



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

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TENDER NO. SSG5600P18/05

DATE: 31.10.2017

SUB: INVITATION FOR E-BID

Dear Sirs,

OIL invites Bids under for the supply of **OSD- for Regular Use** 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: **20.12.2017**
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 lakhs 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)
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 : SSG5600P18/05 31.08.2017

Tender Fee : INR 30,000.00 OR USD 500.00
Bid Security Amount : INR 635,050.00 OR USD 9,350.00

Bidding Type : TWO BID

Bid Closing On : 20.12.2017 at 11:00 hrs. (IST)

Bid Opening On : 20.12.2017 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 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>	180000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>Jorjan oilfields-where it has to bring down the water content in crude 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 identical 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: AA. STANDARD NOTES:

DELIVERY: @ 30 MT PER MONTH FROM JULY 2018 ONWARDS.

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 **30.06.2018**. 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

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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.

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.