



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

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Tender No. & Date: SDG 2329P17/07 dated: 31.08.2016

Tender Fee : INR 6,000.00 OR USD 100.00
 Bid Security Amount : INR 90,000.00 OR USD 1,330.00

Bidding Type : **SINGLE STAGE COMPOSITE 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 **90 days** from bid closing date.

Bid Bond Validity : Bid Bond Should be valid up to **26.04.2017**

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

Integrity Pact : **Not Applicable**

OIL INDIA LIMITED invites Global Tenders for items detailed below:

| Item No. | MATERIAL DESCRIPTION | QTY. | UOM |
|-----------|---|------|-----|
| <u>10</u> | <p><u>Specification of item:</u> HOT TAPPING cum drilling MACHINE AIR MOTOR DRIVEN WITH OPTION FOR MANUAL OPERATION . SIZE- 0.5" TO 4" DRILL SIZE- 1. 0.5" Drill ; length- 150 mm(min). 2. 0.5" drill; length- 565 mm(min). 3. 0.75" drill; length- 150 mm (min). 4. 0.75" drill; length- 565 mm (min). 5. 1" drill; length- 150 mm (min). 6. 1.25" drill; length- 150 mm (min). 7. 1-7/16" drill; length- 187 mm (min). HOLE SAW/CUTTER 1. 1.25" HOLE SAW/CUTTER 2. 2" HOLE SAW/CUTTER 3. 3" HOLE SAW/CUTTER 4. 4" HOLE SAW/CUTTER</p> | 01 | No. |

| | | | |
|--|---|--|--|
| | <p>CUTTER HOLDER PILOT</p> <ol style="list-style-type: none"> 1. 1.25" – HOLDER PILOT 2. 2" – HOLDER PILOT 3. 3" – HOLDER PILOT 4. 4" – HOLDER PILOT <p>STANDARD SPECIFICATION:</p> <p>Hot Tapping machine cum drilling machine to be used to make connections to pipelines, tanks and plant piping without shutdown and are used to make hot taps in preparation for plugging machine applications. Hot Tapping machine cum drilling machine shall be power-driven by air motor with option for manual operation. The machine shall tap into pipe while under pressure. It shall be suitable for making 1/2" through 4" (DN 15 - DN 100) taps without shutdown. It shall be used to install 2" and 3" completion plugs in tapping nipples.</p> <p>The Machine shall have drilling travel of 28". The Hot Tapping machine cum drilling machine shall meet NACE Standard MR0175-93, sulfide stress cracking resistant metallic material for oilfield equipment.</p> <p>The maximum working pressure shall be 100 bars at 38°C. Its operating temperatures shall be -29°C to 371°C at 48 bars for intermittent service. pipeline fluid to be handled -- crude oil, natural gas, LPG and petroleum products.</p> | | |
|--|---|--|--|

(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 or before 13:00 hrs (IST)** on the Bid Closing Date mentioned in the Tender.
 - a) Original Bid Security along with two duplicate copies of Bid Security.
 - b) Any other document which have been specified to be submitted in original.

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 Bidder's :

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 items at site whichever is earlier. The defective materials, if any, rejected by us shall be replaced by the supplier within 15 (Fifteen) days from the date of notice at their own expense. Bidders must confirm the same while quoting.
2. **Manual:** Operation manual, Maintenance manual and Spares manual to be supplied along with the set. The language should be in English only.
3. **Inspection:** Inspection will be carried out by OIL's Engineer at manufacturer's/supplier premises prior to despatch. Supplier / manufacturer shall arrange for performance test of the machine in unitized condition as per specification without any extra cost to the Company. Supplier / manufacturer shall intimate OIL for inspection at least 15 working days in advance from the actual date of inspection due.
4. Bidder should indicate the name of manufacturer, country of origin, port of dispatch of the materials along with the quotation.
5. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.
6. **Delivery Clause:** "Bidder should categorically confirm in the technical bid a delivery schedule within **sixteen (16) weeks**, FOB Port of dispatch, after

establishment of letter of credit (in case of foreign bidder) or for dispatch of the equipment within **sixteen (16) weeks** after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected."

(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 item at site whichever is earlier. In case of breakdown during the warranty period, a competent service engineer of the supplier shall make as many visits as shall be necessary to rectify the system. The supplier shall provide all spares required for making the system operational. Bidders must confirm the same while quoting.
2. Bidder to sign and submit completely filled up **Commercial Check-List vide Annexure- B** and Technical specification along with the offer.
3. 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 to must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
4. 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, Small and Medium Enterprises (MSME) 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. 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.

ANNEXURE- A

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.

A. BID EVALUATION CRITERIA-TECHNICAL

1.0 BRC / BEC (Technical)-Qualification

1.1 The bidder shall be an Original Equipment Manufacturer (OEM) of the tendered item(s).

OR

1.2 An authorized agent / dealer / distributor / supply house of an OEM of the tendered item(s) having valid authorization letter / dealership certificate with warranty/ guarantee back up from the principal (OEM). Copy of authorization letter / dealership certificate with warranty/ guarantee back up from the principal (OEM) shall be submitted along with the technical bid.

2.0 Experience:

2.1 The bidder shall have experience of successful execution of past supply for minimum 50% quantity (to be rounded off to next higher integer) of each tender item of same or higher specification as specified in the tender in last 5 years preceding the original bid closing date of the tender, to any Oil & Gas Industry or service provider to an E&P company.

2.2 The bidder shall submit documents in support of his previous supply experience as applicable under clause 2.1 as follows:

- i) Copy(ies) of Purchase Order(s)/Contract document(s), And
- ii) Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s) -
 - Completion report / performance certificate from the clients,
 - Bill of lading,
 - Delivery challan / invoice etc.
 - any other documentary evidence that can substantiate the successful execution of each of the Purchase Order(s) / contract(s) cited above.

3.0 The bidder should categorically confirm in the 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.

4.0 **Financial Criteria:**

- 1.0 **Annual Turnover** : The bidder shall have an annual financial turnover of minimum **US\$ 33,090.00 or Rs. 22,50,000.00** 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:

- 1.0 Bids are invited under **Single Stage Composite Bid System**. Bidders shall quote accordingly under Single Stage Composite Bid System.
- 2.0 **Bid security of US \$ 1,330.00 or Rs. 90,000.00** 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)). 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 26.04.2017**.
- 3.0 Validity of the bid shall be **minimum 90 days** from the date of Bid Closing Date. Bids with lesser validity will be straightway rejected.
- 4.0 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.
- 5.0 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 :**

- 6.0 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.
- 7.0 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.
- 8.0 Bids containing incorrect statement will be rejected.
- 9.0 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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(A) COMMERCIAL CHECK-LIST

| Sl. No. | PARAMETERS/REQUIREMENTS | BIDDER RESPONSE | REMARKS IF ANY |
|----------------|---|------------------------|-----------------------|
| 1 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 90 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. | Whether confirmed to submit PBG as asked for in NIT? | YES/NO | |
| 25. | Whether agreed to submit PBG within 30 days of placement of order? | YES/NO | |
| 26. | For Indian bidders – Whether place of dispatch indicated in the offer? [To specify] | YES/NO | |
| 27. | For Indian bidders – Whether road transportation charges up to Duliajan quoted? | YES/NO | |
| 28. | For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges? | YES/NO | |
| 29. | For Indian Bidders only - Whether offered Deemed Export prices? | YES/NO | |
| 30. | Whether quoted prices are exclusive of Excise duty? | YES/NO | |
| 31. | For Indian bidders only – whether import content indicated in the offer? | YES/NO | |
| 32. | For Indian Bidders only - whether all Taxes have been indicated categorically? | YES/NO | |
| 33. | Whether all BRC/BEC clauses accepted? | YES/NO | |