



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

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Tender No. & Date : SDG5349P15/06 dtd 11.11.2014

Tender Fee : INR 4,500.00 OR USD 100.00
Bid Security Amount : INR 65,000.00 OR USD 1,435.00
(or equivalent amount in any currency)

Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM

Bid Closing on : As mentioned in the Basic Data of the tender in OIL's e-portal.

Bid Opening on : As mentioned in the Basic Data of the tender in OIL's e-portal.

Performance Guarantee : Not Applicable

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No. / Mat. Code	Material Description	QTY.	UOM
1	<u>Supply of Elevator as per the following:</u> CENTRE LATCH ELEVATOR FOR 5" DRILL PIPE (350 TON RATED CAPACITY) SPECIFICATIONS: Central latch elevator: 18 degree type, 350 Ton rated capacity for handling 127 mm (5") OD IEU Drill pipe having 127 mm (5") XH or 114.30 mm (4.1/2") IF (18 degree taper shouldered) tool joints. Maximum weight of elevator should not exceed 329 kgs (725 lbs). The elevators should feature wear guides / wear bushings.	03	Nos

(A) General Notes for e-tender :

1. 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.
2. 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.
3. Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
4. 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.

a) Original Bid Security.

b) 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.

5. 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.
6. 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.
7. 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.
8. 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:

1. Items shall be Manufactured, Sampled, Tested, Inspected, Marked and Certified as per API Specification 8C and mill inspection certificate thereof should be forwarded along with supply. Bidders to confirm the same while quoting. A copy of valid API Specification 8C certificate must be forwarded along with the offer.
2. Markings shall be done as per API Specification 8C i.e. elevators shall be die stamped with manufacturer's name or identification mark, the API monogram and the month and year of manufacture. Bidders are to confirm the same while quoting.
3. 'OIL' logo / mark and purchase order number shall be die stamped or paint stencilled on the elevator. Bidders shall confirm compliance to the same while quoting.
4. The quotation must accompany relevant catalogue, literature, drawing illustrating all components with part name & part number etc.
5. Bidder must forward a list of recommended spares indicating the item, part number, quantity & price for two years successful operation. However, the price of spares will not be considered for evaluation purpose.
6. Bidder should indicate the country of origin, port of dispatch of the materials and their best 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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BID REJECTION CRITERIA (BRC)/BID EVALUATION CRITERIA (BEC)

(I) Bid Rejection Criteria:

(A) BID REJECTION CRITERIA (Technical):

1. The elevators should feature wear guides / wear bushings. Bidder should confirm the same with documentary evidence.
2. Bidder should have an experience of minimum 5 (five) years in manufacturing the quoted items under API Spec. 8C certification. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid. Copies of API 8C certificates for the last 5 (Five) years (i.e. continuous without having any break in between) must be submitted along with techno- commercial bid. Bids without copies of valid API 8C certificates or with a break in between will be rejected.
3. The bidder should have received one order for at least 50% of tendered quantity in last 03 (three) years for centre latch drill pipe elevator of any size from any reputed E&P company. Documentary evidence in support of bidder's past supply experience shall be submitted in the form of copy(s), viz., client's purchase order, invoice, bill of lading, and proof of acceptance of the materials by the clients.
4. In case the bidder is sole selling agent / distributor / dealer / supply house of any API approved manufacturer, then bidder must furnish the following documents:
 - i) Back-up authority cum warranty letter in original on manufacturer's letter head, valid at the time of bidding which should remain valid during the entire execution period of the order, from the concerned manufacturer guaranteeing supply of the items to the bidder in the event of an order on the bidder and also authorized them to market their products.
Copies of valid API Spec 8C certificate of manufacturer as stated in point 2 above.
 - ii) The bidder should have received one order for at least 50% of tendered quantity in last 03 (three) years for centre latch drill pipe elevator of any size from any reputed E&P company. Documentary evidence in support of bidder's past supply experience shall be submitted in the form of copy(s), viz., client's purchase order, invoice, bill of lading, and proof of acceptance of the materials by the clients.
5. However, bidders who have satisfactorily executed OIL's order(s) for supplying centre latch drill pipe elevator in the past need not submit all credentials of past supply experience, provided they furnish a list of OIL's order(s) executed by them indicating quantity supplied and specifications of the supplied item.

(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 \$ 1,435.00 or Rs. 65,000.00** 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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