



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

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Tender No. : **SDG8268P16/06 of 24.08.2015**

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

Bid Closing on : **18.11.2015 at 11:00 hrs (IST)**

Bid Opening on : **18.11.2015 at 14:00 hrs (IST)**

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

Bid Security Amount : **INR 90,000.00 OR USD 1,340.00**

Performance Guarantee : **Applicable**

OIL INDIA LIMITED invites Global Tenders for items detailed below:

Item No.	MATERIAL DESCRIPTION	QTY.	UOM
	<u>ITEM DESCRIPTION</u>	1	No.
10	<p>Drilling Machine with Air Motor of TD Williamson or equivalent</p> <p>Salient Features of the Machine shall be as under:</p> <p>1. Drilling Machine shall meet NACE Std MRO 175-93 for Oilfield Equipments</p> <p>2. The Travel Length of the Machine should be 28" or more</p> <p>3. The Minimum Working Pressure should be 100 Kg/cm² at operating Temp. of -5degC to 80degC</p> <p>4. The weight of the Machine should be maximum 22 Kgs for easy handling</p> <p>5. The Machine should handle drilling sizes from 1/2" to 4"</p> <p>6. The Machine should be able to be operated both Manually and there should be provision for the machine to be operated by air motor.</p> <p>7. All Attachments for Air Motor along with the Air Motor should be provided.</p> <p>8. Operation and Service Manual along with Part numbers should be provided along with the Machine.</p> <p>9. Spare Parts for two years of operation (assuming 30 hot tapping operations per year) should be provided. However, the cost of the same shall not be considered for bid evaluation.</p>		

(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 BIDDERS:

The spares to be supplied along with the machine are listed below:

1. Flanged Valve adapters ranging from 2" to 4" size- 1 set
2. Cutter ranging from 1" to 4" - 1 set
3. Drills ranging from 1/2" to 1-7/16"-1 set
4. Holder Pilots ranging from 1-1/4" to 4"-1 set

a. Manual: Operation manual, Maintenance manual and Spares manual to be supplied along with the set.

b. Inspection: Inspection will be carried out by OIL's Engineer at manufacturer's/supplier premises prior to despatch. Supplier / manufacturer shall arrange for performance test of the machine in unitized condition as per specification without any extra cost to the Company. Supplier / manufacturer shall intimate OIL for inspection at least 15 working days in advance from the actual date of inspection due. However, all boarding , lodging of OIL's personnel shall be borne by OIL.

(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. Validity of the offers should be 120 days from the date of bid opening. Bids with lesser validity shall be straightway rejected.

3. **Nil Custom Duty** shall not be applicable against this tender. Indigenous bidders are requested to quote their **Non-Deemed Export** Prices.

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 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):

The bids shall conform generally to the specifications and terms and conditions laid out 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 shall be considered as non-responsive and stand 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 \$ 1340.00 or Rs. 90,000.00** 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 **17.09.2016**.
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

receipt/acceptance of goods or 18 months from the date of shipment/dispatch whichever is earlier. 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 CIF Kolkata Value in words :**
- (H) Gross Weight :**
- (I) 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) 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 :**

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**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 :		
	(d) Whether Bid Bond submitted as per Revised Format		
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 Non Deemed Export prices?	YES/NO	
30.	For Indian Bidders only - whether all Taxes have been indicated categorically?	YES/NO	
31.	Whether all BRC/BEC clauses accepted?	YES/NO	

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