



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

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TENDER NO. SSG3976P17/03

Date: 28.02.2017

INVITATION TO e-BID UNDER COMPOSITE BID SYSTEM

Dear Sirs,

Oil India Limited invites Bids for the supply of **DOUBLE PACK OFF FLANGE** through **e-Procurement**. The details of the tender are as under:

1. Details of items with specification, quantity and special notes are given in Technical Rfx → External area → Tender documents as Annexure - I
2. General terms and Conditions of the tender are as per attached document No.MM/GLOBAL/E-01/2005-July2012.
3. 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.
4. Type of Tender : International Competitive Bidding
5. Type of Bidding : **COMPOSITE BID SYSTEM**
6. Tender Fee : INR 6,000.00 OR USD 100.00
7. Bid Security Amount : **INR 27,900.00 OR USD 430.00**
8. Performance Security : **Applicable @10% of Order Value.**
9. Bid Closing /Opening Date : 26.04.2017
10. Bid Validity : Bid should be valid for 90 days from bid closing date.
11. Bid Bond Validity : Bid Bond should be valid upto 31.10.2017
(Bid bond format has been changed. Please submit bid bond as per revised format failing which offer will be rejected)
12. Integrity Pact : **Not Applicable**

Special Note :

- 1.0 The tender will be governed by “General Terms & Conditions” for e-Procurement as per Booklet NO. MM/GLOBAL/E-01/2005-July2012 for E-procurement (ICB Tenders) including Amendment and Addendum. Special attention to the bidders is drawn to Section – E of the document.
- 2.0 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 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) **Original Bid Security .**
 - 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.

- 3.0 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.
- 4.0 Bidders to take special note of the following conditions:
 - 4.1 Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.
 - 4.2 Against Bid Security/EMD/Bid Bond – 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.
- 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 must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

Yours Faithfully

Sd-
(GITASREE SARMAH)
SR. PURCHASE OFFICER (FS)
FOR DGM-MATERIALS

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 : SSG3976P17/03 28.02.2017

Bid Security Amount : INR 27,900.00 OR USD 430.00
(or equivalent Amount in any currency)

Bidding Type : Single Bid (Composite Bid)

Bid Closing On : 26.04.2017 at 13:00 hrs. (IST)
Bid Opening On : 26.04.2017 at 13:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Limited tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 03532301	Double studed Double Pack off adapter flange per API SPEC 6A (Latest Edition), U-AA, PSL- 3 with following configuration. Top preparation: 13.5/8" x 5000PSI W.P. rated, studed and grooved for BX -160 ring joint gasket and should be complete with cadmium plated studs and nuts. Bottom Preparation: 13.5/8" x 5000 PSI W.P.rated ,Studded and grooved for BX-160 ring joint gasket and should be complete with cadmium plated studs and nuts. Pack Off: Double pack off with two molded elastomer P-seals or equivalent energized by inserting plastic packing to pack-off 9.5/8" OD API casing. Injection and testing port: Flange must have injection ports for injecting plastic packing and a test port for pressure testing purpose (testing port facilities should include requisite port Valves installed).	5	SET

Note description for item no./nos. : 10

- 1) The items shall be brand new, unused and of prime quality.
- 2) The product shall be free from all defects and fault in material, workmanship and manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for 18 months from date of dispatch or 12 months from date of receipt of the items. The defective materials if any, will be rejected and shall be replaced at bidder's cost.
- 3) Marking of the items shall be done as per API specification 6A latest edition including API monogram.
- 4) Bidder shall forward a copy of valid API spec 6A certificates along with quotation.
- 5) Ring Grooves of all Double Studed Double Pack Off Adapter Flange should be either stainless Steel or Inco 625 lined.
- 6) The Studs and nuts of all Double Studed Double pack Off Adapter Flange should be either cadmium plated or Zinc Plated.
7. Each of the Double Studed Double Pack Off Adapter Flanges should be complete with pack off seals (as specified against each of the item) and plastic packing injection gun.

Special Notes : AA. STANDARD NOTE:

1. 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. Bid submitted in any other form will be rejected. 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. 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 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. Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
4. 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.
5. 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. Bidders have to indicate the minimum FOB/FCA charges in case of partial order for reduced quantity/items. In case this is not indicated specifically, the charges quoted would be prorata calculated and the same will be binding on the bidder.
7. Bidder's response to all NIT stipulations shall clearly be defined. Bidder shall furnish specific details/specifications of all major components, systems with Make & Model, etc. Generalised response like - 'As per NIT Specifications/Technical Leaflet', 'Noted', 'Accepted' or in any similar fashion is not acceptable.

BB. Bid Rejection Criteria (BRC) and Bid Evaluation Criteria (BEC)**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. The bidder shall have an annual financial turnover of minimum Rs. 6,97,132.75 or equivalent 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. 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 2016-17 has actually not been audited so far'.

Note:

a) 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.

b) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government,

their certificates may be accepted even though FRN is not available.
However, bidder to provide documentary evidence for the same.

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\$.

III. COMMERCIAL CRITERIA

1. Bids are invited under Single Stage Composite Bid System. Bidders shall quote accordingly.

2. Validity of the bid shall be minimum 90 days from the date of Bid closing Date. Bids with lesser validity will be rejected.

3. 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 31.10.2017. Please submit bid bond as per revised format (with two duplicate copies)

4. 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. 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

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 up to..... **(As the case may be)** are correct.

YEAR	TURN OVER In INR (Rs.) Crores / USD Million*	NET WORTH In INR (Rs.) Crores / USD Million*

*Rate of Conversion (if used any) : 1USD = INR

Place:

Date:

Seal:

Membership No.:

Registration Code:

Signature: