



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

Telephone No. (91-374) 2808724  
Fax No: (91-374) 2800533  
Email: [materials@oilindia.in](mailto:materials@oilindia.in); [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in)

Tender No. : **SDG6489P15/07**

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

Bid Closing on : As mentioned in the Basic Data of e-portal  
Bid Opening on : -do-

Tender Fee : **INR 4,500.00 OR USD 100.00**  
Bid Security Amount : **INR 64,125.00 OR USD 1,425.00**

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No.	MATERIAL DESCRIPTION	QTY.	UOM
<u>10</u>	<u>Material specification</u>  <b><u>TUBING PLUG ASSEMBLY WITH ACCESSORIES</u></b>  Retrievable & millable Temporary Tubing Plug Assembly with accessories for 2.7/8" OD, 6.5 ppf tubing to be set at any depth without having any nipple profile. Each complete set of Tubing Plug Assembly alongwith the accessories shall comprise of the following: (i) Tubing Plug Assembly consisting of collar stop, tubing plug with pressure equalizing sub and tubing stop. (ii) Suitable Running tools (with equalizing prong/probe) to set each of the components mentioned in (i) above. (iii) Suitable Retrieving tools to retrieve each of the components mentioned in (i) above. (iv) Redress kit for the tools mentioned in (i), (ii) & (iii) above.	2	Nos.

**(A) General Notes for e-tender :**

1. 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 Amendment and Addendum.

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2. The general details of tender can be viewed by opening the RFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under Technical RFx.
3. Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
4. 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.

All documents submitted in physical form should be signed on all pages by the authorized signatory of the bidder and to be submitted in triplicate.
5. 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.
6. Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.
7. All the Bids must be Digitally Signed using "Class 3" digital certificate (*e-commerce application*) with organisation name 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.
8. Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

**(B) GENERAL NOTES FOR BIDDERS:**

1. The drift OD of the Tubing Plug Assembly shall be suitable to be installed inside 2.7/8 inch OD, 6.5 ppftubings.
2. The tools shall be suitable to withstand a pressure differential of 5000 psi pressure rating.
3. The tools shall be suitable to be set / retrieved using slickline operation.
4. The running & retrieving tools shall be compatible with standard slickline fittings and attachments (1.3/8 inch OD fishing neck, 15/16 inch 10 TPI thread profile).
5. Technical literature furnishing details of setting and retrieving procedures is to be provided along with the offer for evaluation.
6. Details of milling tool required to mill the plug, should it become difficult to retrieve, is to be provided along with the offer for evaluation.
7. The bidder shall confirm that the supplied items will be new, unused and free from all defects.
8. Part supply is not acceptable.
9. Packing shall be adequate to avoid transit damages.

**(C) SPECIAL NOTES :**

1. The items shall be brand new, unused & of prime quality. Bidder shall warrant (in the event of an order) that the product supplied will be free from all defects & fault in material, workmanship & manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 18 months from date of despatch/shipment or 12 months from date of receipt of the items at site whichever is earlier. The defective materials, if any, rejected by us shall be replaced by the supplier at their own expense. Bidders must confirm the same while quoting.
  2. The minimum FOB/FCA charges in case of partial order for reduced quantity/ items shall have to be indicated by the bidder. In case this is not indicated specifically, the charges quoted would be prorata calculated and the same will be binding on the bidder.
  3. Validity of the offers should be 120 days from the date of bid opening. Bids with lesser validity shall be straightway rejected.
  4. The items covered by this tender shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Customs Duty during import will be applicable. Indigenous bidder shall be eligible for Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/01/2005 enclosed. However no Recommendatory letters will be issued to Indian Bidders.
  5. Commercial Check-List vide **Annexure-B** shall be filled-up and submitted along with the offer.
  6. 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 the company, failing which the offer will be summarily rejected.
  7. 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.
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**BID REJECTION CRITERIA (BRC)/BID EVALUATION CRITERIA (BEC)**

**(I) Bid Rejection Criteria:**

**(A) BID REJECTION CRITERIA (TECHNICAL):**

**1.0 Bidder's Qualification**

1.1.1. The bidder shall be an Original Equipment Manufacturer (OEM) of Tubing Plug Assembly.

**OR,**

1.1.2. The bidder shall be an Authorized Dealer of Original Equipment Manufacturer (OEM) who manufactures Tubing Plug Assembly. In this regard, the bidder shall submit a valid Authorization Certificate with back up Warranty/Guarantee from the OEM along with the bid.

**2.0 Bidder's Experience**

2.1 In case the bidder is an Original Equipment Manufacturer (OEM),

2.1.1 The bidder shall have the credential of successful execution of at least one (01) order for Tubing Plug Assembly during the period of last five (05) years preceding the bid closing date of the tender to any E&P company. The bidder shall submit copies of Purchase order together with other documentary evidence(s) related to the Purchase order (such as invoice, bill of lading and/or any documentary evidence) which confirms that the bidder's past supply has been successfully executed.

2.2 In case the Bidder is an Authorized Dealer of OEM, the following criteria shall be met by the Bidder:

2.2.1 The Bidder shall have the credential of successful execution of at least one (01) order in which it has supplied its proposed OEM's product (i.e. Tubing Plug Assembly) during the period of last five (05) years preceding the bid closing date of the tender to any E&P company. The bidder shall submit copies of Purchase order together with other documentary evidence(s) related to the Purchase order (such as invoice, bill of lading and/or any documentary evidence) which confirms that the bidder's past supply has been successfully executed.

**(B) COMMERCIAL:**

1. 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. Bids are invited under **Single Stage Composite Bid System**. Bidders shall quote accordingly under Single Stage Composite 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 \$ 1,425.00 or Rs. 64,125.00** 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 upto **19.03.2016**.
- 3.0 Validity of the bid shall be minimum 120 days from the date of Bid Closing Date. Bids with lesser validity will be straightway rejected.
- 4.0 Bidders must confirm that Goods, materials or plant(s) to be supplied shall be new of recent make and of the best quality and workmanship and shall be guaranteed for a period of 18 months from the date of shipment/dispatch or twelve(12) months from the date of receipt of the items at site, whichever is earlier against any defects arising from faulty materials, workmanship or design. Defective goods/materials or parts rejected by OIL shall be replaced immediately by the supplier at the supplier's expenses at no extra cost to OIL.
- 5.0 Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Bank Guarantee must be valid for one year from the date of receipt/acceptance of goods or 18 months from the date of shipment/despatch. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.
6. Bidders are required to submit the summary of the prices in their price bids as per bid format (Summary), given below :

(i) **Price Bid Format ( SUMMARY ) for Foreign Bidders :**

- (A) Total Material Value :
- (B) Packing & FOB Charges :
- (C) Total FOB Port of Shipment value, ( A + B ) above :
- (D) Overseas Freight Charges upto Kolkata, India :
- (E) Insurance Charges :
- (F) Total CIF Kolkata value, ( C + D + E ) :
- (G) Total Value in words :
- (H) Gross Weight :
- (I) Gross Volume :

(ii) **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 FOR Duliajan 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 Recommendatory letters will not be issued to Indian Bidders.

- 7 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 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 Bids containing incorrect statement will be rejected.
- 10 No offers should be sent by E-mail or Fax. Such offers will not be accepted.
- 11 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.

**(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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**ANNEXURE-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 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 120 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	

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