



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

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Tender No. : **SDG8033P16/06 OF 03.08.2015**

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

Bid Closing on : **28.10.2015 at 11:00 hrs (IST)**

Bid Opening on : **28.10.2015 at 14:00 hrs (IST)**

Tender Fee : **INR 4,500.00 OR USD 100.00**

Bid Security Amount : **INR 98,000.00 OR USD 1,500.00**

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No.	MATERIAL DESCRIPTION	QTY.	UOM
<u>10</u>	<p><b><u>Specification of item:</u></b></p> <p><b>ITEM DESCRIPTION:</b></p> <p>Procurement of Split frame casing cutters for use in Drilling Wells for cutting pipes of size :</p> <p>* Minimum 4"(102mm) to maximum 8"(203 mm) - 01(One) no</p> <p><b>** The Casing Cutters should come with all necessary accessories</b></p> <p>Specifications of Casing Cutters along with attachments:</p> <p>" Should be Pneumatically driven Cutter Machine.</p> <p>" The Split Frame Cutting System should be portable suitable for wellhead applications.</p> <p>" Machine should be able to splits to mount around Outside Diameter of casing pipes with necessary rotating ring set.</p> <p>" The Machine to effectively cut, cut and bevel, I.D. bore and O.D. turn .</p>	01	No.

	<p>" Self-squaring pipe clamping system with integrated, close tolerance legs and wide feet for stability, Extended parting tool slide, Extended bevelling tool slide.</p> <p>" Indicative Cutting tool surface speed to be 60 surface speed per minute with indicative air requirement of 65 M3 per minute @ 90Psi.</p> <p>" The Machine should come with all standard accessories and tools.</p> <p><b>The Casing cutters should have an Universal Air treatment module, Front drive Pinion assembly and with parting blades and inside bevel tool.</b></p>		
<u>20</u>	<p>Procurement of Split frame casing cutters for use in Drilling Wells for cutting pipes of size :</p> <p>* Minimum 8"(203mm) to maximum 14"(356 mm) - 01(One) no</p> <p><b>** The Casing Cutters should come with all necessary accessories</b></p> <p>Specifications of Casing Cutters along with attachments:</p> <p>" Should be Pneumatically driven Cutter Machine.</p> <p>" The Split Frame Cutting System should be portable suitable for wellhead applications.</p> <p>" Machine should be able to splits to mount around Outside Diameter of casing pipes with necessary rotating ring set.</p> <p>" The Machine to effectively cut, cut and bevel, I.D. bore and O.D. turn .</p> <p>" Self-squaring pipe clamping system with integrated, close tolerance legs and wide feet for stability, Extended parting tool slide, Extended bevelling tool slide.</p> <p>" Indicative Cutting tool surface speed to be 60 surface speed per minute with indicative air requirement of 65 M3 per minute @ 90Psi.</p> <p>" The Machine should come with all standard accessories and tools.</p> <p><b>The Casing cutters should have an Universal Air treatment module, Front drive Pinion assembly and with parting blades and inside bevel tool.</b></p>	01	No.

(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 along with two duplicate copies of 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 Bidder's :**

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 Commissioning 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. Bidder should forward relevant catalogue, literature, drawing, dimensional details etc. along with quotation.
3. The above casing cutters should be capable of cutting all types of Oil Well casing pipes.
4. The Machine to effectively cut, cut and bevel, I.D. bore.
5. Bidder should indicate the name of manufacturer, country of origin and best delivery schedule.
6. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.
7. Bidders are to quote for all the items as indicated in the NIT, failing which the bid will be rejected.
8. Bidders shall furnish a recommended 3 years operational spares list (containing Part Description, Part number & unit price) along with the quotation. Cost of spares will not be considered for evaluation.
9. The Machine should come with all standard accessories and tools. Heavy duty Packaging case.
10. **Installation/Commissioning & Training:**
  - a) Installation and commissioning of the items shall be carried out by the supplier at site of OIL in Duliajan, Assam. The supplier shall depute their competent personnel to Duliajan for this purpose.
  - b) During installation and commissioning of the unit, the Installation/commissioning Personnel shall have to provide complete demonstration & Training of the items to OIL Personnel on operation, general maintenance, troubleshooting of the items.
  - c) Installation/commissioning and training charges (if any) must be quoted separately on lump sum basis which shall be considered for evaluation of the offers. Installation and commissioning charges should include amongst others to and fro fares, boarding/lodging, local transport at Duliajan and other expenses of supplier's commissioning/training personnel during their stay at Duliajan, Assam(India). Bidders must categorically indicate the above charges in their commercial offers and must confirm the same in their Technical bids.
  - d) The Bidder/Supplier should provide pre installation requirements along with the offer.

e) The supplier should replace defective parts if found any, during installation or during the warranty period. This replacement should be done within a month's time at supplier's cost.

**11. Payment :**

Payment shall be released as follows :

- 1) 80% of the order value shall be paid against proof of dispatch/shipment of the goods.
- 2) Remaining 20% of the order value along with commissioning charges, 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 for 20% of the order value and also submit Bank Guarantee for the amount equivalent to 20% of the order value. 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 Commissioning of the item at site whichever 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 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 Recommendation letters will be issued to Indian Bidders
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.

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

**(I) BID REJECTION CRITERIA (BRC)**

The bids shall in general conform to the specifications and terms and conditions given in the tender. Bids shall be rejected in case the goods offered do not conform to the required minimum/maximum parameters stipulated in the technical specifications and to the respective international / national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements will have to be particularly met by the bids, without which the same will be considered as non-responsive and be rejected.

**A. BRC TECHNICAL:**

**I. EXPERIENCE CRITERIA**

1. In case, the bidder is an Original Equipment Manufacturer (OEM):

1.1 The bidder should have the experience of successful execution of 02(Two) orders for any one of the tender items, in the last 3 (three) years preceding the original bid closing date of this tender.

1.2 The bidder should have the experience of successful execution of atleast 01(One) order for any one of the tender items, which is more than 3 (three) years old but less than 07 (Seven) years preceding the original bid closing date of this tender.

1.3. Documentary evidence to substantiate supply record should be submitted in the form of copies of relevant Purchase Orders along with copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as:

- (i) Satisfactory Inspection report (OR)
- (ii) Satisfactory supply completion/ Installation / Commissioning report (OR)
- (iii) Delivery Invoice received by Consignee (OR)
- (iv) Central Excise Gate Pass/ Tax Invoice issued under relevant rules of Central Excise/ VAT

Note: Order copy to be enclosed with relevant page number bearing signature of purchaser or authenticated by purchaser.

1.4. Bidder quoting as manufacturer must guarantee uninterrupted supply of spares and availability of service for at least 10 years with effect from delivery of the Item / product for the item / product to be supplied under the Tender / Order, if order is awarded to them by OIL.

2. In case the bidder is quoting as sole selling agent / distributor / dealer / supply house of an Original Equipment manufacturer (OEM), then bidder must furnish the following documents:

2.1 Back-up authority cum warranty letter in original on manufacturer's letter head, valid at the time of bidding which should remain valid during the entire execution period of the order, from the concerned manufacturer

guaranteeing supply of the items to the bidder in the event of an order on the bidder and also authorized them to market their products.

2.2 The bidders quoting on behalf of the manufacturers must also submit undertaking in original from the manufacturer for back up guarantee, after sale services and uninterrupted supply of spares for at least 10 years with effect from delivery of the Item / product for the item / product to be supplied under the Tender / Order, if order is awarded to them by OIL.

2.3 The bidders quoting on behalf of the manufacturers (as described in point no. 2. above), the manufacturer (OEM) should meet the BRC criteria as stipulated in point no.1 of the experience criteria.

2.4 The bidder should additionally have the experience of successful execution of atleast 02(Two) orders for any one of the tender items, in the last 3 (three) years preceding the original bid closing date of this tender. Documentary evidence to substantiate supply record should be as stipulated in point no.1.3 above.

**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 \$ 1,500.00 or Rs. 98,000.00** 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 27.08.2016**.
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 Commissioning 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 Commissioning of the items. 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). However, bidders to quote break up of price for both the tender items,:

**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 & Training Charges including service tax:
- (H) Total Value,( F + G ) :
- (I) Total Value including above (H) :
- (J) Total Value in words :
- (K) Gross Weight :
- (L) 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 & Training Charges including service tax:
- (K) Total value, (I+J) above :
- (L) Total Value including above ( K ) :
- (M) Total Value in words :
- (N) Gross Weight :
- (O) Gross Volume :

- 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 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****(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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