



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

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TENDER NO. SSG5596P18/05

DATE: 31.08.2017

SUB: INVITATION FOR E-BID

Dear Sirs,

OIL invites Bids under for the supply of **PAC-R (25 KG/BAG)** through **E-Procurement**. The details of the tender are as under:

1. Details of item with specification and Qty: Refer **Annexure – IA**
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. BEC/BRC as per Annexure CCC must be complied and submitted with the technical bid.
4. Type of Bidding : **Single Stage Two Bid System**
5. Bid security : **Applicable**
6. Performance Security: **Applicable**
7. Integrity Pact : **Applicable**
8. Original Bid Closing /Opening Date: **18.10.2017**
9. Type of Tender : **International Competitive Bidding**

Notes:

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 concessional rate of IGST against Essentiality Certificate for order valuing 10 lakh and above.

In the event of an order on indigenous bidder, OIL will issue Project Authority Certificate (PAC), where import content is declared by the bidder for availing Custom Duty benefit on the import content. Supplier shall affect dispatch only on receipt of these certificates from OIL, failing which all related liabilities shall be to Supplier's account.

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).
- 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) Voluminous document if any like Literature/ Catalogue of the products etc.
- 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 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. The date for implementation of new system is 12th April 2017 and the requirement of the new DSC will be applicable for the tenders floated on 12th April 2017 onwards. All our current and prospective esteemed bidders are therefore requested to acquire Class III DSC [Organization] along with Encryption Certificate issued by any of the Licensed Certifying Authorities (CA) operating under Controller of Certifying Authorities (CCA) of India as per Indian IT Act 2000. Guideline for getting Digital Signature and other related information are available on the e-tender website www.oil-india.com. The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.
- 5.0 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.
- 6.0 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 the bid closing date and time failing which the offer shall be rejected
- 7.0 The prices of the items should be quoted as per Annexure P and uploaded separately under the tab “Notes & Attachment”.
- 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 Bidders to take special note of the following conditions:
 - 9.1 Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.
 - 9.2 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.

10.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the following two documents before uploading their bid. These documents are also uploaded as part of NIT.

- 10.1 Guidelines to Bidders for participating in OIL.
- 10.2 Instruction to bidder for submission.

Yours Faithfully
Sd-
(KUMAR ABHIMANYU)
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

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Tender Fee	: INR	30,000.00	OR	USD	500.00
Bid Security Amount	: INR	692,100.00	OR	USD	10,100.00

Bidding Type : Two Bid

Bid Closing On : 18.10.2017 at 11:00 hrs. (IST)

Bid Opening On : 18.10.2017 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
10 85040117	<p>FLUID LOSS CONTROL / VISCOSIFIER / ENCAPSULATING AGENT "Polyanionic Cellulose Regular Grade (PAC-R) Product description and end use,</p> <p>A high purity polyanionic cellulosic polymer of medium to high molecular weight - used in water base filling fluid as fluid loss reducer, clay encapsulator and for viscosity increase.</p> <p>specification</p> <p>1. Physical Properties : The material, as received, should be a free flowing white to creamish / brownish white powder free from foreign matter and visible impurities.</p> <p>2. Moisture Content at : 15.00 105 +/- 2 DegC, % by mass, maximum.</p> <p>3. Apparent viscosity of 1.0 % (w/v) suspension of the material as received in fresh water and 4 % salt water,</p> <p>Prepare a 1 % (w/v) suspension of the sample by stirring in ultimixer for 30 minutes in distilled water and 4 % salt water (prepared by dissolving 4 gms of LR grade NaCl in 100 ml distilled water) and measure apparent viscosity at 26 +/- 2 DegC by Fann VG meter.</p> <p>(i) Apparent viscosity in fresh water, cp : 75-100</p> <p>(ii) Apparent viscosity in salt water, cp : 65-85</p> <p>4. Yield of 15 cp Apparent viscosity suspension :</p> <p>Prepare a 15 cp apparent viscosity suspension of the sample by stirring in a multimixer for 30 minutes in distilled water and 4 % salt water</p>	120000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>(prepared by dissolving 4 gms of LR grade NaCl in 100ml distilled water) and calculate the yield of the sample which should be as follows.</p> <p>(i) Yield in distilled water, KL/MT, min. : 250</p> <p>(ii) Yield in 4 % salt water KL/MT, min. : 200</p> <p>5. Sodium Carboxy Methyl Cellulose : 85.00 Content, % by mass (dry basis) min.</p> <p>6. Degree of Substitution, minimum : 1.00</p> <p>7. Performance Test :</p> <p>A. In Fresh Water mud.</p> <p>(i) Preparation of base mud.</p> <p>Prepare a 10 % (w/v) suspension of OIL approved bentonite in distilled water and stir the suspension for 15 minutes in a multimixer so that no lumps are left after the stirring period. Age the bentonite suspension for 72 Hrs. at 90 +/- 2 DegC. After the lapse of the aging period, cool and adjust apparent viscosity in the range 15-20 cp with distilled water. Also adjust PH in the range 9.0-9.5 with 10 % NaOH solution, if necessary. Stir the suspension for 15 minutes in multimixer and determine apparent viscosity, yield value and API fluid loss of the suspension at 26 +/- 2 DegC which should be as follows.</p> <p>(a) Apparent viscosity, cp : 15 - 20 cp. (b) Yield value, lbs/100 ftsq: To determine (c) API fluid loss, ml : To determine</p> <p>(ii) Preparation of treated mud :</p> <p>Treat the base 7A(i) with 0.5% polyanionic cellulose (R) sample. Stir in a multimixer for 30 minutes and divide the mud into two parts.</p> <p>Performance at 26 +/- 2 DegC. :</p> <p>Measure apparent viscosity, yield value and API fluid loss of one part of treated mud 7A(ii) at 26 +/- 2 DegC which should be as follows.</p> <p>(a) Apparent viscosity, cp minimum. : 4 times of 7A(i,a) (b) Yield value, lb/100 ftsq. minimum : 4 times of 7A(i,b) (c) API fluid loss, ml maximum. : 40 % of 7A(i,c)</p> <p>Performance at 120 +/- 2 DegC. :</p> <p>Age second part of treated mud 7A(ii) at 120 +/- 2 DegC in rolling condition for 24 hrs. After aging, cool to 26 +/- 2 DegC and stir in a multimixer for 15 minutes and determine apparent viscosity, yield value and API fluid loss of the mud at 26 +/- 2 DegC which should be as follows :</p> <p>(i) Apparent viscosity, cp minimum. : 3 times of 7A(i,a)</p>		

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>(ii) Yield value,lb/100 sq.ft minimum. : 3 times of 7A(i,b)</p> <p>(iii) API fluid loss, ml, maximum. : 40 % of 7A(i,c)</p> <p>B. In Salt Water Mud :</p> <p>(i) Preparation of base mud :</p> <p>Prepare 10 % (w/v) bentonite suspension of OIL approved bentonite in distilled water and stir the suspension for 15 minutes in a multimixer so that no lumps are left after the stirring period. Age the suspension for 72 hrs at 90 +/- 2 DegC After the lapse of aging period, cool and add 4% (w/v) NaCl (LR grade) and age for 24 hrs. at 26 +/- 2 DegC. Dilute the suspension with 4 % NaCl solution and adjust apparent viscosity in the range 15-20 cp. Adjust PH in the range 9.0-9.5 with 10 % NaOH solution if necessary. Determine apparent viscosity, yield value and API fluid loss of the suspension at 26 +/- 2 DegC which should be as follows.</p> <p>(a) Apparent viscosity, cp : 15 - 20 (b) Yield value, lbs/100 ftsq. : To determine (c) API fluid loss, ml : To determine</p> <p>Treat the base mud prepared as per the 7B(i) with 0.5%(w/v) polyanionic cellulose (R) sample and stir in a multimixer for 30 minutes. Performance at 26 +/- 2 DegC. Determine apparent viscosity, yield value and API fluid loss of mud 7B(ii) above at 26 +/- 2 DegC which should be as follows :</p> <p>(a) Apparent viscosity, cp minimum. : 2 times of 7B(i,a) (b) Yield value,lb/100 ftsq minimum. : 1.5 times of 7B(i,b) (c) API fluid loss, ml maximum : 15 % of 7B(i,c)</p> <p>8. Packing : The material should be packed in multiwalled paper bags with at least two innermost layers suitably water-proofed, strong enough to withstand rigours of transit and storage. The material should be supplied in the original packing of the manufacture. Capacity 25 Kg net per bag.</p> <p>9. Marking : Each bag should have clearly legible markings as given below :</p> <p>(i) Name of the product. (ii) Name of the supplier / manufacturer. (iii) Date/Month/Year of manufacture. (iv) Supply order number against the supply made.</p> <p>N.B :1) Apparent viscosity and yield point shall be determined in a Fann VG meter and fluid loss by standard API low pressure fluid loss apparatus using compressed air or nitrogen as the pressure source. 2) The Supplied Materials must meet OIL's specifications in all respect.</p>		

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Standard Notes: AA. STANDARD NOTES:

- 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 separately under the tab "Notes & Attachment" as per the Annexure P.
- 3) Bid should be valid for minimum **120 days** from bid closing date, failing which offer shall be rejected.
- 4) 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-July2012). The bid security shall be valid up to 16.05.2018. 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) 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) 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) 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.
- 8) 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.

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9) General terms and conditions of Global tender (document MM/GLOBAL/E-01/2005 - July 2012) is enclosed. Special attention to Bidders is drawn to the Section E of above document.

10) 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.)
 3. SHRI JAGMOHAN GARG, Ex-Vigilance Commissioner, CVC
- The email ids are furnished in OIL's website, www.oil-india.com

Special Notes : AA. CONFIRMATION OF BID SECURITY / PERFORMANCE SECURITY:

The following clause is applicable for bid security / performance security submitted in the form of bid bond/LC. Bidders are requested to strictly comply to this clause:

The bank guarantee issued by the bank must be routed through SFMS platform as per following details:

- a. (i) "MT 760 / MT 760 COV for issuance of bank guarantee
- (ii) "MT 767 / MT 767 COV for amendment of bank guarantee

The above message / intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code - UTIB0001129.

Branch Address - AXIS Bank Ltd, Duliajan Branch, Daily Bazar, Jyotinagar Duliajan, District - Dibrugarh, Pin - 786602."

- b. The vendor shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee.