



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

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**Tender No. & Date: SDG 9325P16/07**

Tender Fee : INR 4,500.00 OR USD 100.00  
Bid Security Amount : INR 218,060.00 OR USD 3,230.00

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

Bid Closing on : 04.05.2016 (at 11.00 Hrs. IST)

Bid Opening on : 04.05.2016 (at 14.00 Hrs. IST)

Performance Guarantee : **Applicable**

**OIL INDIA LIMITED invites Global Tenders for items detailed below:**

Item No.	MATERIAL DESCRIPTION	QTY.	UOM
<u>10</u>	<b><u>Specification of item:</u></b> ELEVATOR FOR 2.7/8" EUE TUBING, 100 TON CAPACITY, 12 Nos.  Central latch Elevator – collar type, 90 degree shoulder, 100 Ton rated capacity, for handling 73.0 mm (2.7/8") OD EUE Tubing.  Bidder has to provide the following along with item above: 1. Operating & maintenance manual for the above Items: 2 (two) sets	12	Nos.
20	ELEVATOR FOR 9 ½" OD DRILL COLLAR, 250 TON CAPACITY, 3 Nos.  Centre Latch, Collar Type, 90 Degree, Square Shoulder Drill Collar Elevator, API 8C, 250 T Capacity for 241.30 mm (9 ½") OD Drill Collar  Bidder has to provide the following along with item above: 1. Operating & maintenance manual for the above Items: 2 (two) sets	03	Nos.
30	ELEVATOR FOR 2.3/8" EU DRILL PIPE, 150 TON CAPACITY, 4 Nos.  B+V Type CL-150/1 or equivalent Center Latch Elevator, API 8C, 18 degree Shoulder, 150 Ton rated capacity, for handling 60.325 mm (2.3/8") OD EU Drill Pipes.  Bidder has to provide the following along with item above: 1. Operating & maintenance manual for the above Items: 2 (two) sets	04	Nos.

**(A) GENERAL NOTES FOR E- TENDER:**

- 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 – B. Please ensure that the check list is properly filled up and uploaded along with Technical bid.
- 3.0 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 along with duplicate copies of Bid Security.**

**b) Any other document which have been specified to be submitted in original.**

- 4.0 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" shall contain all technical and commercial details except the prices which shall be kept blank. Details of prices as per Bid format / Commercial bid to be uploaded as attachment in the Attachment Tab "Notes and Attachments".

Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.

- 5.0 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. Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments"
- 6.0 PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TO BE TECHNO-COMMERCIALLY ACCEPTABLE.
- 7.0 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.
- 8.0 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.
- 9.0 **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 declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.**

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

**1. SHRI RAJIV MATHUR, IPS(Retd.),  
e-Mail ID : rajivmathur23@gmail.com**

**(B) General Note For Bidders:**

1. Bidders should indicate the country of origin and port of despatch of the materials and their best delivery schedule.
2. Bidder should forward technical literature, catalogue, drawings with exploded views of each & every item, and a 02 year recommended spare parts list indicating part names & part numbers. However, price of these spares will not be considered for bid evaluation.
3. The items are to be manufactured as per API 8C spec. and bidders are required to forward valid API 8C specification certificate along with the quotation.
4. Necessary testing and marking shall be done as per API Spec. 8C. Additionally purchase order number and manufacturer's names have to be die stamped on the items.
5. Bidder, if not a manufacturer, must submit a letter of authorization along with the quotation to sell their products to OIL INDIA LIMITED from the original manufacturer with warranty back-up and assurance to make spares available for at least next 10 years
6. Bidders should categorically confirm compliance of their offers to all the above points while quoting.
7. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation

**(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 12 months from date of receipt at site or 18 months from the date of shipment/despatch. The defective materials, if any, rejected by us shall be replaced by the supplier at their own expense on FOR Destination basis. Bidders must confirm the same while quoting.
2. Validity of the offers should be 180 days from the date of bid opening. Bids with lesser validity shall be summarily rejected.
3. 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. Necessary Project Authority

Certificate (PAC) shall be issued by OIL towards this. Indian bidders however to note that Recommendatory Letter to DGH for availing NIL customs duty benefit shall not be issued by OIL

4. Technical & 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 toto must be received on or before the deadline given by OIL, failing which the offer will be summarily rejected.

6. Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for promotion and development of Micro and Small Enterprises. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises (MSE) in the tender is furnished vide Amendment to General Terms and Conditions for Global Tender (MM/GLOBAL/E-01/2005). Bidders are requested to take note of the same and to submit their offers accordingly.

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

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.

1.0 Manufacturing Experience: In case the bidder is a manufacturer of the offered equipment / item, he should satisfy the following along with documentary evidences, which should be enclosed along with the techno-commercial bid.

**A.** Minimum 5 years continuous experience of manufacturing of tendered item conforming to API spec. 8C. For this purpose, the period reckoned shall be period prior to the original bid closing date of the tender. Copy of API SPEC 8C certificates with validity covering minimum 5 years continuously (without break) reckoned prior to the original bid closing date of the tender shall be submitted as documentary evidence.

**B.** Should have manufactured and supplied minimum 50% of the tendered quantity to E & P companies /Drilling Contractors/ Drilling Service Providers in the last 03 (three) years prior to the original bid closing date of the tender ( either through them self or their distributor)

Documentary evidence in respect of the manufacturing experience criteria 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 challans 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 no. bearing signature of purchaser or authenticated by purchaser.

**C.** In case the manufacturer has successfully supplied the item to OIL INDIA LTD (OIL) in the past and are not in a position to submit supporting documents required for experience criteria as per 1B above, their offer will be considered provided they indicate in the bid itself the Purchase Order No. & Date and Quantity supplied to OIL in the past.

2.0 In case the bidder is not a manufacturer, then the bidder is required to submit documentary evidence in respect of the above 1(A) and 1(B) from the concerned manufacturer (having supplied such items either by manufacturer them self or their distributor) along with the techno-commercial bid.

3.0 In case the bidder is not a manufacturer, then the bidder must submit a letter of authorization along with the quotation to sell their products to OIL INDIA LIMITED from the original manufacture with warranty back-up and assurance to make spares available for at least the next 10 years.

**(B) 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) 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) **Bid security of US \$ 3,230.00 or Rs. 218,060.00** 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 **03.05.2017**.
- 3) Validity of the bid shall be minimum 180 days from 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(eighteen) months from the date of despatch/shipment or 12(twelve) months from the date of receipt at site 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 18(eighteen) months from the date of despatch/shipment or 12(twelve) months from the date of receipt at site. 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 (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:**

- (i) Cost of the individual items must be quoted separately.
- 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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**CHECK LIST****(I) TECHNICAL CHECKLIST**

Sl. No	DESCRIPTIONS	REMARKS
1	Whether the items would be brand new, unused & of prime quality?	YES / NO
2	Whether the item would be free from all defects & fault in material, workmanship & manufacture and shall be in full conformity with ordered specifications?	YES / NO
3	Whether warranty would be for 18 months from date of despatch or 12 months from date of receipt of the items?	YES / NO
4	Whether the defective item/ parts, if any, rejected by us will be replaced by you free of cost?	YES / NO
5	Whether the item would be manufactured as per API spec. 8C?	YES / NO
6	Whether bidder have forwarded API spec. 8C certificate along with the quotation?	YES / NO
7	Whether detailed technical catalogues, literature and drawings indicating exploded view and dimensions with part numbers for the offered items are forwarded?	YES / NO
8	Whether list of recommended spare parts for 02 years trouble free operation with unit price and part numbers of each and every item (year wise) along with the quotation are forwarded?	YES / NO
9	Whether mentioned the name of manufacturer, country of origin and port of shipment?	YES / NO
10	Whether testing and marking would be done as per API Spec. 8C?	YES / NO
11	Whether purchase order number and manufacturer's names would be die stamped on the items?	YES / NO
12	Whether quoted as manufacturer?	YES / NO
13	Whether you (other than OEM) have forwarded the copy of authorization letter from the original manufacture to sell their products to OIL INDIA LIMITED?	YES / NO
14	Any deviation from NIT?	YES / NO

**(II) 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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