

OIL INDIA LIMITED
(A Government of India Enterprise)
Rajasthan Project
Jodhpur, Rajasthan

CORRIGENDUM

Amendment No. 1 Dated 20.03.2019
to
Tender No. SJG0398P19

This Amendment No. 1 dated 20.03.2019 to **Tender No. SJG0398P19** for **SRP Surface Unit** is issued as under:

- A. The requirement has been changed from complete “SRP Unit” to “SRP Surface Unit” only. The revised Tender document including Scope of Work, BEC and Checklist is uploaded along with this amendment.
- B. The Bid Security amount has been revised as under:
INR 3,60,000.00 or US\$ 5,030.00
- C. The Financial BEC Clause no. 2.1 has been amended as under:
Quote:
2.1 The bidder shall have an annual financial turnover of minimum INR 90 Lakh Or US\$ 125,680.00 during any of the preceding 03 (Three) financial/accounting years reckoned from the original bid closing date, irrespective of whether their bid is for all the tendered items or not.
- Unquote
- D. Revised Price bid format has been uploaded in “Notes and Attachments” tab. Bidders to refer the same for submission of price bid.
- E. The bid closing date of the tender is extended as under:
Bid Closing Date & Time : 09.04.2019 at 11:00 (IST)
Technical Bid Opening Date & Time : 09.04.2019 at 15:00 (IST)

All other Terms & Conditions of the tender remain unchanged.

Sd-
(B. Mody)
Manager Materials (M&C)



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्यम)
Oil India Limited
(A Government of India Enterprise)

**Materials Department
(Rajasthan Project)**
02-A, District Shopping Centre,
Saraswati Nagar, Basni
Jodhpur – 342 005
Rajasthan, India.
Phone -0291-2729472
Fax : 0291-2727050

TENDER NO. SJG0398P19

Date: 20.03.2019

INVITATION TO e-BID UNDER SINGLE STAGE TWO BID SYSTEM

Dear Sirs,

OIL invites Bids for the supply, installation and commissioning of **SRP Surface Unit** through its e-Procurement site under **International Competitive Bidding (ICB) - Single Stage Two Bid System**. The bidding documents and other terms and conditions are available at Booklet No. MM-RP-GLOBAL-E-01-2005. The prescribed Bid Forms for submission of bids are available in the tender document folder.

The general details of tender can be viewed by opening the RFx [Tender no.] under RFx and Auctions page. The details of items tendered can be found under Item tab and details can be found under Technical RFx.

The tender is invited with firm price for the specified quantity. Further details of tender are given in Rfx Parameters → Technical Attachments as **ANNEXURE IA**.

THE TENDER WILL BE GOVERNED BY:

- a) "General Terms & Conditions" for e-Procurement as per Booklet No. MM-RP-GLOBAL-E-01-2005 for E-procurement (ICB Tenders).
- b) Technical specifications, Quantity and Notes for the **SRP Surface Unit** as per **Annexure – IA**.
- c) The prescribed Bid Forms for submission of bids are available in the Technical Attachments. Technical Checklist, Commercial Checklist & SRP checklist must be filled-up and submitted along with the technical bid.
- d) The items covered by this tender shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Customs Duty during import will be applicable. Indigenous bidder shall be eligible for Deemed Export Benefit / Concessional IGST against this purchase. Details of Deemed Export Benefit are furnished vide MM/RP/GLOBAL/E-01/2005 enclosed.
- e) 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-CA certificate*”. The same must be submitted along with the bid.

SPECIAL NOTE:

1.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with Tender no. and due date to **CGM (Services), Oil India Limited, Rajasthan Project, 2A, Saraswati Nagar, District Shopping Centre, Basni, Jodhpur-342005, Rajasthan** on or before the Bid Closing Date mentioned in the Tender.

- a) Original Bid Security.
- b) Detailed Catalogue.
- c) Any other document required to be submitted in original as per tender requirement.

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in triplicate.

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

3.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. The date for implementation of new system is 12th April 2017 and the requirement of the new DSC will be applicable for the tenders floated on 12th April 2017 onwards. All our current and prospective esteemed bidders are therefore requested to acquire Class III DSC [Organization] along with Encryption Certificate issued by any of the Licensed Certifying Authorities (CA) operating under Controller of Certifying Authorities (CCA) of India as per Indian IT Act 2000. Guideline for getting Digital Signature and other related information are available on the e-tender website www.oil-india.com. The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.

4.0 Encryption certificate is mandatorily required for submission of bid. In case bidder created response using one certificate (using encryption key) and bidder subsequently changes the digital signature certificate then the old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of his response. Once decryption is done, the bidder may use his new DSC certificate for uploading and submission of his offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of DSC certificate, Oil India Limited is not responsible.

5.0 **Two Bid System** shall be followed for this tender and only the price-bids of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

6.0 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response. The “TECHNO-COMMERCIAL UNPRICED BID” shall contain all techno-commercial details except

the prices. **Please note that no price details should be uploaded in Technical RFx Response.**

- 7.0 The "PRICE BID" must be strictly as per the price format provided with the tender documents under "Notes & Attachments" tab of the e-tender on OIL's e-tender portal.
- 8.0 Please refer Annexure-IB for BEC/BRC applicable against this tender. Please ensure compliance to BEC/BRC and submit requisite documentation, failing which offer may be liable for rejection.
- 9.0 Bidder are advised to fill up the Technical bid check list and Response sheet & SRP Checklist as per given format along with the tender documents.
- 10.0 Please refer "**E-Tender User Manual**" document for help on system settings and procedure to upload technical and price bids.
- 11.0 Amendments to the NIT after its issue will be published on OIL's website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.
- 12.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 13.0 Bidders to take special note of the following conditions:
 - 13.1 Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.
 - 13.2 Against Bid Security/EMD/Performance Bank Guarantee – Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.
- 14.0 Attention about GST: Please ignore the details given about the taxes, duties & levies in anywhere in Tender documents which is not applicable now after implementation of GST with effect from 01.07.2017. Others all terms and condition remains same. Referred annexure for GST uploaded under Technical bid.
- 15.0 Bidders to categorically fill up undertaking as per format provided vide Annexure-X and submit the same along with their bid.

Yours faithfully,

OIL INDIA LIMITED

Sd/-

(Bhavik Mody)
Manager (M&C)
Rajasthan Project
Jodhpur, Rajasthan

OIL INDIA LIMITED
 (A Govt. of India Enterprise)
 Rajasthan Project,
 02-A, SARASWATI NAGAR,
 DISTRICT SHOPPING CENTRE, BASNI
 JODHPUR- 342005,
 RAJASTHAN, INDIA

Fax-0291 2727050
 Ph-0291 2727048
 Email: mat_rp@oilindia.in

Tender No. & Date : SJG0398P19 03.02.2019

Tender Fee : INR 0.00 OR USD 0.00
 Bid Security Amount : INR 360,000.00 OR USD 5,030.00
 (or equivalent Amount in any currency)

Bidding Type : Two Bid

Bid Closing On : 09.04.2019 at 11:00 hrs. (IST)
 Bid Opening On : 09.04.2019 at 15:00 hrs. (IST)

Performance Guarantee : Applicable @10% of PO value

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 0C000249	SUCKER ROD PUMP SURFACE UNIT - 4 NOS. Detailed Scope of Work and technical specifications as per Section-I.	4	NO
	Eqpt. Preparation, Inst, Comm & startup		
10	INSTAL & COMMISSIONING	1	AU

Standard Notes: BIDDER shall deliver all the equipment within six months from the date of issue of LOI for Indian bidders and from the date of issue of LC for foreign bidders.

1) The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" bid through electronic form in the OIL's e- Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The "TECHNO-COMMERCIAL UNPRICED BID" is to be submitted as per Scope of Work & Technical Specification of the tender and "PRICED BID" as per the "Price Bid format" attached under "Notes and Attachments" tab.

2) In Technical Bid opening, only Technical Rfx will be opened. Therefore, the bidder should ensure that "TECHNO-COMMERCIAL UNPRICED BID" should contain details as mentioned in the technical specifications as well as BEC/ BRC. No price should be given in above Technical bid otherwise the offer will be rejected. Please go through the help documents in details before uploading the document and ensure uploading of technical bid as per the instructions. The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. The prices of the items should be quoted in Price Bid format" attached under "Notes and Attachments" tab.

3) Bid should be valid for **minimum 120 days** from bid closing date, failing which offer shall be rejected.

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4) The original bid security (Amount is mentioned above and also in Rfx Parameters of the tender in OIL's e-portal) should reach us before bid closing date and time of the technical bid. Bid without original Bid Security will be rejected. The bidders who are exempted from submitting the Bid Bond should attach documentary evidence in the Technical Rfx Response as per clause 9.8 of Section A General Terms and conditions for Global Tender (MM/RP/GLOBAL/E-01/2005). The bid security shall be valid up to **26.10.2019**. Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.

Bidders are requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original Bid security to OIL's order/contract issuing office or upload the same on OIL's e-tender portal.

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 Axis Bank, Jodhpur Branch, IFS Code - UTIB0000057; Swift Code: AXISINBB057. Branch Address - AXIS Bank Ltd, Prince Tower, Near Jaljog Circle, Residency Road, Jodhpur - 342003"

5) Performance Security @10% of order value is applicable against this tender. Please refer clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/RP/GLOBAL/E-01/2005).

Bidders are requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original Performance Bank Guarantee to OIL's order/contract 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 Axis Bank, Jodhpur Branch, IFS Code - UTIB0000057; Swift Code: AXISINBB057. Branch Address - AXIS Bank Ltd, Prince Tower, Near Jaljog Circle, Residency Road, Jodhpur - 342003"

6) PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TECHNICALLY ACCEPTABLE. THE TECHNICALLY ACCEPTABLE BIDDERS WILL BE INFORMED BEFORE OPENING OF THE "PRICED BID".

7) Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for promotion and development of Micro and Small Enterprises. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises(MSE) in the tender is furnished vide General Terms and Conditions for Global Tender (MM/RP/GLOBAL/E-01/2005). Bidders are requested to take note of the same and to submit their offers accordingly.

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8) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

9) General terms and conditions of Global tender (document MM/RP/GLOBAL/E-01/2005) is enclosed.

10) The Integrity Pact is applicable against this tender. Therefore, please attach the Integrity Pact document duly signed along with your quotation as per BRC. The name of the OIL's Independent External Monitor at present are as under:

1. SHRI RAJIV MATHUR, IPS (Retd.),
E-mail : rajivmathur23@gmail.com
2. SHRI SATYANANDA MISHRA, IAS(Retd.)
E-Mail ID : satyanandamishra@hotmail.com
3. SHRI JAGMOHAN GARG, Ex-Vigilance Commissioner, CVC
E-Mail id : jagmohan.garg@gmail.com

11) GST (Goods & Service Tax) will be cost loaded as quoted and in line with provisions of the bidding document. Any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders. For GST clause please refer Annexure-GST.

12) Price should be maintained as per the price format uploaded under "Notes and Attachments" tab only. The price quoted in the as per the price format under "Notes and Attachments" tab will only be considered.

13) Bidders without having E-tender Login ID and Password should complete their online registration at least seven (7) days prior to the scheduled bid closing date and time of the tender. For online registration, Bidder may visit the OIL's E-tender site <https://etender.srm.oilindia.in/irj/portal>

14) Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.

15) MSEs Units (manufacturers/Service Providers only and not their dealers/distributors) who are already registered with District Industry Centers or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of MSME are exempted from payment of Bid Security (EMD) irrespective of monetary limit mentioned in their registration, provided they are registered for the item they intend to quote/participate.

16) For availing benefits under Public Procurement Policy (Purchase preference & EMD exemption), 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). Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Therefore, it is in the interest of such MSE Vendors to furnish a copy of complete certificate to the concerned tender handling officer of OIL at least seven (7) days prior to the scheduled Bid Closing Date of the tender; seeking clarification/confirmation as to whether their registered item is eligible for EMD exemption or not. Late communication in this regard and request for bid closing date extension on that plea shall not be entertained by Company.

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17) Purchase Preference on Local Content is applicable against this tender. Please refer the Special Notes in this document for the applicable clause.

Special Notes : SPECIAL CONDITIONS:

1.0 Payment Terms:

1.1 Advance payment shall not be made by Company to the Bidder against this contract. Company shall release payment to the Bidder as per the following schedule after deducting income tax and liquidated damages etc., as applicable, within 30 days from the date of receipt of undisputed invoices. Payment shall be released in two parts, first part is for supply of material and second part after installation and commissioning as under:

- (a) 70% of supply value shall be released through bank against proof of dispatch along with relevant supporting documents as per the terms of the tender/order.
- (b) Remaining 30% of supply value shall be released along with the Installation & Commissioning charges after successful completion of Installation and Commissioning of the equipment, deducting liquidated damage, if any.

2.0 Liquidated Damages:

2.1 The Bidder shall be liable to pay liquidated damages at the rate of 0.5% per week or part thereof upto a maximum of 7.5% on the value of supply/installation & commissioning, in the event of default by the Bidder as under:

- a) In case of delay in supply beyond the scheduled delivery date, LD will be applicable on supply value.
- b) The bidder has to mobilize their personnel for installation and commissioning within a period of 30 days from the date of notice for the same. In case the bidder is not able to mobilize its personnel within the stipulated period as mentioned (30 days), LD will be applicable on installation and commissioning charges.
- c) In case the bidder, is not able to complete the installation& commissioning of the equipment at company's designated well within 15 days from the start of installation & commissioning because of the fault of the bidder, LD will be applicable on installation & commissioning charges.

3.0 Insurance:

3.1 Bidder must cover all their equipment and manpower with adequate insurance coverage as deemed fit. Company will not assume any responsibility whatsoever in the event of any eventuality to the Bidder's resources during job execution against the contract. Company reserve the right to demand a copy of such insurance coverage/policy for record.

4.0 TAXES: Tax liveable as per the provisions of Indian Income Tax Act 1961 and any other enactment/rules on income derived/payment received against this agreement will be on Bidder's account. The rates agreed and entered in to herein are inclusive of all such taxes, duties and levies, except #GST".

Responsibility to pay GST lies with foreign service provider/Bidder if they are registered in India under GST provisions and responsibility of GST payment lies with Company if foreign bidder is not registered in India under GST provisions.

4.2 Tax will be deducted at source from all payments released to the Bidder, at the specified rate of income tax as per provision of Indian Income Tax Act 1961.

4.3 Bidder shall be responsible for and pay the personnel taxes, income taxes etc., as applicable.

4.4 Bidder shall furnish the Company, if and when called upon to do so, relevant statements of accounts or any other information pertaining to work done under this agreement for submitting the same to the tax authorities, on specific request by them. Bidder shall be responsible for preparing and filing relevant returns within the stipulated time to the appropriate authority.

4.5 Tax clearance certificates shall be obtained by the Bidder from appropriate authorities and shall furnish the same to Company if sought for.

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5.0 Applicable Laws:

Bidder shall ensure full compliance of various Indian Laws and statutory regulations as stated below, but not limited to, in force from time to time and obtain necessary permits/licenses etc. from appropriate authorities for conducting operations under the agreement.

- (a) Mines Act 1952 # as applicable to safety and employment conditions.
- (b) Oil Mines Regulations, 2017
- (c) Workmen's compensation Act, 1923
- (d) Payment of wages Act, 1963
- (e) Payment of bonus Act, 1965
- (f) Contract labour (Regulation & abolition) Act, 1970
- (g) Employees Provident Fund and Family Pension Scheme
- (h) Interstate migrant workmen Act, 1979
- (i) Income Tax Act
- (j) Customs and Excise Act & Rules
- (k) Insurance Act
- (l) Minimum Wages Act, 1948
- (m) Goods & Service Tax Act

Purchase preference policy (linked with Local Content)(PP-LC)

a) Ministry of Petroleum & Natural Gas, Government of India implemented PP-LC Policy to provide Purchase Preference (linked with local content) by notification no. Ref. O-27011/44/2016-ONG-II/FP dtd. 25.04.2017.

b) As per the PP-LC policy, 50% of the tendered quantity would be awarded to the lowest techno-commercially qualified LC (Local Content) manufacturer / supplier which are within the price band of 10% of the L1, subject to matching the L1 price. Bidders seeking Purchase preference (linked with Local Content)(PP-LC) shall be required to meet / exceed the target of Local Content (LC) as per values furnished vide MOPNG notification no. O-27011/44/2015-ONG-II/FP dated 25.04.2017 as on the bid closing date. The remaining quantity will be awarded to L1 (i.e. Non Local Content (NLC) manufacturer / supplier not meeting prescribed LC criteria).

c) In case a bidder is eligible to seek benefits under PP-LC policy as well as Public Procurement Policy for MSEs-Order 2012, then the bidders should categorically seek benefits against only one of the two policies i.e. either PP-LC or MSE policy. If a bidder seeks free of cost tender document under the MSE policy, then it shall be considered that the bidder has sought benefit against the MSE policy and this option once exercised cannot be modified subsequently.

d) Price Break-up: The bidder shall provide break up of "Local component" and "Imported Component" along with their price bid.

e) Such bidders shall furnish following undertaking from the manufacturer on Manufacturer's letter head along with their techno-commercial bid. The undertaking shall become a part of the contract:

"We _____ (Name of Manufacturer) undertake that we meet the mandatory minimum Local Content (LC) requirement i.e. _____ (to be filled as notified at Enclosure I of the policy) for claiming purchase preference linked with Local Contents under the Govt. policy against under tender no. _____."

f) Above undertaking shall be supported by the following certificate from Statutory Auditor engaged by the bidder, on the letter head of such Statutory Auditor (as per the provisions of the aforesaid policy):

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"We _____ the statutory auditor of M/s _____ (name of the bidder) hereby certify that M/s _____ (name of manufacturer) meet the mandatory Local Content requirements of the Goods and/or Services i.e. _____ (to be filled as notified at Enclosure I of the policy) quoted vide offer No. _____ dated _____ against OIL's tender No. _____ by M/s _____ (Name of the bidder).

g) Failure to submission of documents as mentioned in a), b) & c) above will be treated as "Calculation of LC is not verifiable, the value of LC of the said component shall be treated as NIL" and hence will not be eligible for PP-LC.

h) At the time of bidding, the bidder has to confirm in their bid for submission/complying the following in the event of order:

1) In case of procurement of goods under PP-LC, the LC content may be calculated by the supplier and the verification of the procurement of goods, service shall be carried out by a Statutory Auditor engaged by the bidder.

2) The supplier shall provide the necessary local content documentation to the statutory auditor, which shall review and determine the local content requirements have been met, issue a local content certificate to that effect on behalf of procuring company, stating the percentage of local content in the good or service measured.

3) The local content certificate shall be submitted along with each invoice raised. However, the % of local content may vary with invoice while maintaining the overall % of local content for the total purchase of the pro-rata local content requirement. In case, it is not satisfied cumulatively in the invoices raised up to that stage, the supplier shall indicate how the local content requirement would be met in the subsequent stages.

i) A bidder who has been awarded the contract after availing Purchase Preference is found to have violated the LC provision, in the execution of the procurement contract of goods and/or services shall be subject to financial penalty over and above the PBG value prescribed in the contract and shall not be more than an amount equal to 10% of the Contract Price. View this, the supplier shall confirm in their bid for submission of PBG (PBG-PPLC) of 10% of the contract value which shall be valid throughout the execution of the contract(format as provided vide the notification). This PBG-PPLC is in addition to the PBG, which is required to be submitted by the successful bidder as per OIL's general terms & condition. Bidders to provide an undertaking complying to the submission of additional PBG along with their bid, in case of availing PPLC benefit.

j) Bidders should note that PP - LC shall not be available in case of procurement of goods / services falling under the list of items reserved for exclusive purchase from Micro and Small Enterprise (MSEs) or Domestically Manufactured Electronic Products (DMEP).

BG CONFIRMATION

Please 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 to OIL's order/contract 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

Tender No. & Date : SJG0398P19 03.02.2019

The above message / intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Jodhpur Branch, IFS Code - UTIB0000057; Swift Code: AXISINBB057. Branch Address - AXIS Bank Ltd, Prince Tower, Near Jaljog Circle, Residency Road, Jodhpur - 342003.

SECTION-I

SCOPE OF WORK/TERMS OF REFERENCE/TECHNICAL SPECIFICATIONS

INTRODUCTION

OIL INDIA LIMITED (OIL), a premier National Oil Company, is engaged in the business of exploration, production and transportation of crude oil and natural gas for over five decades. It is a Navratna Company under Ministry of Petroleum and Natural Gas, Government of India and the second largest National Oil Company in the country.

Rajasthan Project, one of the projects of OIL, is engaged in exploration and production of Natural Gas from Jaisalmer Basin and exploration of Heavy oil in Bikaner-Nagaur basin within Jodhpur Sandstone of Infracambrian age of Western Rajasthan in India. OIL intends to exploit heavy oil from Baghewala structures with state of the art technology. This document addresses the requirement of equipment & services from a reputed Bidder having adequate knowledge base and past experience in the field of Heavy Oil production.

DEFINITIONS:

COMPANY	Oil India Limited
BIDDER	Organization that supplies the equipment and provides the service according to the Functional Specification.
COUNTRY OF OPERATION	India.
OPERATING AREA	Means the onshore area defined as Baghewala.
MINING LEASE	A legal contract for the right to work in a mine and extract the mineral or other valuable deposits from it under prescribed conditions of time, price, rental, or royalties
NELP	New Exploration Licensing Policy, conceptualized by the Government of India, during 1997-98 to provide an equal platform to both Public and Private sector companies in exploration and production of hydrocarbons with Directorate General of Hydrocarbons (DGH) as a nodal agency for its implementation.
OPERATING ENVIRONMENT	Operating environment is the set of conditions, which the SYSTEM / SERVICE PACKAGE is exposed to during its full life cycle.
FUNCTIONAL SPECIFICATION	Features, characteristics, process conditions, boundaries and exclusions defining the performance of a product or service, including the quality assurance requirements.

SYSTEM PACKAGE	The equipment and the related services identified under the term Electrical Down Hole Heater at the head of the functional specification document and as listed under ‘Appendix A, B & C of the same document.
FULL LIFE CYCLE	The period of time in which the device is fully functional in the well, including its installation and retrieval.
STANDARD OPEARTING PROCEDURE	Step-by-step written procedure that guides personnel to perform an activity safely in a consistent manner.
SCOPE	State scope of document as intention, i.e. what the document intended to achieve.
SHALL	Is used to indicate requirements that MUST be satisfied in order to comply with the Scope of Work.
SHOULD	Is used to indicate requirements that are preferred. BIDDER proposes alternatives shall clearly identify as such and shall be supported with objective evidence.
MAY	Is used to indicate that a provision is OPTIONAL.

ABBREVIATED TERMS:

Term	Definition
ML	Mining Lease
NELP	New Exploration Licensing Policy
LOA	Letter of Award
LOT	Leak off Test
DST	Drilling Stem Testing
BGW	Baghewala
NW	North West
ENE	East North East
WSW	West South West
BHA	Bottom Hole Assembly
ASTM	American Society for Testing and Materials
API	American Petroleum Institute
bbls	Barrels
BHP	Bottom Hole Pressure
BHT	Bottom Hole Temperature
BOD	Basis of Design
PEP	Project Execution Plan

Term	Definition
SOP	Standard Operating Procedure
cp	Centipoise
Deg F	Degree Fahrenheit
IEEE	Institute of Electrical and Electronics Engineers
ISO	International Organization for Standardization
ALARP	As Low As Reasonably Practicable
NACE	National Association of Corrosion Engineers
NEMA	National Electrical Manufacturers Association
OD	Outside Diameter
ID	Inside Diameter
VIT	Vacuum Insulated Tubing
SRP	Sucker Rod Pump
EM	Electric Motor

I.SCOPE

Scope of this document is to provide COMPANY's minimum functional specification requirement of Skid Mounted Sucker Rod Pump surface unit along with gear reducer and Electric motor (prime mover).

The scope of supply is broadly divided into 2 (two) modules:

- **Module 1:** Equipment design, manufacturing and supply of skid mounted Sucker Rod Pump surface unit and accessories, gear reducer and Electric motor (prime mover) & panel
- **Module 2:** Equipment preparation, installation, commissioning and start-up;

II. APPLICABLE DOCUMENTS

BIDDER should follow the industry recognized standards, specifications, codes, regulations and recommended practices listed in the following table. BIDDER shall comply with the latest edition of the listed documents unless otherwise stated.

RECOMMENDED PRACTICES AND INTERNATIONAL STANDARD

Reference (API Standard)	Description
API Spec 5CT	Specification For Casing and Tubing
API Spec 5D	Specification For Drill Pipe

API Spec 4F	Specification For Drilling and Well Servicing Structures
API Bull 5C2	Bulletin On Performance Properties of Casing, Tubing and Drill Pipe
API Spec 7	Specification For Rotary Drilling Equipment
API Spec 8	Specification For Drilling and Production Hoisting Equipment
API Spec 6A	Specifications for valves and wellhead equipment
API Spec 5L	Specification For Line Pipe
Reference (API)	Description
API Spec 5 B	Specification for Threading Gauging
API Bull 5A2	Bulletin On Thread Compounds For Casing, Tubing and Line Pipe
API Spec 13	Specification For Oil Well Drilling Fluid Materials
API Q1	Specification for Quality Program
API Spec 11D2 &D3	Design, design validation, manufacturing and data control, performance ratings, functional evaluation, repair, handling and storage of Progressive cavity pump.
API 11 B	Rod type, Grade and Chemical Properties, Mechanical Properties and Heat Treatment of Sucker Rods and Pony Rods
API 11E	Design of Sucker Rod Pumping (SRP) Unit
API 11A	Oil well Pumps
API 11AX	Specification for Subsurface Sucker Rod Pump Assemblies, Components, and Fittings
API Spec RP 17B	Recommended practice for flexible pipes
API 505	Recommended Practice For Classification of Locations For Electrical Installations at Petroleum Facilities Classified as Class 1, Zone 0, Zone 1 and Zone 2

Reference (API-RP)	Description
API RP 5A&D3	Recommended Practice For Field Inspection of New Casing, Tubing and Plain End Drill Pipe cavity pump.
API RP 5C/C1	Recommended Practice For Care and Use of Casing and Tubing
API RP 11S5/API RP 11 S6	TEC line Cable
API RP 13F	Bulletin On Oil Gas Well Drilling Fluid Chemicals
API RP 54	Recommended Practices For Safety and Health For Oil and Gas Well Drilling and
API RP 59	Recommended Practices For Well Control Operations
API RP 44	Recommended practice for sampling petroleum reservoir fluids
API RP 520	Recommended practice for sizing, selection and installation of pressure relieving devices.

API RP 521	Recommended practice for pressure relieving and depressurizing systems
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Reference (ASTM)	ASTM Specifications
ASTM A370	Standard Method and Definitions for Mechanical Testing of Steel
ASTM E18	Standard Test Methods for Rockwell Hardness and Rockwell Superficial Hardness of
ASTM E317	Practice for Evaluating Performance Characteristics of Ultrasonic Pulse-Echo Testing
ASTM E428	Standard Practice for Fabrication and Control of Metal, Other than Aluminum Reference, Blocks used in Ultrasonic Examination
ASTM D1418	Standard Practice for Rubber and Rubber Lattices
ASTM A 751	Methods, Practices and Definitions fo Chemical Analysis of Steel
ASTM D 395	Test Methods for Rubber Property- Compression Set
ASTM D 471	Standard Test Method for Rubber Property – Effect of Liquids
ASTM D 412	Standard Test Methods for Vulcanized Rubber and Thermoplastic Elastomers.
ASTM D 2240	Test Methods for Rubber Property- Durometer Hardness

Reference (NACE)	Description
NACE TM-01-77	Laboratory Testing of Metals for Resistance to Specific Forms of Environmental
NACE MR-01-75	Sulphide Stress Cracking Resistance Metallic Material for Oilfield

Reference (IS)	Description
ISO 14310	Petroleum and gas Industries – Down hole Equipment – Packers and bridge plugs
ISO 11960	Specification for Casing & Tubing
ISO TS29001	Petroleum, petrochemical and natural gas industries Sector-specific, Quality Management systems Requirements for product and service supply organizations
ISO 15156 part 1,2 and 3	Petroleum and natural gas industries - Materials for use in H2S-containing environments in oil and gas production
ISO 15136 Part 1	Petroleum and natural gas industries – Progressive Cavity Pumps Systems for Artificial Lift – Part 1: Pumps
ISO 15136-2 Part 2	Petroleum and natural gas industries – Progressive Cavity Pumps Systems for Artificial Lift – Part 2: Surface Drive Systems

NOTE: The above list is not intended as being fully exhaustive and as such the BIDDER shall comply with any other applicable Specifications, Standards or Codes in consultation with COMPANY.

III. RESERVOIR/ROCK MATRIX/PETROPHYSICAL CHARACTERISTICS:

Description	Parameters	Value
Reservoir Parameters	Reservoir Depth	1050 – 1300 m (Vertical)
	Pay Thickness	5 – 23 m
	Bottom Hole Pressure	1600 psi @ 1100m at BGW structure and 1044 psi @ 1190m in neighboring Punam Structure
	Bottom Hole Temperature	50C – 52C
Rock Matrix Characteristics	Porosity	18 – 20%
	Permeability	<1000 MD
Petro-physical Characteristics	°API	14 – 18 API
	Pour Point(°C)	21 – 27 deg
	Sp. Gravity	0.9679 – 0.9229
	Viscosity (cp)	Approx 11000 cp at 50 deg C

IV. HSE DESIGN GUIDELINE

The design shall follow a process in which significant risks to Health, Safety and the Environment are identified and assessed in the initial design phase.

Inherent safety, control and recovery measures, necessary to reduce risks to ALARP levels, shall be determined and thereafter incorporated in the design, the measures chosen to achieve ALARP HSE risk levels shall be suitable for implementation during the detailed design phase and capable of being maintained during the operational phase.

Hazards and effects studies shall be carried out during the initial phase to provide early design input information. This approach aims to maximize the opportunities for risk reduction offered by a pro-active HSE consideration in design rather than by retrospective HSE review and subsequent design changes. Adopting this approach will create opportunities to minimize and / or eliminate HSE related cost and schedule impacts.

HSE activities during the design process shall focus on the identification of HSE risks and the hazards and effects that generate them. Risk management shall be by control (threat barriers) and recovery (mitigation and emergency response) measures, to ALARP risk levels.

The design, as well as being pro-active in the use of outputs from hazards and effects studies (HAZIDs and HAZOPs), shall use the application of appropriate engineering experience, judgment and applicable codes and standards to achieve the highest practicable reductions in risks to health, safety and the environment.

V. RESPONSIBILITY

GENERAL

BIDDER is responsible for the compliance with the requirements set forth in this document. In no way does this specification relieve the BIDDER from his obligation to meet all the relevant Director General of Mines & Safety Standards, India (DGMS), Industry recognized Recommended Practices, practical rules and local authority regulations wherever applicable.

Nothing in this COMPANY's functional specification shall relieve the BIDDER from the responsibility of performing, in addition to the requirements of this specification, such analysis, tests, inspections, and other activities that he considers necessary to ensure that the product, material and workmanship are fully satisfactory for the service intended.

BIDDER shall provide a written warranty for the equipment components and all the related accessories/miscellaneous equipment required to perform the job. Bidder has to conform to the quality requirement of ISO 15136.

Bidder has to provide **skid mounted** Sucker Rod Pumping Unit along with accessories as detailed below and provide performance curve for the desired model provided along with the product.

The units will be used in both vertical well and horizontal wells. The wells details for the proposed wells are :

1. Vertical: Casing Size: 7 inches, 29 PPF; Well Head: 5000 PSI X-Mass Tree.; Bottom Hole Temperature 45-55 Deg C; item will be used in new vertical wells to be drilled. The perforation will be at around 1050-1200 m and the depth will be around 1100 to 1300 m (approx.). Tubing to be used L 80 / VIT (2 7/8" inner, 4 1/2" outer) tubing of Size: 73 mm (2.7/8") O.D.; Weight: 9.52 - 9.67 Kg. per Mtr. (6.4 - 6.5 PPF); Drift diameter: 59.61mm (2.347 inch); Grade: 13% Cr L80; Ends: Premium connections.
2. Horizontal well: The well profile will be of four stage casing policy: Conductor, Isolation, Intermediate Isolation and Horizontal Casing. The intermediate Isolation section will land horizontally in the reservoir segment. The horizontal section will be of 400m and cased with Slotted Liner for sand control purposes. Thermal well completion is planned aiming Cyclic Steam Injection. The items will be used in new horizontal wells and the approximate production potential is estimated at 100-150 bbls per day. Expected Flowing Well head pressure is hydrostatic and temperature is ambient temperature. The approximate MD depth is around 1800-1850 meters against TVD of 1200 meters. The well will be completed with Artificial lift assistance and continuous chemical injection, at toe of the liner, hanger. Electric down hole heater will also be used during cold production. Bidder has to design and fabricate the unit for the horizontal well. Tentative Well diagram:

15. Inverted Double Packed Stuffing Box; Working Pressure: 3000 psi, API Thread, High Temperature (To withstand temperature upto 340 deg C)

The requirements and guidelines for the design and rating of beam pumping units for use in the petroleum and natural gas industry should be as per *API Spec. 11E*. The beam pumping unit should have features of reliable performance, simple structure, easy to operate and maintain, mature in technology. Finite Element Analysis (FEA) should be used in key component design, for its stabilized performance, and high reliability. Bidder to provide details of the same. The entire machine should feature simple operation and maintenance and extended service life.

The BIDDER should design the unit based on details of well details and crude rheology. Also bidder to ensure that the unit conform to the specification. The unit will be used in wells where Cyclic Steam Stimulation is proposed and steam will be injected at a temperature of 340deg C and at a pressure of 2400 psi.

Bidder also to consider the fact that the viscosity of the oil is very high. Bidder has to design the gear configuration (gear reducer) in such a way that the SPM is reduced to 3. Reducers should be driven by double-arc symmetrical split or involute herringbone wheels that are properly sealed and distinguished with low noise, smooth operation, reliable and durable service.

The structural bearing should be accompanied with Spherical washers added to Counter Balance (CB) to eliminate bolt bending.

Bidder should have the authorization to use Official API Monogram.

The motor to be used in the unit should be flameproof and as per required safety standards and PESO approved. BIDDER shall provide EM with adequate torque to suitably start, accelerate and operate the driven equipment i.e. SRP system. In addition, EM shall be sized to provide sufficient torque to start and accelerate the driven load at 80% Voltage.

EM enclosure shall withstand, without any damages, all stresses that can occur during starting, normal operation, sudden stop, short circuit and, where applicable, reacceleration in phase opposition with the residual voltage. The EM enclosure shall be in full compliance with IEC 60034-5.

EM housing shall be made of cast iron. Junction Box and end bells shall be made of cast iron or fabricated steel. The materials used for windings, rotor bars and end rings shall be copper. Asbestos, asbestos-containing materials and polychlorinated biphenyls (PCBs) shall not be used. All electrical components shall be designed for desert environment. All equipment and component materials shall be new and unused. EM should be accompanied with required cables of length 400 mts to connect to the panel.

EM bearing housing shall be provided with covers or end caps which are readily removable or can be backed off without dismantling the EM. In addition, the grease fitting and relief plug shall be located as to ensure complete lubrication of the bearing rolling element. Bearing shall be selected to have a rated life of 44,000 hrs (i.e. five (5) years), calculated in accordance with ISO R281.

The direction of Rotor rotation shall be indicated on the non-driving end by means of permanently marked arrow. Painted arrow will not be acceptable. Cooling fans shall be made of 'non-sparking' material.

EM name plate shall be stainless steel or aluminium, fixed to a non-removable part of the Motor enclosure with stainless steel screws. EM name plate shall conform to IEC-60034-1 standard. The EM will be placed at a distance of around 45 mts from the wellhead. Proper cables of length 90 mts should be considered. Proper start up panel for the motor should be provided.

VII. SPECIAL NOTES:

1. The bidders shall submit technical catalogue/maintenance manual along with the offer.
2. Manufacturer's guarantee I warranty of the product for a period of eighteen (18) months from the date of dispatch or twelve (12) months from the date of receipt whichever is earlier shall be submitted along-with the offer.
3. The bidder shall confirm that the supplied items will be new, unused and free from all defects.
4. Packing shall be adequate to avoid transit damages.
5. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.
6. Offers shall be complete in all respects and all the items/equipment as specified in the tender must be included in the package. Offers deemed to be incomplete shall be liable for outright rejection.
7. Bidder has to provide equipment manual in three sheets for the surface unit. Also operation & maintenance manual should be provided (soft & hard copy).

VIII. DELIVERY CONDITIONS

The Equipment shall be packed in robust boxes. On the package outside surface the following information shall be clearly indicated:

- Supplier's name;
- Assembly Part Number;
- Product name/type/model;
- Purchase Order number;
- Material description (i.e. steel grade and metallurgy);
- Assembly drawings reference number;
- Instruction/Manual/Technical Data Sheet reference number (these documents shall be handed over to the appointed COMPANY representative);

Equipment shall be suitably protected against corrosion during transit and storage for a period of one (1) year under standard storage conditions.

BIDDER shall advise for any precaution during handling and removal of the coating material, in particular regarding disposal procedure.

Threads shall be protected with plastic blanked off thread protectors. The type requested is “Closed End Lifiable” manufactured in compliance with the ISO 11960 Annex-I. The thread protectors shall be obtained from molten plastic material reinforced with steel element, and shall have a pinhole for ventilation.

A long-term environmental protective thread compound shall be applied to the all Equipment threads (e.g. Sucker Rod string) in order to prevent corrosion, pitting etc. while in transit and for a period of one (1) year standard storage conditions.

DELIVERY PERIOD

BIDDER shall deliver all the equipment within **six** months from the date of issue of LOI for Indian bidders and from the date of issue of LC for foreign bidders.

IX. MODULE 2: Equipment preparation, installation, commissioning and start-up;

BIDDER shall unpack, clean, prepare, carry out all the necessary test before installation, commissioning and Start-up. Applicable Charges during installation and commissioning are as under:

BIDDER shall submit a detailed ‘step-by-step’ preparation and installation procedures of SRP unit.

BIDDER undertakes the responsibility to install, commissioning and start-up the equipment at the COMPANY designated wells. Installation will be considered complete when the unit runs minimum 60 hours without any breakdown (continuous operation).

The BIDDER’s Supervisor will be fully responsible for the onsite equipment preparation and installation in full compliance with the agreed and accepted Standard Operating Procedure (SOP) in liaison with COMPANY representatives. Upon job completion the BIDDER Supervisor shall prepare a complete post installation report in the format previously agreed and accepted by COMPANY.

BIDDER’s personnel are required to carry out the assigned activities (installation & commissioning) and shall mobilize their personnel for Installation and Commissioning of the equipment on receipt of ‘call out’ notice from the COMPANY after receipt of equipment within a period of three months.

No additional cost shall be paid by the COMPANY in the event of re-installation of the equipment due to fault of the equipment. BIDDER shall install and start-up the equipment to the satisfaction of the COMPANY.

Installation & Commissioning for the units is at the sole discretion of the Company.

Bidder to provide details of foundation for the unit if any in advance so that OIL will make it ready at site for installation and commissioning. The same will be to OIL's account.

APPLICABLE CHARGES

Installation, commissioning and start-up charges shall be paid on lump-sum basis. The charge shall include cost of manpower, material and equipment, including conveyance, required for preparation, installation and commissioning of Equipment. Required Rig service shall be provided by the COMPANY.

BIDDER PERSONNEL FOOD AND ACCOMODATION

COMPANY shall provide food and accommodation to BIDDER Personnel at COMPANY Well site during installation and commissioning of the equipment (Module-II) without any charge.

BIDDER PERSONNEL

The Bidder shall provide competent personnel to ensure trouble free operation, as appropriate, but without limitation to the following on round the clock basis.

The bidder has to mobilize their personals for installation and commissioning within a period of 30 days from receipt of notice for the same by the Company.

The BIDDER's Installation and Commissioning Supervisor and the team member should have minimum two (2) years of experience in the relevant field.

Bidder has to complete successful completion of installation and commissioning of each unit at company's designated well within a period of 7 days from the start of installation and commissioning in each well.

BIDDER personnel should be conversant with the relevant safety practices.

Transportation to and fro from COMPANY well site to BIDDER Base office shall be responsibility of the BIDDER.

X.SAFETY, HEALTH and ENVIRONMENT:

BIDDER shall comply with applicable environmental laws, statutory regulations as applicable to Oil Mines in India.

The BIDDER shall provide all its personnel to be deployed during installation and commissioning of the equipment (Module-II), with Personal Protective Equipment as per international practice, which may include, as appropriate, but without limitation the following:

- Safety Helmet
- 100% cotton or fire proof overalls
- Safety Foot ware
- Safety Goggles
- Other PPE, including gloves, hearing protection etc.

TECHNICAL CHECK LIST

SL. NO.	Technical Criteria	Indicate confirmed with details where required	Indicate corresponding page of Unpriced bid for details
1	Confirm that the product offered strictly conform to the technical specifications.		
2	Surface Unit Details and Model		
3	Power Source		
4	Max stroke Length		
5	Well LIFTING Capacity		
6	Valid API Certificates for SRP Surface Unit rods		
7	Authorization to use Official API Monogram		
8	Motor details		
9	Country of Origin		
10	Motor details		
11	Metallurgy; whether all metal		
12	Specification of Pump; details		
13	Delivery Period		
14	Past Purchase Order details including PO copies and invoices provided		
15	Weight of One unit		

BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA(BRC)
FOR SRP SURFACE UNIT

In addition to the General Terms and Conditions for Global Tender, the following BEC / BRC criteria will be applicable against this tender:

The bids shall conform to the specifications, terms and conditions given in the tender. Bids shall be rejected in case the item(s) offered do not conform to technical specifications and to the respective international / national standards wherever stipulated.

Notwithstanding the general conformity of the bids to the stipulated specifications, and terms & conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected. All the documents related to BEC / BRC must be submitted along with the technical bid.

A. BID REJECTION CRITERIA (BRC):

1.0 BRC TECHNICAL:

- 1.1 The bidder can be an Original Equipment Manufacturer (OEM) or shall be an authorized agent / dealer / distributor/supply house of an Original Equipment Manufacturer of the tendered item(s) having valid authorization letter/dealership certificate with warranty/guarantee back up from the principal (OEM). However, the bidder should have experience of Design, manufacturing, supply and installation of the SRP Surface Unit as specified in Broad scope work of the tender document.
- 1.2 In case the bidder is an Original Equipment Manufacturer of the tendered item(s), the bidder shall have experience of successful execution of past supply for minimum 2 nos. of SRP Surface Unit, against valid purchase order / contract awarded in last 5 years preceding the original bid closing date of the tender to upstream, midstream and downstream Oil & Gas Industry or Service Provider to an E&P company, either by themselves or through their Dealer / Distributor / Agent for their own (OEM) products.
 - 1.2.1 In case the bidder is an authorized agent /dealer /distributor /supply house, a) The OEM (principal) shall fulfil the experience criteria mentioned in clause 1.2 mentioned above. B) b) Additionally, the bidder himself shall have experience of successful execution of past supply for minimum 2 nos. of SRP Surface Unit, against valid purchase order / contract awarded in last 5 years preceding the original bid closing date of the tender to upstream, midstream and downstream Oil & Gas Industry or Service Provider to an E&P company, provided either from the same OEM (principal) or from any other OEM.

(Note: Documents establishing successful execution as above must be submitted along with the techno-commercial bid. These documents should be in the form of duly attested copies of contracts / work orders /

completion certificates / payment certificates / Bill of Lading / Delivery Challan / Commercial Invoice etc. issued by clients, failing which offer will be rejected.)

- 1.3 Bidder should confirm to provide services of adequately qualified and trained/experienced key-manpower for intended work as specified under Para IX, Module-2 of Section-I-SOW.
- 1.4 Bids which do not include supply of all the materials/jobs mentioned in the tender document will be considered as incomplete and rejected.
- 1.5 The Original Equipment Manufacturer of the tendered item(s) shall be holding relevant API certificate(s) with continuous validity for 5 years preceding original bid closing date of the tender, and copy of relevant API certificate(s) shall be submitted along with the technical bid. Copy of relevant API Certificate(s) of the OEM shall be submitted by the Bidder along with the technical bid without which offer will be rejected. For this Bidder should submit the latest Valid API Certificate(s) along with all the past API Certificate(s) to meet the above criterion.

2.0 FINANCIAL CRITERIA:

- 2.1 The bidder shall have an annual financial turnover of minimum INR 90 Lakh Or US\$ 125,680.00 during any of the preceding 03 (Three) financial/accounting years reckoned from the original bid closing date, irrespective of whether their bid is for all the tendered items or not.
- 2.2 "Net Worth" of the bidder should be positive for the financial/accounting year just preceding to the original Bid Closing Date of the Tender.
- 2.3 Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial/accounting year are not available with the bidder, then the financial turnover of the previous three financial/accounting years excluding the preceding financial/accounting year will be considered. In such cases, the Net worth of the previous financial/accounting year excluding the preceding financial/accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year has actually not been audited so far'.

Note:

- a) For proof of Annual Turnover & Net worth any one of the following document 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 ANNEXURE.

OR

- ii) Audited Balance Sheet alongwith Profit & Loss account. In case of foreign bidders, self-attested/digitally signed printed published accounts are also acceptable.
 - 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.
- 2.4 In case the Audited Balance Sheet and Profit & Loss Account submitted along with the bid are in currencies other than INR or US\$, the bidder shall have to convert the figures in equivalent INR or US\$ considering the prevailing conversion rate on the date on which the Audited Balance Sheet and Profit & Loss Account is signed. A CA certificate is to be submitted by the bidder regarding converted figures in equivalent INR or US\$.

3.0 COMMERCIAL CRITERIA:

- 3.1 Bids are invited under **Single Stage Two Bid System**. Bidders shall quote accordingly. **Price/Cost details should not be furnished in the Technical (i.e. Unpriced) bid.** The “Unpriced Bid” shall contain all techno-commercial details except the prices/rates, which shall be kept blank. The “Price Bid” must contain the price schedule and the bidder’s commercial terms and conditions. Bids not complying with above submission procedure shall be rejected outright without any further reference.
- 3.2 The prices offered shall have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.
- 3.3 Bids received in physical form against online invitation through e-portal shall be rejected (except the documents specifically called for in hard copies, if any). Similarly, Bids received after the bid closing date and time shall be rejected. Also, modifications to bids received after the bid closing date & time shall not be considered.
- 3.4 Bids containing incorrect statement shall be rejected.
- 3.5 Validity of the bid shall be minimum **120** days from the date of Bid closing. Bids with lesser validity shall be rejected.
- 3.6 **Bid Security in ORIGINAL** shall be furnished by the Bidder as a part of their TECHNICAL BID. The amount of Bid Security and its validity shall be as specified in the Bid Document. **Any bid not accompanied by a proper bid security in ORIGINAL shall be rejected without any further consideration.** A bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender.

For exemption for submission of Bid Security please refer Bid security clause under Amendments of “General Terms & Conditions” for E-procurement (ICB Tenders).

- 3.7 Successful bidder shall be required to furnish a Performance Security equivalent to ten percent (10%) of total evaluated value of the Purchase Order. Bidders should undertake in their bids to submit Performance Security as stated above
- 3.8 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 called for in the Tender.
 - (b) Original Bid Security not received within the stipulated date & time mentioned in the Tender.
 - (c) Bid Security with (i) validity shorter than the validity called for in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.
 - (d) In case the Party refuses to sign Integrity Pact.
- 3.9 Bidder must 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) Guarantee of material
 - iii) Arbitration / Resolution of Dispute
 - iv) Force Majeure
 - v) Applicable Laws
 - vi) Performance Security

B. BID EVALUATION CRITERIA:

The bids conforming to the specifications, terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria shall be considered for further evaluation as per General Terms and Conditions for Global Tender and the Bid Evaluation Criteria given below:

- 1.0 The evaluation of bids shall be done as per the Price Bid Format (SUMMARY) provided in the Tender / e-tender portal.
- 2.0 If there is any discrepancy between the unit price and the total price, the unit price shall prevail and the total price shall be corrected accordingly. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- 3.0 For conversion of foreign currency into Indian currency, B.C. selling (Market) rate declared by State Bank of India, one day prior to the date of price bid opening shall be considered. However, if the time lag between the opening of

the bids and final decision exceed 3(three) months, then B.C. Selling(Market) rate of exchange declared by SBI on the date prior to the date of final decision shall be adopted for conversion and evaluation.

- 4.0 To ascertain the inter-se-ranking, bid prices shall be converted into Indian Rupees and the comparison of responsive bids shall be made strictly as per online Price bid format, subject to corrections / adjustments, if any.
- 5.0 Other terms and conditions of the enquiry shall be as per General Terms and Conditions for Global Tender. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BEC / BRC) mentioned here contradict the Clauses in the General Terms & Conditions of Global Tender of the tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.

&&&&&&&&&

ANNEXURE

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 upto(as the case may be) are correct.

YEAR	TURN OVER In INR (Rs.) Crores / US \$ Million)*	NET WORTH In INR (Rs.) Crores / US \$ Million)*

*Rate of Conversion (if used any): USD 1.00 = INR.....

Place:

Date:

Seal:

Membership No. :

Registration Code:

Signature

* Applicable only for GLOBAL tenders.

**Format of undertaking by Bidders towards submission of authentic information/documents
(To be typed on the letter head of the bidder)**

Ref. No _____

Date _____

Sub: Undertaking of authenticity of information/documents submitted

Ref: Your tender No. _____ **Dated** _____

To,
The HOD-Materials
Materials Deptt,
OIL, Duliajan

Sir,

With reference to our quotation 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)

BID SECURITY FORM

TO,
OIL INDIA LIMITED
RAJASHTAN PROJECT,
JODHPUR - 342005
RAJASTHAN, INDIA

Whereas (hereinafter called 'the Bidder') has submitted their Bid No. dated..... against OIL INDIA LIMITED, JODHPUR, RAJASTHAN, INDIA (hereinafter called the Purchaser) 's tender No..... for the supply of

..... (hereinafter called 'the Bid') KNOW ALL MEN by these presents

That weof

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 thisday 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 securityor
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/cable) 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

- 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 Bank

PERFORMANCE SECURITY FORM

TO,

OIL INDIA LIMITED
RAJASHTAN PROJECT,
JODHPUR - 342005
RAJASTHAN, 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 by a recognized Bank for the sum specified therein as security for compliance with the Seller's performance obligation in accordance with the Contract.

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

THEREFORE we hereby affirm that we are Guarantors on 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

SJG0398P19 - PRICE BID FORMAT**(A) FOREIGN BIDDER :**

Srl. No.	DESCRIPTION	Qty.	Unit	Unit Rate (currency)	Total Value (currency)
1	SRP UNIT including Equipment design, manufacturing and supply of the Sucker Rod Pump surface unit along with stuffing box, pumping tee, gear reducer and Electric motor (prime mover)	4	Nos.		
2	Packing & FOB Charges				
3	FOB Value (1+2)				
4	Ocean Freight Charges up to Kolkata, India				
5	Insurance Charges@0.5 % of Total FOB Value vide (3) above				
6	Banking Charges @ 1 % of Total FOB Value vide (3) above in case of payment through Letter of Credit. If confirmed L/C at buyer's account is required, 1.5% of Total FOB Value will be loaded)				
7	CIF Value (3+4+5+6)				
8	IGST on (7)				
9	CIF+GST Landed Value (7+8)				
		Qty.	Unit	Unit Rate (currency)	Total Value (currency)
10	Equipment preparation, installation, commissioning and start-up;	1	AU		
11	GST on (12)				
12	Total value in Figures (9+10+11)				
13	Total value in words				
14	Gross Weight of total consignment :				
15	Gross Volume of total consignment				

(B) INDIGENOUS BIDDER :

Srl. No.	DESCRIPTION	Qty.	Unit	Unit Rate (excluding GST) (currency)	Total Value (excluding GST) (currency)	GST Component	Total value (currency)
1	SRP UNIT including Equipment design, manufacturing and supply of the Sucker Rod Pump surface unit along with stuffing box, pumping tee, gear reducer and Electric motor (prime mover) + Packing & Forwarding and TPI charges	4	No.				
2	Total FOR Despatching Station value						
3	Inland freight Charges up to Hamira Godown, Jaisalmer						
4	GST on (3)						
5	Insurance Charges@ 0.5 % of (2) inclusive of GST						
6	Total FOR Hamira, Jaisamer Value (2+3+4+5)						
		Qty.	Unit	Unit Rate (excluding GST) (currency)	Total Value (excluding GST) (currency)	GST Component	Total value (currency)
7	Equipment preparation,	1	AU				

	installation, commissioning and start-up;						
8	Total value in Figures (6+7)						
9	Total value in words						
10	Gross Weight of total consignment :						
11	Gross Volume of total consignment						
12	Import Content						
13	HSN / SAC code for the above quoted items						

Comparison of Offers:

1.0 When only foreign bidders are involved:

Comparison will be done on Total value vide Sl. No. 12.

2.0 When both foreign & Domestic bidders are involved:

Comparison will be done on total value vide Sl. No. 12 of foreign bidder and total value obtained by addition of Sl. No. 3 + total currency value under Sl. No. 7 of domestic bidder.

3.0 When only domestic bidders are involved:

Comparison will be done on Total value vide Sl. No. 8 of Domestic bidder.

Note:

1. Domestic bidders must quote inland freight charges up to **Hamira store, Jaisalmer (Rajasthan)**, In case bidder fail to quote inland freight charges, highest freight quoted by domestic bidder (considering prorated distance) against this tender shall be loaded to their offer for comparison purpose.

2. The items covered under this enquiry shall be used by OIL in the PEL/ML areas issued/renewed after 01/04/99 and hence, applicable Customs Duty for import of goods shall be ZERO. However, GST@ %5 shall be applicable. GST@ 5% shall be applicable for Indigenous bidders also under deemed export benefit.

3. Other clauses shall be applicable as per **MM-RP-GLOBAL-E-01-2005** and Goods & Service Tax clauses as per GST CLAUSE (ANNEX.-GST) uploaded in Tender.
4. If any of the Clauses of this tender document contradict the Clauses of the **booklet MM-RP-GLOBAL-E-01-2005** for E-procurement (ICB Tenders) elsewhere; those in this tender document shall prevail.