



OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. Duliajan – 786602, Assam

Telephone No. (91-374) 2808720

Fax No: (91-374) 2800533

Email: mmfd1@oilindia.in; materials@oilindia.in ; erp_mm@oilindia.in

Tender No. & Date	:	SDG 3498 P17/09 dated: 06.01.2017
Tender Fee	:	INR 6,000.00 OR USD 100.00
Bid Security Amount	:	INR 1,68,000.00 OR USD 2,500.00
Bidding Type	:	SINGLE STAGE TWO BID SYSTEM
Period of Sale of Bid Documents	:	From 18.01.2017 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 (at14.00 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 07.10.2017
Performance Guarantee	:	Applicable @ 10% of Order value
Integrity Pact	:	Applicable
List of Annexures Applicable	:	Annexure- I : Specifications, General & special notes to bidders Annexure- II : Bid evaluation & Rejection Criteria Annexure- III : Check List (Commercial) Annexure-IV : Certificate of Annual Turnover & Net Worth Annexure- V, VI, VII : Evaluation Matrixes

OIL INDIA LTD invites Global Tenders for items detailed as per ANNEXURE-I:

A) List of Items & Quantity:

Sl no	Item details	Quantity
10	Mini service centre for maintenance of Coiled Tubing & slick line down hole tools.	1 No
20	Installation & Commissioning of item 10	1 AU

B) Item Specification:

Item No.	MATERIAL DESCRIPTION	QTY	UOM
10	<p>Mini service centre for maintenance of Coiled Tubing & slick line down hole tools.</p> <p><u>Application:</u> Easy way to make and break up tool joints connection, small OD pipe joints, thread connection etc.</p> <p><u>Tools to be used for maintenance:</u> Downhole tools for Coiled Tubing & Slickline application i.e. Hydraulic jars, Impact drill jar, Mechanical jar, Intensifiers, Slim hole motor, Hydraulic disconnect, Motor head assembly, Flow activated overshot/pulling tools, Sand bailer, standing valve, SRP insert pump, different tool joints etc.</p> <p><u>Item Description:</u></p> <ol style="list-style-type: none"> The service centre shall be fully hydraulic system and designed considering operational practicality & safety in mind. The support for tools & holding tongs shall be mounted into a compact, rigid frame. The Unit shall also integrate an ergonomically positioned control gears. The controls shall be easily handled and operable by one person. A single set of jaws shall grip the full range of tools having OD ranging within 1.687"-3.5". It shall have provision for adjustable clamp force and shall be such that it reduces the risks of crushing thin wall of the tools. Clamp force shall be proportional to torque and clamp arm secures work piece into service centre. The mini service centre shall have the following features & accessories. <ol style="list-style-type: none"> The service centre shall allow for easy manoeuvring to accommodate various shop layouts. It shall be rigid and compact in design for easy loading and unloading of the Tool/work piece. <p>The mini service centre shall comprise of the following units</p>	01	No.

	<p>A) Tool Bench: Technical specification of the tool bench is as follows:</p> <ul style="list-style-type: none"> a) Tool OD Range: within 1.687"-3.5". b) Minimum Distance between Jaws: Approx 3 inch c) Minimum Torque: Not less than 400 ft-lb approx d) Maximum Torque: 5,000 ft-lb approx e) Operating Pressure: Maximum 3000 psi f) Required Flow: To meet maximum requirement for the intended operation. g) DIMENSION: <ul style="list-style-type: none"> Maximum Length: 1800 mm (1.8 M) Maximum Width: 800 mm (0.8 M) Maximum Height: 1000 mm (1.0 M) Maximum Weight: Not more than 500 Kgs h) Operating panel Control gears & gauges shall be of reputed make. i) All gauges shall be fluid filled type. <p>B) Electrical Power Pack: Shop version & Explosion proof</p> <ul style="list-style-type: none"> i) Electrical Motor Specification: The motor shall have the following specifications. <ul style="list-style-type: none"> a. Voltage : 415 +/-6% V b. RPM : to match driven loads c. Frequency : 50 Hz +/- 3% Hz d. Horsepower: As per requirement e. Starting : DOL f. Earthing : As per IS-9283, 3043 g. Markings : Name plate details with name of manufacturer, frame size, rated voltage, rated output, current, frequency, type of duty, class of insulation, no. of phases, speed in rpm at rated output, degree of protection, winding connections, temp rise, bearing sizes, nominal efficiency, category of motor, ref to IS 9283, lubricant, lubrication material and year of manufacture ii) Motor Cables: Each motor shall be supplied complete with 4X6 mm², polyolefin inner insulation, CPE outer jacket insulated motor cables of minimum 12mt length each with stranded flexible copper conductors. Cable should conform to BIS/CSA & UL & other relevant standards. No joints shall be allowed. The cables running out of the motor along the pipe up to the starter panel shall be driven in non-corrosive conduits to protect against mechanical damage. Suitable clamps / supports shall be provided along the entire length of the cable. iii) Starter Panel: Panel shall be designed for Ambient of 45°C (Max)/ 5°C (Min) and Humidity-95% (Max). <p>Protection: The starter shall have the following minimum (but not limited to) protections:</p> <ul style="list-style-type: none"> a. Short Circuit (in-built in the MCCB) b. Overload through Thermal bi-metallic overload relay c. Earth-leakage: EL protection shall be provided 	
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	<p>with separate CBCT & ELR. The EL relay shall have indication LEDs, test push button, reset push button and shall be duly wired up to trip starter in case of earth leakage.</p> <p>d. Phase failure</p> <p>iv) DIMENSION:</p> <p>a. Maximum Length: within 1.0 meter</p> <p>b. Maximum Width: Within 1.0 meter</p> <p>c. Maximum Height: Not more than 1.0 meter</p> <p>v) General Notes on Starter Control Panel:</p> <p>1. The Starter Control Panel shall be NEMA 1 enclosure type, weatherproof, General-purpose. It shall be designed to protect against dust, light, indirect splashing, primarily prevents contact with live parts. It shall be suitable to use indoors and under normal atmospheric conditions.</p> <p>2. All Power wiring inside the panel shall be done with flexible 600V grade, CPE insulation copper cable. All cables shall have tinned copper lugs for termination and identification numbers for proper identification.</p> <p>3. Legend plates for the indication lamps, meters, control switches / buttons and labels for the terminals shall be provided.</p> <p>4. All component of the panel should be properly marked as per drawing.</p> <p>5. The starters shall be inspected & tested as per BIS/CSA at the manufacturer's premises before dispatch. Relevant test certificate shall be provided at the time of supply. BIS tag shall be affixed on it</p> <p>6. The starters shall be guaranteed for 1 (one) year from the date of supply. Guarantee cards shall be duly signed and stamped by the supplier and shall be provided along with the supply.</p> <p>vi) The following documents shall be submitted with the offer:</p> <p>a. GA and dimensional drawing of the starter panel.</p> <p>b. Component layout diagram</p> <p>c. Power and control circuit diagrams</p> <p>d. Bill of materials and technical details of various components of the Starter Control Panel.</p> <p>vii) The successful bidder shall obtain OIL's approval for the following drawings within a month of issue of LOI or placement of firm order:</p> <p>a. GA and dimensional drawing of all equipment</p> <p>b. Power and control circuit diagrams</p> <p>c. BOM</p> <p>Manufacturing/Supply of the unit is to be done only after written approval of the drawings by OIL.</p> <p>viii) Four bound sets of the following documents shall be submitted with the supply:</p> <p>a. Approved GA and dimensional drawing of all equipment</p>		
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	<p>b. Approved Power and Control circuit diagrams</p> <p>c. Bill of materials with technical details of various components of the Starter Control Panel</p> <p>d. List of recommended spares</p> <p>e. All test certificates</p> <p>f. Guarantee Certificates</p> <p>ix) One laminated copy of the approved power & control circuit drawing shall be pasted inside of the front door of the Starter Control Panel.</p> <p>x) Spares: Spares required for smooth running of the mini service centre for at least 2 years are to be provided along with the supply.</p> <p>xi) Inspection and Testing:</p> <p>I. The starter shall be inspected & tested at the manufacturers' premises before dispatch. However, such inspection will not relieve the supplier of his responsibility to ensure that the equipment supplied conforms to the correct specifications and is free from manufacturing and all other defects. Inspection call for carrying out the inspection must be given to OIL at least one month in advance for making all necessary arrangement for deputing their Engineer(s). All to and fro fares, boarding / lodging expenses of OIL's Engineers shall be borne by OIL. Supplier has to extend all assistance to OIL Engineers during the period of inspection.</p> <p>II. The starter shall be guaranteed for 1 (one) year from the date of supply. Guarantee certificates shall be duly signed and stamped by the supplier and shall be provided along with the supply.</p> <p>xii) Packing and Transportation: During transportation all electrical equipment are to be suitably packed to avoid water ingress or transit damage.</p> <p>C) Power pack hydraulic pump:</p> <p>a) The system pump shall have adequate flow & pressure rating to meet the functional requirement of the Tool bench.</p> <p>b) The power pack hydraulic system shall include safety valve, suction strainers & return line filter</p> <p>c) Hydraulic Reservoir shall be equipped indicator of level & Temperature.</p> <p>d) All valves/control valves shall be suitably provided and have easy access for maintenance.</p> <p>e) Proportional control valve for regulation of clamp force & torque shall be provided in the operating panel</p>		
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(A) GENERAL NOTES FOR BIDDERS:

- 1.0 Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.
- 2.0 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.
- 3.0 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.
- 4.0 Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with tender no. and due date to The Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender.
 - a) **Original Bid Security along with duplicate copies of Bid Security.**
 - b) **Any other document which have been specified to be submitted in original.**
- 5.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic form in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The “Techno-commercial Unpriced Bid” 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.
- 6.0 In Technical Bid opening, only Technical Rfx will be opened. Therefore, the bidder should ensure that “TECHNO-COMMERCIAL UNPRICED BID should contain details as mentioned in the technical specifications as well as BEC/ BRC and upload the same in the Technical RFX Response-> User - > Technical Bid. No price should be given in above Technical Rfx otherwise the offer will be rejected. Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFX Response-> User - > Technical Bid only. The “PRICE BID” must contain the price schedule and the bidder’s commercial terms and conditions. Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under “Notes & Attachments”
- 7.0 PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TO BE TECHNO-COMMERCIALLY ACCEPTABLE.
- 8.0 All the Bids must be Digitally Signed using “Class 3” digital certificate (*e-commerce application*) only as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than “Class 3” digital certificate, will be liable for rejection.
- 9.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission

of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.

- 10.0 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.
- 11.0 Other terms and conditions of the tender shall be as per “General Terms & Conditions” for e- Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders). However, if any of the Clauses of the Bid Rejection Criteria (BRC) / Bid Evaluation Criteria (BEC) mentioned here contradict the Clauses in the “General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) of the tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.
- 12.0 Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for promotion and development of Micro and Small Enterprises. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises (MSE) in the tender is furnished vide Amendment to General Terms and Conditions for Global Tender (MM/GLOBAL/E-01/2005). Bidders are requested to take note of the same and to submit their offers accordingly.

B) SPECIAL NOTES FOR BIDDERS:

- 1) The items shall be brand new, unused and prime quality. Bidder shall warrant (in the event of order) that the product supplied will be free from all defects & fault in material, workmanship and manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 12 months from the date of commissioning of the items. The defective materials, if any, rejected by us shall be replaced by the supplier at their own expense. Bidders must confirm the same while quoting.
- 2) Bidder shall provide brochures and technical literature for the equipment along with the offers for technical evaluation.
- 3) In the event of order, operation and maintenance manual shall be provided along with the materials. Bidder to confirm the same in the technical Bid.
- 4) In the event of order, bidder shall provide test certificates along with supply of equipment. Bidder to confirm the same in the technical Bid.
- 5) Bidder shall provide the list of spares along with the part nos (if any) and price details for carrying out trouble free operation and maintenance of the unit along with the offer. Cost of these spares will not be considered for price evaluation. However procurement of these spares shall be at OIL’s discretion.

6) Installation & Commissioning:

- (a) Installation and Commissioning of the item shall be carried out by bidder’s competent personnel in presence of OIL representatives at its fields at

Duliajan, Assam (India). OIL will give 14 days advance notice upon receipt of materials for Supplier to take up installation and commissioning at site. Bidder's to confirm their acceptance to the above in the technical Bid.

- (b) Installation and commissioning work should be quoted separately on lump sum basis which shall be considered for evaluation of the offers. These charges should include all to and fro fares, boarding/lodging and other expenses of your personnel during Installation & Commissioning of the item. **In case if charges are not quoted, it will be construed that installation & commissioning shall be done by your at free of cost.**
 - (c) All Income Tax, Personal, Service Tax etc. involved in the installation & commissioning shall be paid by you and will be deducted at source while releasing payment for the installation & commissioning charges. OIL will recover withholding tax as per provisions of IT Act, 1961 and furnish copies of Tax documents.
 - (d) All tools and tackles required for entire installation and commissioning process will be carried by the bidder.
 - (e) During the course of commissioning, if any problem is encountered, the supplier must arrange to rectify the same without any extra cost to OIL. OIL's observation and report in this regard will be final. Bidder to confirm the same in the technical Bid.
 - (f) The supplier is to provide performance guarantee of the entire unit for a period of one year effective from commissioning date of the same. Bidder to confirm the same in the technical Bid.
 - (g) The Bidder shall provide an undertaking to accept the Commissioning & Performance Guarantee clause along with the offer.
- 7) **Payment terms:** 80% payment will be made against supply of materials and balance 20% after satisfactory installation & commissioning at site along with the installation & commissioning charges. Bidders must confirm the same while quoting.
- 8) The bidder shall enclose comprehensive list of intended deviations from the technical specifications, if any, clearly highlighting the reasons thereof, along with the technical bid. But OIL reserves the right for acceptance or rejection of the deviation(s).
- 9) Bidder to submit completely filled up Technical & Commercial check list, Technical Evaluation Matrix, Special Notes matrix and BRC criteria matrix for Bid evaluation failing which their offer will be rejected.
- 10) The items covered by this enquiry shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Customs Duty during import will be applicable. Indigenous bidder shall be eligible for Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/E-01/2005 attached. However, Indian bidders will not be issued Recommendatory Letter.

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.

- 11) The Integrity Pact is applicable against this tender .OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. **If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.**

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

SHRI SATYANANDA MISHRA, IAS(Retd.)
Former Chief Information Commissioner &
Ex-Secretary, DOPT, Govt. of India
E-mail Id : satyanandamishra@hotmail.com

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

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BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA (BRC)**A. BID EVALUATION CRITERIA (BEC):**

In addition to BRC/BEC criteria vide SECTION – 'D' of General Terms and Conditions for Global Tender (MM/ GLOBAL/E-01/2005), the following clause will be applicable against this tender.

The bids shall conform to the specifications, terms and conditions given in the tender. Bids shall be rejected in case the item(s) offered do not conform to technical specifications and to the respective international / national standards wherever stipulated.

Notwithstanding the general conformity of the bids to the stipulated specifications, and terms & conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected. All the documents related to BRC must be submitted along with the technical bid.

A) TECHNICAL:**1.0 BRC/BEC (Technical) - Qualification**

1.1 The bidder shall be an Original Equipment Manufacturer (OEM) of Tender item designed for maintenance of downhole tools, or shall be an authorized agent / dealer / distributor / supply house of an Original Equipment Manufacturer of tender item.

1.2 In case the bidder is quoting as authorized agent / dealer / distributor / supply house, copy of valid authorization letter / dealership certificate with warranty/ guarantee back up on the supplied product from the Original Equipment Manufacturer (the principal) shall be submitted along with the technical bid.

2.0 BRC/BEC (Technical) - Experience

2.1 In case the bidder is an Original Equipment Manufacturer (OEM) of tender item designed for maintenance of downhole tools.

2.1.1 The bidder shall have experience of successful execution of past supply for minimum 01(one) no of any of the following items, in last 5 years preceding the original bid closing date of the tender, to any E&P company or service provider to an E&P company, either by themselves or through their agent / dealer / distributor / supply house.

- a) Mini service centre for make up & break up of tool joint
- b) Mini power tong for make up & break up of tool joint.
- c) Slim hole motor test unit with power pack.
- d) Torque master unit for make up & break up of tool joint.
- e) Power Tubing tong for makeup & break up of tool joint.

2.2 In case the bidder is an authorized agent /dealer /distributor /supply house,

2.2.1 The OEM (principal) shall fulfil the experience criteria mentioned in clause 2.1.1 mentioned above.

2.2.2 Additionally, the bidder himself shall have experience of successful execution of past supply for minimum 01(one) no of any of the above mentioned items in clause no 2.1.1, in last 5 years preceding the original bid closing date of the

tender, to any E&P company or service provider to an E&P company, provided either from the same OEM (principal) or from any other OEM.

- 2.3 The bidder shall submit documents in support of previous supply experience of the principal (OEM) and himself, as applicable under clause 2.1.1, 2.2.1 & 2.2.2 as follows:

(i) Copy(ies) of Purchase Order(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) cited above.

- 3.0 Delivery date should be of maximum 6 months from the date of issue of LOI /Letter of Credit .The bidder should categorically confirm in their technical bid that the tendered items will be supplied within the delivery period, without which the bid will be rejected.

B) Financial Criteria:

- 1.0 **Annual Turnover:** The bidder shall have an annual financial turnover of minimum **US\$ 60,711.00** or **Rs 41,89,072.00** 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.

- 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/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in [ANNEXURE IV](#).

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.

- 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\$.

C) 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.

- 1.0 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 1,68,000.00 or US\$ 2,500.00** 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 **upto 07.10.2017**.
- 3.0 Validity of the bid shall be minimum 120 days from the date of Bid Closing Date. Bids with lesser validity will be straightway rejected.
- 4.0 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.
- 5.0 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 destination, whichever is earlier. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.

- 6.0 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.
- 7.0 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) Installation & Commissioning Charges including service tax:**
- (H) Total Value(F + G) :**
- (I) Total Value in words :**
- (J) Gross Weight :**
- (K) 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) Installation & Commissioning Charges including service tax:**
- (K) Total value, (I+J) above :**
- (L) Total Value in words :**
- (M) Gross Weight :**
- (N) Gross Volume :**
- (O) Import Content, if any :**

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.

- 8.0 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.
- 9.0 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.

10.0 Bids containing incorrect statement will be rejected.

11.0 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

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

B. TO BE FILLED UP IN DETAIL:

Sl No	Requirement	Bidder's Reply
01	Make and Model of the Items quoted	
02	Bid validity quoted	
03	Payment Terms quoted	
04	Guarantee/Warranty Terms quoted	
05	Delivery Period quoted	

08	Port of Despatch / Despatching Station	
09	Confirm submission Integrity pact, if required as per NIT	
09	Deviations quoted, if any, to be given in details or refer to respective page of the bid documents	

Signature _____

Name _____

Designation _____

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 specification evaluation sheet

<u>NIT clause no</u>	<u>Technical specification as per NIT</u>	<u>Technical Offer by the Bidder</u>	<u>Compliance by Bidder</u>	
			<u>Indicate Complied or Deviation if any</u>	<u>Indicate Corresponding page ref. of unpriced bid or Comments if any</u>
<u>General</u>	<p><u>Mini service centre for maintenance of Coiled Tubing & slick line down hole tools.</u></p> <p><i>Application: Easy way to make and break up tool joints connection, small OD pipe joints, thread connection etc.</i></p> <p><i>Tools to be used for maintenance: Downhole tools for Coiled Tubing & Slickline application i.e. Hydraulic jars, Impact drill jar, Mechanical jar, Intensifiers, Slim hole motor, Hydraulic disconnect, Motor head assembly, Flow activated overshot/pulling tools, Sand bailer, standing valve, SRP insert pump, different tool joints etc.</i></p>			
<u>Item Description</u>	1. The service centre shall be fully hydraulic system and designed considering operational practicality & safety in mind.			
<u>Item Description</u>	2. The support for tools & holding tongs shall be mounted into a compact, rigid frame.			
<u>Item Description</u>	3. The Unit shall also integrate an ergonomically positioned control gears. The controls shall be easily handled and operable by one person.			
<u>Item Description</u>	4. A single set of jaws shall grip the full range of tools having OD ranging within 1.687"-3.5".			
<u>Item Description</u>	5. It shall have provision for adjustable clamp force and shall be such that it reduces the risks of crushing thin wall of the tools.			
<u>Item Description</u>	6. Clamp force shall be proportional to torque and clamp arm secures work piece into service centre.			
<u>Item Description</u>	<p>7. The mini service centre shall have the following features & accessories.</p> <p>I. The service centre shall allow for easy manoeuvring to accommodate various shop layouts.</p> <p>II. It shall be rigid and compact in design for easy</p>			

	loading and unloading of the Tool/work piece.			
<u>A. Tool Bench</u>	<p>A) Tool Bench: Technical specification of the tool bench is as follows</p> <ul style="list-style-type: none"> a) Tool OD Range: 1.687"-3.5" inch b) Minimum Distance Between Jaws: Approx 3 inch c) Minimum Torque: Not less than 400 ft-lb approx d) Maximum Torque: 5,000 ft-lb approx e) Operating Pressure: Maximum 3000 psi f) Required Flow: To meet maximum requirement for the intended operation. g) DIMENSION: Maximum Length: 1800 mm (1.8 M) Maximum Width: 800 mm (0.8 M) Maximum Height: 1000 mm (1.0 M) Maximum Weight: Not more than 500 Kgs h) Operating panel Control gears & gauges shall be of reputed make. i) All gauges shall be fluid filled type. 			
<u>B. Electrical Power Pack</u>	<p>B. Electrical Motor Specification: The motor shall have the following specifications.</p> <ul style="list-style-type: none"> a. Voltage : 415 +/-6% V b. RPM : to match driven loads c. Frequency : 50 Hz +/- 3% Hz d. Horsepower: As per requirement e. Starting : DOL f. Earthing : As per IS-9283, 3043 g. Markings : Name plate details with name of manufacturer, frame size, rated voltage, rated output, current, frequency, type of duty, class of insulation, no. of phases, speed in rpm at rated output, degree of protection, winding connections, temp rise, bearing sizes, nominal efficiency, category of motor, ref to IS 9283, lubricant, lubrication material and year of manufacture 			
<u>Electric Motor Cable</u>	<p>i) Each motor shall be supplied complete with 4X6 mm² polyolefin inner insulation, CPE outer jacket insulated motor cables of minimum 12mt length each with stranded flexible copper conductors. Cable should conform to BIS/CSA & UL & other relevant standards. No joints shall be allowed. The cables running out of the motor along the pipe up to the starter panel shall be driven in non-corrosive</p>			

	conduits to protect against mechanical damage. Suitable clamps / supports shall be provided along the entire length of the cable.			
Starter Panel	<p>ii) Starter Panel: Panel shall be designed for Ambient of 45°C (Max)/ 5°C (Min) and Humidity-95% (Max).</p> <p>Protection: The starter shall have the following minimum (but not limited to) protections:</p> <ul style="list-style-type: none"> a. Short Circuit (in-built in the MCCB) b. Overload through Thermal bi-metallic overload relay c. Earth-leakage: EL protection shall be provided with separate CBCT & ELR. The EL relay shall have indication LEDs, test push button, reset push button and shall be duly wired up to trip starter in case of earth leakage. d. Phase failure 			
Electric Power pack	<p>iv) DIMENSION:</p> <ul style="list-style-type: none"> a. <i>Maximum Length: within 1.0 meter</i> b. <i>Maximum Width: Within 1.0 meter</i> c. <i>Maximum Height: Not more than 1.0 meter</i> 			
<u>General Notes on Starter Control Panel:</u>	<p>v) <u>General Notes on Starter Control Panel</u></p> <p>1. The Starter Control Panel shall be NEMA 1 enclosure type, weatherproof, General-purpose. It shall be designed to protect against dust, light, indirect splashing, primarily prevents contact with live parts. It shall be suitable to use indoors and under normal atmospheric conditions.</p>			
<u>General Notes on Starter Control Panel:</u>	<p>2. All Power wiring inside the panel shall be done with flexible 600V grade, CPE insulation copper cable. All cables shall have tinned copper lugs for termination and identification numbers for proper identification.</p>			
<u>General Notes on Starter Control Panel:</u>	<p>3. Legend plates for the indication lamps, meters, control switches / buttons and labels for the terminals shall be provided.</p>			
<u>General Notes on Starter Control Panel:</u>	<p>4. All component of the panel should be properly marked as per drawing</p>			

<u>General Notes on Starter Control Panel:</u>	5. The starters shall be inspected & tested as per BIS/CSA at the manufacturer's premises before dispatch. Relevant test certificate shall be provided at the time of supply. BIS tag shall be affixed on it.			
<u>General Notes on Starter Control Panel:</u>	6. The starters shall be guaranteed for 1 (one) year from the date of supply. Guarantee cards shall be duly signed and stamped by the supplier and shall be provided along with the supply.			
<u>Documentation</u>	<u>vi)</u> The following documents shall be submitted with the offer: a. GA and dimensional drawing of the starter panel. b. Component layout diagram c. Power and control circuit diagrams d. Bill of materials and technical details of various components of the Starter Control Panel.			
<u>Documentation & Approval</u>	vii) The successful bidder shall obtain OIL's approval for the following drawings within a month of issue of LOI or placement of firm order: a. GA and dimensional drawing of all equipment b. Power and control circuit diagrams c. BOM Manufacturing/Supply of the unit is to be done only after written approval of the drawings by OIL.			
<u>Supply of documents</u>	<u>viii).</u> Four bound sets of the following documents shall be submitted with the supply: a. Approved GA and dimensional drawing of all equipment b. Approved Power and Control circuit diagrams c. Bill of materials with technical details of various components of the Starter Control Panel d. List of recommended spares e. All test certificates f. Guarantee Certificates			
<u>Supply of documents</u>	ix) . One laminated copy of the approved power & control circuit drawing shall be pasted inside of the front door of the Starter Control Panel.			
<u>spares</u>	<u>x) Spares:</u> Spares required for smooth running of the mini service centre for at least 2 years are to be provided along with the supply.			
<u>Inspection and Testing:</u>	<u>xi) Inspection and Testing:</u>			

	<p>I. The starter shall be inspected & tested at the manufacturers' premises before dispatch. However, such inspection will not relieve the supplier of his responsibility to ensure that the equipment supplied conforms to the correct specifications and is free from manufacturing and all other defects. Inspection call for carrying out the inspection must be given to OIL at least one month in advance for making all necessary arrangement for deputing their Engineer(s). All to and fro fares, boarding / lodging expenses of OIL's Engineers shall be borne by OIL. Supplier has to extend all assistance to OIL Engineers during the period of inspection.</p> <p>II. The starter shall be guaranteed for 1 (one) year from the date of supply. Guarantee certificates shall be duly signed and stamped by the supplier and shall be provided along with the supply.</p>			
<u>Packing and Transportation:</u>	<p>xii. <u>Packing and Transportation:</u></p> <p>During transportation all electrical equipment are to be suitably packed to avoid water ingress or transit damage.</p>			
<u>C) Power pack hydraulic pump:</u>	<p>a) The system pump shall have adequate flow & pressure rating to meet the functional requirement of the Tool bench.</p> <p>b) The power pack hydraulic system shall include safety valve, suction strainers & return line filter</p> <p>c) Hydraulic Reservoir shall be equipped indicator of level & Temperature.</p> <p>d) All valves/control valves shall be suitably provided and have easy access for maintenance.</p> <p>e) Proportional control valve for regulation of clamp force & torque shall be provided in the operating panel</p>			

Tender special notes:

NIT clause no	Technical specification as per NIT	Bidder's Response	Compliance by Bidder	
			Indicate Complied or Deviation if any	Indicate Corresponding page ref. of unpriced bid or Comments if any
1	1) The items shall be brand new, unused and prime quality. Bidder shall warrant (In the event of order) that the product supplied will be free from all defects & fault in material, workmanship and manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 12 months from the date of commissioning of the items. The defective materials, if any, rejected by us shall be replaced by the supplier at their own expense. Bidders must confirm the same while quoting.			
2	2) Bidder shall provide brochures and technical literature for the equipment along with the offers for technical evaluation.			
3	3) In the event of order, operation and maintenance manual shall be provided along with the materials. Bidder to confirm the same in the technical Bid.			
4	4) In the event of order, bidder shall provide test certificates along with supply of equipment. Bidder to confirm the same in the technical Bid.			
5	5) Bidder shall provide the list of spares along with the part nos (if any) and price details for carrying out trouble free operation and maintenance of the unit along with the offer. Cost of these spares will not be considered for price evaluation. However procurement of these spares shall be at OIL's discretion.			

NIT clause no	Technical specification as per NIT	Bidder's Response	Compliance by Bidder	
			Indicate Complied or Deviation if any	Indicate Corresponding page ref. of unpriced bid or Comments if any
	<p>6) Commissioning & Performance Guarantee:</p> <p>(a) Installation and Commissioning of the item shall be carried out by bidder's competent personnel in presence of OIL representatives at its fields at Duliajan, Assam (India). OIL will give 14 days advance notice upon receipt of materials for Supplier to take up installation and commissioning at site. Bidder's to confirm their acceptance to the above in the technical Bid.</p> <p>(b) Installation and commissioning work should be quoted separately on lump sum basis which shall be considered for evaluation of the offers. These charges should include all to and fro fares, boarding/lodging and other expenses of your personnel during Installation & Commissioning of the item.</p> <p>(c) All Income Tax, Personal, Service Tax etc. involved in the installation & commissioning shall be paid by you and will be deducted at source while releasing payment for the installation & commissioning charges. OIL will recover withholding tax as per provisions of IT Act, 1961 and furnish copies of Tax documents.</p> <p>(d) All tools and tackles required for entire installation and commissioning process will be carried by the bidder.</p> <p>(e) During the course of commissioning, if any problem is encountered, the supplier must</p>			

	<p>arrange to rectify the same without any extra cost to OIL. OIL's observation and report in this regard will be final. Bidder to confirm the same in the technical Bid.</p> <p>(f) The supplier is to provide performance guarantee of the entire unit for a period of one year effective from commissioning date of the same. Bidder to confirm the same in the technical Bid.</p> <p>(g) The Bidder shall provide an undertaking to accept the Commissioning & Performance Guarantee clause along with the offer.</p>			
	<p>7) The bidder shall enclose comprehensive list of intended deviations from the technical specifications, if any, clearly highlighting the reasons thereof, along with the technical bid. But OIL reserves the right for acceptance or rejection of the deviation(s).</p>			

BID REJECTION CRITERIA (BRC)

The bids shall conform to the specifications, terms and conditions given in the tender. Bids shall be rejected in case the item(s) offered do not conform to technical specifications and to the respective international / national standards wherever stipulated.

Notwithstanding the general conformity of the bids to the stipulated specifications, and terms & conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected. All the documents related to BRC must be submitted along with the technical bid.

<u>NIT clause no</u>	<u>Technical specification as per NIT</u>	<u>Bidder's Response</u>	<u>Compliance by Bidder</u>	
			<u>Yes/No</u>	<u>Details of documents submitted by Bidder in support of their Qualification & experience</u>
A) TECHNICAL: <u>1.0Bidder's Qualification:</u>	1.1The bidder shall be an Original Equipment Manufacturer (OEM) of Tender item designed for maintenance of downhole tools, or shall be an authorized agent / dealer / distributor / supply house of an Original Equipment Manufacturer of tender item.			
	1.2 In case the bidder is quoting as authorized agent / dealer / distributor / supply house copy of valid authorization letter / dealership certificate with warranty/ guarantee back up on the supplied product from the Original Equipment Manufacturer (the principal) shall be submitted along with the technical bid.			
<u>2.0Bidder's Experience:</u>	<p>2.1 In case the bidder is an Original Equipment Manufacturer (OEM) of tender item designed for maintenance of downhole tools.</p> <p>2.1.1The bidder shall have experience of successful execution of past supply for minimum 01(one) no of any of the following items, in last 5 years preceding the original bid closing date of the tender, to any E&P company or service provider to an E&P company, either by themselves or through their agent / dealer / distributor / supply house.</p> <p>a) Mini service centre for makeup & break up of tool joint</p> <p>b) Mini power tongs for makeup & break up of tool joint.</p> <p>c) Slim hole motor test unit with power pack.</p> <p>d) Torque master unit for makeup & break up of tool joint.</p> <p>e) Power Tubing tong for makeup & break up of tool joint.</p>			
<u>NIT clause no</u>	<u>Technical specification as per NIT</u>	<u>Bidder's Response</u>	<u>Compliance by Bidder</u>	

			<u>Yes/No</u>	<u>Details of documents submitted by Bidder in support of their experience</u>
<u>2.0 Bidder's Experience:</u>	<p>2.2 In case the bidder is an authorized agent /dealer /distributor /supply house</p> <p>2.2.1 The OEM (principal) shall fulfil the experience criteria mentioned in clause 2.1.1 mentioned above.</p> <p>2.2.2 Additionally, the bidder himself shall have experience of successful execution of past supply for minimum 01(one) no of any of the above mentioned items in clause no 2.1.1, in last 5 years preceding the original bid closing date of the tender, to any E&P company or service provider to an E&P company, provided either from the same OEM (principal) or from any other OEM.</p>			
	<p>The bidder shall submit documents in support of previous supply experience of the principal (OEM) and himself, as applicable under clause 2.1.1, 2.2.1 & 2.2.2 as follows:</p> <p>i) Copy(ies) of Purchase Order(s) and</p> <p>ii) Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s) -</p> <ul style="list-style-type: none"> -Completion report / performance certificate from the clients, -Bill of lading, -Delivery challan / invoice etc. <p>Any other documentary evidence that can substantiate the successful execution of each of the Purchase Order(s) cited above.</p>			
<u>3.0 Delivery</u>	<p>Delivery date should be of maximum 6 months from the date of issue of LOI /Letter of Credit .The bidder should categorically confirm in their technical bid that the tendered items will be supplied within the delivery period, without which the bid will be rejected.</p>			