



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

Telephone No. (91-374) 2808793

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

Tender No. & Date: SDG 3002P17/06 dated: 17.11.2016

Tender Fee : INR 6,000.00 OR USD 100.00

Bid Security Amount : INR 42,940.00 OR USD 625.00

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

Period of Sale of
Bid Documents : From 23.11.2016 to 04.01.2017; 15:30 Hrs(IST)

Bid Closing on : 11.01.2017 (at 11.00 Hrs. IST)

Bid Opening on : 11.01.2017 (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 **15.07.2017**

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>	HAND SLIP FOR 4-1/2" (114.3 mm) OD CASING PIPE Each Rotary hand slip should consist of: Extra long rotary hand slip complete with handles & inserts for handling 114.3 mm (4-1/2") OD casing pipes. Hand slip should be suitable for use in 698.50 mm (27.1/2") API standard Square drive Rotary Table-03 Nos. a) The slips should be manufactured with standard API taper for the requisite casing size. b) Minimum Load bearing capacity of the casing slip should be not less than 250 Ton. c) Extra set of inserts for each of the above hand slip – 01 Set per slip. (Total 03 sets)	3	Nos.

	<p>d) The supporting slips should have minimum 15 inch (381 mm) gripping length and should provide maximum circumferential grip for uniform pressure around the casing.</p> <p>e)The handles should be flexible type with center handle to be provided for better handling of the equipment.</p> <p>f)The slips should be manufactured from high quality alloy steel, fully heat treated and should strictly conform to API 7 K (latest edition).</p>		
<u>20</u>	<p>HAND SLIP FOR 5" (127 mm) OD CASING PIPE</p> <p>Each Rotary hand slip should consist of:</p> <p>Extra long rotary hand slips complete with handles & inserts for handling 127 mm (5") OD casing pipes. Hand slip should be suitable for use in 698.50 mm (27.1/2") API standard Square drive Rotary Table-03 Nos</p> <p>a)The slips should be manufactured with standard API taper for the requisite casing size.</p> <p>b)Minimum Load bearing capacity of the casing slip should be not less than 250 Ton.</p> <p>c)Extra set of inserts for each of the above hand slip – 01 Set per slip. (Total 03 sets)</p> <p>d)The supporting slips should have minimum 15 inch (381 mm) gripping length and should provide maximum circumferential grip for uniform pressure around the casing.</p> <p>e)The handles should be flexible type with center handle to be provided for better handling of the equipment.</p> <p>f)The slips should be manufactured from high quality alloy steel, fully heat treated and should strictly conform to API 7 K (latest edition).</p>	3	Nos.

(A) General Notes for e-tender :

1. The tender will be governed by “General Terms & Conditions” for e-Procurement as per Booklet No.MM/GLOBAL/E-01/2005 for E-procurement(ICB Tenders) including Amendment and Addendum.
2. The general details of tender can be viewed by opening the RFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under Technical RFX.
3. Bid must be submitted electronically only through OIL’s e-procurement portal. Bid submitted in any other form will be rejected.
4. Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with tender no. and due date to The **Head Materials, Materials Department, Oil**

India Limited, Duliajan- 786602, Assam 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 names 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. The manufacturer 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 shipment or 12 months from date of commissioning of the items, whichever is earlier. The defective materials, if any, rejected by OIL shall be replaced by the supplier at their own arrangements. Bidders must confirm the same in their quotations.
2. Items shall be manufactured, tested & certified as per API Spec. 7K (latest edition). In support of manufacturing the item as per API, the bidder should submit copies of API 7K certificates with validity covering minimum 5 (FIVE) years continuously reckoned prior to the original bid closing date of the tender.

3. Markings (including API monogram & SR1 marking) shall be done as per API Spec 7K. Additionally, purchase order number shall be weld written on suitable place at the items. Bidders shall confirm compliance to the same while quoting.
4. Bidder must provide detailed specifications of the offered product and should forward relevant Catalogue, Drawings indicating part numbers and Literature (in printed form, not in computer media such as floppies or CDs) indicate the quoted items along with the quotation.
5. Bidder should forward a list of recommended spares for two (02) years operation for the quoted items indicating part numbers, quantity & unit price separately along with the quotation in the commercial bid and categorically confirm the same in the technical bid (price should not be mentioned in the technical bid). However the cost of these spares will not be considered for bid evaluation purpose. The price should remain valid for at least two (02) years.
6. 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.
7. In the event of order the supply must include the manufacturer's data book (wherever applicable) (SR3 of API 7K); mill test certificates, Ultrasonic Test Reports etc for all of the items; Proof Load testing of primary load carrying components (Clause 8.6 of API 7K) and two sets of Maintenance, Service and Parts Manual. Bidder should categorically confirm while quoting.
8. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.
9. Bidders are to quote for all the items as indicated in the NIT.
10. Bidder to sign and submit completely filled up Technical check list and Technical Evaluation Matrix for Bid evaluation criteria and Technical specification.
11. Bidder should note that in the event of an order the API licenses for manufacturing the CASING SLIPS along with authorization for API monogramming should be valid, without any break, till execution of purchase order. Bidder should categorically confirm compliance while quoting.

(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 dispatch /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. Validity of the offers should be **90 days** from the date of bid opening. Bids with lesser validity shall be summarily rejected.
 3. The items covered by this tender shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Customs Duty during import will be applicable. Indigenous bidder shall be eligible for Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/01/2005 enclosed. However no Recommendatory letters will be issued to Indian Bidders
 4. **Technical & Commercial Check-List vide Annexure- B** shall be filled-up and submitted along with the offer.
 5. 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.
 6. 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.
 7. Other terms and conditions of the tender shall be as per “General Terms & Conditions” for e- Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders). However, if any of the Clauses of the Bid Rejection Criteria (BRC) / Bid Evaluation Criteria (BEC) mentioned here Contradict the Clauses in the “General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement
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(ICB Tenders) of the tender and/or elsewhere, those mentioned in this BEC /
BRC shall prevail.

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BID EVALUATION CRITERIA (BEC) FOR TENDER CONSISTS OF MULTIPLE ITEMS

1. BID EVALUATION CRITERIA-TECHNICAL

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.

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. **Bidder should categorically confirm in the technical bid a delivery schedule within five (05) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within five (05) months after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.**
6. 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) Guarantee of material
 - iii) Arbitration / Resolution of Dispute
 - iv) Force Majeure
 - v) Applicable Laws

7.0 **Financial Criteria:**

7.1 **Annual Turnover:** The bidder shall have an annual financial turnover of minimum **US\$ 15,628.18 or Rs. 10,73,499.75** during any of the preceding 03 (three) financial years reckoned from the original bid closing date of the tender.

7.2 "Net Worth" of the bidder should be positive for the preceding financial/accounting year.

7.3 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 documents 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-E.
- 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.

7.4 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 \$ 625.00 or Rs. 42,940.00** 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 **up to 15.07.2017.**
3. 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. 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.
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 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.
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 :**

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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ANNEXURE-B**(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

(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 product is manufactured as per API 8C (latest edition). If so, whether 5 years continuous API 8C certificate submitted?	YES/NO	
9.	Whether the slips offered are having the stated minimum capacity?	YES/NO	
10.	Whether relevant PO's along with supporting documents uploaded for manufacturer as well as supplier (if applicable) for all the different item types as per NIT requirement?	YES/NO	
11.	Whether the Technical Evaluation sheets for both BEC and Technical are filled up completely with due signatures?	YES/NO	

Technical Evaluation Matrix
(TO BE FILLED IN BY BIDDER DULY SIGNED)

Sr No.	Description	Bidders Remarks Complied/Not Complied/Devi ation	Relevant Location of the document in their Bid to support the remarks/complianc e
10	<p><u>Item No 10</u></p> <p><u>HAND SLIP FOR 4-1/2" (114.3 mm) OD CASING PIPE</u></p> <p>Each Rotary hand slip should consist of: Extra long rotary hand slip complete with handles & inserts for handling 114.3 mm (4-1/2") OD casing pipes. Hand slip should be suitable for use in 698.50 mm (27.1/2") API standard Square drive Rotary Table-03 Nos.</p> <ol style="list-style-type: none"> The slips should be manufactured with standard API taper for the requisite casing size. Minimum Load bearing capacity of the casing slip should be not less than 250 Ton. Extra set of inserts for each of the above hand slip – 01 set per slip. (Total 03 sets) The supporting slips should have minimum 15 inch (381 mm) gripping length and should provide maximum circumferential grip for uniform pressure around the casing. The handles should be flexible type with center handle to be provided for better handling of the equipment. The slips should be manufactured from high quality alloy steel, fully heat treated and should strictly conform to API 7 K (latest edition). 		

20	<p><u>Item No 20</u></p> <p><u>HAND SLIP FOR 5" (127 mm) OD CASING PIPE</u></p> <p>Each Rotary hand slip should consist of: Extra long rotary hand slips complete with handles & inserts for handling 127 mm (5") OD casing pipes. Hand slip should be suitable for use in 698.50 mm (27.1/2") API standard Square drive Rotary Table-03 Nos.</p> <ol style="list-style-type: none"> The slips should be manufactured with standard API taper for the requisite casing size. Minimum Load bearing capacity of the casing slip should be not less than 250 Ton. Extra set of inserts for each of the above hand slip – 01 Set per slip. (Total 03 sets) The supporting slips should have minimum 15 inch (381 mm) gripping length and should provide maximum circumferential grip for uniform pressure around the casing. The handles should be flexible type with center handle to be provided for better handling of the equipment. The slips should be manufactured from high quality alloy steel, fully heat treated and should strictly conform to API 7 K (latest edition). 		
1	<p><u>GENERAL NOTES FOR BIDDERS:</u></p> <p>The items shall be brand new, unused & of prime quality. The manufacturer 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 shipment or 12 months from date of commissioning of the items, whichever is earlier. The defective materials, if any, rejected by OIL shall be replaced by the supplier at their own arrangements. Bidders must confirm the same in their quotations.</p>		

2	Items shall be manufactured, tested & certified as per API Spec. 7K (latest edition). In support of manufacturing the item as per API, the bidder should submit copies of API 7K certificates with validity covering minimum 5 (FIVE) years continuously reckoned prior to the original bid closing date of the tender.		
3	Markings (including API monogram & SR1 marking) shall be done as per API Spec 7K. Additionally purchase order number/manufacturer's name/ date and year of manufacture shall be weld written on suitable place at the items. Bidders shall confirm compliance to the same while quoting.		
4	Bidder must provide detailed specifications of the offered product and should forward relevant Catalogue, Drawings indicating part numbers and Literature (in printed form, not in computer media such as floppies or CDs) indicating the quoted items along with the quotation.		
5	Bidder should forward a list of recommended spares for two (02) years operation for the quoted items indicating part numbers, quantity & unit price separately along with the quotation in the commercial bid and categorically confirm the same in the technical bid (price should not be mentioned in the technical bid). However the cost of these spares will not be considered for bid evaluation purpose. The price should remain valid for at least two (02) years.		
6	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.		
7	In the event of order the supply must include the manufacturer's data book (wherever		

	applicable) (SR3 of API 7K); mill test certificates, Ultrasonic Test Reports etc for all of the items; Proof Load testing of primary load carrying components (Clause 8.6 of API 7K) and two sets of Maintenance, Service and Parts Manual. Bidder should categorically confirm while quoting.		
8	Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.		
9	Bidders are to quote for all the items as indicated in the NIT.		
10	Bidder to sign and submit completely filled up Technical check list and Technical Evaluation Matrix for Bid evaluation criteria and Technical specification.		
11	Bidder should note that in the event of an order the API licenses for manufacturing the CASING SLIPS along with authorization for API monogramming should be valid, without any break, till execution of purchase order. Bidder should categorically confirm compliance while quoting.		

**BID EVALUATION CRITERIA
(TO BE FILLED IN BY BIDDER DULY SIGNED)**

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) 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.	<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 along with the technical bid failing which the bids will be rejected:</p>		
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 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. In this situation the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL in their technical bid.		
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 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. In this situation the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by that manufacturer in their technical bid. However,		

	such bidder must meet Clause No. 2.(B).(VI) above.		
5	Bidder should categorically confirm in the technical bid a delivery schedule within five (05) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within five (05) months after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.		
6	<p>Bidder must accept and comply with the following clauses as given in the Bid Document, failing which bid shall be liable for rejection</p> <ul style="list-style-type: none"> i) Liquidated Damages ii) Guarantee of material iii) Arbitration / Resolution of Dispute iv) Force Majeure v) Applicable Laws 		
7.	Financial Criteria		
7.1	<u>Annual Turnover:</u> The bidder shall have an annual financial turnover of minimum US\$ 15,628.18 or Rs. 10,73,499.75 during any of the preceding 03 (three) financial years reckoned from the original bid closing date of the tender.		
7.2	"Net Worth" of the bidder should be positive for the preceding financial/accounting year.		
7.3	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		

	<p>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.</p> <p>Notes:</p> <p>a) For proof of Annual Turnover & Net worth any one of the following documents must be submitted along with the bid:-</p> <p>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- E.</p> <p style="text-align: center;">OR</p> <p>ii) Audited Balance Sheet along with Profit & Loss account. In case of foreign bidders, self-attested/digitally signed printed published accounts are also acceptable.</p> <p>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.</p>		
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7.4	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\$.		
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