



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

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Tender No. & Date: SDG 6401P15/07 dtd 25.02.2015

Tender Fee : INR 4,500.00 OR USD 100.00
Bid Security Amount : INR 1, 03, 410.00 OR USD 2,298.00

Bidding Type : SINGLE STAGE TWO BID SYSTEM

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

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Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No. / Mat. Code	Material Description	QTY.	UOM
1	Supply of Cementing Head as per the following: a) Detailed specification – Annexure - A b) Bid Rejection Criteria (BRC) and Bid Evaluation Criteria – Annexure-B. c) Technical and Commercial Check list - Annexure - C	02	Nos.

General Notes to Bidders :

- 1.0 The tender will be governed by "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) including Amendments & Addendum to "General Terms & Conditions" for e-Procurement.
- 2.0 Technical and Commercial Check list is furnished vide Annexure – C. Please ensure that the check list is properly filled up and uploaded along with Technical bid.
- 3.0 The items covered by this enquiry shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Customs Duty during import will be applicable. Indigenous bidder shall be eligible for Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/E-01/2005 attached. However, Indian bidders will not be issued Recommendatory Letter.
- 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) Details Catalogue and any other document which have been specified to be submitted in original.

- 5.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic form in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The "TECHNO-COMMERCIAL UNPRICED BID" is to be submitted as per Scope of Work & Technical Specification of the tender and "PRICED BID" as per the **Online Priced Bid format**.
- 6.0 In Technical Bid opening, only Technical Rfx will be opened. Therefore, the bidder should ensure that "TECHNO-COMMERCIAL UNPRICED BID" should contain details as mentioned in the technical specifications as well as BEC/ BRC and upload the same in the Technical RFX Response-> User -> Technical Bid. **No price should be given in above Technical Rfx otherwise the offer will be rejected.** Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFX Response-> User -> Technical Bid only. The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. The prices of the items should be quoted in "Conditions Tab". Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments"
- 7.0 PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TO BE TECHNO-COMMERCIALLY ACCEPTABLE.
- 8.0 All the Bids must be Digitally Signed using "Class 3" digital certificate (*e-commerce application*) only as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than "Class 3" digital certificate, will be liable for rejection.
- 9.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.
- 10.0 The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. **If any bidder refuses to sign Integrity Pact or declined to submit Integrity Pact with the offer, their bid shall be rejected straightway.**

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

- (I) **SHRI RAGHAW SHARAN PANDEY, IAS (RETD.)**
Former Secretary, Ministry of Petroleum & Natural Gas
E-MAIL ID : rspandey_99@yahoo.com

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Specification of items:

BJ Model FAS-LOK or Equivalent 9.5/8 inch (244.475mm) Single Plug type Cementing Head each comprising with following features & parts: 2 Nos.

- a) Suitable for 9.5/8 inch (244.475mm) OD API casing with Buttress thread coupling.
- b) Working pressure of the Cementing Head not less than 4000 PSI(281.23kg/cm²) and Test pressure not less than 6000 PSI(421.84 kg/cm²).
- c) Feature of Fast locking/ unlocking (i.e making up/ breaking) with casing by means of one Landing joint/Nipple of not more than 15inch to 16 inch(381mm to 406.4mm) of total length equivalent to BJ FAS-LOK type having 9.5/8 inch (244.475mm), 47 ppf(69.9 kg/m), Buttress thread Pin(as per API 5CT) at one end & Fast locking/unlocking connection matching with the Cementing Head with Seal-ring(s) at the other end: 1 No. for each Cementing Head.
- d) Lower connection of Cementing Head matching with the above Landing joint/nipple.
- e) Suitable for all types of cementing plugs used for 9.5/8 inch (244.475mm), 47- 53.5 ppf API casings.
- f) Quick release type Plug retaining/ dropping Pin/System having Safety Lock.
- g) Plug Dropping Indicator.
- h) Fully detachable minimum 5000 PSI(351.5kg/cm²) working pressure 'Cementing Head Manifold' with at least 2 nos of 2 inch(50.8mm), minimum 5000 PSI(351.5kg/cm²) FMC/BJ Plug valves & suitable Nos of 2 inch (50.8mm), minimum 6000psi (422 kg/cm²) WECO Hammer Unions complete required for making up with the Cementing Head and two inlets for pumping in. One Inlet plugged with detachable Bull plug fitted by means of WECO Hammer union.- 1 No.for each Cementing Head
- i) Plug loading Quick-change Top Cap with Acme Thread, Cap Opening Links/lugs and Lifting lugs with Chain having feature to restrict unwanted free movement of the Plug between Retaining pin & Top cap.
- j) Length & Weight Restriction:
Length: Not more than 31 inch/ 787.4mm (without Landing joint/nipple)
Weight: Manifold- 75 to 80 kgs (approx), Head- 110 to 115 kgs (approx).
- k) Two sets of Operation and maintenance manual.

SPARES FOR ABOVE (Unit Price & Part Nos to be indicated separately for each item below):

- 1) Landing Joint/ Nipple as described in (C) above: 2 Nos (1 no. for each cementing Head)
- 2) O-Ring/ Seal Rings for above Landing Joint/ Nipple: 10 Nos.
- 3) Seal/ back-up Rings for above Item F (Plug retaining Pin /system) : 5 Sets
- 4) Seal rings for above Item G (Plug dropping Indicator): 5 Sets/ Nos.

5) Seal Rings for above Item I (Plug loading top Cap): 10 nos/sets

Special Notes:

(Bidders must respond/ act to each of the Notes) :

1. Bidder should forward relevant literature, catalogue & drawing illustrating all components with Part Nos. along with the quotation.
2. The offered item must be brand new, unused and of prime quality & recent manufacturer. Bidder shall warrant that the product will be free from all defects & fault in material, workmanship & manufacture. This clause shall be valid for 18 months from the date of despatch/shipment or 12 months from the date of receipt. Bidder to confirm in their offer.
3. Inspection and Test certificates should be forwarded along with consignment (in the event of order). Bidder should confirm in the offer.
4. Bidders other than OEM, shall furnish valid authorization letter along with warranty back- up from the OEM along with quotation failing which the offer will be rejected.
5. Details of two years recommended spares with unit price & Part Nos for operation and maintenance to be provided with the offer. However the cost of the spares will not be considered for bid evaluation.
6. Compliance of all the technical features is to be categorically mentioned in the offer.
7. The Single Plug Cementing Heads should be suitable in all respect for cementing of 9.5/8" API casing sizes and must possess all the technical features as mentioned in the specification.
8. 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) and its amendments. 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.

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

(I) BID REJECTION CRITERIA

The bids must conform to the specifications and terms and conditions given in the tender. Bids shall be rejected in case the item(s) 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 shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected:

(A) COMMERCIAL:

Commercial Bid Rejection Criteria will be as per Section D of General Terms & Conditions of Global Tender (MM/GLOBAL/E-01/2005) with following Special Bid Rejection Criteria.

- 1.0 Bids are invited under **Single Stage Two Bid System**. Bidders shall quote accordingly under Single Stage Two Bid System. **Please note that no price details should be furnished in the Technical (i.e. Unpriced)bid.** The "Unpriced Bid" shall contain all techno-commercial details except the prices, which shall be kept blank. The "Price Bid" must contain the price schedule and the bidder's commercial terms and conditions. Bidder not complying with above submission procedure will be rejected.
- 2.0 **Bid security of US \$ 2,298.00 or Rs.1,03,410.00** shall be furnished as a part of the TECHNICAL BID (refer Clause Nos.9.0 & 12.0 (Section A) of "General Terms & Conditions" for e-Procurement as per Booklet No.MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders)). **Any bid not accompanied by a proper bid security in ORIGINAL will be rejected without any further consideration.** A bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender.
- 2.1 For exemption for submission of Bid Security, please refer Clause No. 9.8 (Section A) of "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders).
- 2.2 The Bid Security shall be valid for one year from the date of tender opening i.e, valid upto **12.05.2016**.
- 3.0 Validity of the bid shall be minimum 180 days from Bid closing date. Bids with lesser validity will be straightway rejected.
- 4.0 Bidders must confirm that Goods, materials or plant(s) to be supplied shall be new of recent make and of the best quality and workmanship and shall be guaranteed for a period of 18(eighteen) months from the date of shipment/dispatch or 12(twelve) months from the date of receipt/acceptance 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 and no extra cost to OIL.

5.0 Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Bank Guarantee must be valid for 12(twelve) months from the date of receipt/acceptance of goods or 18 months from the date of shipment. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.

6.0 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 Charges upto Kolkata, India
- (E) Insurance Charges
- (F) Total CIF Kolkata value, (C + D + E)
- (G) Total value in words :
- (H) Gross Weight :
- (I) Gross Volume :

(ii) 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 with Education Cess, (Please indicate applicable rate of Duty)
- (E) Sales Tax, (Please indicate applicable rate of Tax)
- (F) Total FOR Despatching station price, (C + D + E) above
- (G) Road Transportation charges to Duliajan
- (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. Cost of individual items must be quoted separately.
2. The items covered under this enquiry shall be used by OIL in the PEL/ML areas issued/renewed after 01/04/99 and hence, applicable Customs Duty for import of goods shall be ZERO. Indigenous bidders must quote Deemed Export prices. Excise Duty under Deemed Export exempted. However, Indian bidders will not be issued Recommendatory Letter.

7.0 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.

- 8.0 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.
- 9.0 Bids containing incorrect statement will be rejected.
- 10.0 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.
- 11.0 No offers should be sent by E-mail or Fax. Such offers will not be accepted.
- 12.0 Offers should be submitted with Integrity Pact duly signed by the authorized signatory of the bidder. If any bidder refuses to sign Integrity Pact or declined to submit Integrity Pact with the offer, their bid shall be rejected straightway.

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

Bids conforming to the specifications, terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria mentioned in Section D of "General Terms & Conditions" for e- Procurement as per Booklet No. MM/GLOBAL/E-01/2005.

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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 TICK MARK 'YES' OR 'NO' TO THE FOLLOWING QUESTIONS, IN THE RIGHT HAND COLUMN.

(A) TECHNICAL CHECK LIST

<u>Sl No.</u>	<u>REQUIREMENT</u>	<u>COMPLIANCE</u>
1.	Whether there is any deviation from the desired technical features (if so, mention)	YES/NO
2.	Whether the Cementing Head is of Single Plug type and suitable for cementing specified API Buttress thread casing sizes in all respect.	YES/NO
3.	Whether minimum working pr & test pressure of the Cementing Head including all the components is 4000psi & 6000psi respectively .	YES/NO
4.	Whether minimum working pressure of the Manifold including all the components is 5000psi.	YES/NO
5.	Whether the Plug valves are of FMC/ BJ make and minimum 5000psi rating.	YES/NO
6.	Whether the Hammer unions are of WECO make and minimum 6000psi rating.	YES/NO
7.	Whether the Cementing Head is facilitated with Fast Lock/Unlock (making up / breaking) feature as desired in the specification.	YES/NO
8.	Whether there is Quick release type Plug retaining/ dropping Pin with safety lock.	YES/NO
9.	Whether there is Plug dropping indicator.	YES/NO
10.	Whether the Manifold is fully detachable and fulfill the technical feature as desired.	YES/NO
11.	Whether the Top cap is of Quick change type and fulfill the technical feature as desired.	YES/NO
12.	Whether the Landing joint/nipple has Lower connection of API BTC thread of specified casing sizes & Upper connection to match with Fast Locking/ unlocking profile of the Head.	YES/NO
13.	Whether Length & Weight is with in the specified limit.	YES/NO
14.	Whether Two sets of Operation and maintenance manual for each item will be provided.	YES/NO
15.	Whether Clause Nos 2 & 3 under SPECIAL NOTES will be complied with if order placed.	YES/NO
16.	Whether Clause Nos. 1,4 & 5 under SPECIAL NOTES have been complied with (if so, mention).	YES/NO
17.	Whether the offered Item is complete in all respect for direct use with the Manifold for cementation of the casing specified.	YES/NO
18.	Whether spares for operation and maintenance will be made available for atleast 10 years date of shipment (if ordered).	YES/NO

Deviations/ Non compliance (to mention by the bidder):

<i>Offer reference</i>	
<i>Name of the Bidder</i>	

(B) 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 bid submitted under single stage Two-Bid System?	YES/NO	
8.	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 :		
9.	Whether offered firm prices?	YES/NO	
10.	Whether quoted offer validity of 180 days from the date of closing of tender?	YES/NO	
11.	Whether quoted a firm delivery period?	YES/NO	
12.	Whether quoted as per NIT (without any deviations)?	YES/NO	
13.	Whether any deviation is there in the offer?	YES/NO	
14.	Whether deviation separately highlighted?	YES/NO	
15.	Whether agreed to the NIT Warranty clause?	YES/NO	
16.	Whether Price Bid submitted as per Price Schedule?	YES/NO	
17.	Whether indicated the country of origin for the items quoted?	YES/NO	
18.	Whether all the items of tender quoted?	YES/NO	
19.	Whether technical literature/catalogue/drawings enclosed?	YES/NO	
20.	For Foreign Bidders - Whether offered FOB/FCA port of dispatch including sea/air worthy packing & forwarding?	YES/NO	
21.	For Foreign Bidders – Whether port of shipment indicated? [To specify]	YES/NO	
22.	For Foreign Bidders only - Whether indicated ocean freight up to C&F Kolkata port (Excluding marine insurance)?	YES/NO	
23.	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	
24.	Whether weight & volume of items offered indicated?	YES/NO	
25.	Whether confirmed to submit PBG as asked for in NIT?	YES/NO	
26.	Whether agreed to submit PBG within 30 days of placement of order?	YES/NO	
27.	For Indian bidders – Whether place of dispatch indicated in the offer? [To specify]	YES/NO	
28.	For Indian bidders – Whether road transportation charges up to Duliajan quoted?	YES/NO	
29.	For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges?	YES/NO	
30.	For Indian Bidders only - Whether offered Deemed Export prices?	YES/NO	
31.	Whether quoted prices are exclusive of Excise duty?	YES/NO	
32.	For Indian bidders only – whether import content indicated in the offer?	YES/NO	
33.	For Indian Bidders only - whether all Taxes have been indicated categorically?	YES/NO	
34.	Whether all BRC/BEC clauses accepted?	YES/NO	
35.	Whether confirm to accept all clauses of Integrity Pact?	YES/NO	
36.	Whether duly signed Integrity Pact enclosed?	YES/NO	

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