



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

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Tender No. & Date: SDG 3229P17/07 dated: 08.12.2016

Tender Fee : INR 6,000.00 OR USD 100.00
Bid Security Amount : INR 189,160.00 OR USD 2,741.00

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

Period of Sale of

Bid Documents : **From 19.01.2017 to 01.03.2017 ; 15:30 Hrs(IST)**

Bid Closing on : **08.03.2017 (at 11.00 Hrs. IST)**

Bid Opening on : **08.03.2017 (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 **08.10.2017**

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><u>TECHNICAL SPECIFICATION FOR MASTER BUSHING FOR 37.1/2 ROTARY TABLE:</u></p> <p>A) MASTER BUSHING FOR 37.1/2 INCHES (952.5 MM) ROTARY TABLE DESIGNED, MANUFACTURED AND TESTED IN ACCORDANCE WITH API SPECIFICATION 7K LATEST EDITION), ALONG WITH ACCESSORIES, AND AS PER THE FOLLOWING MINIMUM SPECIFICATIONS:</p> <p>1. GENERAL REQUIREMENT:</p> <p>i) The Master Bushing should be designed for use in onshore drilling operations and should be compatible for use with rotary table models RK375 of M/s. American Block Manufacturing Co. and ZP375 of M/s Lanzhou Petroleum & Chemical Machinery Works, China having 37.1/2 in (952.5 mm) table opening.</p> <p>2. SPECIFICATION:</p> <p>i) Size: Suitable for Rotary table with 37.1/2" (952.5 mm) opening.</p> <p>ii) Capacity: Static load rating of 500 Tons minimum.</p> <p>iii) Type: Hinged, Pin Drive.</p> <p>iv) Handling range: 13.3/8" to 2.3/8" pipe sizes (with the use of insert bowls no. 1, 2 and 3.)</p> <p>B. ACCESSORIES FOR ABOVE:[FOR EACH MASTER BUSHING]</p> <p>i) Insert Bowl No. 3 (for handling API 2.3/8 inch to 8.5/8 inch tubular)- 1 (One) Set.</p> <p>ii) Bit Breaker Adapter Plate- 1 (One) No</p> <p>iii) Lifting Sling - 1 (One) Set</p>	02	Nos.

(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-COMMERCIALLY 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 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 are as under:

SHRI RAJIV MATHUR, IPS (Retd.),
Former Director (IB) Govt. of India
e-Mail ID : rajivmathur23@gmail.com

&

SHRI SATYANANDA MISHRA, IAS (RETD.)
Former Chief Information Commissioner of India &
Ex-Secretary, DOPT, Govt. Of India
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(B) General Notes to Bidders:

1. The items shall be brand new, unused and of prime quality. The manufacturer shall warrant (in the event of an order) that the product/products supplied will be free from all defects & fault in material, workmanship & manufacturing 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 expense. Bidders must confirm the same in their quotations.
2. Bidder to confirm that the quoted items shall be manufactured, tested and supplied as per API Spec.7K [latest edition]. Bidder should forward copies of API Spec. 7K certificates of the manufacturer having relevant authorizations for manufacturing the tendered item along with the bid for the last 5 years preceding original bid closing date of the tender.
3. Bidder shall submit an undertaking from the manufacturer that their API Spec. 7K license would be kept valid till the execution of the Purchase Order.
4. Bidder must provide detailed specifications of the offered item and should forward relevant Catalogue and Literature of the quoted item along with the quotation.
5. Bidder to confirm that all parts of the items shall be suitably marked for identification purpose and additionally OIL purchase order number will be die stamped on the body of the items in the event of an order.
6. Mill test reports/Compliance reports wherever applicable, should be submitted to OIL along with the supply. Bidders must confirm the same while quoting.
7. The items should be suitably coated with a protective coating both internally & externally to prevent corrosion and rusting during transit. Bidders must confirm the same while quoting.
8. Bidder should confirm to provide 03 (three) sets of Operation, service and maintenance manual indicating assembling and disassembling procedures, drawing and spare parts list along with the supply.
9. **Bidder should categorically confirm in the technical bid a delivery schedule within seven (07) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within seven (07) months after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.**
10. Bidder should indicate name of the manufacturer, country of origin and port of dispatch for the quoted items.
11. Bidders to quote for all the items as indicated in the NIT.
12. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.
13. Bidder shall submit the duly filled in and signed "Matrix for Technical Evaluation" Sheet along with the technical bid failing which their offer will be rejected.

(C) Special Notes:

1. 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. In the event of an order on indigenous bidder under deemed export scheme, OIL will issue Project Authority Certificate(PAC) and arrange for DGH Certificate as may be appropriate/applicable. Supplier shall effect dispatch only on receipt of these certificates from OIL, failing which all related liabilities shall be to Supplier's account
2. 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.
3. 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.
4. 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.

5. Bidders to take special note of the following conditions:

- a. **Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.**
- b. **Against Bid Security/EMD/Performance Bank Guarantee – Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable**

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

GENERAL CONFORMITY :

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.

I. BID EVALUATION CRITERIA

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 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 the 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.
- 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 the 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.

6. 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.

Financial Criteria:

- 1 **Annual Turnover:** The bidder shall have an annual financial turnover of minimum **US\$ 68,536.00** or **Rs 47,29,000.00** during any of the preceding 03 (three) financial years reckoned from the original bid closing date of the tender.
- 2.0 "Net Worth" of the bidder should be positive for the financial/accounting year just preceding to the Bid Closing Date of the Tender.
- 3.0 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 2016** (As the case may be) has actually not been audited so far'.

Note:

- (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 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. Organisation/PSU/State Govt. Organisation/Semi-state Govt. Organisation or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and Central Govt., their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.
- 4.0 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 of Balance Sheet and Profit & Loss Account. 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.
- 2.0 **Bid security of INR 189,160.00 or US\$ 2,741.00** shall be furnished as a part of the TECHNICAL BID. **Any bid not accompanied by a proper bid security in ORIGINAL will be rejected without any further consideration.** 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 Bank Guarantee towards Bid Security shall remain **valid till 08.10.2017.**
- 3) Validity of the bid shall be minimum 120 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 destination, 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 destination, whichever is earlier. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.
- 6) Offers should be submitted with Integrity Pact duly signed by the authorized signatory of the bidder. If any bidder refuses to sign Integrity Pact or declined to submit Integrity Pact with the offer, their bid shall be rejected straightway.

- 7) 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) The items covered under this enquiry shall be used by OIL in the PEL/ML areas issued/renewed after 01/04/99 and hence, applicable Customs Duty for import of goods shall be ZERO. Indigenous bidders must quote Deemed Export prices. Excise Duty under Deemed Export is exempted.

- 8) 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.
- 9) 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.
- 10) Bids containing incorrect statement will be rejected.
- 11) 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

BID EVALUATION CRITERIA

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.

CHECK LIST**(A) COMMERCIAL CHECK-LIST**

Sl#	REQUIREMENT	COMPLIANCE
1.0	Whether bid submitted under Single Stage Two Bid System?	Yes / No
2.0	Whether quoted as manufacturer?	Yes / No
2.1	Whether quoted as OEM Dealer / Supply House. To Specify-	Yes / No
2.2	If quoted as OEM Dealer / Supply House	Yes / No
	(a) Whether submitted valid and proper authorization letter from manufacturer confirming that bidder is their authorized Dealer / supply House for the product offered ?	
	(b) Whether manufacturer's back-up Warranty/Guarantee certificate submitted?	
3.0	Whether ORIGINAL Bid Bond (not copy of Bid Bond) as per Revised Format(Annexure VII Revised) Sent separately? If YES, provide details	Yes / No
	(a) Amount :	
	(b) Name of issuing Bank :	
	(c) Validity of Bid Bond :	
4.0	Whether offered firm prices ?	Yes / No
4.1	Whether quoted offer validity of 120 days from the bid closing date of tender?	Yes / No
4.2	Whether quoted a firm delivery period?	Yes / No
4.3	Whether agreed to the NIT Warranty clause?	Yes / No
4.4	Whether confirmed acceptance of tender Payment Terms of 80% against shipment/dispatch documents and balance 20% after successful commissioning/testing along with commissioning/testing charges?	Yes / No
5.0	Whether confirmed to submit PBG as asked for in NIT?	Yes / No
5.1	Whether agreed to submit PBG within 30 days of placement of order?	Yes / No
6.0	Whether Price submitted as per Price Schedule (refer Para 12.0 of BRC vide Annexure – II)?	Yes / No
6.1	Whether cost of Recommended Spares for 2 years of operations quoted?	YES/NO
7.0	Whether quoted as per NIT (without any deviations)?	Yes / No
7.0	Whether quoted any deviation?	Yes / No
7.1	Whether deviation separately highlighted?	Yes / No
8.0	Whether indicated the country of origin for the items quoted?	Yes / No
8.1	Whether technical literature / catalogue enclosed?	Yes / No
8.2	Whether weight & volume of items offered indicated?	Yes / No
9.0	For Foreign Bidders - Whether offered FOB / FCA port of despatch including sea / air worthy packing & forwarding?	Yes / No
9.1	For Foreign Bidders – Whether port of shipment indicated. To specify:	Yes / No
9.2	For Foreign Bidders only - Whether indicated ocean freight up to Kolkata port (Excluding marine insurance) ?	Yes / No
9.3	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?	

10.0	For Indian Bidders – Whether indicated the place from where the goods will be dispatched. To specify :	Yes / No
10.1	For Indian Bidders – Whether road transportation charges up to Duliajan quoted?	Yes / No
10.2	For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges?	Yes / No
10.3	For Indian Bidders only - Whether indicated import content in the offer?	Yes / No
10.4	For Indian Bidders only - Whether offered Deemed Export prices?	Yes / No
10.5	For Indian Bidders only – Whether all applicable Taxes & Duties have been quoted?	Yes / No
11.0	Whether all BRC/BEC clauses accepted ?	Yes / No
12.0	Whether Integrity Pact with digital signature uploaded?	Yes / No
12.1	Whether all the clauses in the Integrity Pact have been accepted?	Yes / No
13	Whether balance sheet of last 3 financial year have been uploaded ?	Yes / No

(B) TECHNICAL CHECK LIST**TECHNICAL CKECKLIST FOR MASTER BUSHING FOR 37.1/2 INCHES ROTARY TABLE**

1	Whether the items would be brand new, unused & of prime quality?	Yes/ No
2	Whether the items would be free from all defects & fault in material, workmanship & manufacturing 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 whichever is earlier?	Yes/ No
4	Whether the defective items / parts, if any, rejected by OIL will be replaced by the bidder free of cost?	Yes/ No
5	Whether the items would be manufactured and tested as per API Spec.7K [latest edition]?	Yes/ No
6	Whether bidder has forwarded along with the quotation copies of API Spec. 7K certificates of the manufacturer with relevant authorizations for the tendered item for the last 5 years preceding original bid closing date of tender?	Yes/ No
7	Whether bidder has forwarded along with the quotation an undertaking from the manufacturer that their API Spec. 7K license will be kept valid till the execution of the purchase order in the event of an order on the bidder?	Yes/ No
8	Whether detailed technical catalogue and literature of the offered items forwarded along with the bid?	Yes/ No
9	Whether quoted as manufacturer?	Yes/ No
10	Whether the name of manufacturer, country of origin and port of shipment has been mentioned?	Yes/ No
11	Whether 03 (three) sets of operation, maintenance and spare parts manual with part numbers would be provided along with the supply?	Yes/ No
12	Whether Mill test reports/Compliance reports pertaining to the items wherever applicable, would be submitted to OIL along with the supply?	Yes/ No
13	Whether all parts of the items would be suitably marked for identification purpose and additionally OIL purchase order number would be die stamped on the body of the items in the event of order?	Yes/ No
14	Whether the items would be suitably coated with a protective coating both internally & externally to prevent corrosion and rusting during transit?	Yes/ No
15	Whether the master bushings are suitable for 37.1/2" Rotary table?	Yes/ No
16	Whether the master bushings are of hinged, pin drive type?	Yes/ No
17	Whether the master bushings are suitable for rotary table models RK-375 and ZP-375?	Yes/ No
18	Whether one set of Insert bowl no. 3 will be provided along with each number of items?	Yes/ No
19	Whether one Bit Breaker Adapter Plate will be provided along with each number of items?	Yes/ No
20	Whether one set of Lifting Sling will be provided along with each number of items?	Yes/ No
21	Whether delivery schedule of seven (07) months has been confirmed?	Yes/No
22	Whether the "Matrix for Technical Evaluation Sheet" has been duly filled in and signed?	Yes/No

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

TO BE ISSUED BY PRACTISING **CHARTARD ACCOUNTANTS' FIRM** ON THEIR LETTER HEAD

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statements of M/s.....(Name of the bidder) for the last three (3) completed accounting years upto..... **(as the case may be)** are correct

YEAR	TURN OVER In INR (Rs.) Crores/ US \$ Million) *	NET WORTH In INR (Rs.) Crores / US \$ Million) *

*Rate of conversion (if used any): USD 1.00 = INR

Place:

Date:

Seal

Membership No:

Registration Code:

Signature

***Applicable only for GLOBAL tenders**

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

BID EVALUATION CRITERIA

Clause Number	DESCRIPTION	TO BE FILLED BY THE BIDDER	
		BIDDER'S RESPONSE (Complied / Not Complied / Deviation / Not Applicable)	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 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 the 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		

	<p>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)</p> <p>II. Satisfactory supply completion/installation report (OR)</p> <p>III. Bill of Lading, Invoice etc. (OR)</p> <p>IV. Consignee receipt delivery challan (OR)</p> <p>V. Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/Vat.</p> <p>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 the 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.	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.		
TECHNICAL SPECIFICATION			
A)	MASTER BUSHING FOR 37.1/2 INCHES (952.5 MM) ROTARY TABLE DESIGNED, MANUFACTURED AND TESTED IN ACCORDANCE WITH API SPECIFICATION 7K LATEST EDITION), ALONG WITH ACCESSORIES, AND AS PER THE FOLLOWING MINIMUM SPECIFICATIONS:		
1.	GENERAL REQUIREMENT:		
i)	The Master Bushing should be designed for use in onshore drilling operations and should be compatible for use with rotary table models RK375 of M/s. American Block Manufacturing Co. and ZP375 of M/s Lanzhou Petroleum & Chemical Machinery Works, China having 37.1/2 in (952.5 mm) table opening.		
2.	SPECIFICATION:		
i)	Size: Suitable for Rotary table with 37.1/2" (952.5 mm) opening.		
ii)	Capacity: Static load rating of 500 Tons minimum.		

iii)	Type: Hinged, Pin Drive.		
iv)	Handling range: 13.3/8" to 2.3/8" pipe sizes (with the use of insert bowls no. 1, 2 and 3.)		
B.	ACCESSORIES FOR ABOVE:[FOR EACH MASTER BUSHING]		
i)	Insert Bowl No. 3 (for handling API 2.3/8 inch to 8.5/8 inch tubular)- 1 (One) Set.		
ii)	Bit Breaker Adapter Plate- 1 (One) No		
iii)	Lifting Sling - 1 (One) Set		
iv)	Operation, maintenance and spare parts manual for above Master Bushing: 3 (Three) Sets.		
GENERAL NOTES FOR BIDDERS:			
1.	The items shall be brand new, unused and of prime quality. The manufacturer shall warrant (in the event of an order) that the product/products supplied will be free from all defects & fault in material, workmanship & manufacturing 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 expense. Bidders must confirm the same in their quotations.		
2.	Bidder to confirm that the quoted items shall be manufactured, tested and supplied as per API Spec.7K [latest edition]. Bidder should forward copies of API Spec. 7K certificates of the manufacturer having relevant authorizations for manufacturing the tendered item along with the bid for the last 5 years preceding original bid closing date of the tender.		
3.	Bidder shall submit an undertaking from the manufacturer that their API Spec. 7K license would be kept valid till the execution of the Purchase Order.		

4.	Bidder must provide detailed specifications of the offered item and should forward relevant Catalogue and Literature of the quoted item along with the quotation.		
5.	Bidder to confirm that all parts of the items shall be suitably marked for identification purpose and additionally OIL purchase order number will be die stamped on the body of the items in the event of an order.		
6.	Mill test reports/Compliance reports wherever applicable, should be submitted to OIL along with the supply. Bidders must confirm the same while quoting.		
7.	The items should be suitably coated with a protective coating both internally & externally to prevent corrosion and rusting during transit. Bidders must confirm the same while quoting.		
8.	Bidder should confirm to provide 03 (three) sets of Operation, service and maintenance manual indicating assembling and disassembling procedures, drawing and spare parts list along with the supply.		
9.	Bidder should categorically confirm in the technical bid a delivery schedule within seven (07) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within seven (07) months after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.		
10.	Bidder should indicate name of the manufacturer, country of origin, and port of dispatch for the quoted items.		
11.	Bidders to quote for all the items as indicated in the NIT.		
12.	Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.		
13.	Bidder shall submit the duly filled in and signed "Matrix for Technical Evaluation" Sheet along with the technical bid failing which their offer will be rejected.		

	Financial Criteria:		
1.0	Annual Turnover: The bidder shall have an annual financial turnover of minimum US\$ 68,536.00 or Rs 47,29,000.00 during any of the preceding 03 (three) financial years reckoned from the original bid closing date of the tender.		
2.0	"Net Worth" of the bidder should be positive for the financial/accounting year just preceding to the Bid Closing Date of the Tender.		
3.0	<p>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 2016 (As the case may be) has actually not been audited so far'.</p> <p>Note:</p> <p>(c) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-</p> <p>i) A certificate issued by a practicing Chartered Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE.</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>(d) In case the bidder is a Central Govt. Organisation/PSU/State Govt. Organisation/Semi-state Govt. Organisation or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and Central Govt., their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.</p>		
4.0	<p>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 of Balance Sheet and Profit & Loss Account. A CA certificate is to be submitted by the bidder regarding converted figures in equivalent INR or US\$.</p>		