



**OIL INDIA LIMITED**  
**(A Government of India Enterprises)**  
**PO : Duliajan – 786602**  
**Assam (India)**

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**TENDER NO. SSG1508P17/04**

**DATE: 17.06.2016**

**INVITATION TO e-BID UNDER OPEN COMPOSITE BID SYSTEM**

Dear Sirs,

OIL invites Bids for the supply of CEMENT FLOAT COLLAR AND CASING SHOE **under SINGLE STAGE COMPOSITE BID SYSTEM** through its e-Procurement site. The bidding documents and other terms and conditions are available at Booklet No.MM/GLOBAL/E-01/2005. The prescribed Bid Forms for submission of bids are available in the tender document folder.

The general details of tender can be viewed by opening the RFx [ Tender no.] under RFx and Auctions page. The details of items tendered can be found under Item tab and details can be found under Technical RFx.

The tender is invited with firm price for the specified quantity. Further details of tender are given in Technical Rfx -> External Area - > Tender Documents as ANNEXURE IA.

**The tender will be governed by:**

- a) “General Terms & Conditions for global tender” for e-Procurement as per Booklet NO. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) including Amendment and Addendum.
- b) Technical specifications, Quantities and General Notes for CEMENT FLOAT COLLAR AND CASING SHOE are as per **Annexure –I A** in the **Technical RFx**.
- c) The prescribed Bid Forms for submission of bids are available in the Technical Rfx -> External Area - > Tender Documents. Technical Checklist and Commercial Checklist vide **Annexure IV** must be filled-up and submitted along with the technical bid.
- d) 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 Custom 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.

**Special Note:**

1.0 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 **13:00 Hrs (IST)** on the Bid Closing Date mentioned in the Tender.

- a) **Original Bid Security along with two duplicate copies.**
- b) **Detailed Catalogue.**
- c) **Any other document required to be submitted in original as per tender requirement.**

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in triplicate.

2.0 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.

3.0 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.

4.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

Yours Faithfully  
Sd-  
(CHANDANA PHUKAN)  
PURCHASE OFFICER (FS)  
FOR DGM - MATERIALS



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**ANNEXURE-IA**

**Tender No& Date : SSG1508P17/04 DATED 17.06.2016**

**Tender Fee : INR 6000.00 OR USD 100.00**

**Bid Security Amount: INR 80,500.00 OR USD 1,200.00  
( or equivalent Amount in any currency )**

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

**Period of sale of  
Bid Documents : 30.06.2016 to 10.08.2016 ; 15:30 hrs (IST)**

**Bid Closing on : 17.08.2016 at 11.00 hrs (IST)**

**Bid Opening on : 17.08.2016 at 14.00 hrs (IST)**

**Bid Validity : Bid should be valid for 90 days from bid closing date.**

**Bid Bond Validity: Bid Bond should be valid upto 28.02.2017.**

**Performance Guarantee: Applicable @ 10% of ORDER VALUE**

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

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

ITEM NO./ MATERIAL CODE	MATERIAL DESCRIPTION	QUANTITY	UOM
10 ----- 01089058	<b><u>CIRCULATING DIFFERENTIAL FILL-UP CEMENT FLOAT COLLAR -BAKER MODEL 'G' OR EQUIVALENT</u></b> Differential Fill-up, Circulating Cement Float Collar, Baker Model 'G' or equivalent for 244.475 mm (9.5/8") O.D., 70 Kg/Mtr. (47 PPF), Grade P-110, Buttress Threaded	30	NO

	Casing complete with 44.45 mm (1.3/4") O.D. Drop Ball. Thread Protector should be fitted at Pin end. Product No. BI-109-11		
20 ----- 01138641	<b><u>CASING SHOES - BAKER OR EQUIVALENT</u></b> Circulating Differential Fill-up Down Whirler Shoe, Baker Model "G", Suitable for Casing : Size :244.475 mm (9.5/8"), Weight: 70.06 Kg/mtr. (47 lbs/ft.) Grade :P-110 Thread :Buttress Product No. 108-44	30	NO

**Note description for item no./nos. : 10 & 20**

Note : G.I. Nos. 01-08-9058 & 01-13-8641 are to be procured from the same source.

**BID EVALUATION CRITERIA (BEC) FOR TENDER CONSISTS OF ONE ITEM**

**I. BID EVALUATION CRITERIA -TECHNICAL**

The bids shall broadly conform to the specifications and terms and conditions given in this bid document. Bids shall be rejected in case the items offered do not conform to required 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 Bidders without which the same will be considered as non-responsive and rejected.

**1.** The Items shall be manufactured & tested as per relevant API norms as specified in the Tender (IF APPLICABLE). Bidder must confirm.

**2.** Experience:

**A. MANUFACTURERS EXPERIENCE: IN CASE THE BIDDER IS THE MANUFACTURER**

If the bidder is a manufacturer of the offered item(s), then they must satisfy the following criteria for manufacturing and supply experience and furnish the relevant documentary evidences as per below along with the technical bid:

- i. They must have an experience of minimum 5 (Five) years in manufacturing the quoted item(s) under relevant API certification as on the original bid closing date of the tender. Copies of relevant API certificates (having API authorization(s) for the item(s) mentioned in the tender) for the last 5 (Five) years (i.e. continuous without having any break in between) shall be submitted along with techno-commercial bid. Bids without copies of valid relevant API certificates or with break(s) in between will be rejected.

Note: The above clause will be applicable only for those item(s) manufactured under API certifications, as specified in the tender.

- ii. The bidder should have manufactured and supplied minimum 50% quantity (to be rounded to next higher whole figure) of the tendered items, of same or higher capacity and same or higher sizes, to any E&P companies/Drilling Contractors/Drilling service providers during last 5 (five) years as on original bid closing date of the tender (either by themselves or through their sole selling agent/distributor/dealer/supply house). Documentary evidence in respect of manufacturing and supplying the above mentioned items should be submitted with the technical bid, in the form of copies of relevant Purchase Orders (PO date should be within the last 05 years) along with copies of any of the following documents in respect of satisfactory execution of each of those Purchase Orders failing which the bids will be rejected:

- I. Satisfactory Inspection Report (OR)
- II. Satisfactory supply completion/installation report (OR)
- III. Bill of Lading, Invoice etc. (OR)
- IV. Consignee receipt delivery challan (OR)
- V. Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/Vat. (OR)
- VI. Commercial Invoice/ Payment Invoice

**B. IN CASE THE BIDDER IS NOT A MANUFACTURER:**

If the bidder is a sole selling agent / distributor / dealer / supply house of any manufacturer, then bidder must furnish the following documents along with the technical bid failing which the bids will be rejected:

- I. Authorization certificate from the manufacturer (in original on manufacturer's letter head) should be submitted along with the

technical bid. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.

II. Undertaking from the manufacturer (in original on manufacturer's letter head) guaranteeing supply of items to the bidder in the event of an order on the bidder. This certificate should be valid at the time of bidding and should remain valid during the entire execution period of the order.

III. Warranty backup from the manufacturer in original on manufacturer's letter head against the quality of the tendered item(s) as specified in the tender.

IV. Documentary evidence in respect of manufacturer's experience in manufacturing under relevant API certification (if applicable) as specified under para 2.A.(i) from the concerned manufacturer.

V. Documentary evidence in respect of manufacturer's supply experience as specified under para 2.A.(ii) from the concerned manufacturer (having supplied such items either by manufacturer themselves or through their sole selling agent / distributor / dealer / supply house).

VI. Documentary evidence in respect of bidder's own supply experience of supplying minimum 25% quantity (to be rounded to next higher whole figure) of the tendered items, of same or higher capacity and same or higher sizes, during last 5 (five) years as on original bid closing date of the tender as specified in the para 2.A.(ii).

- 3.** If the bidder is a manufacturer and has supplied the tendered items (of same or higher capacity and same or higher sizes) to OIL during last 5 (five) years as on original bid closing date of the tender either by themselves or through their sole selling agent/distributor/dealer/supply house and whose past performance has been satisfactory, the bidder need not satisfy Clause 2.A. ii. In this situation the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL in their technical bid.
- 4.** If the bidder is sole selling agent / distributor / dealer / supply house of any manufacturer and has submitted bid of the manufacturer who has supplied the tendered items (of same or higher capacity and same or higher sizes) to OIL during last 5 (five) years as on original bid closing date of the tender either by themselves or through their sole selling agent/distributor/dealer/supply house and whose past performance has been satisfactory, the manufacturer need not satisfy Clause 2.A. ii. In

this situation the bidder shall have to indicate the Purchase Order (P.O.) Nos. of OIL executed by that manufacturer in their technical bid. However, such bidder must meet Clause No. 2.(B).(VI) above.

5. The bidder should categorically confirm in the technical bid that the tendered items will be supplied within the delivery period, if mentioned in the tender, without which the bid will be rejected.
6. Bidder shall accept and comply with the following clauses as given in the Bid Document, failing which bid shall be liable for rejection:
  - i) Liquidated Damages
  - ii) Guarantee of material
  - iii) Arbitration / Resolution of Dispute
  - iv) Force Majeure
  - v) Applicable Laws

## II) Financial Evaluation Criteria:

1. Annual Turnover: The bidder shall have an annual financial turnover of minimum Rs 20,11,447.65 (or equivalent to any foreign currency) during any of the preceding 03 (three) financial years reckoned from the original bid closing date.
2. "Net Worth" of the bidder should be positive for the preceding financial/accounting year.
3. Documentary evidence from the Audited Balance Sheet and Profit & Loss Account for the preceding 03 (three) financial/accounting years should be submitted along with the technical bid.
4. In case the Audited Balance Sheet and Profit & Loss Account submitted along with the bid are in currencies other than INR or US\$ , the bidder shall have to convert the figures in equivalent INR or US\$ considering the prevailing conversion rate on the date on which the Audited Balance Sheet and Profit & Loss Account is signed. A CA certificate is to be submitted by the bidder regarding converted figures in equivalent INR or US\$.

## (B) COMMERCIAL:

- 1.0 Bids are invited under **Single Stage Composite Bid System**. Bidders shall quote accordingly.
- 2.0 Validity of the bid shall be **minimum 90 days from the date of Bid closing** Date. Bids with **lesser validity will be rejected**.

3.0 The original bid security (Amount is mentioned above and also in **RFX Information→RFX Parameters** of the tender in OIL's e-portal) should reach us before bid closing date and time of the technical bid. Any bid not accompanied by a **proper bid security in ORIGINAL will be rejected without any further consideration.** The bidders who are exempted from submitting the Bid Bond should attach documentary evidence in **Technical Rfx** as per clause 9.8 ( Section A) of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005). **The bid security shall be valid up to 28.02.2017. Please submit bid bond as per revised format (with two duplicate copies).**

4.0 Performance Security is applicable against this tender. **Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.** Please refer clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005).

**5.0 A bid shall be rejected straightway if it does not conform to any one of the following clauses:**

**(a) Validity of bid shorter than the validity indicated in the Tender.**

**(b) Original Bid Security not received within the stipulated date & time mentioned in the Tender.**

**(c) Bid Security with (i) validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.**

**(d) Average Annual Turnover of a bidder lower than the average Annual turnover mentioned in the Tender.**

## **(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- July 2012.

### **STANDARD NOTE:**

1.0 The tender is invited under **SINGLE STAGE-COMPOSITE BID SYSTEM**. The bidder has to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" bid through electronic form in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

2.0 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. Please go through the help document in details before uploading the documents.

3.0 General terms and conditions of Global tender (document MM/GLOBAL/E-01/2005- July 2012) is enclosed.

4.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.

**5.0 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.**

6.0 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.

7.0 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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