



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

**TELEPHONE NO. (91-374) 2808793**  
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TENDER NO. SSG 1926P17/05

DATE: 28.07.2016

**Sub : INVITATION TO e-BID UNDER TWO BID SYSTEM**

Dear Sirs,

OIL invites Bids for the supply of **CASING HEAD HOUSING & ACCESSORIES** through its e-Procurement site under **International Competitive Bidding (ICB) – TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/GLOBAL/E-01/2005-July2012. The prescribed Bid Forms for submission of bids are available in the tender document folder.

The general details of tender can be viewed at '**Rfx parameters**' under '**Rfx Information**' in Bid invitation screen. The details of items tendered can be found by clicking to '**Items tab**'.

**The tender will be governed by:**

- a) "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005-July2012 for E-procurement .
- b) Technical specifications ,Quantity and General Notes for **Casing Head Housing and Accessories** are as per Annexure – IA in the Technical Rfx.
- c) The prescribed Bid Forms for submission of bids are available in the tender document folder. 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 enquiry 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 Benefit are furnished vide Addendum to MM/GLOBAL/E-01/2005-July2012 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.**
- b) **Catalogue**

- 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 NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in 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 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 without organization name, will be liable for rejection.
- 4.0 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 13:00 Hrs (IST) on the bid closing date failing which the offer shall be rejected.
- 5.0 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.
- 6.0 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.

Yours Faithfully

Sd-  
(BHAVIK MODY)  
PURCHASE OFFICER(FS)  
**FOR DGM-MATERIALS**  
**FOR RESIDENT CHIEF EXECUTIVE**

OIL INDIA LIMITED  
(A Govt. of India Enterprise)  
P.O. Duliagan-786602, Assam  
Fax No. 91-374-2800533, E-mail:material@oilindia.in

**Tender No. & Date : SSG1926P17/05 28.07.2016**

Tender Fee : INR 6,000.00 OR USD 100.00  
Bid Security Amount : INR 133,400.00 OR USD 1,520.00  
(or equivalent Amount in any currency)

**Bidding Type : Single Stage Two Bid System**

Bid Closing On : 14.09.2016 at 11:00 hrs. (IST)  
Bid Opening On : 14.09.2016 at 14:00 hrs. (IST)

Performance Guarantee : Applicable @10% of order value

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
<b>10</b> 03530046	COMPLETION CONTROL EQUIPMENT ASSEMBLY OF SCREWED TYPE (FEMALE, API BUTTRESS CASING THREAD) CASING HEAD HOUSING WITH HANGER PACKER (SLIP & SEAL ASSY.) AS PER API SPECN. 6A(LATEST EDITION), U-AA, PSL-2, COMPRISING OF THE FOLLOWING : THE HOUSING SHALL COMPRISE OF 2 NOS. OF 50.80 MM (2") API LP FEMALE SIDE OUTLETS IN THE SAME HORIZONTAL PLANEIN OPPOSITE DIRECTION. Top Flange, Size : 279.40 mm (11") Casing Size : 244.475 mm (9.5/8") Pressure Rating : 5000 PSI WP Ring Groove : RX-54 Height : 463.55 mm (18.1/4") (+/- 2") Nominal Size : 279.40 mm (11") Size of casing sealed :139.70 mm (5.1/2")	15	SET
<b>20</b> 03530057	ACCESSORIES FOR ABOVE ITEM Slip Seal Assembly for above housing to hold/hang and Seal 139.70 mm (5.1/2") O.D. API Casing.Type : RS-15	20	NO
<b>30</b> 03530068	Plug Tester having API 114.3 mm (4.1/2") IF Box Up & Pin Down Connection with 10 sets of extra seals for each plug tester	8	NO
<b>40</b> 03530126	ASSEMBLY OF SCREWED TYPE (FEMALE, API 8RD LONGROUND THREAD) CASING HEAD HOUSING WITH HANGERPACKER (SLIP AND SEAL ASSY.) AS PER API SPECN.6A COMPRISING OF THE FOLLOWING :THE HOUSING SHOULD COMPRISE OF 2 NOS. OF 2" API L.P. FEMALE SIDE OUTLETS IN THE SAME HORIZONTALIN OPPOSITE DIRECTION. ACCESSORIES FOR ABOVE Slip Seal Assembly for above Housing to hold/hangand seal 7" O.D. API Casing.	20	NO

**Note description for item no./nos. : 10, 20, 30**

1. Above items i.e. 03-53-0046, 03-53-0057 & 03-53-0068 are to be procured from the same source.
2. All materials & dimensional specification for the Casing Head Housing should conform to API 6A (Latest Edition), U-AA, PSL-2.
3. Marking of the items to be done as per relevant API specification.

**Note description for item no./nos. : 40**

**Note** : 1) Above items i.e. 03-53-0115 & -0126 are to be procured from the same source.

2) All materials & dimensional specification for the Casing Head Housing should conform to API 6A (Latest Edition), U-AA, PSL-1.

3) Marking of the items to be done as per relevant API specification.

**Special Notes : NOTE:**

**1.0 All items to be procured from same source.**

**2.0 DELIVERY PERIOD: Bidder to quote best delivery period.**

**AA. STANDARD NOTES:**

1.0 The tender is invited under SINGLE STAGE TWO BID 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. The "TECHNO-COMMERCIAL UNPRICED BID" is to be submitted as per Scope of Work & Technical Specification of the tender and "PRICED BID" as per the Online Price Bid format in "Conditions Tab". No price should be given in above Technical Rfx otherwise the offer will be rejected.

2.0 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. The prices of the items should be quoted in "Conditions Tab".

3.0 Bid should be valid up to **minimum 120 days** from the Bid Closing date, failing which offer shall be rejected.

4.0 The original bid security (Amount is mentioned above and also in Rfx Parameters of the tender in OIL's e-portal) should reach us before bid closing date and time of the technical bid. Bid without original Bid Security will be rejected. The bidders who are exempted from submitting the Bid Bond should attach documentary evidence in the Technical Rfx Response-> User -> Technical Bid as per clause 9.8 of Section A General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005-July 2012). The bid security shall be valid up to **14.04.2017**.

5.0 Performance Security @10% of order value is applicable against this tender. Please refer clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005-July2012).

6.0 PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TECHNICALLY ACCEPTABLE. THE TECHNICALLY ACCEPTABLE BIDDERS WILL BE INFORMED BEFORE OPENING OF THE "PRICED BID".

7.0 Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development

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(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-July2012). Bidders are requested to take note of the same and to submit their offers accordingly.

8.0 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.

9.0 General terms and conditions of Global tender (document MM/GLOBAL/E-01/2005-July2012) is enclosed.

10.0 The Integrity Pact is applicable against this tender. Therefore, please attach the Integrity Pact document duly signed along with your quotation as per BRC. The name of the OIL's Independent External Monitor at present is as under:

I) SHRI RAJIV MATHUR, IPS (Retd.),  
His email id is furnished in OIL's website, [www.oil-india.com](http://www.oil-india.com)

11.0 Please refer Annexure-IB for applicable BEC/BRC against this tender

**BB. BID EVALUATION CRITERIA**

In addition to BRC criteria vide SECTION – ‘D’ of General Terms and Conditions for Global Tender ( MM/ GLOBAL/E-01/2005), the following clause will be applicable against this tender.

**1.0 Financial Criteria**

1) Annual Financial Turnover of the bidder during any of preceding three financial/accounting years from the original bid closing date should be at least INR 60.11 Lakhs or USD 88,400.00

2) Net worth of bidder must be positive for preceding financial/ accounting year.

3) Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that ‘the balance sheet/Financial Statements for the financial year 2015-16 has actually not been audited so far’.

Note: For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-

i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE.

OR

ii) Audited Balance Sheet along with Profit & Loss account. In case of foreign bidders, self-attested/digitally signed printed published accounts are also acceptable.

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\$.”

**2.0 Bidder’s Experience**

In case the bidder is a manufacturer of the offered equipment/item, he should satisfy the following along with documentary evidence, which should be enclosed along with the technical bid.

- (a) Minimum 5 (five) years of experience of manufacturing of quoted item under indicated API certification (for this purpose, the period reckoned shall be period prior to the date of opening of the technical bid). The bidder should have experience of successfully executing at least 1(one) similar order for 50% of the estimated value in preceding 5(five) years. Experience details should be submitted in following format along with documentary evidence :

Sl. No. as per tender specs.	Description of item supplied	Name of customer with address, phone & Fax number and e-mail to whom supplied	Supply/ Purchase order number and date of order (order copy to be enclosed bearing signature of purchaser)	Quantity supplied with size & make	Month & year of supply	Proof of execution of supply/ P.O.
(a)	(b)	(c)	(d)	(e)	(f)	(g)

Documentary evidence in respect of the above 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 report or (iii) Consignee receipted delivery challans or (iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/VAT or (v) any other documentary evidence that can substantiate the satisfactory execution of each of the Purchase Orders cited above.

Further in support of minimum 5 years of experience of manufacturing of quoted item under API certification, copy of API certificates with validity covering minimum 5 years continuously reckoned prior to the date of opening of the technical bid shall also be submitted.

- (b) Should have manufactured and supplied to various Oil Companies viz., ONGC, Atwood Oceanic, ENSCO International, Nabors Industries, Noble Corp., Parker Drilling, Precision Drilling / Weatherford, Pride International, Transocean Inc., Pioneer Drilling, Diamond Offshore, Global SantaFe, SAIPEM, Schlumberger, TODCO/Hercules Offshore, KCA Deutag Drilling in the past.

**Note:** In case of any merger/acquisition with aforesaid companies the bidder should clearly bring out the same and submit documentary evidence thereof.

- (c) In case the manufacturer who has successfully supplied the item to OIL in the past, whose past performance has been satisfactory and are not in a position to submit supporting documents required for experience criteria as per (a) & (b) above, their offer will be considered provided they indicate the past supply reference indicating the order number & date in the bid itself.
- (d) In case the bidder is not a manufacturer, then the bidder is required to submit documentary evidence in respect of the (a) and (b) above from the concerned manufacturer (together with authorization certificate) along with the technical bid.

The following points are deemed as “non-negotiable” and offer shall be rejected straightaway without seeking clarification in case of the following :

- i. Validity of bid shorter than validity indicated in the tender.
- ii. Original Bid Security not received within the stipulated date and time mentioned in the tender.
- iii. 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.
- iv. In case the party refuses to sign the Integrity Pact.

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