum shall rotate in both directions. For directional control of the winch drum, Directional Control Valves (DCV) control shall be installed on the operator panel. The configuration of the directional control shall be specific to hydraulic circuit design & requirements.	
12.8	All hydraulic Directional Control Valves (DCV) shall have mechanical actuation system (such as hand lever, etc.) to be operated by the operator.	
12.9	Electrical / Electronic signal control hydraulic system is not acceptable. In case any hydraulic components is controlled by pilot signal, the pilot signal shall be only hydraulic.	
12.10	The bidder shall submit a hydraulic circuit of the offered unit using standard legends for all components i.e. hydraulic pumps, hydraulic motors, filters, direction control valves, relief valves, heat exchangers etc. along with the technical bid.	
13.0	**Hydraulic System Components:** The Hydraulic System shall comprise the components as mentioned hereunder amongst other components as per manufacturer's design.	
13.1	**Hydraulic Oil Reservoir:** The hydraulic oil reservoir shall meet the following specifications:	
a.	The reservoir shall be constructed as per best industrial standards with extensions of the end plates supporting the tank on the steel base.	
b.	Hydraulic Tank shall be made of Stainless Steel of suitable capacity as per design requirement.	
c.	The reservoir shall be designed for easy maintenance of hydraulic oil. The bottom of the tank shall be suitably designed and has a drain plug at the lowest point of the tank for complete draining of the hydraulic oil from the tank. Drain plug shall be equipped with one lockable isolating valve. Suitable arrangement shall be provided so that the hydraulic oil shall not be spilled over the trailer platform while draining the hydraulic oil.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
d.	A filler cap shall be provided with fine meshed screen to keep out contamination when the fluid is replenished.	
e.	A vented breather cap of suitable size shall be used on the top of the reservoir. It shall also contain air filtering screen.	
f.	The tank may contain optimum baffle plate(s), if required, to prevent local turbulence in the tank during movement and remove entrapped air from the fluid.	
g.	Hydraulic pump suction line shall be equipped with lockable isolating valve.	
h.	Suitable level glass and temperature indicator shall be installed in an easily readable position on the side of the hydraulic tank.	
i.	Suitable cooling mechanism (such as heater exchanger etc.) may be provided (if required) to avoid overheating of the hydraulic oil during continuous operation. Heat exchanger fan (if provided as per design) shall be hydraulic motor driven only. Electric driven heat exchanger fan is not acceptable.	
13.2	**Hydraulic Oil Filters:**	
a.	The Hydraulic system shall include Filters for return line of required pressure rating and micron to maintain the hydraulic system efficient and clean.	
13.3	**Hydraulic Hoses:**	
a.	All hydraulic hoses and fittings sized for maximum flow shall be provided meeting tender requirements.	
b.	All hose end connection shall preferably be 37 degree flare fitting with swivel nut for the reason of flexibility in hose replacement.	
c.	All hydraulic hoses shall be properly marked for ease of identification.	
d.	Suggested Make of Hydraulic hoses: Parker / Gates / Eaton / Power Grip / Yuken/ Vickers.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
e.	The bidder shall mention the Make of hydraulic hoses in the technical bid.	
13.4	**Hydraulic Pump:**	
a.	Suitable hydraulic pump shall be provided as per manufacturer's design.	
b.	Suitable model of following Make hydraulic pump shall be provided meeting tender requirements. Suggested Make of Hydraulic pump: Parker / Denison / Rexroth / Eaton / Vickers / Sauer Danfoss / Yuken / Linde	
c.	The bidder shall mention the Make & model and submit the technical leaflet / brochure of each of the Hydraulic Pump offered, in technical bid. (Pump-wise information to be provided) Note: In case a common technical leaflet / brochure for multiple models is provided, bidder shall clearly indicate / highlight the offered model.	
13.5	**Hydraulic Motors:**	
a.	Suitable hydraulic motor(s) shall be provided as per manufacturer's design. The hydraulic motor driving the winch drum shall be bi-directional motor.	
b.	Suitable model of following Make hydraulic motor shall be provided meeting tender requirements. Suggested Make of Hydraulic Motor: Parker / Denison / Rexroth / Eaton / Vickers / Sauer Danfoss / Yuken / Linde	
c.	The bidder shall mention the Make & model and submit the technical leaflet / brochure of each of the Hydraulic Motors offered, in technical bid. (Motor-wise information to be provided.)	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	Note: In case a common technical leaflet / brochure for multiple models is provided, bidder shall clearly indicate / highlight the offered model.	
13.6	**Hydraulic Valves:**	
a.	Suggested Make of Hydraulic valves [Direction Control Valves, Pressure Relief Valve(s)]: Parker / Denison / Rexroth / Eaton / Vickers / Sauer Danfoss / Yuken / Barksdale / Agro Hytos	
b.	The bidder shall mention the Make of each of the Hydraulic Valve [Direction Control Valves, Pressure Relief Valve(s)] offered, in technical bid. (Valve-wise information to be provided.)	
13.7	**Pressure Gauge:**	
a.	Suitable pressure gauge is to be provided at the operator's panel showing hydraulic system pressure.	
13.8	**Notes:**	
a.	It shall be bidder's endeavour to offer the following items as per Makes indicated against each item in the hydraulic system. Other suitable makes & models meeting tender specifications are however equally acceptable in case of operational and / or design requirements.	
b.	No preference shall be provided during evaluation for offers with Make / Model with higher specifications. All Make/ Model meeting tender specifications shall be treated as equal and at par.	

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Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	PART D:	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	WINCH SPECIFICATIONS & OPERATIONAL FEATURES	
14.0	**SYSTEM PARAMETER:**	
a.	Maximum line speed: 350 meter/min, infinitely variable.	
b.	Minimum line speed: Line speed shall be varied precisely in between 2m – 10m per minute while initial run in hole & final out of hole.	
15.0	**WINCH DRUM :**	
a.	Length: 430 mm approx. (Between Flanges).	
b.	Core Dia.: 130 mm (approx.)	
c.	Flange Dia.: 350mm (approx.)	
d.	Line Size: 2.7432 mm and 2.3368 mm (0.108" and 0.092") slickline.	
e.	Line Capacity: 6173M (20000 ft) of 0.092" size slickline.	
f.	Line Speed: Infinitely variable from 0 to 350 meters per minute at rim.	
g.	Static Line Pull: Around 700Kgs (1550 lbs) at Core.	
15.1	**Note for winch drum:**	
a.	The drum shall be provided with a splash guard.	
b.	The drum with shaft shall be mounted on the pedestal type bearing of rated capacity.	
c.	The hole for anchoring of the slickline on the reel drum shall be provided at one end of the drum and not in the centre.	
d.	Winch drum shall be rigid in construction. The Bidder needs to provide an engineering drawing and QAP for the offered design for technical evaluation. Additionally, at the time of supply, NDT & Radio graphical test certificate shall be provided.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
e.	The core of the drum shall be barrel in shape and manufactured from seamless thick tubular steel with wall thickness of more than ½". The flanges shall be cut from single sheet of thickness greater than ½".	
f.	The barrel (core) shall be pressed through the drum flanges. The circumferential length of contact between drum flange and barrel shall be welded on both sides of the flanges. All welded area shall be machined to a seamless finish.	
g.	Brake drum shall be welded outside flange in both end of the drum and circumferentially welded both outside and inside with the flange. The brake drum shall be a meant to add mechanical strength to the flanges and drum.	
h.	Steel gussets shall be inserted radially and welded to the circular brake drum, flange and barrel to make all the three components into a single solid assembly.	
i.	The drum shaft shall be machined from a solid steel billet to a diameter to 2" and pressed fit inside the barrel and then welded.	
16.0	**HANDLE ASSEMBLY (MANUAL PULLING SYSTEM):**	
a.	The drum shall be equipped with Mount crank & handle Assembly for winding of the slickline manually.	
b.	The position of the crank lever shall be selected considering operator's position, ergonomics and safety.	
c.	The provision for affixing the drum lever shall be made either on the drum shaft or drum flange. If the crank lever is equipped with the drum shaft, it shall be removable type on account of safety.	
17.0	**BRAKE ASSEMBLY:**	
a.	The drum shall be provided with manually applied dual brake bands with lining to offer positive gripping, holding and heat dissipation.	
b.	The brake band shall contain suitable lining for positive gripping and adjustment mechanism.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
c.	The brake lever shall be installed at the operator panel. The lever shall be of adjustable easy applying type.	
d.	The brake lever shall be provided with ratchet lock mechanism & lever stop arrangement.	
18.0	**SPOOLER ASSEMBLY:**	
a.	The Drum shall be provided with double rack Hand Spooler for manually controlling the spooling & unspooling of the slickline in orderly manner.	
b.	The double rack assembly should be provided with counterbalance weight or equivalent arrangement on the opposite side of the end where depth measuring meter is mounted.	
c.	The pivoting arrangement of the double rack assembly should be sturdy to prevent breakage of the pivot bracket / hub.	
d.	The double rack assembly shall dual spring balanced contain an arm stop arrangement on upper side.	
e.	The double rack assembly shall have provision for mounting depth measuring meter assembly.	
19.0	**DEPTH MEASURING METER ASSEMBLY:**	
a.	Standard line C/W depth measuring meter with measuring counter and pressure wheels suitable for 0.108" (2.7432 mm) and 0.092"(2.3368 mm) slick line shall be provided.	
b.	The measuring head assembly shall be mounted on the double rack assembly, considering proper operational ergonomics.	
c.	The counter should be suitably mounted on the measuring assembly so as to facilitate easy visibility by the winch operator.	
d.	The reading of measuring counter shall be in metric units readable to 5 digits, right hand drive.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
e.	The make & model of counter shall be Halliburton, model EA1000-13814 or equivalent	
20.0	**HAY PULLEY ASSEMBLY:**	
a.	Latch type hay pulley (Bottom Pulley) assembly for 2.7432 mm (0.108") and 2.3368 mm (0.092") dia. slick lines to be provided.	
b.	The sheave size shall be 12" dia.	
c.	The hay pulley shall be of make & model Halliburton part No. 804-003 or equivalent.	
21.0	**SLICKLINE:**	
a.	Winch drum shall be provided with a slickline in loaded condition.	
b.	Size: 2.34mm (0.092") slickline.	
c.	Applicable Standard: API 9A standard, 22nd Edition, Section 8, Table 8.1.	
d.	Material: Plow Steel conforming to following physical properties.	
e.	Breaking Strength: 6.88 KN (1547 Ibs.) Min.	
f.	Elongation: 254 mm (10"), Percent: 1.5 minimum.	
g.	Elongation, tensile test & torsion test must conform to API specification 9A.	
h.	Torsional Requirement: A 203.2 mm(8") long test specimen from each reel kept under tension applying a load of 84.52 Newton(19 lbs) must withstand minimum 23 no of 360 degree twist before breakage occurs.	
i.	Make of slickline: Dandum / Techwire / Sandvik / DeAcero / Tree Island Wire / Sumiden Wire Co.	
22.0	**OPERATOR PANEL:**	
a.	The unit shall be provided with operator panel with all control systems.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)

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Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	PART E: **DOCUMENTATION, LITERATURE, REGISTRATION & SPARES**	
23.0	**MANUALS & CATALOGUES:** The following Manuals & Catalogues (in English language) shall be supplied along with the unit for **each** unit. All the manuals & catalogues shall contain only those components / systems that have been used in the unit i.e. the same must be CUSTOM ILLUSTRATED MANUALS / CATALOGUES ONLY – not the generalized ones. The manuals & catalogues supplied should be specific to the make / model of the equipment / part / components supplied in the units. In case the manuals & catalogues supplied also contains equipment / part / components other than those fitted in the units, then the respective make / model of the equipment / part / components supplied in the units should be clearly marked in the manuals & catalogues for ease of identification. Bidder to confirm that the following will be provided along with supply:	
a.	01 (One) set of Spare Parts Catalogue with Part Numbers and Service Manual for all components / systems of Trailer like Axles, Suspension, Wheels, etc. shall be supplied along with **each** unit. These Spare Parts Catalogue with Part Numbers and Service Manual shall be provided by the supplier in any one of the following forms: (a) Hard copy format (i.e. in printed form)	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	OR (b) Soft copy format (i.e. in USB drive)	
b.	01 (One) set of Spare Parts Catalogue with Part Numbers and Service Manual for Deck Engine shall be supplied along with **each** unit. These Spare Parts Catalogue with Part Numbers and Service Manual shall be provided by the supplier in any one of the following forms: (a) Hard copy format (i.e. in printed form) OR (b) Soft copy format (i.e. in USB drive)	
c.	01 (One) set of Spare Parts Catalogue with Part Numbers and Service Manual for all components / systems of the hydraulic systems for winch operation like hydraulic pump (if available), hydraulic motor(s) (if available), winch drum system, torque hub / Gearbox (if any) of winch drum, complete with all hydraulic schematics (circuits) showing and labelling all components including hoses / pipes shall be supplied along with **each** unit. These Spare Parts Catalogue with Part Numbers and Service Manual shall be provided by the supplier in any one of the following forms: (a) Hard copy format (i.e. in printed form) OR (b) Soft copy format (i.e. in USB drive)	
d.	01 (One) set of Operation Manual of the Deck Engine.	
e.	01 (One) set of Operation Manual of the Winch system (other than Deck Engine).	
f.	02 (two) copies of all relevant test and quality control certificates of the manufacturing and testing of all unit functions and parameters shall be supplied.	
g.	02 (two) sets of all relevant test and calibration certificate for each instrument shall be supplied along with the unit.	
24.0	**VAHAN / PARIVAHAN PORTAL DATABASE:**	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
a.	The bidder / supplier shall ensure that, the Trailer manufacturer shall enter the vehicle details in the "Vahan" portal / "Parivahan" portal of Ministry of Road Transport & Highways (MoRTH), Government of India in accordance with Motor Vehicle Act, 1988 & Central Motors Vehicles Rules, 1989 of India prior to delivery of the vehicle.	
25.0	**TEMPORARY REGISTRATION:**	
a.	After procurement of the Trailer, the supplier shall apply for Temporary registration of the Trailer in the name of Oil India Limited, Duliajan – 786602, Assam at the office of their local government District Transport Office (DTO) and obtain the Temporary Registration Certificate.	
b.	Statutory costs related to Temporary registration of the Trailer shall be initially paid by the supplier and reimbursed to the supplier by Oil India Limited in actuals against producing of government receipt(s) by the supplier after completion of final commissioning of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.	
c.	Temporary Registration Certificate shall be provided along with final delivery of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.	
d.	In case of requirement of any documents of Oil India Limited such as PAN Card, GST Registration Certificate for temporary registration process of Trailer, a copy of such documents shall be provided to the supplier.	
e.	If required for temporary registration process of Trailer, Oil India Limited can arrange Third party Motor Vehicle Insurance at the cost of Oil India Limited on receipt of advance intimation & necessary document from the supplier.	
f.	In case Temporary Registration is not required / not done by the supplier (i.e. successful bidder) and the complete unit is directly processed for Permanent Registration, then the above clauses shall not be applicable.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
26.0	**PERMANENT REGISTRATION & HSRP:**	
a.	After receipt of complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam, the supplier (i.e. successful bidder) shall apply for Permanent Registration of the vehicle in the name of Oil India Limited, Duliajan – 786602, Assam.	
b.	The vehicle shall be permanently registered in the office of District Transport Office of any one of the following districts of OIL's operational areas in Assam, India. (i) District Transport Office, Dibrugarh. (ii) District Transport Office, Tinsukia. (iii) District Transport Office, Sivasagar. (iv) District Transport Office, Charaideo.	
c.	Statutory costs related to permanent registration and road tax of the vehicle shall be initially paid by the supplier (i.e. successful bidder) and reimbursed to the supplier (i.e. successful bidder) by Oil India Limited in actuals against producing of government receipt(s) by the supplier (i.e. successful bidder) after completion of final commissioning of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.	
d.	In case of requirement of any documents of Oil India Limited such as PAN Card, GST Registration Certificate for permanent registration process of vehicle, a copy of such documents shall be provided to the supplier (i.e. successful bidder).	
e.	If required for permanent registration process of vehicle, Oil India Limited can arrange Third party Motor Vehicle Insurance at the cost of Oil India Limited on receipt of advance intimation & necessary document from the supplier (i.e. successful bidder).	
f.	On receipt of the government registration number, the supplier (i.e. successful bidder) shall inform the government registration number to Oil India Limited. The supplier (i.e. successful bidder) shall supply the High Security Registration Plate (HSRP) Kit for the vehicle through the dealer / vehicle manufacturer or any other party authorized to issue the HSRP Kit. Cost of High Security	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	Registration Plate (HSRP) Kit shall be borne by the supplier (i.e. successful bidder). The bidder shall include the relevant cost related to HSRP in the bid during submission of their offer.	
g.	Permanent Registration Certificate (issued from Parivahan portal) / Vehicle Particulars (issued from Parivahan portal) and HSRP shall be provided for the complete unit (2-wheeled Trailer mounted Hydraulic Winch) by the supplier (i.e. successful bidder) after completion of permanent registration process.	
h.	Bidder / supplier (i.e. successful bidder) is required to note that they shall arrange for endorsement of Body Type of the vehicle in the vehicle Registration Certificate as "Hydraulic Winch" or other suitable nomenclature (suggested by DTO / RTO) at the office of concerned district transport authority where the vehicle is being permanently registered. However, the bidder / supplier (i.e. successful bidder) is required to note that endorsement of "Agricultural Trailer" in the Registration Certificate shall not be acceptable.	
27.0	**DOCUMENT(S) RELATED TO GOVERNMENT REGISTRATION ETC. TO BE SUBMITTED ALONG WITH THE SUPPLY OF EACH UNIT:** Following documents shall be submitted by the supplier along with the supply for government registration, etc. as mentioned hereunder:	
a.	Invoice(s) in the name of Oil India Limited, Duliajan, Assam-786602 in original. Notwithstanding any clause mentioned elsewhere in the NIT / tender, the Invoice for each of the complete unit shall be submitted in 02 (two) parts separately as under: (i) Invoice for the complete unit (2-wheeled Trailer mounted Hydraulic Winch along with all items / components / systems fitted permanently on the unit). (ii) Invoice for items, spares, accessories etc. supplied separately along with the unit. Note:	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	Trailer Chassis Number shall be mentioned in invoice(s) against above Sl. No. (i).	
b.	Sale Certificate (Form-21) in the name of Oil India Limited, Duliajan, Assam-786602 in original, sample format as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules, 1989 of India provided.	
c.	Road-Worthiness Certificate for Compliance to Emission and Noise Standards [Form-22, Form-22A (Part I), Form-22A (Part II)] in the name of Oil India Limited, Duliajan, Assam-786602 in original, sample format as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules, 1989 of India provided.	
d.	Temporary Registration Certificate of the Trailer as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules 1989 of India in the name of Oil India Limited, Duliajan, Assam- 786602 (India). In case Temporary Registration is not required / not done by the supplier (i.e. successful bidder) and the complete unit is directly processed for Permanent Registration, then Temporary Registration Certificate of the Trailer is not required to be provided.	
e.	Permanent Registration Certificate (issued from Parivahan portal) / Vehicle Particulars (issued from Parivahan portal) as per Motor Vehicle Act, 1988 & Central Motor Vehicle Rules 1989 of India in the name of Oil India Limited, Duliajan, Assam- 786602 (India).	
f.	Any other documents as per Motor Vehicle Act, 1988 and Central Motor Vehicle Rules, 1989 of India required by government District Transport Office in the state of Assam (India) during the period of delivery of the vehicle.	
g.	Government receipts of all statutory costs (admissible as per tender / order) in **original** along with a summary note (covering letter) for reimbursement by Oil India Limited after completion of final commissioning of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) at Oil India Limited's premises at Duliajan, Assam.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
h.	Technical drawing of the complete unit indicating the major dimensions, weight, etc.	
i.	Weighbridge Certificate showing weight of complete unit.	
j.	Documentary Evidence (Weighbridge Certificate, etc.) showing weight of "Winch system with skid base"	
k.	Cost of documentation / literature etc. shall be borne by the bidder / supplier (i.e. successful bidder) without any extra cost to Oil India Limited.	
28.0	**SPARES & SERVICE:**	
28.1	**COMMISSIONING SPARES:** The Supplier has to supply all the spare parts free of cost, required for initial commissioning of the unit. All the consumables such as, lube oil, gear oil, hydraulic oil etc. except Petrol (Gasoline) fuel, required for commissioning should also be supplied. Petrol (Gasoline) fuel required for commissioning shall be supplied by Oil India Limited (OIL) at OIL's sites.	
28.2	**MANDATORY SPARES:** All mandatory spare parts in specified quantity as mentioned in **Table-1 (Clause No. 37.0)** shall be supplied along with the supply. Bidders shall include the price of these spares in the cost of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) in the priced bid format. Bidder / supplier (i.e. successful bidder) to note that the spares mentioned in **Table-1 (Clause No. 37.0)** to be supplied shall be additional to the items fitted in each unit. The bidder shall confirm in the technical bid that all spares as given below will be supplied with the unit. Specific description, Part Number, Make, etc. shall be provided along with the supply in the event of order.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	COST OF THESE SPARES WILL BE CONSIDERED FOR BID EVALUATION PURPOSE. In case any of the spares mentioned in **Table-1 (Clause No. 37.0)** does not come as per bidder's design and the bidder has not quoted for such spares, the bidder shall clearly indicate the same. However, in case such spares are provided in the unit in future, the same shall be supplied by the bidder / supplier along with the supply without any extra cost to Oil India Limited (OIL).	
28.3	**RECOMMENDED SPARES:** The bidder is to furnish a list of spares & components that will be required for regular operation and maintenance, overhauling etc. throughout the life of the equipment (**except Trailer, Engine & Hydraulic system**) in the technical bid. However the prices shall only be provided in the Price Bid. Annual consumption of each spare should be furnished. The bidder should also provide detailed spare list of all the items including bought out items in the operation and maintenance manuals. The list should include a spare parts list along with OEM part numbers, make & model of the equipment and contact postal address of OEM for all items of the complete unit. The bidder is not required to provide Recommended Spares list related to **Trailer, Engine & Hydraulic system**. **THE PRICE QUOTED FOR RECOMMENDED SPARES WILL NOT BE TAKEN INTO ACCOUNT FOR BID EVALUATION.** However procurement of these spares shall be at OIL's discretion.	
28.4	**SPARES & SERVICE:**	
a.	The bidder, themselves or through other sources, shall be able to supply all the requisite spares (including bought out items, if any) & consumables and provide the maintenance services for their offered unit in OIL operational area(s) in India for a minimum period of ten (10) years from the certified date of completion of successful field commissioning of the unit.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	The bidder shall confirm the same in the technical bid.	
b.	The cost of such spares, consumables & maintenance services which may be utilized by Oil India Limited in future shall be extra and **SHALL NOT BE** considered by the bidder in their quoted prices in this tender.	
c.	Spares, consumables [except Petrol (Gasoline) fuel] & maintenance services (if any) during commissioning shall be in the scope of the successful bidder (supplier). Petrol (Gasoline) fuel required for commissioning shall be supplied by Oil India Limited (OIL) at OIL's sites. Notwithstanding anything mentioned in this clause, the bidder shall abide the Commissioning Clause mentioned elsewhere in the tender.	
d.	Spares & repair services during Warranty period for the item(s) under Warranty claim (if any) of the unit(s) shall be in the scope of the successful bidder (supplier). Notwithstanding anything mentioned in this clause, the bidder shall abide the Warranty Clause mentioned elsewhere in the tender.	

***

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	PART F: **SPECIAL NOTES**	
29.0	**WARRANTY:**	
a.	The items shall be brand new, unused and prime quality. The Make, Model & Design of all the units offered must be same & identical. The bidder / supplier (i.e. successful bidder) shall warrant (in the event of order) that the product supplied will be	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	free from all defects & fault in material, workmanship and manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 18 months from the date of dispatch / shipment or 12 months from the date of commissioning of the items. The defective materials, if any, rejected by OIL shall be replaced by the supplier at their own expense. Bidders must confirm the same while quoting.	
b.	OIL reserves the right to inspect, test and if necessary, reject any part / parts after delivery at site (including incomplete manuals, catalogues, etc.) in case of any fault on the part of the supplier. It shall in no way be waived by the reason that the unit / item was previously inspected and passed by OIL as per Inspection Clause detailed elsewhere in the NIT.	
c.	Bidder shall replace defective parts, if any, during installation & commissioning, at their own expense. The bidder must confirm the same in their offer. This replacement shall be done within a month's time at supplier's cost only.	
d.	In case of any defect during the warranty period, the supplier shall arrange to repair/replace the equipment through its service engineer(s) within 02 weeks from receipt of information from OIL. The defective materials, if any rejected by OIL shall be replaced by the supplier at their own expenses. The to and fro expenses of the service engineer(s) including boarding and lodging will have to be borne by the supplier.	
30.0	**UNITIZATION & COMPLETION:**	
a.	The unit shall be fully assembled, unitized and completed as per best industrial practice. Each unit shall bear unique identification number. The Manufacture shall emboss the identification number & OIL Purchase Order number on the winch in a suitable place. The bidder is to confirm the same in technical bid.	
b.	All operating oils, coolants and other operating fluids will be drained prior to shipment.	
c.	All fixtures to ship complete with the unit.	
31.0	**WORKMANSHIP:** Workmanship should be of good quality and appearance. Following is a partial list of examples.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
a.	Flame cut edges shall be ground smooth.	
b.	Sharp corners and edges to which operators and mechanics are vulnerable shall be ground smooth.	
c.	Bolt holes shall be drilled (not torch cut).	
d.	Welds shall be of good quality and of sufficient strength.	
e.	Where applicable, self-locking nuts shall be used	
f.	All hoses will be well supported with support type clamps.	
g.	All hose assemblies will have swivel ends.	
h.	All reservoirs constructed of steel plate with level gauge, cleanouts, vent fill cap, etc.	
32.0	**NOISE LEVEL:**	
a.	Noise level for the complete unit in running condition shall not cross 90 dB. The bidder to confirm the same in technical bid.	
33.0	**THIRD PARTY INSPECTION:**	
a.	The bidder shall confirm in the technical bid that Third Party Inspection of the unit is to be carried out for all the component of the unit by OIL approved TPI agency (viz M/s Lloyds, M/s Bureau Veritas, M/s IRS, M/s Rites, Tuboscope Vecto or M/s DNV only). Scope of 3rd party inspection: (i) Witness the manufacturing and assembly. (ii) Witness the functional and performance tests. (iii) Review of inspection procedure. (iv) Review of tests and documents related to all components of equipment. (v) Any other requirement of the inspection agency to satisfy of the equipment as per applicable standards.	
34.0	**INSPECTION BY OIL :**	
34.1	**Pre shipment inspection:**	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
	Pre shipment inspection shall be carried out as per delivery schedule by OIL (by representative of user as well as service dept. viz. Representatives of Chemical Department, Logistics Dept.) at manufacturing site after accomplishment of Third-Party Inspection (TPI) by manufacturer. The supplier shall inform OIL at least 1 (one) month ahead of such inspection to enable OIL to send its inspectors. OIL will bear the expenses towards traveling and accommodation etc. of the OIL's inspection team. The Inspection cum Acceptance process would include the following minimum steps / tasks but not limited to –	
a.	Physical verification / inspection of all the items / fittings / accessories, documents, etc.	
b.	The supplier shall arrange operator, weighing facility and any other infrastructure during the process of inspection as and when required.	
c.	Functional testing of the unit.	
d.	Supplier shall have to take note of any minor modification(s) for operational requirement suggested by the inspector and comply with the same at no extra cost.	
e.	The inspection report shall be prepared at the end of the inspection and jointly signed by both the parties.	
f.	Supplier shall confirm in writing compliance of all the points raised in the inspection report as well as any other subsequent additions / changes, following deliberation with the inspector after arrival at Duliajan.	
g.	Supplier shall dispatch only on receipt of OIL's dispatch advice.	
35.0	**INSTALLATION/COMMISSIONING & TRAINING:**	
a.	The bidder/supplier or the bidder's OEM shall be responsible for on-site installation and commissioning of the equipment at the designated premises of Oil India Limited, Duliajan, Assam, within one month from the date of intimation given to the supplier regarding readiness of the equipment for installation at the site. OIL shall call the supplier within 1 week after receipt of materials at site.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
b.	Bidder (in the event of order) shall arrange to & fro travel including local conveyance and boarding & lodging for the OEM engineer(s)/representative during the installation & commissioning of the equipment at the installation site of OIL.	
c.	Installation and commissioning of each winch should be done separately at well sites.	
d.	A group of laboratory technicians/Chemists of OIL (approx. 10 personnel) should be trained in the operation of the equipment as well as routine maintenance of the equipment at the installation site for at least 03 working days by the OEM engineer(s) just after successful installation of the equipment.	
36.0	**BID SUBMISSION & DOCUMENTATIONS:** Bidders should submit their bids in the above tabular form mentioning their offered specification, Make, Model, necessary data, submitted / not submitted / complied / not complied etc. as applicable to all the NIT terms and conditions including submitting the documents, leaflets as specified. Other details, if any, the bidder may mention the same by adding additional row(s) / separate sheet as the case may be. Bidder's response to all NIT stipulations should clearly be defined maintaining the same sequence as in the NIT. Bidder shall furnish specific details / specifications of all major components, systems with Make & Model etc. Submission of technical leaflet / catalogue alone is not sufficient. General Response like- 'As per NIT Specifications / Technical Leaflet', 'Noted' etc. or in any similar fashion is not encouraged. Quoting only the NIT stipulation without any confirmation of acceptance of the same and / or without any confirmation of offering the same is also not acceptable.	
36.1	**Documents to be submitted along with the technical bid:**	
a.	General Arrangement (GA) drawing of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) indicating the major dimensions, position of major equipment, etc. of the complete unit.	

Clause No.	Clause Description	BIDDER'S RESPONSE (Confirmed/Complied / Not Complied / Deviation / Not Applicable)
b.	General Arrangement (GA) drawing of the complete Winch System with Skid indicating the major dimensions, position of major equipment, etc. of the Winch System with Skid.	
c.	Technical leaflet with technical details of the components of the complete unit (2-wheeled Trailer mounted Hydraulic Winch) such as Deck Engine, Transmission (if any), Hydraulic Pump, Hydraulic Motors, Winch drum, etc.	
d.	Power flow block diagram from Deck Engine to Winch Drum showing the major components of the system.	
e.	Hydraulic Circuit Diagram.	
f.	Bidder's Remarks in this document.	
g.	Any other relevant documents, etc. as mentioned in respective clauses of the tender document.	
	Delivery Period :	
	Maximum allowable delivery period after receipt of PO for the case of supply: **6 months**	

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PART G:
LIST OF SPARES & SAMPLE FOMATS

37.0 TABLE-1: MANDATORY SPARES
Reference Clause No. 28.2

Total No. of 2-wheeled Trailer mounted Hydraulic Winch: **02 Nos.**

Note to bidder:
The bidder shall provide their response in "Bidder's Remark" column and mention "Quoted in Priced Bid" / "Not available as per design" against each individual row.

Section A: TRAILER, DECK ENGINE & HYDRAULICS

Sl. No.	Item Description	Quantity for 01 No. unit	Quantity for 02 Nos. unit
A	B	C	D
A.	**TRAILER**		
1.	Complete Suspension Assembly (consisting of all leaf springs, centre Bolt & Nut, U-Bolts & Nuts, Rebound Clips, Shackle, etc.) - Left Side	01 Complete Set.	02 Complete Sets.
2.	Complete Suspension Assembly (consisting of all leaf springs, centre Bolt & Nut, U-Bolts & Nuts, Rebound Clips, Shackle, etc.) - Right Side	01 Complete Set.	02 Complete Sets.
3.	Complete Axle Assembly [Axle, axle flanges, check nuts]	01 No.	02 Nos.
4.	Wheel Hub	02 Nos.	04 Nos.
5.	Wheel Bearing	08 Nos.	16 Nos.
6.	Wheel Stud with Nut - Left Side	01 Complete Set for one wheel.	02 Complete Sets for one wheel.
7.	Wheel Stud with Nut - Right Side	01 Complete Set for one wheel.	02 Complete Sets for one wheel.
8	Wheel Rim	04 Nos.	08 Nos.
9	Tyre	02 Nos.	04 Nos.
B.	**DECK ENGINE**		
1.	Fuel Filter	06 Nos.	12 Nos.
2.	Engine Oil Filter	06 Nos.	12 Nos.
3.	Engine Mounting	01 Set	02 Sets
4.	Carburettor Assembly	02 Nos.	04 Nos.
5.	Spark Plug	10 Nos.	20 Nos.
6.	Carburettor Repair Kit	02 Sets	04 Sets
7.	Head Gasket	02 Sets	04 Sets
8.	Electrical Starter Assembly	01 No.	02 Nos.
9.	Air Filter	04 Nos.	08 Nos.
10.	Accelerator Cable	04 Nos.	08 Nos.
11.	Alternator Assembly	01 No.	02 Nos.

Sl. No.	Item Description	Quantity for 01 No. unit	Quantity for 02 Nos. unit
A	B	C	D
C.	**POWER TRANSMISSION:**		
1.	Chain (Each set comprises of all the fitted chains of various sizes)	02 Sets.	04 Sets.
2.	Sprocket (Each set comprises of all the fitted sprockets of various sizes)	02 Sets.	04 Sets.
3.	Brake Band Assembly	02 Nos.	04 Nos.
4.	Brake Lever Complete Assembly	01 No.	02 Nos.
5.	Winch Drum Hydraulic Motor Assembly	01 No.	02 Nos.
6.	Hydraulic Pump Assembly	01 No.	02 Nos.
7.	Direction Control Valve Assembly	01 No.	02 Nos.
8.	Pressure Relief Valve Assembly	01 No.	02 Nos.
9.	Suction Hydraulic Hose	04 Nos.	08 Nos.
10.	Return Hydraulic Hose	02 Nos.	04 Nos.
11.	Hydraulic Oil Filter	06 Nos.	12 Nos.

Section B: WINCH

Sl. No.	Item Description	Quantity for 01 No. unit	Quantity for 02 Nos. unit
A	B	C	D
1.	Crank Handle	01 No.	02 Nos.
2.	Crank Gear (If any)	01 No.	02 Nos.
3.	Crank Axle (If any)	01 No.	02 Nos.
4.	Winch Drum	xxx *(Qty. is for full order)*	01 No.
5.	Depth measuring meter assembly	01 No.	02 Nos.

Clause No.	Clause Description
	Note to Bidder:
1.	All spares in specified quantity as mentioned in **Table-1 (Clause No. 37.0)** above shall be supplied along with the supply of the units.
2.	Specific description, Quantity etc. of each item shall clearly be indicated in the technical bid. Make, Part Nos. etc. of each item shall be submitted by the supplier (i.e. successful bidder) along with the supply.
3.	In case any of the spares mentioned in **Table-1 (Clause No. 37.0)** as above does not come as per design and the bidder has not quoted for such spares, the bidder shall clearly indicate the same as "**Not available as per design" in the technical bid**.

Clause No.	Clause Description
	However, in case such spares are provided in the unit in future, the same shall be supplied by the bidder / supplier (i.e. successful bidder) along with the supply without any extra cost to Oil India Limited (OIL).
4.	In case the multiple quantity of an item named above is used in the unit and the specifications of such item does not match with each other, then the supplier shall supply such item in a mixed manner comprising all the variants used in the unit. The supplier shall first try to supply all the variants of such item preferably in equal / proportional quantity of each of the variant used in the unit as far as possible. However, the total quantity of such item to be supplied must not be less than the quantity mentioned in above.
5.	In case the specifications of the item named above used in left & right side of the Axle System / Suspension System / Wheels etc. of the unit does not match with each other of that particular system, the supplier shall first try to supply all the variants of such item preferably in equal / proportional quantity of each of the variant used in the unit as far as possible. However, the total quantity of such item to be supplied must not be less than the quantity mentioned in above.

38.0 SAMPLE FORMATS: (Reference Clause No. 27.0 / b & 27.0 / c)

38.1 SAMPLE COPY OF FORM 21 (Reference Clause No. 27.0 / b)

Following is a sample copy of **FORM 21** of Indian Motor Vehicle Act only. The certificate shall contain following minimum information –

FORM 21
[See Rules 47 (a) and (d)]
SALE CERTIFICATE

(To be issued by manufacturer ~~or dealer or registered E-rickshaw or E-cart Association (in case of E-rickshaw or E-cart) or officer of defence department (in case of military auctioned vehicles)~~ for presentation along with the application for registration of a motor vehicle)

Certified that …….. (Brand name of the vehicle) has been delivered by us to **OIL INDIA LIMITED** against Purchase Order No. ……

Name of the buyer	**OIL INDIA LIMITED**
Son /wife / daughter	……
Address (Permanent)	……
(Temporary)	……

The vehicle is held under agreement of hire-purchase / lease / hypothecation with ……

The details of the vehicle are given below:

1.	Class of Vehicle	……
2.	Maker's name	……
3.	Chassis No.	……
4.	Engine number ~~or motor number in case of Battery Operated vehicles~~	……
5.	Engine ~~or Motor~~ Power	……
6.	Cubic capacity	……
7.	Fuel used	……
8.	Number of cylinders	……
9.	Month and year of manufacture	……
10.	Seating capacity (including driver)	……
11.	Unladen Weight	……
12.	Maximum axle weight and number and description of tyres ~~(in case of transport vehicles)~~	……
a.	Front axle	……
b.	Rear axle	……
c.	Any other axle	……
d.	Tandem axle	……
13.	Colour	……

14.	Gross Vehicle Weight Rating	……
15.	Type of body	……
16.	Wheelbase	……

(Signature of the manufacturer ~~or dealer or officer of Defence Department or registered E-rickshaw or E-cart Association~~)

*Strike out whichever is inapplicable.

38.2 SAMPLE COPY OF FORM 22 (Reference Clause No. 27.0 / c):

Following is a sample copy similar to **FORM 22** of Indian Motor Vehicle Act only. The certificate to be issued by supplier shall contain following minimum information. –

FORM-22
[See rules 47(1) (g)]
ROAD-WORTHINESS CERTIFICATE FOR
COMPLIANCE TO EMISSION AND NOISE STANDARDS
(To be issued by the manufacturer along with the vehicle)

It is certified that the following vehicle complies with the provisions of the Motor Vehicles Act, 1988 and rules made thereunder ~~or international standard namely EEC / ECE Regulations~~:

1. Model/Commercial Name of the vehicle: ……
2. Chassis Number: ……
   [Example: Vehicle Identification Number (VIN)]
3. Engine ~~or Motor~~ Number: ……
4. Applicable Emission Norms: ……
5. Emission, Sound Level for Horn and Pass by noise values of the above vehicle model, obtained during Type Approval Testing as per Central Motor Vehicles Rules, 1989 ~~or ECE/EEC Regulations~~ are given below:

i. Type Approval Certificate No.: ……
ii. Type of Fuel: ……
iii. Emission values for vehicle: ……

TABLE
Positive Ignition Engine or Compression Ignition Engine Vehicle

Sr. No.	Pollutant (as applicable)	Units (as applicable)	Value (upto 3 Decimal places)
(1)	(2)	(3)	(4)
1.	Carbon Monoxide (CO)	mg/km or mg/kWh or g/kWh	
2.	Hydrocarbon (THC/HC)	mg/km or mg/kWh or g/kWh	
3.	Non-Methane Hydrocarbon (NMHC)	mg/km or mg/kWh or g/kWh	
4.	Oxides of Nitrogen (NOx)	mg/km or mg/kWh or g/kWh	
5a.	HC+NOx	mg/km or mg/kWh or g/kWh	
5b.	THC+NOx	mg/km or mg/kWh or g/kWh	
6.	Methane (CH4)	mg/kWh	
7.	Ammonia (NH3)	PPM	
8.	Mass of Particulate Matter (PM)	mg/km or mg/kWh or g/kWh	
9.	Number of Particles (PN)	Numbers/km or Numbers/kWh	

iv. Noise level (as applicable):

a. Horn (for all vehicles other than agricultural tractors and construction equipment vehicles) as installed on the vehicle: …… dB (A); (upto 1 decimal place)

b. Pass by or Bystander's position: …… dB(A)

~~c. Driver perceived or Operator's ear level (as applicable for agricultural tractors and construction equipment vehicles: …… dB (A)~~

(Facsimile Signature of Manufacturer)

Note 1: This Form shall be issued with signature of the manufacturer duly printed in the Form itself by affixing facsimile signature in ink under the hand and seal, as applicable.

Note 2: In case of multiple combinations, values pertaining to any one test result in the test report to be provided. For V2, V3 cases- average value of the test result in the test report to be provided.

Note 3: While printing Form 22, the relevant pollutants in the table as applicable for the subject vehicles may only be listed.

38.3 SAMPLE COPY OF FORM- 22A (Reference Clause No. 27.0 / c):

Following is a sample copy of **FORM 22-A (Part – I) & FORM 22-A (Part – II) of Indian Motor Vehicle Act** only. The certificate shall contain following minimum information. –

FORM 22-A
[See Rules 47 (g), 115, 124(2), 126-A and 127]
INITIAL CERTIFICATE OF COMPLIANCE WITH POLLUTION STANDARDS, SAFETY STANDARDS OF COMPONENTS AND ROAD WORTHINESS
(FOR VEHICLES WHERE BODY IS FABRICATED SEPARATELY)
PART – I
(**TO BE ISSUED BY THE MANUFACTURER**)

Certified that the following vehicle complies with the provisions of the Motor Vehicles Act, 1988 and the rules made there under ~~or international standard namely EEC / ECE Regulations~~, including the following mass emission norms:

1. Brand name of the vehicle : .....
2. Chassis number : .....
3. Engine number ~~/ Motor number (In case of battery operated vehicles)~~ : .....
4. Emission norms : .....

(Signature of Chassis Manufacturer)

Form 22-A (Part I) shall be issued with the signature of the manufacturer duly printed in the Form itself by affixing facsimile signature in ink under the hand and seal of the manufacturer.

FORM 22-A
[See Rules 47 (g), 115, 124(2), 126-A and 127]
INITIAL CERTIFICATE OF COMPLIANCE WITH POLLUTION STANDARDS, SAFETY STANDARDS OF COMPONENTS AND ROAD WORTHINESS
(FOR VEHICLES WHERE BODY IS FABRICATED SEPARATELY)
PART – II
(**TO BE ISSUED BY THE BODY BUILDER**)

Certified that body of the following vehicle has been fabricated by us and the same complies with the provisions of Motor Vehicles Act, 1988 and Rules made there under ~~or international standard namely EEC / ECE Regulations~~:

1. Brand name of the vehicle : .....
2. Chassis number : .....
3. Engine number ~~/ Motor number (In case of battery operated vehicles)~~ : .....
4. ~~Bus Body Builder Accreditation Certificate Number~~ : .....

(Signature of Body Builder)

Form 22-A Part II shall be issued with the signature of the body builder duly printed in the Form itself by affixing facsimile signature in ink under the hand and seal of the body builder.

****

ANNEXURE – VII

BID EVALUATION MATRIX (BID EVALUATION CRITERIA) (TO BE FILLED IN BY BIDDER DULY SIGNED)			
BID EVALUATION CRITERIA			
Clause Number	**DESCRIPTION**	**BIDDER'S RESPONSE (Complied / Not Complied /Deviation /Not Applicable)**	**TO BE FILLED BY THE BIDDER Relevant Location of their Bid to support the remarks / compliance (Reference of Document name / Serial number / Page number of bid for documentary evidence)**
A.1	**BRC - TECHNICAL**		

****

PROFORMA - I

PROFORMA OF AUTHORISATION LETTER FOR ATTENDING TENDER OPENING

Ref No. Date

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

Dear Sir,

Sub: OIL's Tender No. _____

For _____Mr _____has been authorized to be present at the time of opening of above tender due on at on my/our behalf.

Yours faithfully

Signature of Bidder

Name: Designation :

For & on behalf of :

Copy to: Mr _ _ _ _ _ _ for information and for production before the (MM) at the opening of bids.

****

PROFORMA – J

EXCEPTION / DEVIATION PROFORMA

OIL expects the bidders to fully accept the terms and conditions of the bidding documents. However, should the bidder experience some exception and deviations to the terms of the bidding documents, the same should be indicated here and put in unpriced bid. In order to be considered responsive, Bidder's offer must specifically include the following statement :

(a) We certify that our offer complies with all NIT requirements and specifications without any deviations.

Or

(b) We certify that our offer complies with all NIT requirements and specifications with the following deviations :

Clause No. of Bidding Document	Full compliance/ not agreed	Exception/ deviations taken by the Bidders	Remarks

Signature of the Bidder

Name :

Seal of the company

****

PROFORMA – K

UNDERTAKING FOR LOCAL CONTENT
(To be submitted in the letter head of the bidder).

Tender No. _____

We, _____ (Name of the bidder) have submitted Bid against Tender No. _____-dated _____ for _____.

We hereby undertake that we meet the mandatory minimum local content requirement as per the provision of Public Procurement (Preference to Make in India) Order, 2017 of Department for Promotion of Industry and Internal Trade (DPIIT), Govt. of India as revised vide Order No. P45021/2/2017-PP (BE-II) dated 16th September 2020 (and as amended time to time) with modifications as notified vide MoP&NG Order No. FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26th April 2022 (including subsequent amendments thereof, if any). The percentage of Local Content is _____%.

We further declare that the percentage of Local content for the tendered Goods/Services has been calculated in conjunction with the directive issued by Ministry of Petroleum and Natural Gas vide notification no. FP-20013/2/2017-FP-PNG-Part (4) (E-41432) dated 26.03.2024.

For and on behalf of _____
Authorized signatory _____
Name _____
Designation _____
Contact No. _____

NOTE :
1. The tendered item does not fall in the list of items as per notification no. FP-20013/2/2017-FPPNG- Part (4) (E- 41432) dated 26.03.2024 issued by Ministry of Petroleum and Natural Gas.

****

PROFORMA - L

LETTER OF AUTHORITY

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

Dear Sir,

Sub: OIL's Tender No. _____

We _____of _____ confirm that Mr. _____ (Name and address) is authorised to represent us to Bid, negotiate and conclude the agreement on our behalf with you against OIL's Tender No. _____for any commercial /Legal purpose etc.

We confirm that we shall be bound by all and whatsoever our said representative shall commit.

Authorised Person's Signature: _____
Name: _____
Designation: _____

Yours faithfully,
Signature:
Name & Designation _____
For & on behalf of _____

Note: This letter of authority shall be on printed letter head of the Bidder and shall be signed by a person competent and having the power of attorney (power of attorney shall be annexed) to bind such Bidder.

****

Proforma – M
UNDERTAKING FOR BIDDERS FINANCIAL STANDING

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

Dear Sir,

Sub: OIL's Tender No. _____

We, _____ (Name of the bidder) have submitted Bid against Tender No. _____dated _____**.** We hereby undertake that we are not under liquidation, court receivership or similar proceedings, we are not bankrupt.

For and on behalf of _____
Authorized signatory _____
Name _____
Designation _____
Contact No. _____

****

Proforma – N1

DECLARATION THAT BIDDER IS NOT UNDER HOLIDAY LIST/DELISTED/BLACKLISTED/DEBARRED

To,
GM- MATERIALS
MATERIALS DEPARTMENT
P.O. DULIAJAN, PIN-786602
DIST. DIBRUGARH, ASSAM, INDIA

TENDER NO. _____

Tender Description: _____

Sub: Undertaking/Declaration regarding Holiday List, debarment etc.

Ref: Tender No. _____

a) We, _____ (Name of the bidder) solemnly affirm that we have read and understood OIL's Banning Policy as available at OIL's website https://www.oil-india.com/banning-policy and accept the Banning Policy in toto without any demur, protest, reservations and agree to be bound by the said Policy.

b) We, hereby declare that neither our company nor any of its allied concerns,

partners or associates or directors or proprietors involved in any capacity, are currently put on holiday list/banning list by OIL debarring us/them from carrying on business dealings with OIL.

c) We, also hereby declare that neither our company nor any of its allied concerns, partners or associates or directors or proprietors involved in any capacity, have not been involved in any previous transgressions in the last 3 years with any other company in any country conforming to the TI (Transparency International) approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

d) We, disclose the following allied concerns, partners or associates or directors or proprietors involved in any capacity in terms of the definition of Allied firms given in the "Banning Policy" of Oil India Limited:

Sl. No.	**Name**	**Address**	**PAN No.**	**GST No.**	**OIL Vendor Code**

Place: _____

Date: _____

_____

(Name & Signature of the authorized signatory of the bidder)

****

Proforma – N2

PROFORMA OF DECLARATION OF NCLT / NCLAT /DRT /DRAT/ COURT RECEIVERSHIP/ LIQUIDATION

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

Dear Sir,

Sub: OIL's Tender No. _____

We hereby declare that we are not undergoing insolvency resolution process or liquidation or bankruptcy proceeding as on date. In respect of corrupt or fraudulent practice (s), except as indicated below:-

(Here give particulars of blacklisting or holiday listing and /or inquiry and in the absence thereof state "NIL")

In understood that if this declaration is found to be false in any particular , Oil India Limited shall have the right to reject my / our bid, and if the bid has resulted in a contract, the contract is liable to be terminated without prejudice to any other right or remedy (include blacklisting or holiday listing) available to Oil India Limited.

For and on behalf of _____
Authorized signatory _____
Name _____
Designation _____
Contact No. _____

****

Proforma – P

FORMAT FOR BANK GUARANTEE LINKED WITH ADVANCE PAYMENT

TO,
OIL INDIA LIMITED, DULIAJAN - 786 602 ASSAM, INDIA

WHEREAS.....(Name of the Seller) (herein after called 'the Seller') has undertaken, in pursuance of Order No.....dated...../...../..... to supply..... (description of Goods and Services) hereinafter called 'the Contract'.

AND WHEREAS it has been stipulated by you in the said Contract that the Seller shall furnish you with a Bank Guarantee from a recognized Bank for the sum specified therein as security for advance payment in accordance with the Contract.

AND WHEREAS we have agreed to give the Seller a Guarantee:

THEREFORE, we hereby affirm that we are Guarantors responsible to you, on behalf of the seller, upto a total
of.....
(Amount of the Guarantee in words and figures) and we undertake to pay you, upon first written demand declaring the Seller to be in default under the contract and without cavil or argument and sum or sums within the limits
of.....
.....
..... (Amount of
Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee is valid until the ..... day of .....

The details of the issuing bank and controlling bank are as under:

A. Issuing Bank

1. Full address of the bank:
2. Email address of the bankers:
3. Mobile nos. of the contact persons:

B. Controlling Office

1. Address of the controlling office of the BG issuing banks:
2. Name of the contact persons at the controlling office with their mobile nos. and email address:

Signature & Seal of the guarantors

Date .....

…… Witness

****

Proforma – Q

PROFORMA OF "INSURANCE SURETY BOND" FOR "BID SECURITY"

(To be stamped in accordance with the Stamp Act)

To **M/s OIL INDIA LIMITED,** **Address:** **PIN- XXXXXXX**	**Insurance Surety Bond (ISB) No.**	
	Date of ISB	
	ISB Valid up to (Expiry date)	
	Claim period up to (indicate date of expiry of claim period which includes minimum three months from the expiry date)	
	Stamp Sl. No./e-Stamp Certificate No.	

WHEREAS, (Name of Bidder) _____ (hereinafter called "the Bidder") has submitted their offer Dated _____ for the provision of certain services (hereinafter called "the Bid") against OIL INDIA LIMITED, Duliajan, Assam, India (hereinafter called the Company's) Tender No. _____ KNOW ALL MEN BY these presents that we _____ (Name & address of the "Insurer") _____ having our registered office at _____ (hereinafter called " Insurer "), its successors and assignees, unconditionally and irrevocably undertake to pay forthwith to the Company an amount of Rs. …… (Rupees …….. only) (hereinafter referred to as the "Surety Bond") as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder, if the Bidder shall fail to fulfil or comply with all or any of the conditions mentioned below or referred in the Tender document in this regards.

Any such written demand made by the Company stating that the Bidder is in default of the due and faithful fulfilment and compliance with the aforesaid conditions shall be final, conclusive and binding on the Surety, Insurer.

SEALED with the said Insurer this _____day of _____20 _____

THE CONDITIONS of these obligations are:

1. If the Bidder withdraws their Bid within its original/extended validity; or

2. The Bidder modifies/ revises their bid suomoto; or

3. The Bidder does not accept the contract; or

4. The Bidder does not furnish Performance Security Deposit within the stipulated time as per tender/contract; or

5. If it is established that the Bidder has submitted fraudulent documents or has indulged into corrupt and fraudulent practice.

NOW, THEREFORE, the Surety Insurer hereby, unconditionally and irrevocably, guarantees and affirms as follows:

1. The Surety Bond shall not be affected by any change in the constitution or winding up of the Bidder or the Surety Insurer or any absorption, merger or amalgamation of the Bidder or the Surely Insurer with any other person.

2. In order to give full effect to this Surety Bond, the Company shall be entitled to treat the Surety Insurer as the principal debtor:

3. The Surety Insurer declares that it has the power to issue this Surety Bond and discharge the obligations contemplated herein, the undersigned is duly authorised and has full power to execute this Surety Bond for and on behalf of the Surety Insurer.

4. Notwithstanding anything contained herein:

a) The Insurer's liability under this Insurance Surety Bond shall not exceed (currency in figures) . . . . . (currency in words only).

b) This Insurance Surety Bond shall remain in force upto _____ and any extension(s) thereof; and

c) The Surety insurer shall be released and discharged from all liability under this Insurance Surety Bond unless a written claim or demand is issued to the insurer on or before the midnight of ..... (indicate date of expiry of claim period which includes minimum **three months** from the expiry of this Insurance Surety Bond) and any extension(s) thereof. If a claim has been received by us within the said date, all the rights of Company under this Insurance Surety Bond shall be valid and shall not cease until we have satisfied that claim.

In witness whereof the insurer, through its authorized officer, has set its hand and stamp on this

_____day of_____20____at_____.

Witness: **Issuing Authority:**

.....

.....

(Signature) Signature of the Authorised Signatory)

.....

.....

(Name) (Name)

.....

.....

(Designation & official address) (Designation with Insurer Stamp)

Authorised Vide

Power of Attorney No.....

Date.....

INSTRUCTIONS FOR FURNISHING "BID SECURITY DEPOSIT" BY "INSURANCE SURETY BOND"

a) The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).

b) The Company shall be the Creditor, the Bidder shall be the Principal debtor and the Insurance company/Insurer shall be the Surety in respect of the Insurance Surety Bond to be issued by the Insurer.

c) The Insurance Surety Bond should be on Non-Judicial stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the state(s) where the Insurance Surety Bond is submitted or is to be acted upon or the rate prevailing in State where the Insurance Surety Bond is executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Bidder/Insurer issuing the Insurance Surety Bond.

d) The expiry date and values should be arrived at in accordance with instructions provided in the "Forwarding Letter" of the Tender.

e) The Insurance Surety Bond by bidders will be given from Insurer as specified in the Tender.

f) A letter from the issuing insurer of the requisite Insurance Surety Bond confirming that the said Insurance Surety Bond / all future communication relating to the Insurance Surety Bond shall be forwarded to the Purchaser at its address as mentioned at "ITB".

g) Bidder must indicate the full postal address of the Insurer along with the Insurer's E-mail / Phone from where the Insurance Surety Bond has been issued.

h) Bidder must indicate Name, Address, Contact number and official Email ID of the Controlling Office of the Surety Issuing Branch or any web portal link, from whom / where the Surety Bond can be got confirmed by the Company.

PROFORMA OF "INSURANCE SURETY BOND" FOR "PERFORMANCE SECURITY"

(To be stamped in accordance with the Stamp Act)

To **M/s OIL INDIA LIMITED,** **Address:** **PIN- XXXXXXX**	**Insurance Surety Bond (ISB) No.**	
	Date of ISB	
	ISB Valid up to (Expiry date)	
	Claim period up to (indicate date of expiry of claim period which includes minimum three months from the expiry date)	
	Stamp Sl. No./e-Stamp Certificate No.	

WHEREAS, (Name and address of Contractor) _____ (hereinafter called "Contractor") had undertaken, in pursuance of Contact No. _____ to execute (Name of Contract and Brief Description of the Work) _____ (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with an Insurance Surety Bond (ISB) as security for compliance with Contractor's obligations in accordance with the Contract.

AND WHEREAS we (May incorporate the Insurer) have agreed to give the Contractor such an Insurance Surety Bond; NOW THEREFORE we hereby affirm that we are Insurer on behalf of the Contractor, up to a total of (Amount of ISB in figures) _____ (in words _____), such amount being payable in the types and proportions of currencies in which the Contract price is payable, and we, undertake to pay you, upon your first written demand stating the default/breach committed by the Contractor without cavil or arguments, any sum or sums within the limits of guarantee sum as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein. We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or the work to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way cease us from

any liability under this ISB, and we hereby waive notice of such change, addition or modification.

NOW, THEREFORE, the Surety Insurer hereby, unconditionally and irrevocably, guarantees and affirms as follows:

1. The Surety Bond shall not be affected by any change in the constitution or winding up of the Contractor or the Surety Insurer or any absorption, merger or amalgamation of the Contractor or the Surely Insurer with any other person.

2. In order to give full effect to this Surety Bond, the Company shall be entitled to treat the Surety Insurer as the principal debtor.

3. The Surety Insurer declares that it has the power to issue this Surety Bond and discharge the obligations contemplated herein, the undersigned is duly authorised and has full power to execute this Surety Bond for and on behalf of the Surety Insurer.

4. Notwithstanding anything contained herein:

a) The Insurer's liability under this Insurance Surety Bond shall not exceed (currency in figures) ..... (currency in words only) . . . . .

b) This Insurance Surety Bond shall remain in force upto _____ and any extension(s) thereof; and

c) The Surety insurer shall be released and discharged from all liability under this Insurance Surety Bond unless a written claim or demand is issued to the insurer on or before the midnight of

..... (indicate date of expiry of claim period which includes minimum **three months** from the expiry of this Insurance Surety Bond) and any extension(s) thereof. If a claim has been received by us within the said date, all the rights of Company under this Insurance Surety Bond shall be valid and shall not cease until we have satisfied that claim.

In witness whereof the insurer, through its authorized officer, has set its hand and stamp on this

_____day of_____20___at _____.

Witness: **Issuing Authority:**

.....

.....

(Signature) Signature of the Authorised Signatory)

.....

.....

(Name) (Name)

.....

.....

(Designation & official address) (Designation with Insurer Stamp)

Authorised Vide

Power of Attorney No.....

Date.....

INSTRUCTIONS FOR FURNISHING "PERFORMANCE SECURITY DEPOSIT" BY "INSURANCE SURETY BOND"

a) The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).

b) The Company shall be the Creditor, the Contractor shall be the Principal debtor and the Insurance company/ Insurer shall be the Surety in respect of the Insurance Surety Bond to be issued by the Insurer.

c) The Insurance Surety Bond should be on Non-Judicial stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the state(s) where the Insurance

Surety Bond is submitted or is to be acted upon or the rate prevailing in State where the Insurance Surety Bond is executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Contractor / Insurer issuing the Insurance Surety Bond.

d) The expiry date and values should be arrived at in accordance with instructions provided in the "Forwarding Letter" of the Tender.

e) The Insurance Surety Bond by Contractors will be given from Insurer as specified in the Tender.

f) A letter from the issuing insurer of the requisite Insurance Surety Bond confirming that the said Insurance Surety Bond / all future communication relating to the Insurance Surety Bond shall be forwarded to the Purchaser at its address as mentioned at "ITB".

g) Contractor must indicate the full postal address of the Insurer along with the Insurer's E-mail / Phone from where the Insurance Surety Bond has been issued.

h) Contractor must indicate Name, Address, Contact number and official Email ID of the Controlling Office of the Surety Issuing Branch or any web portal link, from whom / where the Surety Bond can be got confirmed by the Company.

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Proforma – R

Format for Sustainable Development (SD) and Environment, Social & Governance (ESG) Questionnaire.

Explanatory Note-ESG Questionnaire for Suppliers & Vendors

1 Emissions Reporting

What are Greenhouse Gas (GHG) Emissions?

Greenhouse gas (GHG) emissions refer to gases that trap heat in the Earth's atmosphere, contributing to global warming and climate change. These include carbon dioxide (CO2), methane (CIL), and nitrous oxide (N2O), among others. GHG emissions are generated from various sources, such as burning fossil fuels, industrial activities, and deforestation.

What are Scope 1 and Scope 2 Emissions?

- **Scope 1 Emissions:** Direct emissions from sources owned or controlled by your company (e.g., fuel combustion in company-owned vehicles, boilers, and generators).
- **Scope 2 Emissions:** Indirect emissions from purchased electricity, steam, heating, and cooling consumed by your company. These emissions occur at the power generation source but are attributed to your business due to electricity consumption.

How to Calculate GHG Emissions?

Emissions are typically calculated using the following formula:
GHG Emissions (kg CO2e) = Consumption data x Emission Factor

- **Consumption Data:** Fuel consumption (liters), electricity use (kWh), etc.
- **Emission Factor:** Standard values published by organizations like the IPCC

Examples:

1. **Fuel Consumption-Based Calculation (Scope 1):**
   - If you use 1,000 liters of diesel in company vehicles, and the emission factor for diesel is 2.68 kg CO2e per liter, your emissions are: 1,000x2.68=2,680 kg CO2e
2. Electricity Consumption-Based Calculation (Scope 2):
   - If your facility consumes 5,000 kWh of electricity, and the emission factor for your electricity provider is 0.4 kg $C0_2e$ per kWh, your emissions are: 5,000x0.4=2,000 kg $C0_2e$

Sample Responses:

Question	Sample Response
What was the GHG emission for FY24	**a)** Scope 1: 10,500 kg CO2e **b)** Scope 2: 8,200 kg CO2e
What was the GHG emission per unit revenue for FY24?	a) Scope 1: 2.5 kg CO2e per INR 1,000 revenue

	b) Scope 2: 1.8 kg CO2e per INR 1,000 revenue

Questionnaire for vendors and suppliers			Response
1. Emissions	What was the GHG emission for the last financial year ?	a) Scope 1 GHG emissions (kg CO_2e)	
		b) Scope 2 GHG emissions (kg CO_2e)	
	What was the GHG emission per unit of revenue for the last financial year?	a) Scope 1 GHG emissions (kg CO_2e)	
		b) Scope 2 GHG emissions (kg CO_2e)	
2. Decarbonization strategy & targets	Do you have a Net Zero target? If yes, please state the year		
	Do you have an emissions reduction target? If yes, are the targets absolute emissions based, or intensity based?		
	Please state the target for reduction in next financial year	a) Scope 1 GHG emissions/emissions intensity	
		b) Scope 2 GHG emissions/emissions intensity	
	Please provide information on a few decarbonization initiatives undertaken (describe the initiatives and their respective impact)		
3. Waste & Water Mgt.	Do you have any initiatives for waste management including solid wastes, liquid wastes and hazardous waste?		

	Do you have any initiatives for water management including monitoring of water consumption and withdrawals, and if applicable, treatment of wastewater?	
4. Disclosures	Are your current emissions verified? If yes, please name the assuring body	
	Are your emissions targets validated (eg: SbTi)? If yes, please name the methodology	
	Are you rated by any of the ESG rating agencies? If yes, please specify the agency and rating	

Suppliers and vendors may refer to the explanatory note for any questions or clarifications pertaining to any of the questions above.

2 Decarbonization Strategy & Targets

Net Zero and Emission Reduction Targets

- **Net Zero Target:** A Net Zero target refers to a commitment to reducing emissions to as close to zero as possible, with residual emissions offset by carbon capture or other means. OIL would like to know if your organization has set any targets of becoming net zero, and if so, what is the targeted year.

- **There are 2 types of defining the target:**

  Absolute Reduction: A fixed percentage decrease in emissions over a period (e.g., 10% reduction by 2030).
  Intensity-Based Reduction: Reduction in emissions per unit of production or revenue (e.g., 15% reduction per product by 2025).

Sample Responses:

Question	**Sample Response**
Do you have a Net Zero target? If yes, please state the year	Yes, by 2040
Do you have an emissions reduction target? If yes, are the targets absolute emissions based, or intensity based?	Yes, we aim for an absolute 40% reduction by 2030, and 100% by 2040
Please state the target for reduction in FY24.	a) Scope 1: 10% absolute reduction
	b) Scope 2: 10% absolute reduction
	Afforestation EV

Please provide information on a few initiatives undertaken (describe the initiatives)	inclusion Electrification of gas-based equipment Renewable energy setup
How much of the reduction targets have been achieved till date? (eg: more than 80% achieved, less than 20% etc)	~5 % reduction has been achieved

3. Waste & **Water**

Management Waste

Management Initiatives

In order to answer the question regarding waste management initiatives, vendors and suppliers may mention few of the initiatives that their organizations have undertaken that may include (but are not limited to):

- Recycling and reusing materials
- Proper disposal of hazardous waste
- Reducing landfill waste through composting or waste-to-energy programs

Water Conservation Initiatives

Similar to the waste management initiatives, in order to answer the question regarding water conversation initiatives, vendors and suppliers may mention few of the initiatives that their organizations have undertaken that may include (but are not limited to):

- Monitoring water consumption with meters
- Installing water-efficient fixtures
- Treating wastewater before discharge

Sample Responses:

Question	**sample Response**
Do you have any initiatives for waste management including solid wastes, liquid wastes and hazardous waste?	Yes, we recycle 60% of our production waste and have SOPs in place for proper dispose of hazardous materials.
Do you have any initiatives for water management including monitoring of water consumption and withdrawals, and if applicable, treatment of wastewater?	Yes, we have meters to monitor water withdrawals and have a wastewater treatment process.

4. Disclosures

Verification & **Validation of Emissions Data**

- **Current emissions verification:** There are certain third-party agencies that verify an organization's emissions. These organizations provide independent assessments to ensure transparency and accuracy in emissions reporting. Verification by such agencies enhances credibility and aligns businesses with best sustainability practices. In case your organization's current emissions are validated by such a third-party agency, please specify the name of such an agency.

- **Emissions target validation:** If you have a target of reducing your carbon footprint, certain organizations validate the roadmap of achieving a lower carbon footprint. In case you have prepared a roadmap and submitted it to SBTi or Transition Pathways Initiatives, and have received certificates that have validated the targets, please specify the agency that has validated your targets.

- **ESG Ratings:** Certain agencies assess organizations based on their disclosures, monitoring capabilities, and control measures, among other factors. Some of these agencies, such as CDP and S&P, are globally recognized for their ratings. If your organization has received a rating from any of these agencies, please specify the agency's name and your assigned rating.

Sample Responses:

Question	**Sample Response**
Are your current emissions verified? If yes, please name the assuring body	Yes, verified by XYZ agency
Are your emissions targets validated (eg: SbTi)? If yes, please name the methodology	Yes, validated by SBTi
Are you rated by any of the ESG rating agencies? If yes, please specify the agency and rating	Yes, CDP rating: D.

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Proforma – S

PROFORMA FOR UNDERTAKING FROM THIRD PARTY DOCUMENT VERIFICATION INSPECTION AGENCY
(To be submitted on official letter head)

TO,

GM- 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:_____

****