

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

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Tender No. & Date : **SDG 3980 P15/08 of 24.06.2014**

Tender Fee : INR 4,500.00 OR USD 100.00

Bid Security : Applicable

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

Bid Closing on : As mentioned in the Basic Data of the tender in OIL's e-portal.

Bid Opening on : As mentioned in the Basic Data of the tender in OIL's e-portal.

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global Tenders for item detailed below:

Item No. / Mat. Code	Material Description	QTY.	UOM
1.	Supply of HEXAGONAL KELLY CONFORMING TO API SPEC 7-1 NOMINAL SIZE -5.1/4" (133.4 MM) as per the following Annexures: a) Detailed specification- Annexure -AA . b) Bid Rejection Criteria (BRC) and Bid Evaluation Criteria- Annexure-BB .	4	No.

Special Notes :

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 Check list and Commercial Check list are furnished . Please ensure that both the check lists are properly filled up and uploaded along with Technical bid.

3.0 The item qualifies for Nil duty / Deemed Export benefits. For Deemed Export benefits, please refer Addendum to the General terms and conditions for Global tender.

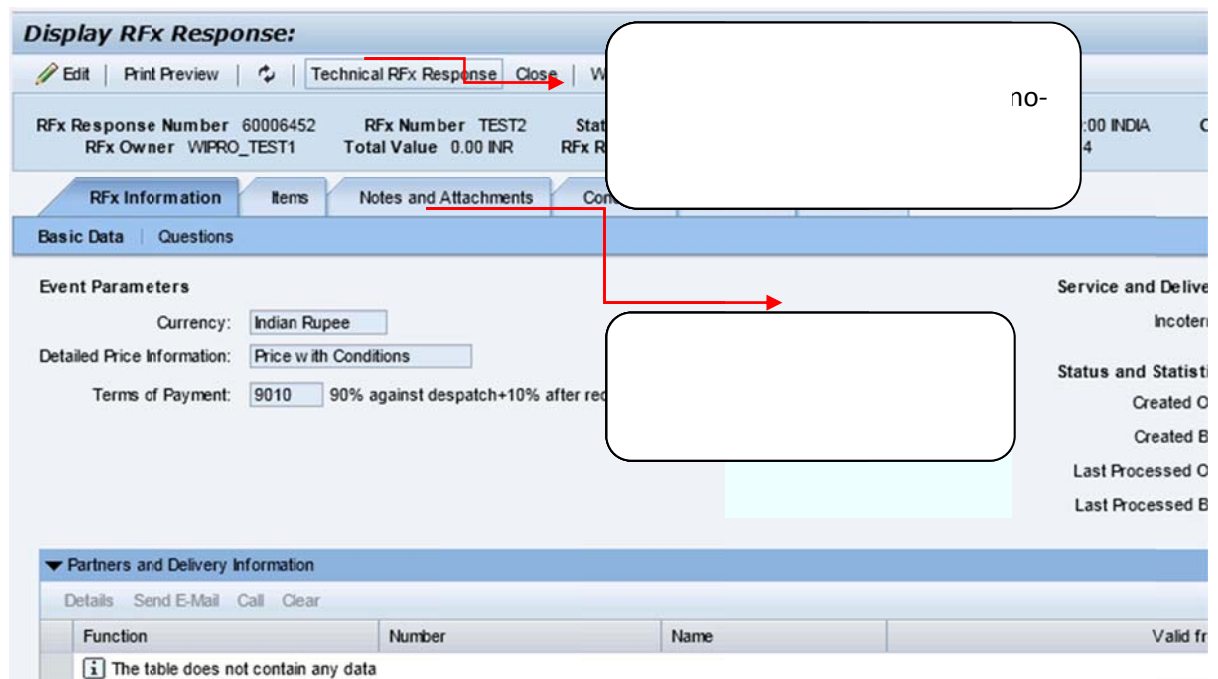
4.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with tender no. and due date to The **Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam** on or before the Bid Closing Date and Time mentioned in the Tender.

- a) Original Bid Security.
- b) Detailed Catalogue and any other document which have been specified to be submitted in original.

5.0 In case of SINGLE STAGE-TWO BID SYSTEM, bidders shall prepare the "Techno-commercial Unpriced Bid" and "Priced Bid" separately and shall upload 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".

A screen shot in this regard is given below.

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



On "EDIT" Mode- The following screen will appear. Bidders are advised to Upload "Techno-Commercial Unpriced Bid" and "Priced Bid" in the places as indicated above:

Note :

* The “Techno-Commercial Unpriced Bid” shall contain all techno-commercial details **except the prices.**

** The “Price bid” must contain the price schedule and the bidder’s commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on Sign to sign the Sign. On Signing a new file with extension .SSIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and clock on OK to save the File.

6.0 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.

7.0 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 X 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. Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder shall be rejected straightway. 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.

OIL’s Independent External Monitors at present are as under:

(I) SHRI N. GOPALASWAMI, I.A.S (Retd) ,
Former Chief Election Commissioner of India
E-mail Id : gopalaswamin@gmail.com

(II) SHRI RAMESH CHANDRA AGARWAL , IPS(Retd)
Former Director General of Police
E-mail Id : rcagarwal@rediffmail.com

HEXAGONAL KELLY CONFORMING TO API SPEC 7-1 & BEARING THE API MONOGRAM MARK, MANUFACTURED FROM AISI 4145 H API MODIFIED ALLOY STEEL FROM SPECIALLY STRAIGHTENED KELLY BARS, FULL LENGTH QUENCHED AND TEMPERED, BRINELL HARDNESS: 285-341, AND WITH THE FOLLOWING SPECIFICATION. Qty : 4 Nos.

A. NOMINAL SIZE : 5.1/4" (133.4 MM)
OVERALL LENGTH : 40 FT. (12.19 M)
LENGTH OF DRIVE SECTION : 37 FT. (11.28 M)
WIDTH ACROSS FLATS : 5.1/4" (133.4 MM)
WIDTH ACROSS CORNERS : 5.9" (149.86 MM)
INSIDE DIAMETER : 2.13/16" (71.44 MM)

UPPER UPSET:

7.3/4" (196.85 MM) OD X 16" (406.4 MM) LENGTH WITH 6.5/8" API REG. LEFT HAND BOX-UP CONNECTION

LOWER UPSET:

6.3/8" (161.92 MM) OD X 20" (508.0 MM) LENGTH WITH NC50 (4.1/2" API IF) RIGHT HAND PIN DOWN CONNECTION.

THE CONNECTION SHALL BE WITH STRESS RELIEF GROOVES AND WITH COPPER PLATED OR COLD ROLLED PHOSPHATISED THREADS, COMPLETE WITH PRESSED STEEL PROTECTORS ON BOTH ENDS.

THE KELLYS SHALL BEAR THE API MONOGRAM MARK AND SHOULD BE SUPPLIED IN 8.5/8" (219.075 MM) OD STEEL SHIPPING SCABBARD AND SECURED PROPERLY

B. GENERAL NOTE:

1. The Kelly shall be manufactured from AISI 4145 H API modified alloy steel, full length quenched and tempered. Brinell hardness should be in the range of 285-341. The Kelly should be manufactured from special straightened Kelly bars and inspected thoroughly.
2. The Kelly shall be brand new, unused, free from all defects, of recent manufacture and in full conformance to API Spec. 7-1 & API RP7G. Details of the Kelly along with a copy of valid API Spec 7-1 certificate must be forwarded along with the quotation.
3. Bidders shall indicate the name of manufacturer & country of origin while quoting.

4. Marking shall be done as per API Spec 7-1, i.e. Kelly shall be die-stamped on the OD of the upper upset with the manufacturer's name or mark, the API monogram and the size & style on connection. The lower pin connection shall be die-stamped "NC-50" (4.1/2 IF). Additionally, the Purchase Order No. & date is to be paint stenciled on the scabbard. The Kelly must come with a Kelly Scabbard of steel make for preventing any damage during transportation. Bidders must confirm compliance to the same while quoting.
5. The exterior of the Kelly should be painted to prevent against rust. Threads should be doped with lubricant as per API Spec 7-1 and should be protected by pressed steel thread protector.
6. Threading & gauging should be done in accordance with API Spec. 7-1.
7. Standard mill test certificates are to be provided with the shipment of material (if ordered) & the bidder must confirm the same while quoting.
8. Relevant catalogue, literature, drawing etc. having detailed materials composition must be forwarded along with the quotation for the offered Kelly.
9. Bidders should indicate their best possible delivery schedule.
10. Supply details of the 5.1/4" Hexagonal Kelly should be submitted in the format given in the Annexure-I, along with documentary evidence.
11. The item covered under this tender will be used by OIL in the PEL/ML areas issued/renewed after 01/04/99, applicable Customs Duty for import of goods shall be ZERO. Indigenous bidders shall be eligible for Deemed Export and should quote Deemed Export prices. Excise Duty under Deemed Export exempted.

IMPORTANT NOTE : NO PRICE SHOULD BE INDICATED IN TECHNICAL BID

Annexure-I

Sr. no. as per tender doc.	Description of Equipment supplied	Name of customer with address, phone and fax number & e-mail	Supply / Purchase order number and date of order**	Quantity supplied with size & make	Month & year of supply	Proof of execution of supply/ P.O.
(a)	(b)	(c)	(d)	(e)	(f)	(g)

BID EVALAUTION CRITERIA / BID REJECTION CRITERIA :

The bids shall conform generally to the specifications and terms and conditions laid out in the tender. Bids shall be rejected in case the goods offered do not conform to the required minimum / maximum 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 bids, without which, the same shall be considered as non-responsive and stand rejected.

A. BID REJECTION CRITERIA (TECHNICAL):1. **MANUFACTURER'S EXPERIENCE:**

In case the bidder is a manufacturer of the offered equipment / item, he should satisfy the following along with documentary evidence, which should be enclosed along with the techno-commercial bid.

1.1 Minimum 3 (three) years of experience of manufacturing of any size of Square/Hexagonal Kelly conforming to API Spec. 7-1 & API RP7G. To qualify the experience criteria the Bidder must submit a copy of API 7-1 certificates with validity covering minimum 3 (three) years continuously reckoned from the date of closing of the techno-commercial bid.

1.2 Should have manufactured and supplied minimum 2 Nos. of any size Square/Hexagonal Kelly conforming to API Spec 7-1 to various Oil companies within 3 (three) years reckoning from the date of bid closing in the past.

1.2.2 Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Orders along-with copies of any of the documents in respect of satisfactory execution of each of those purchase orders, such as:

- i) Satisfactory inspection report OR
- ii) Satisfactory supply completion / Installation report OR
- iii) Consignee receipt delivery challan OR

- iv) Central excise gate pass / tax invoice issued under relevant rules of central excise/ VAT OR
 - v) Any other documentary evidence that can substantiate the satisfactory execution of each of the purchase order cited above.
- 1.3 In case the manufacturer has successfully supplied Square/Hexagonal Kelly to OIL INDIA LTD (OIL) in the past and are not in a position to submit supporting documents required for experience criteria as per Clause 1.2 above, their offer will be considered to qualify provided they indicate in the bid itself the Purchase Order No. & Date, Quantity, Details of Square/hexagonal Kelly supplied to OIL in the past. However the Bidder must fulfill the experience criteria as stated in the above clause 1.1.
- 1.4 The manufacturer shall confirm that they have the required facilities for testing the quoted equipment / material as per API Spec 7-1 at their premises and the equipment/ products will be tested as per the API.
- 1.5 In case the bidder is not a manufacturer, then the bidder is required to submit documentary evidence in respect of the above 1.1 & 1.2 from the concerned manufacturer (having supplied such items either by manufacturer himself or his distributor) along with the techno-commercial bid.
- 1.5.1 The bidder is required to submit valid Authorization certificate with warranty backup from the manufacturer along with the offer.
- 1.5.2 The bidder must get confirmation from the manufacturer that the offered product will be supplied with API Monogram wherever applicable. The bidder should also furnish an undertaking from the manufacturer that all the API licenses along with authorization for API monogram wherever applicable shall be kept valid till execution of purchase order.
- 1.5.3 The bidder must confirm from the manufacturer that they have the required facilities for testing the quoted equipment / material as per API Spec 7-1 at their premises and the equipment/ products will be tested as per the API.
- 1.6 In case renewal process of API license is in progress at the time of bidding, the bidder should furnish a letter from API to this effect that renewal of the license is

under examination with API and that the manufacturer is authorized to manufacture the items as per API license and to use API monogram till the renewal for license is issued. The bidder shall also submit an undertaking from the manufacturer to the effect that delay in renewal of API certificate shall not affect the stipulated delivery schedule of the tender /purchase order.

Note: In case of any merger / acquisition of any companies the bidder should clearly bring out the same and submit documentary evidence thereof.

(B) COMMERCIAL :

- 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 "Priced 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 US \$ 2800.00 or Rs. 1,24,200.00 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. For exemption for submission of Bid Security, please refer Clause No. 9.8(Section A) of General Terms and Conditions for Global Tender. The Bid Security shall be valid till 12/08/2015 (dd/mm/yy) . Bids with lesser validity of Bid Bond shall be rejected.
- 3.0 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.
- 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 eighteen months from the date of shipment/dispatch or twelve months from the date of commissioning whichever is earlier against any defects arising from faulty materials, workmanship or design. Defective goods/materials or parts notified by OIL shall be replaced immediately by the supplier at the supplier's expenses.
- 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 one year from the date of successful commissioning of the equipment or 18 months from the date of shipment whichever is earlier. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.
- 6.0 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.
- 7.0 Bidders shall quote directly and not through Agents in India. Offers made by Indian Agents on behalf of their foreign principals will be rejected. Similarly offers from unsolicited bidders will be rejected.
- 8.0 No offers should be sent by Telex, Cable, E-mail or Fax. Such offers will not be accepted.

- 9.0 Validity of the bid shall be minimum 180 days from the bid closing date. Bids with lesser validity will be rejected.
- 10.0 Bids containing incorrect statement will be rejected.
- 11.0 Offers received without Integrity Pact duly signed by the authorised signatory of the bidder will be rejected.
- 12.0 **Bidders are required to submit the summary of the prices in their commercial bids as per bid format (Summary), given below :**

(i) **Commercial 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) Ocean Freight upto Kolkata(India) port
- (E) Insurance Charges
- (F) Total CIF Kolkata value, (C+ D +E)
- (G) Total value in words :
- (H) Gross Weight :
- (I) Gross Volume :

(ii) **Commercial Bid Format (SUMMARY) for Indigenous Bidders :**

- (A) Total Material value
- (B) Packing and Forwarding Charges
- (C) Total Ex-works value, (A + B above
- (D) Excise Duty including Education Cess (Please indicate applicable rate of Duty & Cess)
- (E) Sales Tax, (Please indicate applicable rate of Tax)
- (F) Total FOR Despatching station price, (C + D + E) above
- (G) Road Transportation charges
- (H) Insurance Charges
- (I) Assam entry tax
- (J) Total FOR Duliajan value, (F + G + H +I) above
- (K) Total value in words :
- (L) Gross Weight :
- (M) Gross Volume :

NOTE : 1.0 The item covered under this tender 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 should quote Deemed Export prices. Excise Duty under Deemed Export exempted.

(II) **BID EVALUATION CRITERIA (BEC) :**

The bids conforming to the specifications, terms and conditions stipulated in the enquiry and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below :

(A) TECHNICAL :

- 1.0 All materials as indicated in the material description of the enquiry should be offered. If any of the items are not offered by the bidders, the offer will not be considered for evaluation.

B. COMMERCIAL :

- 1.0 The evaluation of bids will be done as per the Price Schedule (SUMMARY) detailed vide Para 12.0 of BRC.
- 2.0 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- 3.0 For conversion of foreign currency into Indian currency, B.C. selling (Market) rate declared by State Bank of India, one day prior to the date of price bid opening shall be considered. However, if the time lag between the opening of the bids and final decision exceed 3(three) months, then B.C. Selling(Market) rate of exchange declared by SBI on the date prior to the date of final decision shall be adopted for conversion and evaluation.
- 4.0 Offers not complying with the payment terms indicated in the NIT shall be loaded with one percent above the prevailing Bank rate (CC rate) of State Bank of India for evaluation purpose.
- 5.0 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made as under, subject to corrections / adjustments given herein.

5.1 When only foreign bids are involved :

Comparison of bids will be done on the basis of "TOTAL VALUE" which is estimated as under:

- (A) Total Material value
(B) FOB Charges
(C) Total FOB Value, (A +B) above
(D) Ocean Freight upto Kolkata(India) port (as quoted)
(E) Insurance Charges @ 1% of Total FOB Value vide (C) above
(F) Banking Charges @ 0.5% of Total FOB Value vide (C) above in case of payment through Letter of Credit (If confirmed L/C at buyer's cost is required , 1.5% of Total FOB Value will be loaded)
(G) Total CIF Kolkata Value, (D + E + F) above

Note : Banking charge in the country of the foreign bidder shall be borne by the bidder.

5.2 When only domestic bids are involved :

Comparison of bids will be done on the basis of "Total Value" which is estimated as under :

- (A) Total Material value
- (B) Packing and Forwarding Charges
- (C) Total Ex-works value, (A + B) above
- (D) Excise duty as applicable
- (E) Sales Tax as applicable
- (F) Total FOR Despatching station Value, (C +D + E) above
- (G) Transportation charges
- (H) Insurance charges @0.5% of Total FOR Despt. Station Value (F) above
- (I) Assam entry tax
- (J) Total FOR Duliajan value, (F+ G+H + I) above

Note : Excise Duty in case of indigenous bidder is EXEMPTED under Deemed Export.

5.3 When both Foreign and Domestic bids are involved :

The Total Value of domestic bidder (inclusive of customs duty on imported raw material and components etc, and applicable terminal excise duty on the finished products and Sales Tax) excluding inland transportation to destination and Insurance charges worked out as per Para 5.2 above and Total Value of the foreign bidder worked out as per Para 5.1 above excluding inland transportation to destination will be compared. No price preference will be allowed to indigenous bidders except that for capital goods, the domestic manufacturers would be accorded a price preference to offset CST to the extent of 4 % or actual, whichever is less subject to 30 % local content norms as stipulated for World Bank Funded project to the satisfaction of OIL. When more than one domestic bidders fall within price preference range, inter-se-ranking will be done on Total Value basis.

- 6.0 Other terms and conditions of the Tender shall be as per General Terms and Conditions for Global Tender. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BEC / BRC) mentioned here contradict the Clauses in the General Terms and Conditions for Global Tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.

COMMERCIAL CHECK LIST

THE CHECK LIST MUST BE COMPLETED AND RETURNED WITH YOUR OFFER. PLEASE ENSURE THAT ALL THESE POINTS ARE COVERED IN YOUR OFFER. THESE WILL ENSURE THAT YOUR OFFER IS PROPERLY EVALUATED. PLEASE MARK 'YES' OR 'NO' OR SPECIFY AGAINST THE FOLLOWING QUESTIONS, IN THE RIGHT HAND COLUMN.

1	Whether bid submitted under Two Bid System ?	
2	Whether ORIGINAL Bid Bond(not copy of Bid Bond) submitted? If YES, provide details	
	(a) Amount :	
	(b) Name of issuing Bank :	
	(c) Validity of Bid Bond :	
	(d) Whether Bid Bond is valid till (e) Whether Bid Bond is submitted as per Revised format ?	
3	Whether offered firm prices ?	
4	Whether quoted offer validity of 180 days from the date of closing of tenders ?	
5	Whether quoted a firm delivery period?	
6	Whether quoted as per tender (without any deviations) ?	
7	Whether quoted any deviation ?	
8	Whether deviation separately highlighted ?	
9	Whether agreed to the Warranty clause ?	
10	Whether Price Bid submitted as per Price Schedule (refer Para 12.0 of BRC)	
11	Whether quoted all the items of tender ?	
12	Whether indicated the country of origin for the items quoted?	
13	Whether technical literature / catalogue enclosed?	

14	Whether confirmed acceptance of tender Payment Terms .	
15	For Foreign Bidders - Whether offered FOB / FCA port of despatch including sea / air worthy packing & forwarding?	
16	For Foreign Bidders – Whether port of shipment indicated. To specify:	
17	For Indian bidders – Whether indicated the place from where the goods will be dispatched. To specify :	
18	For Indian bidders – Whether road transportation charges up to Duliajan quoted ?	
19	For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges ?	
20	Whether Indian Agent applicable ?	
21	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?	
22	Whether weight & volume of items offered indicated ?	
23	Whether confirmed to submit PBG as asked for in tender ?	
24	Whether agreed to submit PBG within 30 days of placement of order ?	
25	For Indian Bidders only - Whether indicated import content in the offer ?	
26	For Indian Bidders only - Whether deemed export quoted?	
27	For Indian Bidders only – Whether all applicable Taxes & Duties have been quoted ?	
28	Whether all BRC/BEC clauses accepted and supporting documents submitted as applicable ?	
29	Whether Integrity pact as per enclosed format with digital signature uploaded and whether all clauses of the pact has been accepted?	

OFFER REF	
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NAME OF THE BIDDER	
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