



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

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**Tender No. & Date : SDG5403P15/06 dtd: 15.11.2014**

Tender Fee : INR 4,500.00 OR USD 100.00  
Bid Security Amount : INR 1, 23, 500.00 OR USD 2,744.00  
(or equivalent amount in any currency)

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

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

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Performance Guarantee : Applicable

**OIL INDIA LIMITED invites Global Tenders for items detailed below:**

Item No. / Mat. Code	Material Description	QTY.	UOM
1	<b>Supply of Pump Stroke Counter as per the following:</b>  a) Detailed specification – Annexure - A  b) Bid Rejection Criteria (BRC) and Bid Evaluation Criteria – Annexure-B.  c) Commercial Check list - Annexure - C	05	Nos.

**Special Notes :**

- 1.0 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 Amendments & Addendum to "General Terms & Conditions" for e-Procurement.
- 2.0 Commercial Check list is furnished vide Annexure – C. Please ensure that the check list is properly filled up and uploaded along with Technical bid.
- 3.0 The item qualifies for Nil duty / Deemed Export benefits. For Deemed Export benefits please refer Addendum to the General terms and conditions for Global tender.
- 4.0 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 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.

- 5.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED 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 **Online Priced Bid format.**
- 6.0 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 and upload the same in the Technical RFX Response-> User -> Technical Bid. **No price should be given in above Technical Rfx otherwise the offer will be rejected.** Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFX Response-> User -> Technical Bid only. 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 "Conditions Tab". Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments"
- 7.0 PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TO BE TECHNO-COMMERCIALLY ACCEPTABLE.
- 8.0 All the Bids must be Digitally Signed using "Class 3" digital certificate (*e-commerce application*) only 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. The bid signed using other than "Class 3" digital certificate, will be liable for rejection.
- 9.0 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.
- 10.0 **The Integrity Pact is applicable against this tender.** OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. 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 sign the Bid.

OIL's Independent External Monitors at present are as under:

**(I) SHRI N. GOPALASWAMI, I.A.S ( Retd) ,**  
**Former Chief Election Commissioner of India**  
**E-mail Id : [gopalaswamin@gmail.com](mailto:gopalaswamin@gmail.com)**

**(II) SHRI RAMESH CHANDRA AGARWAL , IPS( Retd)**  
**Former Director General of Police**  
**E-mail Id : [rcagarwal@rediffmail.com](mailto:rcagarwal@rediffmail.com)**

**Material specification for Pump Stroke Counter (Qty: 05 nos.):**

**Specification of item:**

**BATTERY OPERATED PUMP STROKE COUNTER SYSTEM: 5 SETS**

Free Standing type, Battery operated, Digital, Rig-Pump Stroke Counter System for two pumps to continuously display SPM (Strokes Per Minute) & Total Strokes (as and when required) of two pumps simultaneously.

Each system should be complete at least with the following:

- a. Battery Operated Pump Stroke Counter Assembly (with battery pack) for two pumps.
- b. Pump Stroke Sensor Assembly for two pumps.
- c. Mounting kit/ accessories complete.
- d. System Connection Cable Assy with about 250 ft (76.2m) of cable to reach from Sensor Assy to Display unit/ Counter Assy.
- e. Stainless Steel enclosure
- f. Battery: Intrinsically safe sealed pack
- g. Battery life: minimum 2 years of continuous operations
- h. Time base: quartz crystal oscillator
- i. Capable of working in high vibration encountered in normal drilling rig-operations
- j. Instruction Manual for Installation, Operation & Maintenance with Illustrated Parts and part numbers.

Spares for Above as extra:

- i. Cable Assembly-Sensor with about 100m (328 ft) of cable to reach from Sensor Assy to Display unit/ Counter Assy: 1 No. per set

**TECHNICAL CHECKLIST**

Bidder must forward technical check list alongwith the offer

1. Whether bidder is an OEM ? Yes/No
2. Whether bidder is an authorised dealer of OEM ? Yes/No
3. Whether the items would be brand new, unused & of prime quality? Yes/No
4. Whether the item would be free from all defects & fault in material, workmanship & manufacture and shall be in full conformity with ordered specifications? Yes/No
5. Whether warranty would be for 18 months from date of receipt or 12 months from date of commissioning of the items? Yes/No
6. Whether the defective item/ parts, if any, rejected by us will be replaced by you free of cost? Yes/No
7. Whether detailed technical catalogues, literature and drawings indicating exploded view and dimensions with part numbers for the offered items are forwarded along with the offer? Yes/No
8. Whether have you mentioned the name of manufacturer, country of origin and port of shipment? Yes/No
9. Whether Operation and maintenance manual for item would be provided along with the supply? Yes/No

10. Whether services manual and part list book with exploded view for the item would be provided along with the supply? Yes/No

### **SPECIAL TERMS AND CONDITIONS**

- i) Offer must be accompanied with Catalogue, Technical literature etc along with relevant drawings.
- ii) Recommended spares list for two years of continuous use to be provided along with quotation including Part Nos & unit price. The cost of the same shall not be considered for bid evaluation.
- iii) 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.
- iv) Check-List vide **Annexure-C** shall be filled-up and submitted along with the offer.
- v) Inspection , Test and calibration certificates should be forwarded along with consignment (in the event of order). Bidder should confirm in the offer.
- vi) Bidders if not manufacturer, shall furnish valid letters of authorization with warranty from the respective manufacturer along with quotation failing which the offer will not be honoured.
- vii) Compliance of all the technical features is to be categorically mentioned in the offer.

### **Tax & Duties :**

- 1) All taxes, stamp duties and other levies imposed outside India shall be the responsibility of the Bidder/Seller and charges thereof shall be included in the offered rates.

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## **ANNEXURE- B**

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

#### **(I) BID REJECTION CRITERIA (BRC)**

##### **A. Technical :**

The bids must conform to the specifications and terms and conditions given below

Bids shall be rejected in case the item(s) offered do not conform to the required parameters stipulated in the technical specifications and to the respective international / national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected :

1. Bidder should be either an OEM or an authorized dealer of OEM of pump Stroke Counter .

2. In case , the bidder is a manufacturer of the offered equipment / item , then

a) He should have manufactured and supplied 60% of the tender quantity of pump stroke counter to any E&P Company or Mud Pump Manufacturers in the last 03 years preceding from the bid closing date of this tender.

b) Documentary evidence in support of OEM's past supply experience shall be submitted in the form of copy(s), viz., client's purchase order/ invoice/ bill of lading/ proof of acceptance of the materials by the clients.

3. In case the bidder is an authorized dealer/ agent to market the Pump Stroke Counter on behalf of the manufacturer, then

a) A valid copy of authorization / dealership certificate with warranty backup from the OEM must be submitted along with the techno-commercial bid.

b) The bidder is required to submit documentary evidence in respect of the above 2(a) and 2(b) from the concerned manufacturer (having supplied such items either by manufacturer himself or his distributor) along with the techno-commercial bid.

4. Bidders who have satisfactorily executed OIL's order(s) for supplying Pump Stroke Counter 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 Two Bid System. Bidders shall quote accordingly under Single Stage Two Bid System. Please note that no price details should be furnished in the **Technical (i.e. Unpriced) bid**. The "Unpriced Bid" shall contain all techno-commercial details

except the prices, which shall be kept blank. The "Price Bid" must contain the price schedule and the bidder's commercial terms and conditions.

Bidder not complying with above submission procedure will be rejected.

- ii) **Bid security of US \$ 2,744.00 or Rs. 1,23,500.00** 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 10.02.2016. 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 180 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) Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Bank Guarantee must be valid 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. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.
- vi) Banking charges in the country of the foreign bidder shall be borne by the bidder
- vii) Bidders are required to submit the summary of the prices in their price bids as per bid format (Summary), given below.

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

- (A) Total Material Value (for 5 nos.) :
- (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 (for 5 nos.):

- (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.**

**viii) Integrity Pact is applicable against this tender.**

viii) 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.

ix) 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.

x) 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.

**ANNEXURE-C****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 bid submitted under single stage Two-Bid System?	YES/NO	
8.	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 :		
9.	Whether offered firm prices?	YES/NO	
10.	Whether quoted offer validity of 180 days from the date of closing of tender?	YES/NO	
11.	Whether quoted a firm delivery period?	YES/NO	
12.	Whether quoted as per NIT (without any deviations)?	YES/NO	
13.	Whether any deviation is there in the offer?	YES/NO	
14.	Whether deviation separately highlighted?	YES/NO	
15.	Whether agreed to the NIT Warranty clause?	YES/NO	
16.	Whether Price Bid submitted as per Price Schedule?	YES/NO	
17.	Whether indicated the country of origin for the items quoted?	YES/NO	
18.	Whether all the items of tender quoted?	YES/NO	
19.	Whether technical literature/catalogue/drawings enclosed?	YES/NO	
20.	For Foreign Bidders - Whether offered FOB/FCA port of dispatch including sea/air worthy packing & forwarding?	YES/NO	
21.	For Foreign Bidders – Whether port of shipment indicated? [To specify]	YES/NO	
22.	For Foreign Bidders only - Whether indicated ocean freight up to C&F Kolkata port (Excluding marine insurance)?	YES/NO	
23.	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	
24.	Whether weight & volume of items offered indicated?	YES/NO	
25.	Whether confirmed to submit PBG as asked for in NIT?	YES/NO	
26.	Whether agreed to submit PBG within 30 days of placement of order?	YES/NO	
27.	For Indian bidders – Whether place of dispatch indicated in the offer? [To specify]	YES/NO	
28.	For Indian bidders – Whether road transportation charges up to Duliajan quoted?	YES/NO	
29.	For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges?	YES/NO	
30.	For Indian Bidders only - Whether offered Deemed Export prices?	YES/NO	
31.	Whether quoted prices are exclusive of Excise duty?	YES/NO	
32.	For Indian bidders only – whether import content indicated in the offer?	YES/NO	
33.	For Indian Bidders only - whether all Taxes have been indicated categorically?	YES/NO	
34.	Whether all BRC/BEC clauses accepted?	YES/NO	
35.	Whether confirm to accept all clauses of Integrity Pact?	YES/NO	
36.	Whether duly signed Integrity Pact enclosed?	YES/NO	

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