



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

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Email: materials@oilindia.in; erp_mm@oilindia.in

Tender No. & Date: SDG 2176P17/07 dated: 19.08.2016

Tender Fee : INR 6,000.00 OR USD 100.00
 Bid Security Amount : INR 137,500.00 OR USD 2,030.00

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

Period of Sale of
 Bid Documents : **From 15.09.2016 to 19.10.2016 ; 15:30 Hrs(IST)**

Bid Closing on : **26.10.2016 (at 11.00 Hrs. IST)**

Bid Opening on : **26.10.2016 (at 14.00 Hrs. IST)**

Bid Validity : Bid Should be valid for **120 days** from bid closing date.

Bid Bond Validity : Bid Bond Should be valid up to **26.05.2017**

Performance Guarantee : **Applicable @ 10% of Order value**

Integrity Pact : **Applicable**

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No.	MATERIAL DESCRIPTION	QTY.	UOM
<u>10</u>	<p>13.3/8 inch (339.75mm) Double Plug type, BJ Model FAS-LOK or Equivalent Cementing Head comprising with following features & parts:</p> <p>a) The cementing head should be manufactured from solid forged rounds of alloy steels AISI 4130/4140/4145 and should be fully heat treated.</p> <p>b) Suitable for 13.3/8 inch (339.75mm) OD 68 ppf API casing with Buttress thread coupling.</p> <p>c) Working pressure not less than 5000 PSI (351.5kg/cm²) and Test pressure not less than 7500 PSI (527.4 kg/cm²).</p> <p>d) QUICK COUPLER: Feature of Fast locking/ unlocking (i.e making up/ breaking) with casing by means of Landing joint/nipple of 15inch - 19 inch (381mm - 482.6mm) of total length equivalent to BJ FAS-LOK type having 13.3/8 inch (339.75mm), 68ppf (101.285 kg/m), Buttress thread (as per API 5CT) at one end & Fast locking/unlocking connection with Seal O-ring(s) at the other end matching with Cementing Head: one (01) no. to be provided with the Cementing Head. Additionally One (01) no extra quick coupler along with 10 nos of O-rings as spare to be provided with the order as back up.</p>	01	No.

	<p>e) Lower connection of Cementing Head matching with the above Landing joint/nipple.</p> <p>f) Suitable for all types of cementing plugs used for 13.3/8 inch (339.75mm), covering 68 ppf API casings.</p> <p>g) Quick release type Plug retaining/dropping Pin/System having safety lock (with spare 5 sets of Seal O-ring & backup rings Kit).</p> <p>h) Plug dropping Indicator.</p> <p>i) The Cementing Head should be supplied with fully detachable "Cementing Manifold" of minimum 10,000 PSI (703.06 kg/ cm²) working pressure with at least three (03) nos of 2 inch (50.8mm), minimum 10000 PSI(703.06 kg/cm²) FMC lo-torque Plug valves. Suitable numbers of WECO make Hammer unions (1502) should also be provided. Provision should be present for two (02) nos of inlets for pumping in operation. However, One Inlet should be plugged with detachable Bull plug fitted with WECO Hammer union (1502). The entire arrangement of the "Cementing Manifold" should be complete so that it could be readily installed upon the Cementing Head.</p> <p>j) Plug loading Quick-change Top Cap with Acme Thread, Open Links & Lifting lugs with swivel chain assembly having feature to restrict unwanted free movement of the Plug between Retaining pin & Top cap (with spare 5 sets of Seal O-ring & backup rings).</p> <p>k) Length: Not more than 57.25 inch/ 1454mm (without lower half of Landing joint/or Single landing-nipple)</p> <p>l) Two sets of Operation and maintenance manual.</p>		
20	<p>7 inch (177.8mm) Double Plug type, BJ Model FAS-LOK or Equivalent Cementing Head each comprising with following features & parts:</p> <p>a) The cementing head should be manufactured from solid forged rounds of alloy steels AISI 4130/4140/4145 and should be fully heat treated.</p> <p>b) Suitable for 7 inch (177.8mm) OD 29 ppf (43.156 kg/m) API casing with Buttress thread coupling.</p> <p>c) Working pressure not less than 5000 PSI (351.5kg/cm²) and Test pressure not less than 7500 PSI (527.4 kg/cm²).</p> <p>d) QUICK COUPLER: Feature of Fast locking/ unlocking (i.e making up/ breaking) with casing by means of Landing joint/nipple of not more than 17inch (431.8mm) of total length equivalent to BJ FAS-LOK type having 7 inch (177.8mm), 29 ppf (43.156 kg/m), Buttress thread (as per API 5CT) at one end & Fast locking/unlocking connection with Seal O-ring(s) at the other end matching with Cementing Head: One (01) no. to be provided with each of the Cementing Head. Additionally One (01) no extra quick coupler along with 10 nos of O-rings as spare to be provided with the order as back up.</p> <p>e) Lower connection of Cementing Head matching with the above Landing joint/nipple.</p> <p>f) Suitable for all types of cementing plugs used for 7 inch (177.8mm), covering 29 ppf API casings.</p> <p>g) Quick release type Plug retaining/dropping Pin/System having safety lock (with spare 10 sets of Seal O-ring & backup rings Kit).</p> <p>h) Plug dropping Indicator.</p> <p>i) The Cementing Head should be supplied with fully detachable "Cementing Manifold" of minimum 10,000 PSI (703.06 kg/ cm²) working pressure with at least three (03) nos of 2 inch (50.8mm), minimum 10000 PSI(703.06 kg/cm²) FMC lo-torque Plug valves. Suitable numbers of WECO make Hammer unions (1502) should also be provided. Provision should be present for two (02) nos of inlets for pumping in operation. However, One Inlet should be plugged with detachable Bull</p>	02	Nos.

	<p>plug fitted with WECO Hammer union (1502). The entire arrangement of the "Cementing Manifold" should be complete so that it could be readily installed upon the Cementing Head.</p> <p>j) Plug loading Quick-change Top Cap with Acme Thread, Open Links & Lifting lugs with swivel chain assembly having feature to restrict unwanted free movement of the Plug between Retaining pin & Top cap (with spare 10 sets of Seal O-ring & backup rings).</p> <p>k) Length: Not more than 52 inch/ 1320.8 mm (without lower half of Landing joint/or Single landing-nipple)</p> <p>l) Two sets of Operation and maintenance manual.</p>		
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(A) GENERAL NOTES FOR E- TENDER:

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 Technical and Commercial Check list is furnished vide Annexure – B. Please ensure that the check list is properly filled up and uploaded along with Technical bid.

3.0 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 along with duplicate copies of Bid Security.**

b) **Any other document which have been specified to be submitted in original.**

4.0 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" shall contain all technical and commercial details except the prices which shall be kept blank. Details of prices as per Bid format / Commercial bid to be uploaded as attachment in the Attachment Tab "Notes and Attachments".

Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.

5.0 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. Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments"

6.0 PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TO BE TECHNO-COMMERCIALY ACCEPTABLE.

- 7.0 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.
- 8.0 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.
- 9.0 The items covered by this enquiry 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/E-01/2005 attached. However, Indian bidders will not be issued Recommendatory Letter.
10. 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.
11. 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. **If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.**

OIL's Independent External Monitor at present is as under:

1. SHRI RAJIV MATHUR, IPS (Retd.),

2. SHRI SATYANANDA MISHRA, IAS(Retd.)

(B) General Notes to Bidders:

1. Bidder should forward relevant Catalogue, Drawing, and Literature (in printed form, not in computer media such as floppies or CDs) indicating the quoted items along with the quotation.
2. Bidder should confirm that the items shall be brand new, unused & free from any defect. In the event of an order, the items should be guaranteed against any manufacturing defect, workmanship etc. for a period of 18 months from the date of despatch or 12 months from the date of commissioning whichever is earlier. In the event any item is found defective, then it should be replaced by the supplier at their own arrangement. Bidders must confirm the same in their quotations
3. Inspection and Test certificates should be forwarded along with consignment (in the event of order). Bidder should confirm in the offer.
4. Bidders shall furnish a recommended 2 years operational spares list (containing Part Description, Part number & unit price) along with the quotation. However, it may be noted that the prices of the spares would not be considered as a part of the bid evaluation process.
5. Bidders must clearly and categorically mention full technical specification of each item (Cementing Head) in their offer in line with the technical specification of the Enquiry even if technical catalogue of the offered product is forwarded with the quotation, failing which offer may be treated as incomplete for evaluation.
6. The Lower BTC thread of the nipple/ landing joint of the Quick coupler should strictly conform to API 5CT (LATEST EDITION). Bidder to confirm the same while quoting.
7. The Bidder should indicate the dimensions and weight of the offered items, the name of the manufacturer, the country of origin and port of dispatch of the materials.
8. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.
9. Bidder to sign and submit completely filled up Technical check list and Technical Evaluation Matrix for Bid evaluation criteria and Technical specification.
10. Bidders are to quote for all the items as indicated in the NIT, failing which the bid will be rejected.
11. **Delivery Clause:** Bidder should categorically confirm in the technical bid a delivery schedule within four **(04) months**, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within four (04) months after receipt of formal order (in case of indigenous bidder) **failing which their offer will be rejected.**

(C) Special Notes:

1.0 The item 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 the date of commissioning whichever 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.

2.0 The items covered under this enquiry shall be entitled for Customs/Central Excise duty exemption in terms of Govt. notification No. 24/2007-(Sr No. 2) Customs dated 01/03/2007 and central Excise duty Exemption in terms of Govt. notification No. 16/2007-(Sr No. 2) central Excise dated 01.03.2007 as amended from time to time.

3.0 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 OIL, failing which the offer will be summarily rejected.

4.0 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 Amendment to General Terms and Conditions for Global Tender (MM/GLOBAL/E-01/2005). Bidders are requested to take note of the same and to submit their offers accordingly.

5.0 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)

The bids shall broadly conform to the specifications and terms and conditions given in this bid document. Bids shall be rejected in case the items offered do not conform to 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 will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.

BID EVALUATION CRITERIA-TECHNICAL

1. The Items shall be manufactured & tested as per relevant API norms as specified in the Tender (IF APPLICABLE). Bidder must confirm.

2. Experience:

A. MANUFACTURERS EXPERIENCE: IN CASE THE BIDDER IS THE MANUFACTURER

If the bidder is a manufacturer of the offered item(s), then they must satisfy the following criteria for manufacturing and supply experience and furnish the relevant documentary evidences as per below along with the technical bid:

- i. They must have an experience of minimum 5 (Five) years in manufacturing the quoted item(s) under relevant API certification as on the original bid closing date of the tender. Copies of relevant API certificates (having API authorization(s) for each of the item(s) mentioned in the tender) for the last 5 (Five) years (i.e. continuous without having any break in between) shall be submitted along with techno-commercial bid. Bids without copies of valid relevant API certificates or with break(s) in between will be rejected.

Note: The above clause will be applicable only for those item(s) manufactured under API certifications, as specified in the tender.

- ii. The bidder should have manufactured and supplied minimum 50% quantity (to be rounded to next higher whole figure) of each type of tendered items, of same or higher capacity and same or higher sizes, to any E&P companies/Drilling Contractors/Drilling service providers during last 5 (five) years as on original bid closing date of the tender (either by themselves or through their sole selling agent/distributor/dealer/supply house). Documentary evidence in respect of manufacturing and supplying the above mentioned items should be submitted with the technical bid, in the form of copies of relevant Purchase Orders (PO date should be within the last 05 years)

along with copies of any of the following documents in respect of satisfactory execution of each of those Purchase Orders failing which the bids will be rejected:

- I. Satisfactory Inspection Report (OR)
- II. Satisfactory supply completion/installation report (OR)
- III. Bill of Lading, Invoice etc. (OR)
- IV. Consignee receipt delivery challan (OR)
- V. Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/Vat. (OR)
- VI. Commercial Invoice/ Payment Invoice

B. IN CASE THE BIDDER IS NOT A MANUFACTURER:

If the bidder is a sole selling agent / distributor / dealer / supply house of any manufacturer, then bidder must furnish the following documents along with the technical bid failing which the bids will be rejected:

I. Authorization certificate from the manufacturer(in original on manufacturer's letter head) should be submitted along with the technical bid. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.

II. Undertaking from the manufacturer (in original on manufacturer's letter head) guaranteeing supply of items to the bidder in the event of an order on the bidder. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.

III. Warranty backup from the manufacturer in original on manufacturer's letter head against the quality of the tendered item(s) as specified in the tender.

IV. Documentary evidence in respect of manufacturer's experience in manufacturing under relevant API certification (if applicable) as specified under para 2.A.(i) from the concerned manufacturer.

V. Documentary evidence in respect of manufacturer's supply experience as specified under para 2.A.(ii) from the concerned manufacturer (having supplied such items either by manufacturer themselves or through their sole selling agent / distributor / dealer / supply house).

VI. Documentary evidence in respect of bidder's own supply experience of supplying minimum 25% quantity (to be rounded to next higher whole figure) of each type of tendered items, of same or higher capacity and same or higher sizes, during last 5 (five) years as on original bid closing date of the tender as specified in the para 2.A.(ii).

3. If the bidder is a manufacturer and has supplied any or all of the tendered items (of same or higher capacity and same or higher sizes) to OIL during last 5 (five) years as on original bid closing date of the tender either by themselves

or through their sole selling agent/distributor/dealer/supply house and whose past performance has been satisfactory, the bidder need not satisfy Clause 2.A. ii for those items which have been supplied to OIL. In this situation, the bidder shall have to indicate as specified below.

i) If the bidder (manufacturer) has supplied all of the tendered items then they shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by them for each type of tendered items (of same or higher capacity and same or higher sizes) in their technical bid.

ii) If the bidder (manufacturer) has supplied only few types of the tendered items then they shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by them for those types of tendered items (of same or higher capacity and same or higher sizes) in their technical bid. However, against the remaining types of tendered items (of same or higher capacity and same or higher sizes) which were not supplied by them to OIL, the bidder (manufacturer) has to submit supply experience as per clause 2.(A).(ii) above.

4. If the bidder is sole selling agent / distributor / dealer / supply house of any manufacturer and has submitted bid of the manufacturer who has supplied any or all of the tendered items (of same or higher capacity and same or higher sizes) to OIL during last 5 (five) years as on original bid closing date of the tender either by themselves or through their sole selling agent/distributor/dealer/supply house and whose past performance has been satisfactory, the manufacturer need not satisfy Clause 2.A. ii for those items which have been supplied to OIL. In this situation, the bidder shall have to indicate as specified below.

i) If the manufacturer has supplied all of the tendered items then the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by that manufacturer for each type of tendered items (of same or higher capacity and same or higher sizes) in their technical bid. However, such bidder must meet Clause No. 2.(B).(VI) above.

ii) If the manufacturer has supplied only few types of the tendered items then the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by that manufacturer for those types of tendered items (of same or higher capacity and same or higher sizes) in their technical bid. However, against the remaining types of tendered items (of same or higher capacity and same or higher sizes) which were not supplied by the manufacturer to OIL, the bidder has to submit supply experience of the manufacturer as per clause 2.(B).(V) above. However, such bidder must meet Clause No. 2.(B).(VI) above.

5.0 The bidder should categorically confirm in their technical bid that the tendered items will be supplied within the delivery period, if mentioned in the tender, without which the bid will be rejected.

6.0 **Financial Criteria:**

- 1.0 **Annual Turnover** :The bidder shall have an annual financial turnover of minimum **US\$ 50,478.00** or **Rs 34,32,500.00** during any of the preceding 03 (three) financial years reckoned from the original bid closing date of the tender.
- 1.1 Net worth of bidder must be positive for preceding financial/ accounting year.
- 2.0 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### (as the case may be) has actually not been audited so far.

Notes:

- a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the 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 along with 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.
- 3.0 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\$.

(B) **COMMERCIAL:**

Commercial Bid Rejection Criteria will be as per Section D of General Terms & Conditions of Global Tender (MM/GLOBAL/E-01/2005) with following Special Bid Rejection Criteria.

- 1) 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.
- 2) **Bid security of US \$ 2,030.00 or Rs. 137,500.00** 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)). 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.
 - 2.1) 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).
 - 2.2) The Bank Guarantee towards Bid Security shall be valid upto **26.05.2017**.
- 3) Validity of the bid shall be **minimum 120 days** from Bid closing date. Bids with lesser validity will be straightway rejected.
- 4) 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(eighteen) months from the date of despatch/shipment or 12(twelve) months from the date of receipt at site 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.
- 5) Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Bank Guarantee must be valid for 18(eighteen) months from the date of despatch/shipment or 12(twelve) months from the date of receipt at site. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected
- 6) Bidders are required to submit the summary of the prices in their price bids as per bid format (Summary), given below :

I) 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 :

II) 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. Cost of the individual items must be quoted separately.
- 7) 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.
- 8) 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.
- 9) Bids containing incorrect statement will be rejected.
- 10) Bidder shall 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) Warranty/Guarantee of material
 - iii) Arbitration / Resolution of Dispute
 - iv) Force Majeure
 - v) Applicable Laws

(II) BID EVALUATION CRITERIA (BEC) :

Bids conforming to the specifications, terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria mentioned in Section D of "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005.

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CHECK LIST**(A) 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 120 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	

(B) TECHNICAL CHECK-LIST

Sl. No.	PARAMETERS/REQUIREMENTS	BIDDER RESPONSE	REMARKS IF ANY
1.	Whether the items would be brand new, unused & of prime quality?	YES/NO	
2.	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	
3.	Whether warranty would be for 18 months from date of receipt or 12 months from date of commissioning of the items?	YES/NO	
4.	Whether the defective item/ parts, if any, rejected by us will be replaced by you at your own arrangements?		
5.	Whether detailed technical catalogues, literature and drawings indicating exploded view and dimensions with part numbers for the offered items are forwarded?	YES/NO	
6.	Whether you have mentioned the name of manufacturer, country of origin and port of shipment?	YES/NO	
7.	Whether you have quoted as manufacturer?	YES/NO	
8.	Whether offered cementing head is having double plug arrangement?	YES/NO	
9	Whether delivery schedule is within (four) 4 months after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within four (04) months after receipt of formal order (in case of indigenous bidder) is accepted by you?	YES/NO	
10	Whether Technical Evaluation Matrix for BEC as well Technical is filled up and submitted?	YES/NO	
11	Whether the Hammer unions are of WECO make and minimum 15000 PSI rating?	YES/NO	
12	Whether there is Plug dropping indicator provided?	YES/NO	
13	Whether landing joint/nipple of quick coupler is having BTC thread profile at one end of desired size?	YES/NO	
14	Whether the Manifold is fully detachable and fulfill the technical feature as desired?	YES/NO	

Technical Evaluation sheet

Sr No.	Cla use No	Description	Bidders Remarks Complied /Not Complied /Deviation	Relevant Location of the document in their Bid to support the remarks/compliance
1		TECHNICAL EVALUATION SHEET		
2	10	<p>Item No 10: 13.3/8 inch (339.75mm) Double Plug type,BJ Model FAS-LOK or Equivalent Cementing Head comprising with following features & parts:01 (one) number</p> <p>a) The cementing head should be manufactured from solid forged rounds of alloy steels AISI 4130/4140/4145 and should be fully heat treated.</p> <p>b) Suitable for 13.3/8 inch (339.75mm) OD 68 ppf API casing with Buttress thread coupling.</p> <p>c) Working pressure not less than 5000 PSI(351.5kg/cm²) and Test pressure not less than 7500 PSI(527.4 kg/cm²).</p> <p>d) QUICK COUPLER: Feature of Fast locking/ unlocking (i.e making up/ breaking) with casing by means of Landing joint/nipple of 15inch - 19 inch(381mm - 482.6mm) of total length equivalent to BJ FAS-LOK type having 13.3/8 inch (339.75mm), 68ppf(101.285 kg/m), Buttress thread (as per API 5CT) at one end & Fast locking/unlocking connection with Seal O-ring(s) at the other</p>		

	<p>end matching with Cementing Head: one (01) no. to be provided with the Cementing Head. Additionally One(01)no extra quick coupler along with 10 nos of O-rings as spare to be provided with the order as back up.</p> <p>e) Lower connection of Cementing Head matching with the above Landing joint/nipple.</p> <p>f) Suitable for all types of cementing plugs used for 13.3/8 inch (339.75mm), covering 68 ppf API casings.</p> <p>g) Quick release type Plug retaining/dropping Pin/System having safety lock (with spare 5 sets of Seal O-ring & backup rings Kit).</p> <p>h) Plug dropping Indicator.</p> <p>i) The Cementing Head should be supplied with fully detachable “Cementing Manifold” of minimum 10,000 PSI (703.06 kg/ cm²)working pressure with at least three (03) nos of 2 inch (50.8mm), minimum 10000 PSI(703.06 kg/cm²) FMC lo-torque Plug valves. Suitable numbers of WECO make Hammer unions (1502) should also be provided. Provision should be present for two (02) nos of inlets for pumping in operation. However, One Inlet should be plugged with detachable Bull plug fitted with WECO Hammer union (1502). The entire arrangement of the “Cementing Manifold” should be complete so that it could be readily installed upon the Cementing Head.</p> <p>j) Plug loading Quick-change Top Cap with Acme Thread, Open Links & Lifting lugs with swivel chain assembly having feature to restrict unwanted free movement of the Plug between Retaining pin & Top cap (with spare 5 sets of Seal</p>		
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		<p>O-ring & backup rings).</p> <p>k) Length: Not more than 57.25 inch/ 1454mm (without lower half of Landing joint/or Single landing-nipple)</p> <p>l) Two sets of Operation and maintenance manual.</p>		
3	20	<p>Item No 20:</p> <p>7 inch (177.8mm) Double Plug type,BJ Model FAS-LOK or Equivalent Cementing Head each comprising with following features & parts:02 (Two) number</p> <p>a) The cementing head should be manufactured from solid forged rounds of alloy steels AISI 4130/4140/4145 and should be fully heat treated.</p> <p>b) Suitable for 7 inch (177.8mm) OD 29 ppf (43.156 kg/m) API casing with Buttress thread coupling.</p> <p>c) Working pressure not less than 5000 PSI(351.5kg/cm²) and Test pressure not less than 7500 PSI(527.4 kg/cm²).</p> <p>d) QUICK COUPLER: Feature of Fast locking/ unlocking (i.e making up/ breaking) with casing by means of Landing joint/nipple of not more than 17inch (431.8mm) of total length equivalent to BJ FAS-LOK type having 7 inch (177.8mm), 29 ppf(43.156 kg/m), Buttress thread (as per API 5CT) at one end & Fast locking/unlocking connection with Seal O-ring(s) at the other end matching with Cementing Head: One (01) no. to be provided with each of the Cementing Head. Additionally One(01)no extra quick coupler along with 10 nos of O-rings as spare to be provided with the order as back up.</p> <p>e) Lower connection of Cementing Head matching with the above Landing</p>		

	<p>joint/nipple.</p> <p>f) Suitable for all types of cementing plugs used for 7 inch (177.8mm), covering 29 ppf API casings.</p> <p>g) Quick release type Plug retaining/dropping Pin/System having safety lock (with spare 10 sets of Seal O-ring & backup rings Kit).</p> <p>h) Plug dropping Indicator.</p> <p>i) The Cementing Head should be supplied with fully detachable “Cementing Manifold” of minimum 10,000 PSI (703.06 kg/ cm²)working pressure with at least three (03) nos of 2 inch (50.8mm), minimum 10000 PSI(703.06 kg/cm²) FMC lo-torque Plug valves. Suitable numbers of WECO make Hammer unions (1502) should also be provided. Provision should be present for two (02) nos of inlets for pumping in operation. However, One Inlet should be plugged with detachable Bull plug fitted with WECO Hammer union (1502). The entire arrangement of the “Cementing Manifold” should be complete so that it could be readily installed upon the Cementing Head.</p> <p>j) Plug loading Quick-change Top Cap with Acme Thread, Open Links & Lifting lugs with swivel chain assembly having feature to restrict unwanted free movement of the Plug between Retaining pin & Top cap (with spare 10 sets of Seal O-ring & backup rings).</p> <p>k) Length: Not more than 52 inch/ 1320.8 mm (without lower half of Landing joint/or Single landing-nipple)</p> <p>l) Two sets of Operation and maintenance manual.</p>		
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4	1	<p>GENERAL NOTE TO THE BIDDERS :</p> <p>Bidder should forward relevant Catalogue, Drawing, and Literature (in printed form, not in computer media such as floppies or CDs) indicating the quoted items along with the quotation.</p>		
5	2	<p>Bidder should confirm that the items shall be brand new, unused & free from any defect. In the event of an order, the items should be guaranteed against any manufacturing defect, workmanship etc. for a period of 18 months from the date of despatch or 12 months from the date of commissioning whichever is earlier. In the event any item is found defective, then it should be replaced by the supplier at their own arrangement. Bidders must confirm the same in their quotations</p>		
6	3	<p>Inspection and Test certificates should be forwarded along with consignment (in the event of order). Bidder should confirm in the offer.</p>		
7	4	<p>Bidders shall furnish a recommended 2 years operational spares list (containing Part Description, Part number & unit price) along with the quotation. However, it may be noted that the prices of the spares would not be considered as a part of the bid evaluation process.</p>		
8	5	<p>Bidders must clearly and categorically mention full technical specification of each item (Cementing Head) in their offer in line with the technical specification of the Enquiry even if technical catalogue of the offered product is forwarded with the quotation, failing which offer may be treated as incomplete for evaluation.</p>		
9	6	<p>The Lower BTC thread of the nipple/ landing joint of the Quick coupler should strictly conform to API 5CT (LATEST EDITION). Bidder to confirm the same while quoting.</p>		
10	7	<p>The Bidder should indicate the dimensions and weight of the offered items, the name of the manufacturer, the country of origin and port of dispatch of the materials.</p>		

11	8	Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.		
12	9	Bidder to sign and submit completely filled up Technical check list and Technical Evaluation Matrix for Bid evaluation criteria and Technical specification.		
13	10	Bidders are to quote for all the items as indicated in the NIT, failing which the bid will be rejected.		
14	11	Purchase Order number shall be weld written on suitable place at the items. Bidders shall confirm compliance to the same while quoting.		
15	12	Bidder should categorically confirm in the technical bid a delivery schedule within four (04) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within four (04) months after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.		

**TECHNICAL EVALUATION MATRIX
(TO BE FILLED IN BY BIDDER DULY SIGNED)**

BID EVALUATION CRITERIA

Clause Number	DESCRIPTION	BIDDER'S RESPONSE (Complied / Not Complied / Deviation / Not Applicable)	TO BE FILLED BY THE BIDDER Relevant Location of their Bid to support the remarks / compliance (Reference of Document name / Serial number / Page number of bid for documentary evidence)
1.	The Items shall be manufactured & tested as per relevant API norms as specified in the Tender (IF APPLICABLE). Bidder must confirm.		
2.	Experience:		
A	MANUFACTURERS EXPERIENCE: IN CASE THE BIDDER IS THE MANUFACTURER If the bidder is a manufacturer of the offered item(s), then they must satisfy the following criteria for manufacturing and supply experience and furnish the relevant documentary evidences as per below along with the technical bid:		
i.	They must have an experience of minimum 5 (Five) years in manufacturing the quoted item(s) under relevant API certification as on the original bid closing date of the tender. Copies of relevant API certificates (having API authorization(s) for each of the item(s)		

	<p>mentioned in the tender) for the last 5 (Five) years (i.e. continuous without having any break in between) shall be submitted along with techno-commercial bid. Bids without copies of valid relevant API certificates or with break(s) in between will be rejected.</p> <p>Note: The above clause will be applicable only for those item(s) manufactured under API certifications, as specified in the tender.</p>		
ii.	<p>The bidder should have manufactured and supplied minimum 50% quantity (to be rounded to next higher whole figure) of each type of tendered items, of same or higher capacity and same or higher sizes, to any E&P companies/Drilling Contractors/Drilling service providers during last 5 (five) years as on original bid closing date of the tender (either by themselves or through their sole selling agent/distributor/dealer/supply house). Documentary evidence in respect of manufacturing and supplying the above mentioned items should be submitted with the technical bid, in the form of copies of relevant Purchase Orders (PO date should be within the last 05 years) along with copies of any of the following documents in respect of satisfactory execution of each of those Purchase Orders failing which the bids will be rejected:</p> <p>I. Satisfactory Inspection Report (OR) II. Satisfactory supply completion/installation report (OR) III. Bill of Lading, Invoice etc. (OR) IV. Consignee receipt delivery challan (OR) V. Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/Vat. VI. Commercial Invoice/ Payment Invoice</p>		
B	<p>IN CASE THE BIDDER IS NOT A MANUFACTURER:</p> <p>If the bidder is a sole selling agent / distributor / dealer / supply house of any manufacturer, then bidder must furnish the following documents</p>		

	along with the technical bid failing which the bids will be rejected:		
I.	Authorization certificate from the manufacturer (in original on manufacturer's letter head) should be submitted along with the technical bid. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.		
II.	Undertaking from the manufacturer (in original on manufacturer's letter head) guaranteeing supply of items to the bidder in the event of an order on the bidder. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.		
III.	Warranty backup from the manufacturer in original on manufacturer's letter head against the quality of the tendered item(s) as specified in the tender.		
IV.	Documentary evidence in respect of manufacturer's experience in manufacturing under relevant API certification (if applicable) as specified under para 2.A.(i) from the concerned manufacturer.		
V.	Documentary evidence in respect of manufacturer's supply experience as specified under para 2.A.(ii) from the concerned manufacturer (having supplied such items either by manufacturer themselves or through their sole selling agent / distributor / dealer / supply house).		
VI.	Documentary evidence in respect of bidder's own supply experience of supplying minimum 25% quantity (to be rounded to next higher whole figure) of each type of tendered items, of same or higher capacity and same or higher sizes, during last 5 (five) years as on original bid closing date of the tender as specified in the para 2.A.(ii).		
3	If the bidder is a manufacturer and has supplied any or all of the tendered items (of same or higher capacity and same or higher sizes) to OIL during last 5 (five) years as on original bid closing date of the tender either by themselves or through their sole selling agent/distributor/dealer/supply house and whose past performance has been satisfactory, the bidder need not satisfy Clause 2.A. ii for those items which have been supplied to OIL. In this situation, the bidder		

	<p>shall have to indicate as specified below.</p> <p>i) If the bidder (manufacturer) has supplied all of the tendered items then they shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by them for each type of tendered items (of same or higher capacity and same or higher sizes) in their technical bid.</p> <p>ii) If the bidder (manufacturer) has supplied only few types of the tendered items then they shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by them for those types of tendered items (of same or higher capacity and same or higher sizes) in their technical bid. However, against the remaining types of tendered items (of same or higher capacity and same or higher sizes) which were not supplied by them to OIL, the bidder (manufacturer) has to submit supply experience as per clause 2.(A).(ii) above.</p>		
4	<p>If the bidder is sole selling agent / distributor / dealer / supply house of any manufacturer and has submitted bid of the manufacturer who has supplied any or all of the tendered items (of same or higher capacity and same or higher sizes) to OIL during last 5 (five) years as on original bid closing date of the tender either by themselves or through their sole selling agent/distributor/dealer/supply house and whose past performance has been satisfactory, the manufacturer need not satisfy Clause 2.A. ii for those items which have been supplied to OIL. In this situation, the bidder shall have to indicate as specified below.</p> <p>i) If the manufacturer has supplied all of the tendered items then the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by that manufacturer for each type of tendered items (of same or higher capacity and same or higher sizes) in their technical bid. However, such bidder must meet Clause No. 2.(B).(VI) above.</p> <p>ii) If the manufacturer has supplied only few types of the tendered</p>		

	items then the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by that manufacturer for those types of tendered items (of same or higher capacity and same or higher sizes) in their technical bid. However, against the remaining types of tendered items (of same or higher capacity and same or higher sizes) which were not supplied by the manufacturer to OIL, the bidder has to submit supply experience of the manufacturer as per clause 2.(B).(V) above. However, such bidder must meet Clause No. 2.(B).(VI) above.		
5	The bidder should categorically confirm in the technical bid that the tendered items will be supplied within the delivery period as mentioned in the tender, without which the bid will be rejected.		