



ऑयल इंडिया लिमिटेड  
( भारत सरकार का उद्यम )  
**Oil India Limited**  
(A Government of India Enterprise)

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TENDER NO. SSG4142P17/01

DATE: 16.03.2017

**INVITATION TO e-BID UNDER SINGLE STAGE TWO BID SYSTEM**

Dear Sirs,

OIL invites Bids for the supply of **API Class G Cement** through its e-Procurement site under **International Competitive Bidding (ICB) - Single Stage 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 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 e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005-July2012 for E-procurement (ICB Tenders). Special attention to the bidders is drawn to Section – E of the document.
- b) Technical specifications, Quantity and Notes for the **API Class G Cement** as per **Annexure – IA**.
- c) The prescribed Bid Forms for submission of bids are available in the Technical Rfx -> External Area - > Tender Documents. Technical Checklist and Commercial Checklist 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 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 – July 2012 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 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.

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 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 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> User -> Technical Bid only. The "TECHNO-COMMERCIAL UNPRICED BID" shall contain all techno-commercial details except the prices. **Please note that no price details should be uploaded in Technical RFx Response.**

7.0 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".**

8.0 **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.

- 9.0 Please refer Annexure-IB for BEC/BRC applicable against this tender. Please ensure compliance to BEC/BRC and submit requisite documentation, failing which offer may be liable for rejection.
- 10.0 Bidders to take special note of the following conditions:
- 10.1 Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.
- 10.2 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,

OIL INDIA LIMITED

Sd/-

(BHAVIK MODY)  
SR. 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 : SSG4142P17/01 16.03.2017**

Tender Fee : INR 60,000.00 OR USD 1,000.00  
Bid Security Amount : INR 2,513,200.00 OR USD 38,150.00  
(or equivalent Amount in any currency)

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

Bid Closing On : 17.05.2017 at 11:00 hrs. (IST)

Bid Opening On : 17.05.2017 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> 84060314	<p><b>C E M E N T</b> Cement, Oilwell, Class 'G' Std. API 10A (Latest Edition) Type : High Sulphate Resistant Packing : 50 Kg./Bag</p> <p>i) <u>PACKING</u> :</p> <p>(a) For 80% Quantity of each Rake Load: Packing should be as per API Specifications 10A (Latest Edition) i.e. the cement should be packed in bags consisting of 6 kraft paper layers of adequate strength and resistance to moistures (Min. Wt. 70 gm/sq.m each) with two polythene or polypropylene layers (wt. 15-24 gms. sq.m. each) included between the first and fifth layers. Nett cement content per bag should be 50 kg. Any perforation on the bag and the filling valve must be sealed suitably after cement filling to ensure moisture proofness during transit/storage.</p> <p>(b) For 20% Quantity of each Rake Load: To be supplied in 50 KG capacity HDPE inner laminated bags.</p> <p>(c) Along with the materials, empty spare bags numbering 6% of the total filled bags should be supplied free of cost. The empty bags should be moisture proof polycoated (minimum two layers) HDPE bags strong enough to withstand the rigours of rough handling and storage with a capacity of 50 Kg.</p> <p>ii) <u>API MONOGRAM</u> :</p> <p>API Monogram must be embossed on each bag.</p>	240000	BAG

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

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**NOTE :**1) PELLETISATION :

If supply is from foreign source, the supply should be in suitably pelletised forms. The additional cost for palletisation should be shown separately.

2) Bidders must categorically confirm if the cement would be manufactured as per API specification and if API Monogram shall be provided. Bidders are to send a copy of API Authorisation Certificate alongwith the tender.

3) SAMPLE :

Bidders must supply 5 Kg sample along with their offer for laboratory testing. In absense of sample, the offer will not be considered.

**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.**

4) Manufacturer's Test Certificates should be furnished along with the despatch/shipping documents.

**Standard Notes:** 1) RATE SHOULD BE VALID FOR 2 YEARS FROM THE DATE OF PLACEMENT OF ORDER.

2) SUPPLY TO BE MADE "AS AND WHEN REQUIRED" BASIS WITHIN ONE MONTH OF SUPPLY NOTICE. SUPPLY NOTICE FOR SUPPLY OF ONE RAKE LOAD (i.e 48,000 BAGS) AT A TIME WILL BE ISSUED.

**AA. STANDARD NOTE :**

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) Bid should be valid for **minimum 120 days** from bid closing date, failing which offer shall be rejected. Therefore, please ignore the minimum validity mentioned in the General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005-july 2012).

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 the technical bid. Bid without

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original Bid Security will be rejected. The bidders who are exempted from submitting the 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). The bid security shall be valid up to **17.12.2017**. Please submit bid bond as per revised format.

5) The tender sample should reach us before bid closing date and time stipulated in the e-tender.

6) 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-july 2012).

7) Commercial 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 "COMMERCIAL BID".

8) 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.

9) 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.

10) Price should be maintained in the "online price schedule" only. The price quoted in the "online price schedule" only will be considered. No price should be given in Technical Rfx, otherwise the offer will be rejected.

11) Indigenous Bidder must indicate handling charge to the nearest rail head. If any Indigenous Bidder does not indicate the handling charge to the nearest rail head, their offer will be liable for rejection.

12) Valid API 10A certificate is to be submitted along with the offer.

13) 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 are as under:

1. SHRI RAJIV MATHUR, IPS (Retd.),
2. SHRI SATYANANDA MISHRA, IAS(Retd.)

The email ids are furnished in OIL's website, [www.oil-india.com](http://www.oil-india.com)

**BB. BID EVALUATION CRITERIA (BEC)**

In addition to BRC criteria vide section -D of General Terms & Conditions for Global tenders (MM/GLOBAL/E-01/2005 - JULY 2012), the following clauses will be applicable against the tender failing which offer will be rejected.

**TECHNICAL BEC**

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i) The party should have record of supplying at least 25% of tendered quantity (50% of annualized tender quantity) of API Class 'G' Cement per year during last 5 years to various E&P companies. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid. Documentary evidences in support of the order executed with quantity should be submitted to OIL. OIL reserves the rights to verify the same.

ii) The party must submit a performance certificate of their product from the Company to whom they have supplied their product in bulk.

The bidder must submit 5 Kg of the product as tender sample along with the bid for laboratory evaluation. The sample should reach Head-Materials, Oil India Limited, Duliajan, before bid closing date and time failing which bid shall be rejected.

iii) The tender sample will be evaluated in OIL's laboratory as per API specification 10A. Further, the product must respond to different cement additives like cement fluid loss additives, friction, respond or dispersant, retarders etc. of various reputed companies viz. M/s. Halliburton, M/s. Dowell Schlumberger, M/s. BJ Services etc. at low (upto 70 deg C) moderate (upto 90 deg. C and high (upto 130 deg. C) temperature ranges.

iv) FINANCIAL BEC

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 Rs. 3.78 Cr. or US\$ 5,74,285.00.

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#### (as the case may be) has actually not been audited so far.

Notes:

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.

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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\$.

v) COMMERCIAL BEC

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 Bid Security amount lesser than the amount indicated in the Tender.
- (d) In case the Party refuses to sign 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.

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