



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

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Tender No. & Date	: <b>SDG 6268 P18/09 dated: 08.11.2017</b>
Tender Fee	: <b>INR 6,000.00</b> OR <b>USD 100.00</b>
Bid Security Amount	: <b>INR 76,100.00</b> OR <b>USD 1170.00</b>
Bidding Type	: <b>SINGLE STAGE COMPOSITE BID SYSTEM</b>
Period of Sale of Bid Documents	: <b>From 15.11.2017 to 27.12.2017; 15:30 Hrs(IST)</b>
Bid Closing on	: <b>03.01.2018 (at 11.00 Hrs. IST)</b>
Bid Opening on	: <b>03.01.2018 (at 14.00 Hrs. IST)</b>
Bid Validity	: Bid should be valid for <b>90 days</b> from bid closing date.
Bid Bond Validity	: Bid Bond Should be valid up to <b>03.07.2018</b>
Performance Guarantee	: <b>Applicable @ 10% of Order value</b>
Integrity Pact	: <b>Not Applicable</b>
List of Annexures Applicable	: Annexure-I-Specification and various notes to bidders Annexure- II- Bid evaluation & Rejection Criteria Annexure- III - Check List (Technical & Commercial) Annexure-IV - Certificate of Annual Turnover & Net Worth Annexure-V – Technical Evaluation Matrix (Technical specifications) Annexure – VI - Technical Evaluation Matrix (BEC/BRC)

**AA:: SPECIFICATION& QUANTITY OF THE ITEMS TO BE PROCURED**

Item no	Material Description	Quantity
10	<p>1.0 Supply and Installation and Commissioning of one no Automatic distillation apparatus with accessories which will be used to determine distillation cuts of Crude oil and its products. These volatility characteristics are a critical measurement of the overall performance and safety of hydrocarbon-based fuels.</p> <p>2.0 Technical Features</p> <p>2.1 Code of standards : Automatic Distillation Apparatus as per : ASTM D-86, (group 0, 1, 3, 4) /DIN 51751/ EN ISO 3405/ IP123, D-850, D-1078/ISO 918 &amp; JIS K2254, D-189, IP 195. The instrument should be microprocessor based standalone unit. Device should have embedded software with TFT colour touch screen user interphase to show the progress of test live and display results and graphs in detail. Software should have multiple nos of free user licenses.</p> <p>2.2 Technical specifications</p> <ol style="list-style-type: none"> <li>Temperature range Ambient to 400 / 450 deg. C</li> <li>Temperature probe Pt 100 or equivalent with a valid calibration certificate</li> <li>Temperature Resolution +/- 0.1 deg. C</li> <li>Volume resolution: Precision of volume measurement system should be at least 0.1 ml.</li> <li>Sample Heater Automatic heater adjustment for last 5 ml, Automatic heater lowering at the end of test, Automatic cooling of distillation flask to keep minimum test interval time</li> <li>Condenser should have an efficient cooling system for condenser and receiver chamber.</li> <li>Automatic Distillation: The apparatus should automatically set, monitor and control all distillation parameters including initial and final heating rates, distillation rate, condenser and receiver temperatures, receiver chamber conditions etc. on its own for any given sample. Measurement of actual charge volume and normalize to 100%. Provision to test low volume sample when not enough sample available. Distillation of unknown samples: Should distill unknown samples precisely in the very first run without need to run several trials.</li> </ol>	01 No.

	<p>Automatic and precise calculation of residue loss to avoid error on residue measurement.</p> <p>viii. Handling and Safety Features: Must have upto date Built-in safety device with the system. Automatic safety shut down of heater and other power devices. Should enlist all Error message for easy service diagnostics and quick rectification.</p> <p>Transparent door for viewing of test samples in the receiver chamber. Should have multi-level access control for running tests, defining unit configuration and maintenance (calibration &amp; diagnostic). Should have automatic exhaust of vapour from receiver chamber at the end of test to reduce VOC emission in the laboratory.</p> <p>ix. Power supply 230/240 V AC, 50/60 Hz.</p> <p>x. Calibrations</p> <p>a. Equipment must be capable for Auto calibration of temperature, volume and pressure and automatic recording and storage of all calibrations for paperless tracking.</p> <p>b. CRM: Necessary Certified Reference Standards with traceability certificate to be supplied.</p> <p>c. Memory Device should have large memory programs &amp; results (at least 100)</p> <p>d. Output</p> <p>i. Colour touch screen: Should have built-in integrated large LCD display for displaying distillation curves and reports.</p> <p>ii. The analyzer should have an output for connecting external printer.</p> <p>iii. The apparatus should have provision to connect several distillation units for control through external PC and software (ready for future expansion).</p> <p>e. The system should have at least 2 USB for external printer, memory stick, RS 232 C serial port for networking and other purposes.</p> <p>xi. Printer and PC</p> <p>i. Device should have integrated computer with device software.</p> <p>ii. All-in-one colour Printer for the equipment to be quoted separately as optional accessory or name and specification of the printer for transferring data should be provided in the time of quote so that procurement can be made locally also.</p> <p>EXTENDED DISTILLATION:</p> <ul style="list-style-type: none"> <li>•Should be designed to distillate crude oils with an additional condenser boost heater</li> <li>•Micro Carbon Residue: 10% bottom residue with 200 ml or 100 ml receiver for carbon residue tests</li> <li>•Precise distillation rate regulation for ethanol blended samples (E10, E15 etc.)</li> <li>•Should have provision to distill in manual mode.</li> </ul>	
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	<p>3.0 Essential Consumable parts to be supplied for distillation unit</p> <p>I) Distillation Flasks D86: 125ml capacity x 10 no</p> <p>II) Receiver Glass Cylinder x 10 no</p> <p>III) Distillation Probe x 2 no</p> <p>IV) Heater plate, Ceramic x 2 each of 32 mm, 38 mm and 50 mm dia.</p> <p>V) Fuses x 1 set</p> <p>VI) Silicone hose for Flask connection to condenser tube x 10</p> <p>VII) Certified Reference Material for Distillation – 250ml x 2 bottles</p> <p>VIII) O-ring for vapour seal x 6</p> <p>IX) Other critical spares which will be required at the time of commissioning.</p>	
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**BB:: SPECIAL NOTES TO BIDDERS:**

1. **The unit shall be complete with all other essential operating accessories required for smooth, efficient running and immediate commissioning after receipt at Duliajan. The manufacture has to quote for state of art technology based instrument latest model, meeting our requirements and should not quote the model, which is obsolete or about to obsolete.**
2. **Essential Consumable parts to be supplied along with the unit : The bidders are requested to quote for their recommended essential spares & consumables like Glass Beaker, Coulometer reagent set etc for one year normal operation, and also tools and essential accessories required for the functioning of the equipment which are required to be supplied along with the equipment. The prices of these items should be included in the basic price of the equipment (The prices of essential spares, consumables, tools and accessories are not to be shown separately). The list of above said essential spares, consumables, tools & accessories with quantity against each item should be furnished in the techno-commercial bid.**
3. Necessary spares for another two years trouble free operation should be quoted separately with price details and should not be combined with the main equipment and that shall not be considered for bid evaluation.
4. Adequate Calibration certificates (traceable to NABL or any other recognized calibration agency) should be submitted by the supplier at the time of delivery.
5. Name plate/ Marking details: Following information shall be securely stamped / stenciled on the body of the equipment / item or through a metallic plate tagged on the equipment / item.
  - a. Manufacturer's Name:
  - b. Model No.:
  - c. Serial No:
  - d. Date / Year of Manufacture:
  - e. Oil India Purchase Order No with date.
  - f. Any other relevant information (if any)

6. The supplier shall provide (in the event of order) the following manuals along with supply
  - a) Operation Manual containing principle of operation, detailed installation and set up instructions etc (Both soft as well as hard copies-2 nos)
  - b) Maintenance and Troubleshooting manual (Both soft as well as hard copies-2 nos etc.)comprising of Circuit Diagrams, PCB details, detailed troubleshooting guide, spare parts list, consumables etc.
7. Supply and availability of the spares & consumable of the offered model has to be assured for at least 10 years from the date of installation.
8. The vendor should provide minimum one P.O copy of similar type of instrument for similar application.
9. The vendor should give Technical compliance for each item / point as mentioned in technical specifications and terms and conditions in their offer as well as in separate sheet also
10. Packing: Item should be strictly packed in sturdy, durable & weather proof packing to avoid any transit damage.
- 11. After Sales Service & Spares:**
  - (a)The vendor should provide list of consumables and all the spare parts required for smooth functioning of the equipment.
  - (b) The vendor should provide a catalogue of spares and consumables with their parts number, description and unit price along with the equipment.
  - (c)The supplier should also provide Tool kit containing essential tools required for repair and maintenance with the apparatus.
- 12. Installation and Commissioning: Installation / Commissioning & Training:**
  - a. The successful bidder shall install and commission the equipment at Chemical Department, Oil India Ltd., Duliajan, Assam, India -Pin: 786602 by their competent service engineer(s). The party shall demonstrate all specification and operation at the time of installation.
  - b. The supplier shall replace defective parts if found any, during installation or during the warranty period. This replacement shall be done within a month's time at supplier's cost.
  - c. The supplier's service engineer must demonstrate the performance of the system as specified in the offer and also must provide training to OIL's technical/scientific staff on operation, application and trouble shooting of the system after installation. Basic instrumentation drawings/ configuration, manuals are to be supplied along with the unit for ready reference.
  - d. Installation / commissioning & Training charges (including to and fro charges, accommodation, all kind of transportation of bidder's personnel), if any must be quoted separately on lump sum basis which shall also be considered for evaluation of the offers. Incase if charges are not quoted it will be considered to have been included in the total cost or will be free of cost.**
13. N.B: Bidders need to fill up the compliance/Non-Compliance sheet and to mention about deviation if any in the compliance sheet.

14. **Warranty:**  
The manufacturer has to provide ONE year warranty from the date of installation of the instrument free of cost. During warranty period all sorts of spares, if required, will be supplied by vendor free of cost on landed cost basis.
15. **Annual Maintenance Contract:**
  - a) **The supplier shall quote for the cost of non-comprehensive AMC for a period of three years after expiry of warranty period. This will be considered for Bid evaluation.**
  - b) While quoting for AMC the bidder shall take into account two numbers of preventive maintenance visits per year and breakdown visits as and when required per year. In case of breakdown visit, the bidder must send their service engineer within fifteen (15) days of receiving the notice to attend the equipment to make it operational.
  - c) The AMC cost shall include all to & fro fares, boarding/ lodging and other expenses during AMC visits.
16. Bidder should categorically confirm in the technical bid a delivery schedule within SIX (06) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment within four (04) months after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.
17. Bidder to sign and submit completely filled up Technical check list and Technical Evaluation Matrix for Bid evaluation criteria and Technical specification.
18. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.

**CC:: GENERAL NOTES TO BIDDERS:**

Sl No	Clause description
1.0	<b>Tender Fee – Tender fee must be paid online through OIL’s payment gateway only and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.</b>
2.0	<b>Bid Security/EMD/Performance Bank Guarantee – Must be paid either through online mode or Submission of Bank Guarantee/LC only. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.</b>
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	Bid must be submitted online through OIL’s e-procurement portal. Bid submitted in any other form will be rejected.
5.0	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 scribing tender no. and due date to The DGM Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before 13:00 hrs (IST) on the Bid Closing Date mentioned in the Tender.  <b>a) Original Bid Security along with two duplicate copies of Bid Security.</b>

	<b>b) Any other documents which have been particularly asked for in this tender for submission.</b>
6.0	Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.
7.0	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.
8.0	All the Bids must be Digitally Signed using “Class 3” digital certificate ( <i>e-commerce application</i> ) with organisation names per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.
9.0	Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.
10.0	<p>The tender is invited under SINGLE STAGE-COMPOSITE 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”.</p> <p>Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.</p> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="border: 1px solid black; padding: 2px 5px; width: 25%;">Notes and Attachments</div> <div style="width: 70%;">→ Only Price Details Should Be Uploaded</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; padding: 2px 5px; width: 25%;">Technical attachments</div> <div style="width: 70%;">→ All technical bid documents except price details</div> </div> <p style="text-align: center; margin-top: 10px;"><b>Please do refer “NEW INSTRUCTION TO BIDDER FOR SUBMISSION” for the above two points and also please refer “ New Vendor Manual (effective 12.0.2017) ” available in the login Page of the OIL’s E-tender Portal.</b></p>



## Oil India Limited e-Procurement

User ID \*   
 Password \*   
   
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[Important Note for New Portal Users:](#)

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the New  
Manual &  
Instruction

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11.0	Please mention clearly in your quotation the Net. Weight, Gross Weight & Volume, Indian Agent's Name and its Commission, Payment Terms, Ocean Freight/Air Freight Charges, Port of Loading, Delivery period, Country of origin with manufacturer's name, etc.
12.0	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.
13.0	Quantity of Individual item may be increased or decreased at the time of final placement of order. The minimum FOB/FCA charges in case of partial order for reduced quantity/enhanced quantity shall have to be indicated by the bidder. In case, this is not indicated specifically, the charges quoted would be pro-rata calculated and the same will be binding on the bidder.
14.0	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.
15.0	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.
16.0	Original Bid Closing Date shall be considered by OIL for evaluation of BRC Criteria in case of any extension of the original bid closing date.
17.0	Bidder to sign and submit completely filled up Technical & Commercial check list and Technical Evaluation Matrix for Bid evaluation criteria and Technical specification failing which their offer will be rejected.
18.0	<b>Payment terms: 80% payment will be made against supply of materials and balance 20% after satisfactory installation &amp; commissioning at site along with the installation &amp; commissioning charges. Bidders must confirm the same while quoting</b>
19.0	<b>Liquidated Damage: Refer to "General Terms &amp; Conditions" for e- Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders). The applicable GST on the Liquidated Damage shall have to be borne by the Seller. Accordingly, the Liquidated Damage shall be recovered from the Seller along with applicable GST.</b>
20.0	<p><b>Performance Security clause (Clause No. 10.0 of Section-A) of "General Terms &amp; Conditions for Global Tenders (MM/GLOBAL/01/2005)" has been amended and the new clause is detailed in the Amendment dated 25.04.2016 issued to MM/GLOBAL/01/2005. Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. Bidders to note the same and to confirm its acceptance in their offers.</b></p> <p>The Bank Guarantee issued by bank must be routed through SFMS platform as per following details:</p> <ol style="list-style-type: none"> <li>a. <ol style="list-style-type: none"> <li>(i) "MT760/ MT760 COV for issuance of bank guarantee</li> <li>(ii) MT767/ MT767 COV for amendment of bank guarantee</li> </ol> <p>The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code: UTIB0001129. Branch Address: Axis Bank Ltd., Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, Dist-Dibrugarh, Pin-786602.</p> </li> <li>b. The vendor shall submit to OIL the copy of the SFMS message as sent by the issuing bank branch along with the original bank guarantee.</li> </ol>
21.0	<p>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 concessional rate of IGST against Essentiality Certificate for order valuing 10 lakh and above.</p> <p>In the event of an order on indigenous bidder, OIL will issue Project Authority</p>

	<p>Certificate (PAC), where import content is declared by the bidder for availing Custom Duty benefit on the import content. Supplier shall affect dispatch only on receipt of these certificates from OIL, failing which all related liabilities shall be to Supplier's account.</p>
22.0	<p><b>Clauses related to GST</b></p> <ol style="list-style-type: none"> <li>For the purposes of levy and imposition of GST, the expressions shall have the following meanings: <ol style="list-style-type: none"> <li>GST - means any tax imposed on the supply of goods and/or services under GST Law.</li> <li>Cess – means any applicable cess, existing or future on the supply of Goods and Services as per Goods and Services Tax (Compensation to States) Act, 2017.</li> <li>GST Law - means IGST Act 2017, CGST Act 2017, UTGST Act, 2017 and SGST Act, 2017 and all related ancillary Rules and Notifications issued in this regard from time to time.</li> </ol> </li> <li>The rates quoted by the bidders shall be inclusive of all taxes, duties and levies. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies. In case, the quoted information related to various taxes, duties &amp; levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference in case the rate of duty/ taxes finally assessed is on the lower side. Further, bidders have to clearly show the amount of GST separately in the Tax Invoices. Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd.</li> <li>Offers without giving any of the details of the taxes (Including rates and amounts) as specified above will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates &amp; amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder.</li> <li>Bidders are required to pass on the benefit arising out of introduction of GST, including seamless flow of Input Tax Credit, reduction in Tax Rate on inputs as well as final goods by way of reduction of price as contemplated in the provision relating to Anti-Profitteering Measure vide Section 171 of the CGST Act, 2017. Accordingly, for supplies made under GST, the bidders should confirm that benefit of lower costs has been passed on to OIL by way of lower prices/taxes and also provide details of the same as applicable. OIL reserves the right to examine such details about costs of inputs/input services of the bidders to ensure that the intended benefits of GST have been passed on to OIL.</li> <li>Oil India Ltd. shall declare the value of free issue of materials and services, if any, involved in the execution of the contract. The Contractor should consider the same while working out the GST liability, if any. Further in cases where GST is leviable on any facilities provided by OIL and used by bidders and the consideration for which is recovered by OIL in the form of reduction in the invoice raised by bidders then OIL will raise GST invoices on such transactions and the same will be reimbursed by bidders.</li> <li><b>When Input tax credit is available for Set Off</b> Evaluation of L-1 prices shall be done based on Quoted price after deduction of Input Tax Credit (ITC) of GST, if available to OIL. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the</li> </ol>

	<p>bidders</p> <p><b>When Input tax credit is NOT available for Set Off</b></p> <p>Evaluation of L-1 prices shall be done based on Quoted price only. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders</p> <p>7. Bidders agree to do all things not limited to providing GST compliant Tax Invoices or other documentation as per GST law relating to the supply of goods and/or services covered in the instant contract like raising of and /or acceptance or rejection of credit notes / debit notes as the case may be, payment of taxes, timely filing of valid statutory Returns for the tax period on the Goods and Service Tax Network (GSTN), submission of general information as and when called for by OIL in the customized format shared by OIL in order to enable OIL to update its database etc. that may be necessary to match the invoices on GSTN common portal and enable OIL to claim input tax credit in relation to any GST payable under this Contract or in respect of any supply under this Contract.</p> <p>8. In case Input Tax Credit of GST is denied or demand is recovered from OIL by the Central / State Authorities on account of any non-compliance by bidders, including non-payment of GST charged and recovered, the Vendor/Supplier/Contractor shall indemnify OIL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. OIL, at its discretion, may also withhold/recover such disputed amount from the pending payments of the bidders.</p>
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**BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA (BRC)**

The bids shall conform generally to the specifications and terms & conditions given in the bid document. Bids shall be liable for rejection in case the materials/services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected.

**A) BID REJECTION CRITERIA (BRC)****A.1 TECHNICAL:****1.0 BIDDER'S ELIGIBILITY:**

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

**OR**

**1.2 The bidder should be an authorized dealer/authorized distributor /authorized supplier/wholly owned subsidiary** of an Original equipment manufacturer (OEM) of the tendered item(s).

**2.0 IN CASE THE BIDDER IS AN ORIGINAL EQUIPMENT MANUFACTURER (OEM):**  
The bidder must comply to the following:

- 2.1** The bidder (OEM) should have at least 5 (five) years of manufacturing experience of each tendered item/ equipment preceding to the original Bid Closing date of the tender.
- 2.2** In addition to above, the bidder (OEM) should have supply experience of successfully executed at least one order of 50% tendered quantity (rounded off to the next higher integer) of each tendered item/ equipment to various clients (other than their own subsidiaries/sister concerns), either directly by them or through their authorized dealers/distributor/supplier/subsidiaries, during last 5 (five) years preceding to the original bid closing date of the tender.
- 2.3** Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) and any one of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:
- (i) Satisfactory supply / completion / installation report (OR)
  - (ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)
  - (iii) Consignee receipt delivery receipt (OR)
  - (iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.
  - (v) Any other documents which shall prove that the bidder has successfully executed such order (s).

Note: a) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.

b) Satisfactory supply/completion/installation report should be issued on company's letterhead with signature and stamp.

3.0 **IN CASE, THE BIDDER IS AN AUTHORIZED DEALER/ AUTHORIZED DISTRIBUTOR / AUTHORIZED SUPPLIER / WHOLLY OWNED SUBSIDIARY OF OEM:** The bidder must fulfill the following requirements:

- 3.1 The bidder's OEM (the Principal) should have at least 5 (five) years of manufacturing experience of each tendered item/ equipment proceeding to the original Bid Closing date of the tender. The manufacturer must satisfy clauses as mentioned in 2.1, 2.2 & 2.3 above.
- 3.2 Additionally, the bidder himself/themselves should have supply experience of successfully executed at least one order of 50% tendered quantity (rounded off to the next higher integer) of each tendered item/ equipment to various clients (other than their own subsidiaries/sister concerns), during last 5 (five) years preceding to the original bid closing date of the tender.
- 3.3 Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) and any of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:
- (i) Satisfactory supply / completion / installation report (OR)
  - (ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)
  - (iii) Consignee receipt delivery receipt (OR)
  - (iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.
  - (v) Any other documents which shall prove that the bidder has successfully executed such order (s).

Note: a) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.

b) Satisfactory supply/completion/installation report should be issued on company's letterhead with signature and stamp.

- 3.4 The bidder shall submit valid **Authorization Certificate/Letter** issued by its Original Equipment Manufacturer (OEM), confirming the Bidder's status as their authorized supplier / dealer / distributor/wholly owned subsidiary (as the case may be) to sell their products with proper warranty and guarantee back -up. Such authorization certificate/ letter shall be valid for the entire period of execution of the order. Offers shall be rejected straightway, if such authority letter is not submitted along with the technical bid.

**NOTES TO BIDDER:**

- a. Authorization letter must be issued on the official letter head of the OEM clearly mentioning the status of Bidder i.e., whether 'authorized dealer' or 'authorized distributor' or 'authorized supplier' or wholly owned subsidiary of Original Equipment Manufacturer (OEM), failing which the bid shall not be considered for evaluation and in that case the offer shall be rejected straightway.
- b. Authorization letter issued by the OEM in any other form such as Direct Channel Partner /Indirect Channel Partner/Channel Partner/ seller/ Reseller/Sub Dealer / Sub Distributor/Sister Concern shall not be considered for bid evaluation and the offer shall be rejected.

- c. In case the bidder is a wholly owned subsidiary company of the parent company (OEM), in addition to the authorization letter including warranty/guarantee back-up, the bidder shall also upload/submit the documents such as board resolution / certificate of incorporation / any other legal certificate along with their offer that would establish the relation between the parent company with the subsidiary company without which the bid will not be evaluated and will be rejected straightway.
- 4.0 Bidders showing supply experience towards supply to its sister concern/ subsidiaries shall not be considered as experience for the purpose of meeting BRC.
- 5.0 Authorization letter and warranty/guarantee back-up as aforesaid must be issued to the bidder by the Original Equipment Manufacturer (OEM) in their official letter head only. Such certificates/authority letter issued by a party other than the OEM shall not be considered as valid authorization letter and in such case the bid shall be rejected without any further reference.
- 6.0 Unsolicited bids shall be straightway rejected.
- 7.0 Bidder/OEM must submit an undertaking alongwith the Technical Bid that their offered equipment is not going to become obsolete during the next 5 (five) years from the date of successful installation & Commissioning, if order is awarded on them by OIL and must guarantee uninterrupted supply of spares and availability of services for at least for ten (10) years with effect from the successful installation & Commissioning of the equipment, without which offer will not be considered for evaluation/placement of order.

## **A.2 FINANCIAL CRITERIA:**

- 1.0 **Annual Turnover:** The bidder shall have an annual financial turnover of minimum **US\$ 29,500.00 or Rs 19.03 Lakhs** during any of the preceding 03 (three) financial years reckoned from the original bid closing date, irrespective of whether their bid is for all the tendered items or not.
- 2.0 "Net Worth" of the bidder should be positive for the financial/accounting year just preceding to the original bid closing date of the tender **(i.e. FY 2016-17).**
- 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\$.

### **A.3 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 Composite Bid System**. Bidders shall quote accordingly under Single Stage Composite Bid System.
- 2.0 The prices offered shall 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.
- 3.0 Bids received in physical form against online invitation through e-portal shall be rejected (except the documents specifically called for in hard copies, if any). Similarly, Bids received after the bid closing date and time shall be rejected. Also, modifications to bids received after the bid closing date & time shall not be considered.
- 4.0 Bids containing incorrect statement shall be rejected.
- 5.0 Validity of the bid shall be **90 days** from the date of actual Bid Closing Date. Bids with lesser validity will be straightway rejected.
- 6.0 **Bid Security in ORIGINAL** shall be furnished by the Bidder as a part of their Bid. The amount of Bid Security & its validity shall be specified in the covering letter of this bid document. **Any bid not accompanied by a proper bid security in ORIGINAL shall 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.
- 6.1 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).
- 7.0 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.

- 8.0 Successful bidder shall be required to furnish a Performance Security equivalent to ten (10%) of total evaluated value of Order, which should remain valid throughout the period as mentioned in MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders), including extension, if any. The successful bidder shall submit Performance Security within 30 days of award, failing which OIL reserves the right to cancel the order and forfeit their Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above
- 9.0 Offers should be submitted along 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.
- 10.0 All the tendered items are to be procured from the same source; hence bidders are requested to quote accordingly for all the items, else their bid will be rejected straightway.
- 11.0 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) Basic Material Value (to indicate HSN code):**
- (B) Packing & FOB charges:**
- (C) FOB Value, A+B:**
- (D) Ocean Freight Charges upto Kolkata, India:**
- (E) Banking & Insurance, @1.5% of C :**
- (F) CIF Value, C+D+E:**
- (G) Landing Charges @1% on F:**
- (H) CIF Landed Value, F+G:**
- (I) IGST @ 5% on H:**
- (J) CIF+GST Landed Value, H+I :**
- (K) Installation, Commissioning & demonstration Charges, if any:**
- (L) Applicable rate of GST on K:**
- (M) AMC Charges for 3 years after warranty:**
- (N) Applicable rate of GST Charges on M:**
- (O) Total, J+K+L+M+N:**
- (P) Total Value in words :**
- (Q) Gross Weight:**
- (R) Gross Volume :**
- (S) Spares required during AMC (list of spares along with prices are to be indicated), however, it will not be considered for evaluation:**
- (T) Necessary spares for another two years trouble free operation, however, it will not be considered for evaluation**

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

- (A) Basic Material Value (to indicate HSN code):**
- (B) Packing & Forwarding charges, if any:**
- (C) Total Ex-Works Value, A+B:**
- (D) Applicable rate of GST on C:**
- (E) Total FOR Despatching Station Value, C+D:**
- (F) Inland Freight Charges upto Duliajan, Assam including GST:**
- (G) Transit Insurance Charges, if any including GST:**
- (H) Installation, Commissioning & demonstration Charges, if any:**



- (I) **Applicable rate of GST on H:**
- (J) **AMC Charges for 3 years after warranty:**
- (K) **Applicable rate of GST on J:**
- (L) **Total, E+F+G+H+I+J+K:**
- (M) **Total Value in words :**
- (N) **Gross Weight:**
- (O) **Gross Volume:**
- (P) **Import Content, if any:**
- (Q) **Spares required during AMC (list of spares along with prices are to be indicated), however, it will not be considered for evaluation:**
- (R) **Necessary spares for another two years trouble free operation, however, it will not be considered for evaluation**

12.0 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

13.0 A bid shall be rejected straightway if it does not conform to any one of the following clauses:

- a) Validity of bid shorter than the validity indicated in the Tender.
- b) Original Bid Security not received within the stipulated date & time mentioned in the Tender.
- c) Bid Security with (i) validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.

## **B) BID EVALUATION CRITERIA**

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 General Terms and Conditions for Global Tender and the Bid Evaluation Criteria given below:

### **B.1 BID EVALUATION CRITERIA:**

The bids conforming to the specifications, terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria shall be considered for further evaluation as per General Terms and Conditions for Global Tender and the Bid Evaluation Criteria given below:

- 1.0 The evaluation of bids shall be done as per the Price Bid Format (SUMMARY) provided in the Tender and detailed below
- 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 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made as under, subject to corrections / adjustments given herein.

Note: 1) Domestic Bidders must quote inland freight charges upto Duliajan. In case bidder fails to quote inland freight charges, highest freight quoted by domestic bidder (considering pro-rata distance) against this tender or OIL's estimated freight, whichever is higher, shall be loaded to their offer for comparison purpose.

2) For enquiries with duty exemption benefit – 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. However, IGST @5% shall be applicable. Indigenous bidder shall be eligible for concessional rate of GST @5% against Essentiality Certificate for invoice valuing 10 lakh and above.

**4.1 When only foreign bidders are involved:**

The Total Value of Foreign bidder as worked out as per para **A.3 11.0 (i) O** shall be compared

NOTE: \*Banking charge in the country of the foreign bidder shall be borne by the bidder. Banking charge 1% for payment through Letter of Credit. And 1.5 % if confirmed LC at buyer's account is required.

**4.2 When only domestic bidders are involved or when more than one domestic bidders are in contention in case of mixed response:**

The Total Value of Domestic bidder as worked out as per para **A.3 11.0 (ii) L** shall be compared

**4.3 When both foreign and domestic bidders are involved:**

The Total Value of domestic bidder as worked out as per para **A.3 11.0 (ii) L (excluding F & G)** above and Total Value of the foreign bidder worked out as per Para **A.3 11.0 (i) O** above will be compared.

Note: If the Government of India revises these evaluation criteria the same as applicable on the bid closing date will be adopted for evaluation of the offers.

- 5.0 Other terms and conditions of the enquiry 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 & Conditions of Global Tender of the tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.

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**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 SELECT "Yes" OR "No" TO THE FOLLOWING QUESTIONS, IN THE RIGHT HAND COLUMN.

**(A) COMMERCIAL CHECK-LIST**

Sl. No.	PARAMETERS/REQUIREMENTS	BIDDER RESPONSE	REMARKS IF ANY
1.	Whether Original Signed quotation submitted?	YES/NO	
2.	Whether quoted as manufacturer?	YES/NO	
3.	Whether quoted as authorized dealer? [To Specify]	YES/NO	
4.	If quoted as authorized dealer,		
5.	(a) Whether submitted valid and proper authorization letter from manufacturer IN ORIGINAL confirming that bidder is their authorized dealer for the product offered?	YES/NO	
6.	(b) Whether manufacturer's back-up Warranty/Guarantee certificate submitted?	YES/NO	
7.	Whether ORIGINAL Bid Bond (not copy of Bid Bond) enclosed with the offer? If YES, provide details	YES/NO	
	(a) Amount :		
	(b) Name of issuing Bank :		
	(c) Validity of Bid Bond :		
8.	Whether offered firm prices?	YES/NO	
9.	Whether quoted offer validity of 90 days from the date of closing of tender?	YES/NO	
10.	Whether quoted a firm delivery period?	YES/NO	
11.	Whether quoted as per NIT (without any deviations)?	YES/NO	
12.	Whether any deviation is there in the offer?	YES/NO	
13.	Whether deviation separately highlighted?	YES/NO	
14.	Whether agreed to the NIT Warranty clause?	YES/NO	
15.	Whether Price Bid submitted as per Price Schedule?	YES/NO	
16.	Whether indicated the country of origin for the items quoted?	YES/NO	
17.	Whether all the items of tender quoted?	YES/NO	
18.	Whether technical literature/catalogue/drawings enclosed?	YES/NO	

19.	For Foreign Bidders - Whether offered FOB/FCA port of dispatch including sea/air worthy packing & forwarding?	YES/NO
20.	For Foreign Bidders – Whether port of shipment indicated? [To specify]	YES/NO
21.	For Foreign Bidders only - Whether indicated ocean freight up to C&F Kolkata port (Excluding marine insurance)?	YES/NO
22.	Whether Indian Agent applicable?	YES/NO
	If YES, whether following details of Indian Agent provided?	
	(a) Name & address of the agent in India – To indicate	
	(b) Amount of agency commission – To indicate	
	(c) Whether agency commission included in quoted material value?	YES/NO
23.	Whether weight & volume of items offered indicated?	YES/NO
24.	Whether confirmed to submit PBG as asked for in NIT?	YES/NO
25.	Whether agreed to submit PBG within 30 days of placement of order?	YES/NO
26.	For Indian bidders – Whether place of dispatch indicated in the offer? [To specify]	YES/NO
27.	For Indian bidders – Whether road transportation charges up to Duliajan quoted?	YES/NO
28.	For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges?	YES/NO
29.	For Indian Bidders only - Whether offered Deemed Export prices?	YES/NO
30.	Whether quoted prices are exclusive of Excise duty?	YES/NO
31.	For Indian bidders only – whether import content indicated in the offer?	YES/NO
32.	For Indian Bidders only - whether all Taxes have been indicated categorically?	YES/NO
33.	Whether all BRC/BEC clauses accepted?	YES/NO

**B. TO BE FILLED UP IN DETAIL:**

Sl No	Requirement	Bidder's Reply
01	Bid validity	
02	Payment Terms	
03	Guarantee/Warranty Terms	
04	Delivery Period	
05	Port of Despatch / Despatching Station	
08	Confirm submission Integrity pact, if required as per NIT	
09	Confirm submission PBG, if required as per NIT	
10	Compliance to: a) Liquidated Damage b) Warranty/Guarantee c) Arbitration/Resolution of Dispute d) Force Majeure e) Applicable laws	
11	Exception/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

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

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

Place:

Date:

Seal

Membership No:

Registration Code:

Signature

**\*Applicable only for GLOBAL tenders**

Sl. No.	Clause No of Tender Document: Technical Specification/ Scope of Work		Description Remarks Bidders Complied/ Not Complied/ Deviation	Bidder to indicate Relevant Page No of their Bid to support the remarks/ compliance
<b>A.</b>	<b>Item Specification:</b>			
<b>1.0</b>	<b>SCOPE</b>			
	Supply and Installation and Commissioning of one no Automatic distillation apparatus with accessories which will be used to determine distillation cuts of Crude oil and its products. These volatility characteristics are a critical measurement of the overall performance and safety of hydrocarbon-based fuels.			
<b>2.0</b>	<b>Technical Features</b>			
2.1	Code of standards : Automatic Distillation Apparatus as per : ASTM D-86, (group 0, 1, 3, 4) /DIN 51751/ EN ISO 3405/ IP123, D-850, D-1078/ISO 918 & JIS K2254, D-189, IP 195. The instrument should be microprocessor based standalone unit. Device should have embedded software with TFT color touch screen user interphase to show the progress of test live and display results and graphs in detail. Software should have multiple nos of free user licenses.			
2.2	Technical specifications			
Sl. No.	Parameters	Requirement		
1)	Temperature range	Ambient to 400 / 450 deg. C		
2)	Temperature probe	Pt 100 or equivalent with a valid calibration certificate		

3)	Temperature Resolution	+/- 0.1 deg. C		
4)	Volume resolution	Precision of volume measurement system should be at least 0.1 ml.		
5)	Sample Heater	Automatic heater adjustment for last 5 ml		
		Automatic heater lowering at the end of test		
		Automatic cooling of distillation flask to keep minimum test interval time		
6)	Condenser	Should have a efficient cooling system for condenser and receiver chamber.		
<b>Sl. No.</b>	<b>Clause No of Tender Document: Technical Specification/ Scope of Work</b>		<b>Description Remarks Complied/ Not Complied/ Deviation</b>	<b>Bidder to indicate Relevant Page No of their Bid to support the remarks/ compliance</b>
7)	Automatic Distillation:	The apparatus should automatically set, monitor and control all distillation parameters including initial and final heating rates, distillation rate, condenser and receiver temperatures, receiver chamber conditions etc on its own for any given sample. Measurement of actual charge volume and normalize to 100%. Provision to test low volume sample when not enough sample available. Distillation of unknown samples: Should distill unknown samples precisely in the very first run without need to run several trials. Automatic and precise calculation of residue loss to avoid error on residue measurement.		



8)	Handling and Safety Features	Must have up to date Built-in safety device with the system. Automatic safety shut down of heater and other power devices. Should enlist all Error message for easy service diagnostics and quick rectification. Transparent door for viewing of test samples in the receiver chamber. Should have multi-level access control for running tests, defining unit configuration and maintenance (calibration & diagnostic).Should have automatic exhaust of vapour from receiver chamber at the end of test to reduce VOC emission in the laboratory.		
8)	Power supply	230/240 V AC, 50/60 Hz.		
9)	Calibrations	a) Equipment must be capable for Auto calibration of temperature, volume and pressure and automatic recording and storage of all calibrations for paperless tracking.		
		b) CRM: Necessary Certified Reference Standards with traceability certificate to be supplied.		
10)	Memory	Device should have large memory programs & results (at least 100 )		
<b>Sl. No.</b>	<b>Clause No of Tender Document:Technical Specification/ Scope of Work</b>		<b>Description Bidders Remarks Complied/ Not Complied/ Deviation</b>	<b>Bidder to indicate Relevant Page No of their Bid to support the remarks/ compliance</b>
11)	Output	1. Colour touch screen: Should have built-in integrated large LCD display for displaying distillation curves and reports.		
		2. The analyzer should have an output for connecting external printer.		
		3. The apparatus should have provision to connect several distillation units for control through external PC and software (ready for future expansion).		

		4. The system should have at least 2 USB for external printer, memory stick, RS 232 C serial port for networking and other purposes.		
12)	Printer and PC	i) Branded PC from Hp/ Lenovo/ Dell/ Sony/ Toshiba etc with min. 320 GB HDD, 4GB RAM, DVD R/W, 17 inch TFT Monitor, Key Board, Optical Mouse etc. , 64 bit Windows 7 or higher Operating System		
		ii) Hp LaserJet or equivalent printer compatible with the supplied PC.		
		iii) Antivirus with minimum one year validity.		
13)	Extended Distillation	<i>·Should be designed to distillate crude oils with an additional condenser boost heater</i>		
		<i>·Micro Carbon Residue: 10% bottom residue with 200 ml or 100 ml receiver for carbon residue tests</i>		
		<i>·Precise distillation rate regulation for ethanol blended samples (E10, E15 etc.)</i>		
		<i>·Should have provision to distill in manual mode.</i>		
14)	Essential Consumable Parts to be supplied for distillation unit	<i>1. Distillation Flasks D86: 125ml capacity x 10 no</i>		
		<i>2. Receiver Glass Cylinder x 10 no</i>		
		<i>3. Distillation Probe x 2 no</i>		
		<i>4. Heater plate, Ceramic x 2 each of 32 mm, <u>38 mm</u> &amp; <u>50 mm</u> dia.</i>		
		<i>5. Fuses x 1 set</i>		
		<i>6. Silicone hose for Flask connection to condenser tube x 10</i>		
		<i>7. Certified Reference Material for Distillation – 250ml x 2 bottles</i>		
		<i>8. O-ring for vapour seal x 6</i>		
		<b><i>Other critical spares which will be required at the time of commissioning</i></b>		

Sl. No.	Clause No of Tender Document: Technical Specification/ Scope of Work	Description Remarks Not Deviation	Bidders Complied/ Complied/	Bidder to indicate Relevant Page No of their Bid to support the remarks/ compliance
	<b>Special Notes:</b>			
1.0	The unit shall be complete with all other essential operating accessories required for smooth, efficient running and immediate commissioning after receipt at Duliajan. The manufacturer has to quote for state of art technology based instrument latest model, meeting our requirements and should not quote the model, which is obsolete or about to obsolete.			
2.0	Essential Consumable parts to be supplied along with the unit : The bidders are requested to quote for their recommended essential spares & consumables like Glass Beaker, Coulometer reagent set etc for one year normal operation, and also tools and essential accessories required for the functioning of the equipment which are required to be supplied along with the equipment. The prices of these items should be included in the basic price of the equipment (The prices of essential spares, consumables, tools and accessories are not to be shown separately). The list of above said essential spares, consumables, tools & accessories with quantity against each item should be furnished in the techno-commercial bid.			
3.0	Necessary spares for another two years trouble free operation should be quoted separately with price details and should not be combined with the main equipment and that shall not be considered for bid evaluation.			
4.0	Adequate Calibration certificates (traceable to NABL or any other recognized calibration agency) should be submitted by the supplier at the time of delivery.			

5.0	Name plate/ Marking details: Following information shall be securely stamped / stenciled on the body of the equipment / item or through a metallic plate tagged on the equipment / item. a.Manufacturer's Name: b.Model No.: c.Serial No: d.Date Year of Manufacture: e.Oil India Purchase Order No with date. f. Any other relevant information (if any)		
<b>Sl. No.</b>	<b>Clause No of Tender Document:Technical Specification/ Scope of Work</b>	<b>Description Bidders Remarks Complied/ Not Complied/ Deviation</b>	<b>Bidder to indicate Relevant Page No of their Bid to support the remarks/ compliance</b>
6.0	The supplier shall provide (in the event of order) the following manuals along with supply a) Operation Manual containing principle of operation, detailed installation and set up instructions etc (Both soft as well as hard copies-2 nos) b) Maintenance and Troubleshooting manual(Both soft as well as hard copies-2 nos etc.)comprising of Circuit Diagrams, PCB details, detailed troubleshooting guide, spare parts list, consumables etc.		
7.0	Supply and availability of the spares & consumable of the offered model has to be assured for at least 10 years from the date of installation.		
8.0	The vendor should provide minimum one P.O. copy of similar type of instrument for similar application.		
9.0	The vendor should give Technical compliance for each item / point as mentioned in technical specifications and terms and conditions in their offer as well as in separate sheet also.		

10.0	Packing: Item should be strictly packed in sturdy, durable & weather proof packing to avoid any transit damage.		
11.0	After Sales Service & Spares: (a)The vendor should provide list of consumables and all the spare parts required for smooth functioning of the equipment. (b) The vendor should provide a catalogue of spares and consumables with their parts number, description and unit price along with the equipment . (c)The supplier should also provide Tool kit containing essential tools required for repair and maintenance with the apparatus.		

Sl. No.	Clause No of Tender Document:Technical Specification/ Scope of Work	Description Bidders Remarks Complied/ Not Complied/ Deviation	Bidder to indicate Relevant Page No of their Bid to support the remarks/ compliance
12.0	Installation and Commissioning : Installation / Commissioning & Training: a. The successful bidder shall install and commission the equipment at Chemical Department, Oil India Ltd., Duliajan, Assam, India-Pin: 786602 by their competent service engineer (s). The party shall demonstrate all specification and operation at the time of installation. b. The supplier shall replace defective parts if found any, during installation or during the warranty period. This replacement shall be done within a month's time at supplier's cost. c. The supplier's service engineer must demonstrate the performance of the system as specified in the offer and also must provide training to OIL's technical/scientific staff on operation, application and trouble shooting of the system after installation. Basic instrumentation drawings/ configuration, manuals are to be supplied along with the unit for ready reference. d. Installation / commissioning & Training charges if any must be quoted separately on lump sum basis which shall also be considered for evaluation of the offers. Incase if charges are not quoted it will be considered to have been included in the total cost or will be free of cost.		

13.0	<p><b>Warranty:</b> The manufacturer has to provide minimum one year warranty from the date of installation of the instrument free of cost. During warranty period all sorts of spares, if required, will be supplied by vendor free of cost on landed cost basis and competent service engineer of the manufacturer/ authorized supplier has to fit the same within one month time of reporting.</p>		
14.0	<p><b>Annual Maintenance Contract:</b> a) The supplier shall quote for the cost of non- comprehensive AMC for a period of three years after expiry of warranty period. This will be considered for Bid evaluation. b) While quoting for AMC the bidder shall take into account two numbers of preventive maintenance visits per year and breakdown visits as and when required per year. In case of breakdown visit, the bidder must send their service engineer within fifteen (15) days of receiving the notice to attend the equipment to make it operational. c) The AMC cost shall include all to &amp; fro fares, boarding/ lodging and other expenses during AMC visits.</p>		
15.0	<p><b>Payment:</b> Payment shall be released as per OIL's standard clause.</p>		
	<p><b>N.B:</b> Bidders need to fill up the compliance/Non-Compliance sheet and to mention about deviation if any in the compliance sheet.</p>		

	<b><u>BID REJECTION CRITERIA (BRC)/BID EVALUATION CRITERIA (BEC)</u></b>	<b>Compliance / Non-Compliance</b>
	<b><u>GENERAL CONFORMITY</u></b>	
	The bids shall conform generally to the specifications and terms & conditions given in the bid document. Bids shall be liable for rejection in case the materials/services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected.	
	<b><u>BID REJECTION CRITERIA (BRC)</u></b>	
(A)	<b>TECHNICAL:</b>	
1.0	<b><u>BIDDER'S ELIGIBILITY:</u></b>	
1.1	<b>The bidder should be an Original Equipment Manufacturer (OEM)</b> of the tendered item (s).	
	<b>OR</b>	
1.2	<b>The bidder should be an authorized dealer/authorized distributor /authorized supplier/wholly owned subsidiary</b> of an Original equipment manufacturer (OEM) of the tendered item(s).	
2.0	<b><u>IN CASE THE BIDDER IS AN ORIGINAL EQUIPMENT MANUFACTURER (OEM):</u></b>	-
	The bidder must comply to the following:	
2.1	The bidder (OEM) should have at least 5 (five) years of manufacturing experience of each tendered item/ equipment preceding to the original Bid Closing date of the tender.	

2.2	In addition to above, the bidder (OEM) should have supply experience of successfully executed at least one order of 50% tendered quantity (rounded off to the next higher integer) of each tendered item/ equipment to various clients (other than their own subsidiaries/sister concerns), either directly by them or through their authorized dealers/distributor/supplier/subsidiaries, during last 5 (five) years preceding to the original bid closing date of the tender.	
2.3	Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) and any one of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:	
	(i) Satisfactory supply / completion / installation report (OR)	
	(ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)	
	(iii) Consignee receipt delivery receipt (OR)	
	(iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.	
	(v) Any other documents which shall prove that the bidder has successfully executed such order (s).	
	<b>Note:</b> The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.	
3.0	<b><u>IN CASE, THE BIDDER IS AN AUTHORIZED DEALER/ AUTHORIZED DISTRIBUTOR / AUTHORIZED SUPPLIER / WHOLLY OWNED SUBSIDIARY OF OEM:</u></b>	
	The bidder must fulfill the following requirements:	



3.1	The bidder's OEM (the Principal) should have at least 5 (five) years of manufacturing experience of each tendered item/ equipment proceeding to the original Bid Closing date of the tender.	
3.2	Additionally, the bidder himself/themselves should have supply experience of successfully executed at least one order of 50% tendered quantity (rounded off to the next higher integer) of each tendered item/ equipment to various clients (other than their own subsidiaries/sister concerns), during last 5 (five) years preceding to the original bid closing date of the tender.	
3.3	Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) and any of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:	
	(i) Satisfactory supply / completion / installation report (OR)	
	(ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)	
	(iii) Consignee receipt delivery receipt (OR)	
	(iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.	
	(v) Any other documents which shall prove that the bidder has successfully executed such order (s).	
	<b>Note:</b> The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.	
3.4	The bidder shall submit valid <b>Authorization Certificate/Letter</b> issued by its Original Equipment Manufacturer (OEM), confirming the Bidder's status as their authorized supplier / dealer / distributor/wholly owned subsidiary (as the case may be) to sell their products with proper warranty and guarantee back -up. Such authorization certificate/ letter shall be valid for the entire period of execution of the order. Offers shall be rejected straightway, if such authority letter is not submitted along with the	

	technical bid.	
	<b><u>NOTES TO BIDDER:</u></b>	
	<b>a.</b> Authorization letter must be issued on the official letter head of the OEM clearly mentioning the status of Bidder i.e., whether 'authorized dealer' or 'authorized distributor' or 'authorized supplier' or wholly owned subsidiary of Original Equipment Manufacturer (OEM), failing which the bid shall not be considered for evaluation and in that case the offer shall be rejected straightway.	
	<b>b.</b> Authorization letter issued by the OEM in any other form such as Direct Channel Partner /Indirect Channel Partner/Channel Partner/ seller/ Reseller/Sub Dealer / Sub Distributor/Sister Concern shall not be considered for bid evaluation and the offer shall be rejected.	
	<b>c.</b> In case the bidder is a wholly owned subsidiary company of the parent company (OEM), in addition to the authorization letter including warranty/guarantee back-up, the bidder shall also upload/submit the documents such as board resolution / certificate of incorporation / any other legal certificate along with their offer that would establish the relation between the parent company with the subsidiary company without which the bid will not be evaluated and will be rejected straightway.	
4.0	Bidders showing supply experience towards supply to its sister concern/ subsidiaries shall not be considered as experience for the purpose of meeting BRC.	

5.0	Authorization letter and warranty/guarantee back-up as aforesaid must be issued to the bidder by the Original Equipment Manufacturer (OEM) in their official letter head only. Such certificates/authority letter issued by a party other than the OEM shall not be considered as valid authorization letter and in such case the bid shall be rejected without any further reference.	
6.0	Unsolicited bids shall be straightway rejected.	
7.0	Bidder/OEM must submit an undertaking alongwith the Technical Bid that their offered equipment is not going to become obsolete during the next 5 (five) years from the date of successful installation & Commissioning, if order is awarded on them by OIL and must guarantee uninterrupted supply of spares and availability of services for at least for ten (10) years with effect from the successful installation & Commissioning of the equipment, without which offer will not be considered for evaluation/placement of order.	
(B)	<b><u>FINANCIAL CRITERIA:</u></b>	-
1.0	<b><u>Annual Turnover:</u></b> The bidder shall have an annual financial turnover of minimum <b>US\$ 29,500.00 or Rs 19.03 Lakhs</b> 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 original bid closing date of the tender (i.e. FY 2016-17).	

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 &amp; 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/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover &amp; Net worth as per format prescribed in <u>ANNEXURE IV</u>.</p> <p style="text-align: center;">OR</p> <p>ii) Audited Balance Sheet along with Profit &amp; 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. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.</p>	
4.0	<p>In case the Audited Balance Sheet and Profit &amp; 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 &amp; Loss Account. A CA certificate is to be submitted by the bidder regarding converted figures in equivalent INR or US\$.</p>	

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