



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

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Tender No. : **SDG7730P16/06 OF 30.06.2015**

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

Bid Closing on : 30.09.2015 at 11:00 hrs (IST)

Bid Opening on : 30.09.2015 at 14:00 hrs (IST)

Tender Fee : INR 4,500.00 OR USD 100.00

Bid Security Amount : INR 38,300.00 OR USD 600.00

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No.	MATERIAL DESCRIPTION	QTY.	UOM
<u>10</u>	<p>Automatic Continuously Closed Cup Flash Point (CCCFP) Tester, conforming to ASTM D6450 and ASTM D7094 standards.</p> <p><u>TECHNICAL SPECIFICATION :</u> Automatic Continuously Closed Cup Flash Point (CCCFP) Tester, conforming to ASTM D6450 and ASTM D7094 standards, with following specification :</p> <ol style="list-style-type: none">1. Cup type : Continuously Closed Cup2. Single position unit, capable of analyzing up to 10 samples per hour3. Sample volume requirement : 1 mL (ASTM D6450) / 2 mL (ASTM D7094)4. Temp. Range : zero to 200 deg Celsius5. Accuracy : +/- 0.2 deg Celsius6. Igniter : Electric Arc7. Heating : Electric Heating8. Cooling : Rapid Cooling by thermo electric or other means9. Stirring : Automatic10. Flash Point Indication : Automatic indication by audible alarm and display of results11. Calibration : Automatic calibration of pressure and temperature sensors	01	No.

	12. Display : Alpha numeric / LCD 13. Memory and Interface : Internal memory should be available to store and recall the test results. Appropriate interface should be available for connecting to a printer or for data transfer to a computer. 14. Barometric Pressure Correction : Built - in 15. Temperature Measurement : Continuous measurement with NiCr - Ni or Equivalent probe. 16. Operating environmental conditions: Temperature : +5 to 40 deg Celsius (40 to 104 deg F) Relative humidity : 10% to 90% RH, non-condensing 17. Power Supply : 230 V AC, 50 Hz. To be supplied with: 1. Calibration fluid (n - DoDecane): 100 mL x 2 bottles 2. Sample cups and other components / standard attachments required for Flash Point testing as per ASTM D6450 and ASTM D7094 procedures.		
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(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.
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 13:00 hrs (IST)** on the Bid Closing Date 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 Make and Model of the offered instrument should be clearly mentioned in the offer document. The original product catalogue (from the OEM) of the offered model must accompany the quotation submitted against this enquiry. The catalogue should clearly mention that the offered model fully conforms to ASTM D6450 and ASTM D7094 standards.
2. **Installation & Commissioning:**
 - a) The successful bidder will be required to install and commission the Flash Point tester at R&D Department, Oil India Limited, Duliajan, Assam, India by their authorized and competent service engineer. The installation engineer should demonstrate all features of the system at the time of installation.
 - b) The supplier should clearly mention the Installation and Commissioning terms (Free-of-Cost / chargeable as extra). In case the supplier wishes to charge an additional amount for installation and commissioning, they should clearly mention this installation term and the chargeable amount in their offer.
 - c) The Bidder/Supplier should provide pre-installation requirements along with the offer.
 - d) While quoting Installation/Commissioning charges above, bidders shall take into account all taxes (service tax / income tax etc.) and all charges including to and fro fares, boarding/lodging , local transport at Duliajan , Assam and other expenses of supplier's personnel during their stay at Duliajan. OIL may provide accommodation on chargeable basis subject to availability.
3. In the event of order, the original operation and maintenance manuals should be supplied with the instrument.
4. The bid documents should include a confirmation from the original equipment manufacturer (OEM) that the spares for the quoted model shall be available for a minimum period of five years from the date of installation of the instrument.
5. **Payment:**

Payment shall be released as follows :

- 1) 80% of the order value shall be paid against proof of dispatch/shipment of the goods through bank.
- 2) Remaining 20% of the order value along with commissioning charges, if any, shall be paid after successful commissioning and acceptance of the unit by OIL.
- 3) OIL may also consider making 100% payment towards supply of the units against proof of dispatch provided bidders agree to pay interest @ 1% above the prevailing Bank Rate (CC Rate) of State Bank of India for 20% of the order value and also submit Bank Guarantee for the amount equivalent to 20% of the order value plus interest valid till successful commissioning at site. This is in addition to the 10% of the order value towards Performance Security as per the NIT requirement.
- 4) Payment towards Installation/Commissioning shall be released on successful completion of the Installation/Commissioning programme.

(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 successful commissioning, whichever ever is earlier. In case of breakdown during the warranty period, a competent service engineer of the supplier shall make as many visits as shall be necessary to rectify the system. The supplier shall provide all spares required for making the system operational. Bidders must confirm the same while quoting.
2. Validity of the offers should be 120 days from the date of bid opening. Bids with lesser validity shall be summarily rejected.
3. The items covered under this enquiry shall be entitled for Customs/Central Excise duty exemption in terms of Govt. notification No. 24/2007-(Sr No. 2) Customs dated 01/03/2007 and central Excise duty Exemption in terms of Govt. notification No. 16/2007-(Sr No. 2) central Excise dated 01.03.2007 as amended from time to time.
4. Commercial Check-List vide **Annexure- B** shall be filled-up and submitted along with the offer.
5. 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 to must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
6. 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.

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

(I) BID REJECTION CRITERIA (BRC)

A. BID REJECTION CRITERIA (TECHNICAL):

1.0 Bidder's Qualification:

1.1 The bidder shall be an Original Equipment Manufacturer (OEM) of the tender item(s).

OR

1.2 The bidder shall be sole selling agents/ authorized supply houses /authorized dealer / authorized distributor of an Original Equipment Manufacturer (OEM) of the tender item(s). Also valid copy of authorization letter / dealership certificate with proper guarantee/ warranty back up on the supplied products from the Original Equipment Manufacturer (the principal) shall be submitted along with the technical bid.

2.0. The offered model should conform to every point in the technical specification as outlined in the enquiry. Any offer either not mentioning or deviating from any of the technical specifications outlined in the enquiry for this item will be rejected.

3.0 The offer should comply with / confirm the clauses outlined under Special Terms and Conditions. Any offer either not confirming or deviating from any of the Special Terms and Conditions outlined in the enquiry will be rejected.

B. COMMERCIAL:

1. Bids are invited under **Single Stage Composite Bid System**. Bidders shall quote accordingly under Single Stage Composite Bid System.
- 2.0 **Bid security of US \$ 600.00 or Rs. 38,300.00** 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)). 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 Bank Guarantee towards Bid Security shall be valid upto **29.07.2016**.
3. 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. 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. Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Bank Guarantee must be valid for one year from the date of successful installation and commissioning of the item. 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) Installation/Commissioning Charges including Service Tax:
- (H) Total Value,(F + G) :
- (I) Total Value in words :
- (J) Gross Weight :
- (K) Gross Volume :

II) Price Bid Format (SUMMARY) for Indigenous Bidders:

- (A) Total Material Value :
- (B) Packing and Forwarding Charges:
- (C) Total Ex-works value, (A + B) above :
- (D) Sales Tax, (Please indicate applicable rate of Tax)
- (E) Total FOR Despatching station price, (C + D) above
- (F) Road Transportation charges to Duliajan
- (G) Insurance Charges
- (H) Assam Entry Tax
- (I) Total FOR Duliajan value, (E + F + G + H) above
- (J) Installation/Commissioning Charges including Service Tax:
- (K) Total value, (I+J) above :
- (L) Total Value in words :
- (M) Gross Weight :
- (N) Gross Volume :

NOTE:
bidder

1. Banking charges in the country of the foreign bidder shall be borne by the

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.

(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 given below:

- 1) The evaluation of bids will be done as per the Priced Schedule (summary) detailed vide para (6) of BRC (Commercial).
- 2) If there is any discrepancy between the unit price and 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) 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) To ascertain the inter-se-ranking, the comparison of the responsive bids will be made as under, subject to corrections / adjustments given herein.

4.1) When only foreign bidders are involved:

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

- (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 @ 1% of Total FOB Port of Shipment value vide © above
- (F) Banking Charges @ 0.5% of Total FOB Value (C) above in case of payment through Letter of Credit (If confirmed L/C at buyer's account is required, 1.5% of Total FOB Value will be loaded)
- (G) Total CIF Kolkata value, (C + D + E + F) :
- (H) Installation/Commissioning Charges including Service Tax, if any :

(I) Total Value including above, (G + H) :

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

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

(A) Total Material Value :

(B) Packing and Forwarding Charges:

(C) Total Ex-works value, (A + B) above :

(D) Sales Tax, (Please indicate applicable rate of Tax)

(E) Total FOR Despatching station price, (C + D) above

(F) Road Transportation charges to Duliajan

(G) Insurance Charges

(H) Assam Entry Tax

(I) Total FOR Duliajan value, (E + F + G + H) above

(J) Installation/Commissioning Charges including Service Tax, if any :

(K) Total value including above, (I+J) above :

NOTE: Excise Duty in case of the indigenous bidder is EXEMPTED

4.3) When both foreign and domestic bidders are involved:

The Grand Total Value of domestic bidder (inclusive of customs duty on imported raw material and components etc, and applicable terminal excise duty on the finished products and Sales Tax) excluding inland transportation to destination and Insurance charges worked out as per Para 4.2 above and Grand Total Value of the foreign bidder worked out as per Para 4.1 above (with customs duty as applicable on the bid closing date) excluding inland transportation to destination will be compared. No price preference will be allowed to indigenous bidders except that for capital goods, the domestic manufacturers would be accorded a price preference to offset CST to the extent of 4 % or actuals, whichever is less subject to 30 % local content norms as stipulated for World Bank Funded project to the satisfaction of OIL. When more than one domestic bidders fall within price preference range, inter-se-ranking will be done on Grand Total Value basis.

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) 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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ANNEXURE-B**(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 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.	Whether quoted prices are exclusive of Excise duty?	YES/NO	
30.	For Indian bidders only – whether import content indicated in the offer?	YES/NO	
31.	For Indian Bidders only - whether all Taxes have been indicated categorically?	YES/NO	
32.	Whether all BRC/BEC clauses accepted?	YES/NO	

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