



Oil India Limited
(A Govt. of India Enterprise)
P.O. Duliajan – 786602, Assam

Telephone No. (91-374) 2808793
Fax No: (91-374) 2800533
Email: materials@oilindia.in ; erp_mm@oilindia.in

Tender No. : **SDG5336P15/06 of 11.11.2014**

Bidding Type : **SINGLE STAGE COMPOSITE BID SYSTEM**

Bid Closing on : As mentioned in the Basic Data of e-portal
Bid Opening on : -do-

Tender Fee : INR 4,500.00 OR USD 100.00
Bid Security Amount : INR 66,000.00 OR USD 1,466.00
(or equivalent amount in any currency)

Performance Guarantee : Not Applicable

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No.	MATERIAL DESCRIPTION	QTY.	UOM
<u>10</u>	<p><u>Material specification for 2 ½" Square Kelly</u></p> <p>ITEM DESCRIPTION:</p> <p>1. Square Kelly conforming to API Spec 7-1 & API RP7G bearing the API monogram mark, manufactured from AISI 4145 H API modified alloy steel from specially straightened Kelly bars, full length quenched and tempered, Brinell Hardness: 285-341, and with the following Specification:</p> <p>(a) Nominal size : 2.1/2" (63.50 MM) (b) Overall length : 40 FT. (12.19 M) (c) Length of Drive section : 37 FT. (11.28 M) (d) Width across flats : 2.1/2" (63.50 MM) (e) Inside diameter : 1.1/4" (31.75 MM)</p> <p>2. UPPER UPSET:</p> <p>5.3/4" (146.05 MM) OD X 16" (406.4 MM) length with 4.1/2" API REG. left hand box-up connection.</p> <p>3. LOWER UPSET:</p>	2	Nos.

	<p>4.1/8" (104.77 MM) OD X 20" (508.0 MM) length with 2.3/8" API IF (NC-26) right hand pin down connection.</p> <p>4. The connection shall be with stress relief grooves and with copper plated or cold rolled phosphatised threads, complete with pressed steel protectors on both ends.</p> <p>5. The kellys shall bear the api monogram mark and should be supplied in steel shipping scabbard and secured properly.</p>		
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(A) General Notes for e-tender :

- The tender will be governed by "General Terms & Conditions" for e-Procurement as per Booklet No.MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) including Amendment and Addendum.
- The general details of tender can be viewed by opening the RFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under Technical RFX.
- Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 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 The **Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam** on or before the Bid Closing Date and Time mentioned in the Tender.
 - Original Bid Security.
 - Details Catalogue and any other document which have been specified to be submitted in original.

All documents submitted in physical form should be signed on all pages by the authorized signatory of the bidder and to be submitted in triplicate.
- Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.
- Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.
- All the Bids must be Digitally Signed using "Class 3" digital certificate (*e-commerce application*) with organisation name as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.
- Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

(B) GENERAL NOTES FOR BIDDERS:

- The Kelly shall be manufactured from AISI 4145 H API modified alloy steel, full length quenched and tempered. Brinell hardness should be in the range of 285-341. The Kelly should be manufactured from special straightened Kelly bars and inspected thoroughly.

2. The Kelly shall be brand new, unused, free from all defects, of recent manufacture and in full conformance to API Spec. 7-1 & API RP7G. Details of the Kelly along with a copy of valid API Spec 7-1 certificate must be forwarded along with the quotation.
3. Bidders shall indicate the name of manufacturer & country of origin while quoting.
4. Marking shall be done as per API Spec 7-1, i.e. Kelly shall be die-stamped on the OD of the upper upset with the manufacturer's name or mark, the API monogram and the size & style on connection. The lower pin connection shall be die-stamped "NC-26" (2.3/8 IF). Additionally the Purchase Order No. & date is to be paint stenciled on the scabbard. The Kelly must come with a Kelly Scabbard of steel make for preventing any damage during transportation. Bidders must confirm compliance to the same while quoting.
5. The exterior of the Kelly should be painted to prevent against rust. Threads should be doped with lubricant as per API Spec 7-1 and should be protected by pressed steel thread protector.
6. Threading & gauging should be done in accordance with API Spec. 7-1.
7. Standard mill test certificates are to be provided with the shipment of material (if ordered) & the bidder must confirm the same while quoting.
8. Relevant catalogue, literature, drawing etc. having detailed materials composition must be forwarded along with the quotation for the offered Kelly.
9. Bidders should indicate their best possible delivery schedule.

(C) SPECIAL NOTES :

1. The items shall be brand new, unused & of prime quality. Bidder shall warrant (in the event of an order) that the product supplied will be free from all defects & fault in material, workmanship & manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 18 months from date of despatch/shipment or 12 months from date of receipt of the items at site which ever is earlier. The defective materials, if any, rejected by us shall be replaced by the supplier at their own expense. Bidders must confirm the same while quoting.
2. The minimum FOB/FCA charges in case of partial order for reduced quantity/ items shall have to be indicated by the bidder. In case this is not indicated specifically, the charges quoted would be prorata calculated and the same will be binding on the bidder.
3. Validity of the offers should be 120 days from the date of bid opening. Bids with lesser validity shall be summarily rejected.
4. 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 against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/01/2005 enclosed.
5. Check-List vide **Annexure-B** shall be filled-up and submitted along with the offer.

6. 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.

7. Other terms and conditions of the tender shall be as per "General Terms & Conditions" for e- Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders). However, if any of the Clauses of the Bid Rejection Criteria (BRC) / Bid Evaluation Criteria (BEC) mentioned here contradict the Clauses in the "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) of the tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.

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ANNEXURE- A

BID REJECTION CRITERIA (BRC)/BID EVALUATION CRITERIA (BEC)

(I) Bid Rejection Criteria:

(A) BID REJECTION CRITERIA (TECHNICAL) :

The bids shall conform generally to the specifications and terms and conditions laid out in the tender. Bids shall be rejected in case the goods offered do not conform to the required minimum / maximum parameters stipulated in the technical specifications and to the respective international / national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements will have to be particularly met by the bids, without which, the same shall be considered as non-responsive and stand rejected.

1. SCOPE OF SUPPLY:

A) Bid should be complete in all aspects covering entire scope of supply of offered item(s) and should conform to the technical specifications & criteria indicated in the bid document, including the amendments (if any) without any deviations.

B) Incomplete and non-confirming bids will be rejected outright.

2. MANUFACTURER'S EXPERIENCE:

In case the bidder is a manufacturer of the offered equipment / item, he should satisfy the following along with documentary evidence, which should be enclosed along with the techno-commercial bid.

2.1 Minimum 3 (three) years of experience of manufacturing of quoted size or higher size of Square/Hexagonal Kelly conforming to API Spec. 7-1 & API RP7G. To qualify the experience criteria the Bidder must submit a copy of API 7-1 certificates with validity covering minimum 3 (three) years continuously reckoned from the date of closing of the techno-commercial bid.

2.2 Should have manufactured and supplied minimum 2 Nos. of quoted size or higher size Square/Hexagonal Kelly conforming to API Spec 7-1 to various Oil companies within 3 (three) years reckoning from the date of bid closing in the past.

2.2.1 Supply details should be submitted in format as given in the attachment, along with documentary evidence:

2.2.2 Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Orders along-with copies of any of the documents in respect of satisfactory execution of each of those purchase orders, such as:

- i) Satisfactory inspection report OR
- ii) Satisfactory supply completion / Installation report OR
- iii) Consignee receipt delivery challan OR

- iv) Central excise gate pass / tax invoice issued under relevant rules of central excise/ VAT OR
- v) Any other documentary evidence that can substantiate the satisfactory execution of each of the purchase order cited above.

2.3 In case the manufacturer has successfully supplied Square/Hexagonal Kelly to OIL INDIA LTD (OIL) in the past and are not in a position to submit supporting documents required for experience criteria as per Clause 2.2 above, their offer will be considered to qualify provided they indicate in the bid itself the Purchase Order No. & Date, Quantity, Details of Square/hexagonal Kelly supplied to OIL in the past. However the Bidder must fulfill the experience criteria as stated in the above clause 2.1.

2.4 The manufacturer shall confirm that they have the required facilities for testing the quoted equipment / material as per API Spec 7-1 at their premises and the equipment/ products will be tested as per the API.

2.5 In case the bidder is not a manufacturer, then the bidder is required to submit documentary evidence in respect of the above 2.1 & 2.2 from the concerned manufacturer (having supplied such items either by manufacturer himself or his distributor) along with the techno-commercial bid.

2.5.1. The bidder is required to submit valid Authorization certificate with warranty backup from the manufacturer along with the offer.

2.5.2. The bidder must get confirmation from the manufacturer that the offered product will be supplied with API Monogram wherever applicable. The bidder should also furnish an undertaking from the manufacturer that all the API licenses along with authorization for API monogram wherever applicable shall be kept valid till execution of purchase order.

2.5.3 The bidder must confirm from the manufacturer that they have the required facilities for testing the quoted equipment / material as per API Spec 7-1 at their premises and the equipment/ products will be tested as per the API.

2.6 In case renewal process of API license is in progress at the time of bidding, the bidder should furnish a letter from API to this effect that renewal of the license is under examination with API and that the manufacturer is authorized to manufacture the items as per API license and to use API monogram till the renewal for license is issued. The bidder shall also submit an undertaking from the manufacturer to the effect that delay in renewal of API certificate shall not affect the stipulated delivery schedule of the tender /purchase order.

Note: In case of any merger / acquisition of any companies the bidder should clearly bring out the same and submit documentary evidence thereof.

(B) COMMERCIAL:

- i) Bids are invited under **Single Stage Composite Bid System**. Bidders shall quote accordingly under Single Stage Composite Bid System.
- ii) **Bid security of US \$ 1,466.00 or Rs. 66,000.00** shall be furnished as a part of the TECHNICAL BID (refer Clause Nos.9.0 & 12.0 (Section A) of "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders)). For exemption for submission of Bid Security, please refer Clause No. 9.8 (Section A) of "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders). **Bank Guarantee towards Bid Security shall remain valid till 24.12.2015. Bid security submitted with validity shorter than**

the validity indicated in the tender and for bid security amount lesser than the amount indicated in the tender will be summarily rejected.

- iii) Validity of the bid shall be minimum 120 days from the date of Bid Closing Date. Bids with lesser validity will be summarily rejected.
- iv) Bidders must confirm that Goods, materials or plant(s) to be supplied shall be new of recent make and of the best quality and workmanship and shall be guaranteed for a period of 18 months from the date of shipment/dispatch or twelve(12) months from the date of receipt of the items at site, whichever is earlier against any defects arising from faulty materials, workmanship or design. Defective goods/materials or parts rejected by OIL shall be replaced immediately by the supplier at the supplier's expenses at no extra cost to OIL.
- v) Bidders are required to submit the summary of the prices in their price bids as per bid format (Summary), given below :

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

- (A) Total Material Value :
- (B) Packing & FOB Charges :
- (C) Total FOB Port of Shipment value, (A + B) above :
- (D) Overseas Freight Charges upto Kolkata, India :
- (E) Insurance Charges :
- (F) Total CIF Kolkata value, (C + D + E) :
- (G) Total Value in words :
- (H) Gross Weight :
- (I) Gross Volume :

2) Price Bid Format (SUMMARY) for Indigenous Bidders:

- (A) Total Material Value :
- (B) Packing and Forwarding Charges:
- (C) Total Ex-works value, (A + B) above :
- (D) Sales Tax, (Please indicate applicable rate of Tax)
- (E) Total FOR Despatching station price, (C + D) above
- (F) Road Transportation charges to Duliajan
- (G) Insurance Charges
- (H) Assam Entry Tax
- (I) Total FOR Duliajan value, (E + F + G + H) above
- (J) Total Value in words :
- (K) Gross Weight :
- (L) Gross Volume :

NOTE:

- 1. 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 .Indigenous bidders must quote Deemed Export prices. Excise Duty under Deemed Export exempted.

2. Banking charges in the country of the foreign bidder shall be borne by the bidder

- vi) The prices offered will 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.
- vii) Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.
- viii) Bids containing incorrect statement will be rejected.

(II) BID EVALUATION CRITERIA (BEC) :

Bid Evaluation Criteria (BEC) shall be as per General Terms and Conditions for Global Tender.

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ANNEXURE-B**COMMERCIAL CHECK-LIST**

Sl. No.	PARAMETERS/REQUIREMENTS	BIDDER RESPONSE	REMARKS IF ANY
1.	Whether Original Signed quotation submitted?	YES/NO	
2.	Whether quoted as manufacturer?	YES/NO	
3.	Whether quoted as authorized dealer? [To Specify]	YES/NO	
4.	If quoted as authorized dealer,		
5.	(a) Whether submitted valid and proper authorization letter from manufacturer IN ORIGINAL confirming that bidder is their authorized dealer for the product offered?	YES/NO	
6.	(b) Whether manufacturer's back-up Warranty/Guarantee certificate submitted?	YES/NO	
7.	Whether ORIGINAL Bid Bond (not copy of Bid Bond) enclosed with the offer? If YES, provide details	YES/NO	
	(a) Amount :		
	(b) Name of issuing Bank :		
	(c) Validity of Bid Bond :		
8.	Whether offered firm prices?	YES/NO	
9.	Whether quoted offer validity of 120 days from the date of closing of tender?	YES/NO	
10.	Whether quoted a firm delivery period?	YES/NO	
11.	Whether quoted as per NIT (without any deviations)?	YES/NO	
12.	Whether any deviation is there in the offer?	YES/NO	
13.	Whether deviation separately highlighted?	YES/NO	
14.	Whether agreed to the NIT Warranty clause?	YES/NO	
15.	Whether Price Bid submitted as per Price Schedule?	YES/NO	
16.	Whether indicated the country of origin for the items quoted?	YES/NO	
17.	Whether all the items of tender quoted?	YES/NO	
18.	Whether technical literature/catalogue/drawings enclosed?	YES/NO	
19.	For Foreign Bidders - Whether offered FOB/FCA port of dispatch including sea/air worthy packing & forwarding?	YES/NO	
20.	For Foreign Bidders – Whether port of shipment indicated? [To specify]	YES/NO	
21.	For Foreign Bidders only - Whether indicated ocean freight up to C&F Kolkata port (Excluding marine insurance)?	YES/NO	
22.	Whether Indian Agent applicable?	YES/NO	
	If YES, whether following details of Indian Agent provided?		
	(a) Name & address of the agent in India – To indicate		
	(b) Amount of agency commission – To indicate		
	(c) Whether agency commission included in quoted material value?	YES/NO	
23.	Whether weight & volume of items offered indicated?	YES/NO	
24.	For Indian bidders – Whether place of dispatch indicated in the offer? [To specify]	YES/NO	
25.	For Indian bidders – Whether road transportation charges up to Duliajan quoted?	YES/NO	
26.	For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges?	YES/NO	
27.	For Indian Bidders only - Whether offered Deemed Export prices?	YES/NO	
28.	Whether quoted prices are exclusive of Excise duty?	YES/NO	
29.	For Indian bidders only – whether import content indicated in the offer?	YES/NO	
30.	For Indian Bidders only - whether all Taxes have been indicated categorically?	YES/NO	
31.	Whether all BRC/BEC clauses accepted?	YES/NO	

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