

Bid Document

Bid Details	
Bid End Date/Time	27-07-2022 10:00:00
Bid Opening Date/Time	27-07-2022 10:30:00
Bid Offer Validity (From End Date)	80 (Days)
Ministry/State Name	Ministry Of Petroleum And Natural Gas
Department Name	Oil India Limited
Organisation Name	Oil India Limited
Office Name	Oil India Limited
Total Quantity	10
Item Category	METHANOL DOSING PUMP SETS (Q3)
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Document required from seller	Certificate (Requested in ATC),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
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	7 Days
Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Payment Timelines	Payments shall be made to the Seller within 21 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)
Evaluation Method	Total value wise evaluation

EMD Detail

Required	No
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ePBG Detail

Advisory Bank	HDFC Bank
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	20

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

MANAGER MATERIALS (IP)

Oil India Limited, Duliajan, Ministry of Petroleum and Natural Gas, Bank Details of Beneficiary: OIL INDIA LIMITED, Bank Name: HDFC BANK LIMITED, Branch Name: Duliajan, Bank Account No. : 21182320000016, Type of Account: Current Account, IFSC Code: HDFC0002118, MICR Code: 786240302, SWIFT Code: HDFCINBBAL Note: The supplier is requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original bank guarantee in OIL's tender issuing office: The bank guarantee issued by the bank must be routed through SFMS platform as per following details: (i) "MT 760 / MT 760 COV for issuance of bank guarantee. (ii) "MT 760 / MT 767 COV for amendment of bank guarantee. The above message/intimation shall be sent through SFMS by the BG issuing bank branch to HDFC Bank, Duliajan Branch, IFS Code - HDFC0002118, SWIFT Code - HDFCINBBAL, Branch Address -HDFC Bank Ltd, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar Duliajan, District - Dibrugarh, PIN- 786602.

(Manish Kumar Chowdhury)

Splitting

Bid splitting not applied.

MII Purchase Preference

MII Purchase Preference	No
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Details of the Competent Authority for MII

Name of Competent Authority	OIL INDIA LIMITED
Designation of Competent Authority	OIL INDIA LIMITED
Office / Department / Division of Competent Authority	
CA Approval Number	
Competent Authority Approval Date	02-07-2022
Brief Description of the Approval Granted by Competent Authority	This is to certify that Oil India Limited is a Central Public Sector Enterprises under the Ministry of Petroleum and Natural Gas (MoPNG) and are engaged in oil & gas exploration and production activities. Oil India Limited has adopted Purchase Preference policy linked with Local Content issued by MOPNG vide notification no. FP-20013/2/2017-FP-PNG dated 17.11.2020 and the original policy was approved by the Cabinet. This policy is applicable for tender value more than ₹ 1 Crore to treat the local supplier as Class I, Class II and Non Local Supplier and to extend the benefit of purchase preference accordingly as per policy. Since, the estimated value of the subject tender is less than ₹ 1 Crore, no Purchase Preference Policy shall be applicable against this tender.

Competent Authority Approval for not opting Make In India Preference : [View Document](#)

MSE Purchase Preference

MSE Purchase Preference	Yes
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1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs 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 the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. 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 Seller shall be given opportunity to match L-1 price and contract will be awarded for 100%(selected by Buyer) percentage of total QUANTITY.

METHANOL DOSING PUMP SETS (10 pieces)

Brand Type	Unbranded
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Technical Specifications

Buyer Specification Document	Download
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Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Chandana Phukan	786602,Oil India Limited, Duliajan, Assam	10	180

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 by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2. Scope of Supply

Scope of supply (Bid price to include all cost components) : Only supply of Goods

3. Generic

The buyer organization is an institution eligible for concessional rates of GST as notified by the Government of India. The goods for which bids have been invited fall under classification of GST concession and the conditions for eligibility of concession are met by the institution. A certificate to this effect will be issued by Buyer to the Seller after award of the Contract. Sellers are requested to submit their bids after accounting for the Concessional rate of GST.

Applicable Concessional rate of GST : 5%

Notification No.and date : 3/2017-Integrated Tax (Rate) dated 28/06/2017

4. **Generic**

Whereever Essentiality Certificate is applicable (PEL/ML), successful bidder should provide Proforma Invoice for processeing for EC application and material should be dispatche after receiving of EC rom DGH. In view of the same, an ATC may be incorporated in GeM, viz, "BIDDER/OEM must provide Proforma Invoice for processeing for EC application within 15 days from date of issue of GeM Contract and material should be dispatche after receiving of EC rom DGH."

5. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

(I) TECHNICAL BID REJECTION CRITERIA:

The bids shall broadly conform to the specifications and terms and conditions given in this bid document. Bids shall be rejected in case the items offered do not conform to required parameters stipulated in the technical specifications and to the respective international /national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.

1.0 BIDDER'S ELIGIBILITY:

1.1 The bidder should be an Original Equipment Manufacturer (OEM) of the tendered item(s) /equipment.

OR

1.2 The bidder should be a sole selling agent / authorised distributor / authorised dealer / authorised supply house of an Original Equipment Manufacturer (OEM) of the tendered item (s).

1.3 In case the bidder is quoting as agent /distributor/dealer/supply house, the bidder should submit valid authorisation certificate/letter issued by its Original Equipment Manufacturer (OEM), confirming the Bidders' status as their authorised supplier/dealer /distributor/wholly owned subsidiary (as the case may be) to sell their products with proper warranty and guarantee back up. Such authorisation certificate/letter shall be valid for the entire period of execution of the order.

1.4 NOTES TO BIDDER REGARDING AUTHORISATION:

1.4.1 Authorization letter must be issued on the official letter head only of the OEM clearly mentioning the status of Bidder i.e., whether sole selling agent /

authorised distributor / authorised dealer / authorised supply house 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. 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.

1.4.2 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.

1.4.3 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.

1.5 The 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 supply, 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 supply of the equipment, without which offer will not be considered for evaluation / placement of order. This clause will be applicable only if the tender item has requirement of spares.

2.0 BIDDERS' EXPERIENCE:

2.1 IN CASE THE BIDDER IS AN ORIGINAL EQUIPMENT MANUFACTURER (OEM):

The bidder must comply with the following:

2.1.1 The bidder (OEM) should have at least 5 (five) years of manufacturing experience of similar items preceding to the original bid closing date of the tender.

Documentary evidence to substantiate manufacturing experience as above must be submitted in the form of self-certified copy which should be on the letter head and duly signed and sealed by CEO/CFO/any other person who holds the Power of Attorney of the company or by the statutory Auditor. A copy of Power of Attorney shall also be submitted for the same.

“Similar item means any kind of chemical dosing pump with Working Pressure of 106 kg/cm² or above.”

2.1.2 In addition to above, the bidder (OEM) should have supply experience of successfully executed at least 50% tendered quantity (rounded off to next higher integer) of each of tendered item /equipment, of similar item, to any E&P companies/Oil & Gas Companies during last 5 (five) years as on original bid closing date of the tender (either by themselves or through their sole selling agent/distributor/dealer/supply house).

“Similar item means any kind of chemical dosing pump with Working Pressure of 106 kg/cm² or above.”

2.1.3 Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) & any one or combination of the following documents evidencing satisfactory execution of those Purchase Orders(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/GST invoice.

(OR)

(v) Any other documents which shall prove that the bidder has successfully executed such order(s).

2.1.4 NOTES TO BIDDER REGARDING EXPERIENCE CRITERIA:

a) The Purchase Order need not be within 5 (five) years preceding original bid closing date of this tender. However, execution of supply should be within 5 (five) years preceding original bid closing date of this tender.

b) Satisfactory supply/completion/installation report should be issued on company's letterhead with signature and stamp.

c) Bidders showing supply experience towards supply to its sister concern/subsidiaries shall not be considered as experience for the purpose of meeting BRC.

2.2 IN CASE THE BIDDER IS A SOLE SELLING AGENT / AUTHORISED DISTRIBUTOR /AUTHORISED DEALER / AUTHORISED SUPPLY HOUSE OF OEM:

The bidder must fulfil the following requirements

2.2.1 The bidder's OEM (the Principal) should have at least 5 (five) years of manufacturing experience of similar items preceding to the original bid closing date of the tender.

Documentary evidence to substantiate manufacturing experience as above must be submitted in the form of self -certified copy which should be on the letter head and duly signed and sealed by CEO/CFO/any other person who holds the Power of Attorney of the company or by the statutory Auditor. A copy of Power of Attorney shall also be submitted for the same.

"Similar item means any kind of chemical dosing pump with Working Pressure of 106 kg/cm² or above."

2.2.2 The bidder's OEM (the Principal) should have supply experience of successfully executed at least 50% tendered quantity (rounded off to next higher integer) of each of tendered item /equipment, of similar item, to any E&P companies/Oil & Gas Companies during last 5 (five) years as on original bid closing date of the tender (either by themselves or through their sole selling agent/distributor/dealer/supply house).

"Similar item means any kind of chemical dosing pump with Working Pressure of 106 kg/cm² or above."

2.2.3 Additionally, the bidder himself / themselves as sole selling agent/distributor/dealer/supply house should have supply experience of successfully executed at least 50% tendered quantity (rounded off to next higher integer) of each of tendered item /equipment, of similar item, to any E&P companies/Oil & Gas Companies during last 5 (five) years as on original bid closing date of the tender (either from same OEM (the principal) or from any other OEM).

“Similar item means any kind of chemical dosing pump with Working Pressure of 106 kg/cm² or above.”

2.2.4 Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) & any one or combination of the following documents evidencing satisfactory execution of those Purchase Orders(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/GST invoice.
- (v) Any other documents which shall prove that the bidder has successfully executed such order(s)

2.2.5 NOTES TO BIDDER REGARDING EXPERIENCE CRITERIA

- a) The Purchase Order need not be within 5 (five) years preceding original bid closing date of this tender. However, execution of supply should be within 5 (five) years preceding original bid closing date of this tender.
- b) Satisfactory supply/completion/installation report should be issued on company's letterhead with signature and stamp.
- c) Bidders showing supply experience towards supply to its sister concern/subsidiaries shall not be considered as experience for the purpose of meeting BRC.

(II) FINANCIAL BID REJECTION CRITERIA:

- a) Annual Financial Turnover of the bidder during any of preceding 03 (three) financial / accounting years from the original bid closing date should be at least ₹ 7,37,500.00.
- b) Net Worth of the firm should be Positive for preceding financial / Accounting year (FY: 2021-2022).

Note -For (a) & (b): Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding six months/within the due date for furnishing of audit report as per Section 139(1) of IT Act, 1961 (read along with latest circulars/notifications issued by CBDT from time to time) reckoned from the original bid closing date and the Financial Statements of the preceding financial/accounting year are not available with the bidder, then the financial turnover of the previous three financial /accounting years excluding the preceding financial/accounting year will be considered. In such cases, the Net worth of the previous financial/accounting year excluding the preceding financial/accounting year will

be considered. However, the bidder has to submit an affidavit/undertaking certifying that '**the balance sheet/Financial Statements for the financial year ____ (as the case may be) has actually not been audited as on the original bid closing date**'.

Notes:

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

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

OR

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

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

ANNEXURE- J

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

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

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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 (₹) Crores	NET WORTH In (₹) Crores

Place:

Date:

Seal:

Membership No.:

Registration Code:

(III) **Delivery period:** The ordered materials must be delivered within 06 (six) months (maximum) from the date of award of GeM Contract.

(IV) **Terms of delivery:** Bidder must quote all-inclusive F.O.R. Destination price (including cost of loading/unloading).

(V) No price should be uploaded in the Technical Bid submitted by the bidders. In case any price is found mentioned / uploaded in the technical bid, the offer will be rejected straightway.

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity/restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and/or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. 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 within 4 days of bid publication on GeM. 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. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

[This Bid is also governed by the General Terms and Conditions](#)

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.

---Thank You---