



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

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TENDER NO. SSG 3437P17/05

DATE: 27.12.2016

Sub : INVITATION TO e-BID UNDER TWO BID SYSTEM

Dear Sirs,

OIL invites Bids for the supply of **144 MT of OSD FOR REGULAR USE** 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 **OSD FOR REGULAR USE** 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.
- e) 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-A. The same must be submitted along with the bid.

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 superscribed with **Tender no.** and **Due date** to **The DGM-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) **Tender Sample**
- b) **Original Bid Security.**
- c) **Any other document required to be submitted in original as per tender requirement.**

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 **Two Bid** System shall be followed for this tender and only the price-bids of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

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 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.

8.0 Bidders to take special note of the following conditions:

- 8.1 Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.
- 8.2 Against Bid Security/EMD/Performance Bank Guarantee – Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable

Yours Faithfully

Sd-
(KUMAR ABHIMANYU)
PURCHASE OFFICER (FS)
FOR DGM-MATERIALS
FOR RESIDENT CHIEF EXECUTIVE

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

Tender No. & Date : SSG3437P17/05 27.12.2016

Tender Fee : INR 30,000.00 OR USD 500.00
Bid Security Amount : INR 503,400.00 OR USD 7,400.00

Bidding Type : Single Stage Two Bid System

Bid Closing On : 08.03.2017 at 11:00 hrs. (IST)
Bid Opening On : 08.03.2017 at 14:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 85055038	<p>OIL SOLUBLE DEMULSIFIER (OSD) FOR REGULAR USE</p> <p>1. <u>PHYSICAL CHARACTERISTICS</u> :</p> <p>a) <u>Appearance</u> : The product should be completely homogeneous, free flowing liquid, between temperature 5 Deg.C and 45 Deg.C.It should be free for any insoluble matter and should not be foul smelling.</p> <p>b) <u>Solubility</u> : Should be soluble in dry crude oil, and also in water-in crude emulsions containing between 10 to 60% water.</p> <p>c) <u>Flash Point</u> : 50 Degree Centigrade minimum (PMCC Method).</p> <p>d) <u>Compatibility</u> : The product should be non-corrosive; it must have pH between 6 & 8, and must be compatible with all materials of construction,including alloys.</p> <p>e) <u>Shelf Life</u> : 12 Months minimum.</p> <p>2. <u>PERFORMANCE</u> :</p> <p>a) <u>Laboratory</u> : From a representative crude emulsion collected on the same day, the product should be able to separate at least 80% water within 30 minutes and 95% water within 60 minutes at 60 Deg.C in a conventional laboratory bottle test, at a dosage normally not exceeding 20 PPM and also not exceeding that of a field proven product giving specified water separation under identical test conditions. The separation should be clear and distinct - without any water or oil droplets remaining in the other phase, or any sludge formation at the interface. The separated water should be clear, and should not contain more than 2000 PPM of oil, as measured spectrophotometrically.</p> <p>b) <u>Field</u> : This product will be used at field installations in Naharkatia and</p>	144000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>Jorjan oilfilds-where it has to bring down the water content in croude below 1 (one) percent in the Emulsion Treater (ET) vessel itself, at a dosage normally not exceeding 20 PPM, and also not exceeding that of a standard, field-proven product effectively working under indentical field conditions. The oil content in separated water from ET outlet should be less than 2000 PPM, and should also compare favorably with that given by the standard product. The supplied material against normal orders will be accepted after its passing the specification test in the laboratory upon arrival at Duliajan.</p> <p>c) <u>Packing</u> : 180 - 200 Kg. Nett in new epoxy coated M.S. drums. DEMULSIFIER FOR REGULAR USE should be stenciled on every drum in bold letters followed by name of the Product. Supplier's Name, Order No., Batch No., Drum No., and Date of Manufacture.</p>		

Note description for item no./nos. : 10**NOTE :**

1. Suppliers/Manufacturers should submit 1Kg(250gmx4) of sample in four air tight and sealed containers (made of either glass or metal, plastic containers not acceptable) free of cost for laboratory evaluation.

Submission of tender sample is mandatory for all the bidders including those who were earlier exempted from submission of tender samples. All the exemption letters issued by OIL in this regard stand withdrawn. Hence all the bidders are to ensure strict compliance of the above.

The supplier must provide all relevant product information detailed below, without which his offer will not be considered.

PRODUCT INFORMATION TO BE PROVIDED BY THE SUPPLIER ALONGWITH THE BID DOCUMENTS.**1) GENERAL DESCRIPTION**

Product Name :

Colour :

Generic Composition :

Type of Solvent & its boiling

point/range(degreeC):

Flash Point (PMCC)(degree C):

Solubility :

pH :

Date of Manufacture :

Shelf Life (months):

2) MATERIAL COMPATIBILITY :

Compatibility with materials of construction like Mild Steel, Galvanised Iron, Brass, PVC Rubber, Polypropylene, Polyethylene (HD), Neoprene, Vinyl, Ethylene, Propylene and Polyurethane.

3) SAFETY, HANDLING & STORAGE INSTRUCTIONS.

4) TOXICITY AND ECOLOGICAL EFFECTS : Chemical Oxygen Demand, Dissolved Organic Carbon, Biodegradability, Toxicity for Bacteria etc

SPECIAL NOTE :

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Only the products which are field-proven will be considered for bulk procurement against this tender. The supplied material against orders will be accepted after its passing the specification test in the laboratory upon arrival at Duliajan. The supplied product must meet the order specification, and perform at par with the corresponding tender sample submitted by the bidder against this tender during the quality assessment test in the laboratory. In case the supplied product is found to perform only at a higher dosage during such test, OIL will normally reject the consignment and ask for replacement. However, OIL reserves the right to use (in part or full) such inferior supply at any optimally performing higher dosage - as determined during the quality assessment test in the laboratory - because of operational exigency, and deduct payment from the supplier's bill on pro-rata basis.

Standard Notes: DELIVERY : Tentative delivery is required @12 MT per month.

1) The tender is invited under SINGLE STAGE-TWO 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.

2) 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) 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). Successful bidder will be required to furnish a Performance Bank Guarantee @ 10% of the order value which must be valid for one year from the date of shipment/despatch. Bidder must confirm the same in their technical Bid.

4) The original bid security (Amount is mentioned above and also in Basic Data of the tender in OIL's e-portal) should reach us before bid closing date and time of technical bid. Bid without original bid security will be rejected. The bidders who are exempted from submitting of Bid Bond should attach documentary evidence in the Collaboration folder as per clause 9.8 of Section A General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005-July2012). The bid security shall be valid up to 20.09.2017. Please submit bid bond as per revised format.

5) 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-JULY2012). Bidders are requested to take note of the same and to submit their offers accordingly.

6) Bid validity shall be minimum 120 days. Bids with lesser validity shall be rejected.

7) PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TO BE TECHNO-COMMERCIALLY ACCEPTABLE. THE TECHNICALLY

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ACCEPTABLE BIDDERS WILL BE INFORMED BEFORE OPENING OF THE "PRICED BID".

8) 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 in the C folder along with MM/GLOBAL/01/2005.

9) 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:

SHRI RAJIV MATHUR, IPS (Retd.),
Former Director (IB) Govt. of India
e-Mail ID : rajivmathur23@gmail.com

SHRI SATYANANDA MISHRA, IAS(Retd.)
Former Chief Information Commissioner &
Ex-Secretary, DOPT, Govt. of India
E-mail Id : satyanandamishra@hotmail.com

BID REJECTION CRITERIA (BRC)

A. FINANCIAL CRITERIA:

1.0 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 1.26 Cr. or USD 185000.00

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

2.0 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 - A.

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.

3.0 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\$."

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B) Technical Evaluation Criteria:

i) Bidder to have experience of manufacturing and/or supply of tendered item in previous 5 (five) years to be reckoned from the original stipulated bid closing date of the tender.

ii) The bidder should have experience of successfully executing at least 1(one) order for at least 50% of the tendered quantity of the tendered item in preceding 5(five) years.

c) 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.

ANNEXURE

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

TO BE ISSUED BY PRACTISING **CHARTERED ACCOUNTANTS' FIRM** ON THEIR LETTER HEAD

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statements of M/s..... (Name of the Bidder) for the last three (3) completed accounting years upto(as the case may be) are correct.

YEAR	TURN OVER In INR (Rs.) Crores / US \$ Million)*	NET WORTH In INR (Rs.) Crores / US \$ Million)*

*Rate of Conversion (if used any): USD 1.00 = INR.....

Place:

Date:

Seal:

Membership No. :

Registration Code:

Signature

* Applicable only for GLOBAL tenders.