

## FORWARDING LETTER

M/s \_\_\_\_\_  
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Sub: Tender No. **CDG3096P20** for Engineering Procurement and Construction (EPC) services for setting up a Gas Engine Generator (GEG) based Power Plant having 3 Sets of GEGs of capacity 10MW (approx.) each, at Duliajan Power Station, Assam.

Dear Sirs,

- 1.0 OIL INDIA LIMITED (OIL), a “Navaratna” Category, Government of India Enterprise, is a premier oil Company engaged in exploration, production and transportation of crude oil & natural gas with its Headquarters at Duliajan, Assam. Duliajan is well connected by Air with nearest Airport being at Dibrugarh, 45 km away.
- 2.0 In connection with its operations, OIL invites International Competitive Bids (ICB) from competent and experienced Contractors through OIL’s e-procurement site for EPC services for setting up a Gas Engine Generator (GEG) based Power Plant having 3 Sets of GEGs of capacity 10 MW (approx.) each, at Duliajan Power Station, Assam against replacement of the existing 2 x 14.45 MW Gas Turbine Generators. One complete set of this Tender Document for hiring of above services is uploaded in OIL’s e-procurement portal. You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through OIL’s e-procurement portal. For your ready reference, few salient points of the Tender (covered in detail in the Bid Document) are highlighted below:-

(i)	E-Tender No.	:	<b>CDG3096P20</b>
(ii)	Type of Bidding	:	Online-Single Stage-Two Bid System
(iii)	Tender Fee	:	Not Applicable
(iv)	Period of Sale	:	Not Applicable
(v)	Bid Closing Date & Time	:	As mentioned in Online E-tender portal
(vi)	Technical Bid Opening Date & Time	:	As mentioned in Online E-tender portal

(vii)	Price Bid Opening Date & Time	:	Will be intimated only to the eligible/qualified Bidders nearer the time.
(viii)	Bid Submission Mode	:	Bids must be uploaded online in OIL's E- procurement portal
(ix)	Bid Opening Place	:	Office of GM-Contracts Contract Department, Oil India Limited, Duliajan -786602, Assam, India
(x)	Bid Validity	:	120 days from date of Bid Closing
(xi)	Mobilization Time	:	As defined in the tender
(xii)	Bid Security Amount	:	Rs. 141.50 Lakhs or US\$ 2,02,000.00
(xiii)	Bid Security Validity	:	<b>31.12.2020</b>
(xiv)	Original Bid Security to be submitted	:	Office of CGM- CONTRACTS, CONTRACTS DEPARTMENT, OIL INDIA LIMITED, DULIAJAN, ASSAM-786
(xv)	Amount of Performance Security	:	<b>10%</b> of the Estimated Total Contract value for the LSTK Contract. For the <u>Maintenance Service</u> separate PBG @ <b>10%</b> of Annualized Contract value.
(xvi)	Validity of Performance Security	:	Up to 15 months from date of completion of LSTK contract and 3 months beyond the completion of Maintenance Service
(xvii)	Duration of the Contract	:	<u>Main LSTK-EPC work</u> : <b>22 (Twenty-two months) Months</b> from the date of issue of Mobilization Notice after Issuance of LOA. <u>Maintenance Service</u> : 12 Months + 24 Months (extendible by 12 months)
(xviii)	Quantum of Liquidated Damage	:	Refer clause No. 18.0 of General Conditions of Contract and clause 16.04.00 in Part-3 Section-II, Doc. No. 18210-FND-SPC-G-0001G-0 : Lead Technical Specification
(xix)	Integrity Pact	:	Must be digitally signed & uploaded along with the Techno-commercial Bid.

(xx)	Bids to be addressed to	:	CGM-Contracts, Contract Department, Oil India Limited, Duliajan-786602, Assam, India.
<del>(xxi)</del>	<del>Pre Bid Conference</del>	<del>:</del>	<del>Tentatively scheduled on 18<sup>th</sup> &amp; 19<sup>th</sup> December 2019.</del>
<del>(xxi)</del>	<del>Last date of receipt of Queries</del>	<del>:</del>	<del>14.12.2019 (Queries received after above date will not be entertained)</del>

3.0 INTEGRITY PACT: The Integrity Pact must be uploaded in OIL's E-procurement portal along with the Technical Bid digitally signed by the same signatory who signed the Bid i.e. who is duly authorized to sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit the Integrity Pact, their bid shall be rejected straightway. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who signs the Bid.

#### 4.0 GUIDELINES FOR PARTICIPATING IN OIL'S E-PROCUREMENT:

- 4.1 To participate in OIL's E-procurement tender, bidders should have a legally valid digital certificate of Class 3 with Organizations Name and Encryption certificate as per Indian IT Act from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India (<http://www.cca.gov.in>). Digital Signature Certificates having "Organization Name" field as "Personal" are not acceptable.
- 4.2 Digital Signature Certificate comes in a pair of Signing/verification and Encryption/decryption certificate. Bidder should have both the Signing/verification and Encryption/Decryption certificate for Signing and encryption, decryption purpose respectively. The driver needs to be installed once, without which the DSC will not be recognized. While participating on e-Tendering the DSC token should be connected to your system.
- 4.3 Encryption certificate is mandatorily required for submission of bid. In case bidder created response with one certificate (using encryption key) and bidder change his Digital Signature Certificate then old certificate [Used for encryption] is required in order to decrypt his encrypted response for getting the EDIT mode of the response. Once decryption is done, bidder may use new DSC certificate for uploading and submission of their offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of the certificate, OIL INDIA LTD is not responsible.
- 4.4 Bidders must have a valid User ID to access OIL's e-Procurement site for submission of bid. Vendors having User ID & password can purchase bid documents on-line through OIL's electronic Payment Gateway. New vendor shall obtain User ID & password through online vendor registration system in e-portal and can purchase bid documents subsequently in the similar manner.
- 4.5 Parties, who do not have a User ID, can click on Guest login button in the E-portal to view and download the available open tenders. The detailed guidelines are available in OIL's e-procurement site (Help Documentation). For any clarification in this regard, bidders may contact E-Tender Support Cell at Duliajan at [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in), Ph.: 0374- 2807178/4903.

## 5.0 **PRE-BID CONFERENCE:**

~~5.1 A Pre Bid Conference is planned to be held on 18<sup>th</sup> & 19<sup>th</sup> December, 2019 at Assam to explain the requirements of Company in details to the interested prospective Bidders and to understand bidders' perspective including exchange of views/clarifications, if any, on the Scope of Work, Bid Rejection/Bid Evaluation Criteria and other terms & conditions of the Tender. **The parties who are shortlisted to participate in the tender shall only be allowed to participate in the Pre Bid conference.** For details of the venue, bidders may contact GM Contracts, Oil India Ltd., P.O. Duliajan 786602, Phone: +91374-2808665/2800548, Fax# (91)374-2803549, E-mail: [contracts@oilindia.in](mailto:contracts@oilindia.in).~~

~~5.2 Maximum two (2) representatives from each prospective Bidder, who purchased the tender document, shall be allowed to participate in the pre bid conference. All costs associated to attend the pre bid conference by their representatives shall be borne by the interested Bidders.~~

~~5.3 The prospective bidders shall submit their queries/clarifications against the tender through E mail/Courier addressed to GM Contracts, Oil India Ltd., Duliajan 786602, Assam and such queries must reach OIL's office at Duliajan latest by 14.12.2019. OIL shall provide clarifications to only those queries received within this date. Queries/ Clarifications against the tender received beyond 14.12.2019 will not be entertained and replied. OIL will not be responsible for non receipt or late receipt of any bidder's query in OIL's office.~~

~~5.4 However, clarifications/exceptions/deviations, if required any, should be brought out by the bidder prior to or during the Pre Bid Conference only. After processing these suggestions, as a sequel to the pre bid conference, Company may communicate the changes in this regard, if agreed any, through an addendum to tender document to the prospective bidders who purchased the tender document. Company will not accept any exception/deviation to tender conditions/specifications once the same are frozen after the pre bid conference and the non-compliant bid (s) shall be rejected outright against this tender.~~

~~5.5 The exact date and venue of pre bid conference will be intimated later on.~~

## 6.0 **IMPORTANT NOTES:**

Bidders shall take note of the following important points while participating in OIL's e-procurement tender:

- i) **BACKING OUT BY BIDDER:** In case any bidder withdraws their bid within the bid validity period, Bid Security will be forfeited and the party will be put on Holiday as per the Banning Policy (available in OIL's website) of Company.
- ii) **BACKING OUT BY BIDDER AFTER ISSUE OF LOA:** In case LOA issued is not accepted by the bidder or the Performance Security is not submitted as per the terms of the contract within the time specified in the Bid Document, the Bid Security shall be forfeited and the bidder shall be dealt as per the Banning Policy (available in OIL's website) of Company.

- iii) **FURNISHING FRAUDULENT INFORMATION/DOCUMENT:** The information and documents furnished by the bidder/ contractor in respect of the subject tender/contract are accepted to be true and genuine. However, if it is detected during technical scrutiny or after award of the contract or after expiry of the contract, that the bidder had submitted any fake/fraudulent document or furnished false statement, the offer/contract shall be rejected/ cancelled, as the case may be and the bidder (if fake document/false statement pertains to such bidder) shall be dealt as per the Banning Policy (available in OIL's website) of Company.
- iv) **ERRING / DEFAULTING AGENCIES:** Erring and defaulting agencies like bidder, contractor, supplier, vendor, service provider will be dealt as per OIL's Banning Policy dated 6th January, 2017 available in OIL's website: [www.oil-india.com](http://www.oil-india.com).
- v) Bid should be submitted online in OIL's E-procurement site up to 11.00 AM (IST) (Server Time) on the date as mentioned and will be opened on the same day at 2.00 PM (IST) at the office of the C GM-Contracts in presence of the authorized representatives of the bidders.
- vi) The authenticity of digital signature shall be verified through authorized CA after bid opening. If the digital signature used for signing is not of "Class -3" with Organizations name, the bid will be rejected.
- vii) The tender is invited under **SINGLE STAGE-TWO BID SYSTEM**. The bidders shall submit both the "TECHNICAL" and "PRICED" bids through electronic form in the OIL's e-Procurement portal within the Bid Closing Date and Time stipulated in the e-Tender portal. The Technical Bid should be submitted as per Scope of Work & Technical Specifications along with all technical documents related to the tender and uploaded in **"Technical Attachments" Tab only**. **Bidders to note that no price details should be uploaded in "Technical Attachments" Tab Page. Details of prices as per Price Bid format/Priced bid to be uploaded under "Notes & Attachments" tab. A screen shot in this regard is shown below. Offer not complying with above submission procedure will be rejected as per Bid Evaluation Criteria.**

RFx Response Number 60037504 RFx Number TESTARUP Status In Process Submission Deadline 15.04.2017 11:00:00 INDIA Opening Date 15.04.2019 00:00:00 INDIA

RFx Response Version Number Active Version RFx Version Number 1

RFx Information Items Notes and Attachments Conditions Summary Tracking

Basic Data Questions Technical Attachments

Go to this Tab **"Notes and Attachments"** for Uploading "Priced Bid" files.

Go to this Tab **"Technical Attachments"** for Uploading "Technical Bid" files.

▼ Notes

Clear

Category Description

Conditions of Participation

Bid Invitation/Auction Text

Bidder's Remarks

Purchaser's Remarks

▼ Attachments

▼ cFolder Attachments

Add Attachment Delete Verify Signature

cFolder Name	Category	Description	File Name	Version	Processor	Che
The table does not contain any data						

**On “EDIT” Mode, Bidders are advised to upload “Technical Bid” and “Priced Bid” in the respective places as indicated above:**

**Note:**

- \* The “Technical Bid” shall contain all techno-commercial details **except the prices.**
- \*\* The “Priced bid” must contain the price schedule and the bidder’s commercial terms and conditions, if any. For uploading Priced Bid, click on Add Attachment, a browser window will open, select the file from the PC and name the file under Description, Assigned to General Data and click on OK to digitally sign and upload the File. Please click on Save Button of the Response to Save the uploaded files.

- viii) For convenience of the Bidders and to improve transparency, the rates/costs quoted by bidders against the e-tender shall be available for online viewing to all the Techno-commercially qualified Bidders against the tender after price bids are opened in the system. For tenders where Detailed Price Information under RFx Information Tab is “No price”, the Price Bid is invited against the tender through attachment form under “Notes & Attachment”. As per the existing process, Bidders must upload their pricing as per the “Price Bid ” – Proforma-B under “Notes & Attachment” and additionally to fill up the on-line field “Total Bid Value” under Tab Page “RFx Information” with the Total Cost (Including the GST component) as per the amount of the Price Bid in attachment form.

The screenshot shows the 'Create RFx Response' form. At the top, there are tabs: 'Submit', 'Read Only', 'Print Preview', 'Check', 'Technical RFx Response', and 'Close'. Below these, the form displays 'RFx Response Number 60038748', 'RFx Number 1396', and 'Status In Proce'. Further down, it shows 'RFx Owner BHARALI' and 'Total Value 0.00 INR'. The form has several tabs: 'RFx Information', 'Items', 'Notes and Attachm', 'Basic Data', 'Questions', and 'Technical Attachments'. Under the 'RFx Information' tab, there are 'Event Parameters' including 'Currency: Indian Rupee', 'Detailed Price Information: No Price', and 'Terms of Payment:'. A red box highlights the 'Currency' dropdown, with a callout bubble stating 'Bidder to select the currency of the Response'. Another red box highlights the 'Detailed Price Information' field, with a callout bubble stating '“Total Bid Value” is mandatory in “No Price” RFx'. A third red box highlights the 'Total Bid Value' field, with a callout bubble stating '“Total Bid Value” considering all the taxes & duties.'.

The “Total Bid Value” as entered by the Bidder in the on-line response shall be displayed in the e-tender portal amongst the techno-commercially qualified bidders and Company will not take any responsibility whatsoever towards incorrect information furnished by the bidders on the “Total Bid Value” field.

It is to be noted that Amount mentioned in the “Total Bid Value” field will not be considered for bid evaluation and evaluation will be purely based on the Price bid submitted as per Commercial Bid.

6.0 OIL now looks forward to your active participation in the IFB.

Thanking you,

Yours faithfully,  
OIL INDIA LIMITED

(A J Sarmah)  
General Manager - Contracts  
For Chief General Manager - Contracts  
**For RESIDENT CHIEF EXECUTIVE**

**The following revised documents to be considered alongwith the aadditional documents uploaded under Amendment folder:**

**Revised Documents:**

- 1) I. Part 1 - Cover Page
- 2) I. Part - 2 - BEC\_revised 20.05.2020
- 3) II. Part - 2 - BEC\_Form-A
- 4) III. Part - 2 - BEC\_Form-B\_revised
- 5) IV. Part - 2 - BEC\_Form-C\_revised
- 6) V. Part - 2 - BEC\_Form-D\_revised
- 7) I. Part - 3 - Section-I - GCC 11.05.2020
- 8) III. Part - 3 - Section-III - G0\_Lead\_R6
- 9) Part - 3 - Section-III – SCC
- 10) SOR Proformas Revised

**Additional Documents:**

- 11) 18210\_Pre-bid clarification\_Annexure2\_12022020
- 12) 18210-DWG-M-0103\_RevD\_Fuel Gas Scheme
- 13) Autocad Drawings
- 14) Fire System Drawings
- 15) BEC Checklist