



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

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TENDER NO. SSG5987P18/01

DATE: 11.10.2017

INVITATION TO e-BID UNDER SINGLE STAGE TWO BID SYSTEM

Dear Sirs,

OIL invites Bids for the supply of **TUBING HEAD ASSEMBLY** under **RATE CONTRACT** 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 Attachments under Rfx Information tab 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 **TUBING HEAD ASSEMBLY** 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 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. 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.

- 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 CA Certificate". 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 GM-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 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.
- 4.0 Encryption certificate is mandatorily required for submission of bid. In case bidder created response using one certificate (using encryption key) and bidder subsequently changes the digital signature certificate then the old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of his response. Once decryption is done, the bidder may use his new DSC certificate for uploading and submission of his offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of DSC certificate, Oil India Limited is not responsible.
- 5.0 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.

- 6.0 **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.
- 7.0 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical Attachments under Rfx Information tab 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.**
- 8.0 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 “Notes and Attachments” tab as per the Price Bid Format uploaded.**
- 9.0 Please refer BEC/BRC under “Annexure-1B_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.
- 11.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the following document before uploading their bid. These document is also uploaded as part of NIT.
- 11.1 E-Tender User Manual.

Yours faithfully,

OIL INDIA LIMITED

Sd/-

(BHAVIK MODY)
MANAGER MATERIALS (FS)
FOR GM-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 : SSG5987P18/01 11.10.2017

Tender Fee : INR 30,000.00 OR USD 500.00
Bid Security Amount : INR 1,527,500.00 OR USD 23,170.00
(or equivalent Amount in any currency)

Bidding Type : Single Stage Two Bid System

Bid Closing On : 29.11.2017 at 11:00 hrs. (IST)
Bid Opening On : 29.11.2017 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 03548325	SPOOL, 179.4 MM (7.1/16") x 704 KG./SQ.CM (10,000 PSI) TOP FLANGE, 279 MM (11") x 704 KG./SQ.CM.(10,000 PSI) BOTTOM FLANGE Tubing Head Assembly, 704 Kg/Sq.cm (10000 psi) Working pressure, with 179.4 mm (7.1/16") x 704 Kg/Sq.cm (10000 psi) WP top flange, and 279.4 mm (11") x 704 Kg/Sq.cm (10000 psi) WP bottom flange, as per API specification 6A, latest edition, Comprising of the following items: 1(a) TUBING HEAD SPOOL : (Qty. 1 no. per set) Tubing Head Spool shall be Straight Bore Bowl design with a landing shoulder to accept mandrel type tubing hanger as given in item 1(d) below. The tubing head spool shall be designed conforming to API Std. 6A latest edition, with the following minimum requirements & provisions. Material : Minimum 60 K API forged steel Product specification level : PSL 3 Material Class : AA Temperature Rating : U Working pressure : 704 Kg/Sq.cm (10,000 psi) Test Pressure : 1056 Kg/Sq.cm (15,000 psi) Minimum ID of the spool : 168 mm Casing Size : Both 5 ½" & 7" Casing, by changing removable type bit pilot & secondary seal assembly. The tubing head spool shall be furnished with the followings 1(a)(i) Top Connection of tubing head spool: Flanged, 179.4 mm (7.1/16"), BX-156 ring grooved, 704 Kg/Sq.cm (10,000 psi) Working Pressure. Suitable to accommodate the tubing hanger [item 1(d)] and complete with Tie-down Screws to hold the tubing hanger in place. 1(a)(ii) Side Connection of tubing head spool: Studded, 52.4 mm (2.1/16"); BX-152 ring grooved, 704 Kg/Sq.cm (10,000 psi) Working Pressure, two numbers on diametrically opposite side (180 Degree apart). Both side outlets shall be internally threaded with 38.1 mm (1.1/2") LP threads for installing	60	SET

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Item No./ Mat. Code	Material Description	Quantity	UOM
	valve removal plug. 1(a)(iii) Bottom Connection of tubing head spool: Flanged, 279.4 mm (11"); BX-158 ring grooved, 704 Kg/Sq.cm (10,000 psi), Working Pressure. Suitable to accommodate removable type Bit Pilot / Bit Guide [item 1(b)] and Secondary Seal Assembly [item 1(c)]. Preparation shall be such that the Bit Pilot / Bit Guide is held in place by snap/retainer rings, and Secondary Seal Assembly sits in the counter bore properly. Bottom flange shall be provided with testing port facilities with 3/4" NPT outer plug having Allen head, and 3/8" NPSC check valve having Allen head installed. 1(b) BIT PILOT/GUIDE (FOR 5 1/2" OD CASING): (Qty. 1 no. per set) Removable type bit pilot to be used in conjunction with secondary seal assembly [item 1(c)] for installation in tubing head spool [item 1(a)] and held in place by snap/retainer ring and suitable for 139.7 mm (5 1/2") OD casing. However, bit pilot integral with secondary seal assembly [item 1(c)] is also acceptable. The bit pilot shall be such that it prevents casing & secondary seal assembly from getting damaged during running-in of any down hole tools. The minimum ID of the bit pilot shall be 5"(127 mm). The bit pilot along with secondary seal [item 1(c)] shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 1(c) SECONDARY SEAL ASSEMBLY (FOR 5 1/2" OD CASING): (Qty. 1 no. per set) Removable, self energised (pressure actuated) type, FS Seal (Double seal)/Lip Seal design, secondary seal assembly, 704 Kg/Sq.cm (10,000 psi) W.P to suit bottom preparation of tubing head spool [item 1(a)] and to seal off 139.7 mm (5.1/2") OD casing. The secondary seal element along with bit pilot shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 1(d) TUBING HANGER : (Qty. 1 no. per set) Tubing hanger, single completion suspended mandrel type, with extended seal necks complete with additional upper seal ring to be energised by pack off adapter flange [item no 1(e)], and complete with lower seal ring to be energised by the tubing weight. Tubing hanger shall be made of forged alloy steel (Minimum 60 K API material), with bottom threads to hang 73.03 mm (2.7/8") OD VAM TOP tubing, and top thread 73.03 mm (2.7/8") OD VAM TOP thread for lifting, and suitable for above tubing head spool [item 1(a)]. The tubing hanger shall also be provided with 2.1/2" H BPV 4TPI 90 Deg LH thread for installing 2.1/2" H Back Pressure Valve, with minor dia 2.4075 +/- 0.0025" (61.1505 mm +/- 0.0635 mm), which will be the minimum ID of the tubing hanger . 1(e) PACK OFF ADAPTER FLANGE (FOR 10M XMT): (Qty. 1 no. per set) Pack off Adapter Flange, suitable for mounting on above tubing head spool [item 1(a)] & fit over extended neck tubing hanger [item 1(d)]. The pack off adapter flange shall be designed as below- 1(e)(i) Top Connection of Pack off Adapter Flange: Studded, 65.09 mm (2.9/16"), BX-153 ring grooved, 704 Kg/Sq.cm (10,000 psi), Working Pressure. The top of the vertical bore shall be suitably chamfered to guide wire line tool. 1(e)(ii) Bottom Connection of Pack off Adapter Flange: Flanged, 179.4 mm		

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	(7.1/16"), BX-156 ring grooved, 704 Kg/Sq.cm (10,000 psi) Working Pressure. Bottom flange shall be provided with testing port facilities with 3/4" NPT outer plug having Allen head, and 3/8" NPSC check valve having Allen head installed. 1(f) CASING VALVES: (Qty 02 nos. per set) Gate Valves, forged Steel, 52.39 mm (2.1/16"), 704 Kg./Cm. Sq. (10000 psi) working pressure, flanged end, BX 152 ring grooved, full bore through conduit, complete with hand wheel, and one no. installed in each side outlet of tubing head spool [item 1(a)]. The Gate Valve shall have replaceable gate and seat assembly, parallel solid slab gate construction with floating seat, back seat arrangement on the stem, non-rising stem supported on two thrust bearings, with plastic packing and grease injection ports. 1(g) STUDS & NUTS : 1(g)(i) Stud 1.1/2" dia. x 13.3/4" long, with 2 hexagonal nuts each. : (Qty. 16 nos per set) 1(g)(ii) Stud 1.3/4" dia. x 15.3/8" long, with 2 hexagonal nuts each. : (Qty. 16 nos per set) 1(h) RING JOINT GASKETS: 1(h)(i) Ring joint Gasket, Size BX 152 : (Qty. 02 nos per set) (In installed condition with casing valves) 1(h)(ii) Ring joint Gasket, Size BX 153 : (Qty. 01 no per set) 1(h)(iii) Ring joint Gasket, Size BX 156 : (Qty. 01 no per set) 1(h)(iv) Ring joint Gasket, Size BX 158 : (Qty. 01 no per set) 2. ACCESSORIES/SPARES : 2(a) Redress Kit for Tubing Hanger (Seal rings for body & extended neck) : (Qty. 01 no. per 01 set of spool) 2(b) Redress Kit for 5 1/2" Secondary Seal Assembly (seal packing) : (Qty. 01 no. per 01 set of spool) 2(c) Back pressure Valve 2.1/2" Nom. : (Qty. 01 no. per 5 set of spool) 2(d) Valve Removal Plug, size 1.1/2"LP : (Qty. 01 no. per 5 set of spool) 2(e)Tools: 2(e)(i)Circlip Plier or any other suitable tool for removing / installing snap / retainer ring of bit pilot : (Qty. 01 no. per 5 set of spool) 2(e)(ii)Allen Keys of suitable sizes for removing / installing outer plug and inner check valve of test port : (Qty. 01 no. per 5 set of spool) 2(f) BIT PILOT / GUIDE (FOR 7" OD CASING): (Qty. 01 no. per 5 set of spool) Removable type bit pilot, to be used in conjunction with secondary seal assembly [item 2(g)] for installation in tubing head spool [item 1(a)], suitable for 177.8 mm (7") OD casing and held in place bysnap/retainer ring. However, bit pilot integral with secondary seal assembly [item 1(c)] is also acceptable. The bit pilot should be such that it prevents casing & secondary seal assembly from getting damaged during running-in of any down hole tools. The minimum ID of the bit pilot shall be 6 1/2"(165.10 mm). The bit pilot along with secondary seal [item 1(c)] shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 2(g) SECONDARY SEAL ASSEMBLY (FOR 7" OD CASING): (Qty. 01 no. per 5 set of spool)		

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	Removable, self energised (pressure actuated) type, FS Seal (Double seal)/Lip Seal design, secondary seal assembly, 704 Kg/Sq.cm (10,000 psi) W.P, to suit bottom reparation of tubing head spool [item 1(a)] and to seal off 177.8 mm (7") OD casing. The secondary seal element along with bit pilot shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 2(h) Redress Kit for 7" Secondary Seal Assembly (seal packing) : (Qty. 01 no. per 5 set of spool) 2(i) PACK OFF ADAPTER FLANGE (FOR 5M XMT): (Qty. 1 no. per 5 set of spool) Pack off Adapter Flange, suitable for mounting on above tubing head spool [item 1(a)] & fit over extended neck tubing hanger [item 1(d)]. The pack off adapter flange shall be designed as below- 2(i)(i) Top Connection of Pack off Adapter Flange: Studded, 65.09 mm (2.9/16"), RX-27 ring grooved, 352.1 Kg/Sq.cm (5,000 psi) Working Pressure. The top of the vertical bore shall be suitably chamfered to guide wire line tool. 2(i)(ii) Bottom Connection of Pack off Adapter Flange: Flanged, 179.4 mm (7.1/16"), BX-156 ring grooved, 704 Kg/Sq.cm (10,000 psi) Working Pressure. Bottom flange shall be provided with test port facility with 3/4" NPT outer plug having Allen head, and 3/8" NPSC check valve having Allen head installed.		
20 03548516	TUBING HEAD SPOOL Tubing Head Assembly, 352.1 Kg/Sq.cm (5000 psi) Working pressure, with 179.4 mm (7.1/16") x 352.1 Kg/Sq.cm (5000 psi) WP top flange, and 279.4 mm (11") x 352.1 Kg/Sq.cm (5000 psi) WP bottom flange, as per API specification 6A, latest edition, Comprising of the following items: 1(a) TUBING HEAD SPOOL : (Qty. 1 no. per set) Tubing Head Spool shall be Straight Bore Bowl design with a landing shoulder to accept mandrel type tubing hanger as given in item 1(d) below. The tubing head spool shall be designed conforming to API Std. 6A latest edition, with the following minimum requirements & provisions. Material : Minimum 60 K API forged steel Product specification level : PSL 1 Material Class : AA Temperature Rating : U Working pressure : 352.1 Kg/Sq.cm (5,000 psi) Test Pressure : 528.1 Kg/Sq.cm (7500 psi) Minimum ID of the spool : 168 mm Casing Size : Both 5 1/2" & 7" Casing, by changing removable type bit pilot & secondary seal assembly. The tubing head spool shall be furnished with the followings 1(a)(i) Top Connection of tubing head spool: Flanged, 179.4 mm (7.1/16"), BX-156 ring grooved, 352.1 Kg/Sq.cm (5,000 psi) Working Pressure. Suitable to accommodate the tubing hanger [item 1(d)] and complete with Tie-down Screws to hold the tubing hanger in place. 1(a)(ii) Side Connection of tubing head spool: Studded, 52.4 mm (2.1/16"); RX-24 ring grooved, 352.1 Kg/Sq.cm (5,000 psi) Working Pressure, two	100	NO

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Item No./ Mat. Code	Material Description	Quantity	UOM
	numbers on diametrically opposite side (180 Degree apart). Both side outlets shall be internally threaded with 38.1 mm (1.1/2") LP threads for installing valve removal plug. 1(a)(iii) Bottom Connection of tubing head spool: Flanged, 279.4 mm (11"); RX-54 ring grooved, 352.1 Kg/Sq.cm (5,000 psi), Working Pressure. Suitable to accommodate removable type Bit Pilot / Bit Guide [item 1(b)] and Secondary Seal Assembly [item 1(c)]. Preparation shall be such that the Bit Pilot / Bit Guide is held in place by snap/retainer rings, and Secondary Seal Assembly sits in the counter bore properly. Bottom flange shall be provided with testing port facilities with 3/4" NPT outer plug having Allen head, and 3/8" NPSC check valve having Allen head installed. 1(b) BIT PILOT/GUIDE (FOR 5 1/2" OD CASING): (Qty. 1 no. per set) Removable type bit pilot to be used in conjunction with secondary seal assembly [item 1(c)] for installation in tubing head spool [item 1(a)] and held in place by snap/retainer ring and suitable for 139.7 mm (5 1/2") OD casing. However, bit pilot integral with secondary seal assembly [item 1(c)] is also acceptable. The bit pilot shall be such that it prevents casing & secondary seal assembly from getting damaged during running-in of any down hole tools. The minimum ID of the bit pilot shall be 5"(127 mm). The bit pilot along with secondary seal [item 1(c)] shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 1(c) SECONDARY SEAL ASSEMBLY (FOR 5 1/2" OD CASING): (Qty. 1 no. per set) Removable, self energised (pressure actuated) type, FS Seal (Double seal)/Lip Seal design, secondary seal assembly, 352.1 Kg/Sq.cm (5,000 psi) W.P to suit bottom preparation of tubing head spool [item 1(a)] and to seal off 139.7 mm (5.1/2") OD casing. The secondary seal element along with bit pilot shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 1(d) TUBING HANGER : (Qty. 1 no. per set) Tubing hanger shall be, single completion suspended mandrel type, with extended seal necks complete with additional upper seal ring to be energised by pack off adapter flange [item no 1(e)], and complete with lower seal ring. Tubing hanger shall be made of forged alloy steel (Minimum 60 K API material), with bottom threads to hang 73.03 mm (2.7/8") OD EUE 8 TPI Round threaded tubing, and top threads 73.03 mm (2.7/8") OD EUE API 8 TPI thread for lifting, and suitable for above tubing head spool [item 1(a)]. The tubing hanger shall also be provided with 2.1/2" H BPV 4TPI 90 Deg LH thread for installing 2.1/2" H Back Pressure Valve, with minor dia 2.4075 +/- 0.0025" (61.1505 mm +/- 0.0635 mm), which will be the minimum ID of the tubing hanger . 1(e) PACK OFF ADAPTER FLANGE (FOR 5M XMT): (Qty. 1 no. per set) Pack off Adapter Flange, suitable for mounting on above tubing head spool [item 1(a)] & fit over extended neck tubing hanger [item 1(d)]. The pack off adapter flange shall be furnished with the followings- 1(e)(i) Top Connection of Pack off Adapter Flange: Studded, 65.09 mm		

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	(2.9/16"), RX-27 ring grooved, 352.1 Kg/Sq.cm (5,000 psi), Working Pressure. The top of the vertical bore shall be suitably chamfered to guide wire line tool. 1(e)(ii) Bottom Connection of Pack off Adapter Flange: Flanged, 179.4 mm (7.1/16"), RX-46 ring grooved, 352.1 Kg/Sq.cm (5,000 psi) Working Pressure. Bottom flange shall be provided with testing port facilities with 3/4" NPT outer plug having Allen head, and 3/8" NPSC check valve having Allen head installed. 1(f) CASING VALVES: (Qty 02 nos. per set) Gate Valves, forged Steel, 52.39 mm (2.1/16"), 352.1 Kg./Cm. Sq. (5000 psi) working pressure, flanged end, RX 24 ring grooved, full bore through conduit, complete with hand wheel, and one no. installed in each side outlet of tubing head spool [item 1(a)]. The Gate Valve shall have replaceable gate and seat assembly, parallel solid slab gate construction with floating seat, back seat arrangement on the stem, non-rising stem supported on two thrust bearings, with plastic packing and grease injection ports. 1(g) STUDS & NUTS : 1(g)(i) Stud 1.3/8" dia. x 11.1/4" long, with 2 hexagonal nuts each. : (Qty. 12 nos per set) 1(g)(ii) Stud 1.7/8" dia. x 13.3/4" long, with 2 hexagonal nuts each. : (Qty. 12 nos per set) 1(h) RING JOINT GASKETS: 1(h)(i) Ring joint Gasket, Size RX 24 : (Qty. 02 nos per set) (In installed condition with casing valves) 1(h)(ii) Ring joint Gasket, Size RX 27 : (Qty. 01 no per set) 1(h)(iii) Ring joint Gasket, Size RX 46 : (Qty. 01 no per set) 1(h)(iv) Ring joint Gasket, Size RX 54 : (Qty. 01 no per set) 2. ACCESSORIES/SPARES : 2(a) Redress Kit for Tubing Hanger (Seal rings for body & extended neck) : (Qty. 01 no. per 01 set of spool) 2(b) Redress Kit for 5 1/2" Secondary Seal Assembly (seal packing) : (Qty. 01 no. per 01 set of spool) 2(c) Back pressure Valve 2.1/2" Nom. : (Qty. 01 no. per 5 set of spool) 2(d) Valve Removal Plug, size 1.1/2"LP : (Qty. 01 no. per 5 set of spool) 2(e)Tools: 2(e)(i)Circlip Plier or any other suitable tool for removing / installing snap / retainer ring of bit pilot : (Qty. 01 no. per 5 set of spool) 2(e)(ii)Allen Keys of suitable sizes for removing / installing outer plug and inner check valve of test port : (Qty. 01 no. per 5 set of spool) 2(f) BIT PILOT / GUIDE (FOR 7" OD CASING): (Qty. 01 no. per 5 set of spool) Removable type bit pilot, to be used in conjunction with secondary seal assembly [item 2(g)] for installation in tubing head spool [item 1(a)], suitable for 177.8 mm (7") OD casing and held in place by snap/retainer ring. However, bit pilot integral with secondary seal assembly [item 1(c)] is also acceptable. The bit pilot should be such that it prevents casing & secondary seal assembly from getting damaged during running-in of any down hole tools. . The minimum ID of the bit pilot shall be 6 1/2"(165.10 mm). The bit pilot		

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	along with secondary seal [item 1(c)] shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 2(g) SECONDARY SEAL ASSEMBLY (FOR 7" OD CASING): (Qty. 01 no. per 5 set of spool) Removable, self energised (pressure actuated) type, FS Seal (Double seal)/Lip Seal design, secondary seal assembly, 352.1 Kg/Sq.cm (5,000 psi) W.P, to suit bottom preparation of tubing head spool [item 1(a)] and to seal off 177.8 mm (7") OD casing. The secondary seal element along with bit pilot shall be positioned to accommodate casing length of 3 3/4" (95.25 mm) from bottom surface of the Tubing Head Spool. 2(h) Redress Kit for 7" Secondary Seal Assembly (seal packing) : (Qty. 01 no. per 5 set of spool) 2(h) TUBING HANGER (FOR VAM TOP TUBING): (Qty. 1 no. per 5 set of spool) Tubing hanger shall be, single completion suspended mandrel type, with extended seal necks complete with additional upper seal ring to be energised by pack off adapter flange [item no 1(e)], and complete with lower seal ring. Tubing hanger shall be made of forged alloy steel (Minimum 60 K API material), with bottom threads to hang 73.03 mm (2.7/8") OD VAM TOP tubing and top threads 73.03 mm (2.7/8") OD EUE API 8 TPI thread for lifting, and suitable for above tubing head spool [item 1(a)]. The tubing hanger shall also be provided with 2.1/2" H BPV 4TPI 90 Deg LH thread for installing 2.1/2" H Back Pressure Valve, with minor dia 2.4075 +/- 0.0025" (61.1505 mm +/- 0.0635 mm), which will be the minimum ID of the tubing hanger.		

Note description for item no./nos. : 10

Note:

1) The bidder shall confirm that materials to be supplied shall be new, of recent make, of the best quality & workmanship and shall be guaranteed by the Seller for a period of 18 months from the date of despatch/shipment or 12 months from the date of receipt at destination, whichever is earlier, against defects arising from faulty materials, workmanship or design. Defective goods / materials or parts notified by OIL to the Seller shall be replaced immediately by the Seller on F.O.R destination basis including payment of all taxes and duties at Seller's expense. This guarantee shall survive and hold good notwithstanding inspection, payment for and acceptance of the goods.

2) The Bidder shall categorically confirm in their technical bid about compliance of all the points under technical specification and notes of the tender.

3) The Bidder shall submit the relevant drawing and literature along with technical bid as given below-

(a) Cross Sectional Drawing showing major dimensions.

(b) Manufacturer's Quality Assurance Plan (QAP)

4) Each item shall bear markings on name plate as follows :

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- a. API Monogram
- b. OIL's purchase order no.
- c. equipment serial number
- d. Manufacturer's name
- e. rated working pressure, bore size
- f. material of construction, PSL, PR, & Trim designation.
- g. year of manufacture

In addition to above, followings shall be embossed permanently on the body of each spool / valve :

- a. API Monogram
- b. OIL's purchase order no.
- c. equipment serial number
- d. manufacturer's name
- e. rated working pressure & bore size

5) Third Party Inspection shall be carried out by Oil India Ltd.'s approved Third Party Inspection Agency for API Specification 6A. The scope of inspection will cover the followings.

- a. General Design,
- b. Material,
- c. Welding (if any),
- d. Quality Control,
- e. Equipment Marking,
- f. Storing, packaging & shipping,
- g. Radiography test, wherever applicable,
- h. any other aspects found necessary by TPIA . The TPI report shall be submitted along with the material

6) The original equipment manufacturer (OEM) of the casing valves [item 1(f)] shall be same as the original equipment manufacturer (OEM) of the tubing head spool [item 1(a)], failing which the offer shall be rejected.

Note description for item no./nos. : 20

Note :

1) The bidder shall confirm that materials to be supplied shall be new, of recent make, of the best quality & workmanship and shall be guaranteed by the Seller for a period of 18 months from the date of despatch/shipment or 12 months from the date of receipt at destination, whichever is earlier, against defects arising from faulty materials, workmanship or design. Defective goods / materials or parts notified by OIL to the Seller shall be replaced immediately by the Seller on F.O.R destination basis including payment of all taxes and duties at Seller's expense. This guarantee shall survive and hold good notwithstanding inspection, payment for and acceptance of the goods.

2) The Bidder shall categorically confirm in their technical bid about compliance of all the points under technical specification and notes of the tender.

3) The Bidder shall submit the relevant drawing and literature along with technical bid as given below-

- (a) Cross Sectional Drawing showing major dimensions.
- (b) Manufacturer's Quality Assurance Plan (QAP)

4) Each item shall bear markings on name plate as follows :

- a. API Monogram
- b. OIL's purchase order no.
- c. equipment serial number
- d. Manufacturer's name.

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- e. rated working pressure, bore size
- f. material of construction, PSL, PR, & Trim designation.
- g. year of manufacture

In addition to above, followings shall be embossed permanently on the body of each spool / valve :

- a. API Monogram
- b. OIL's purchase order no.
- c. equipment serial number
- d. manufacturer's name
- e. rated working pressure & bore size

5) Third Party Inspection shall be carried out by Oil India Ltd.'s approved Third Party Inspection Agency for API Specification 6A. The scope of inspection will cover the followings.

- a. General Design,
- b. Material,
- c. Welding (if any),
- d. Quality Control,
- e. Equipment Marking,
- f. Storing, packaging & shipping,
- g. Radiography test, wherever applicable,
- h. any other aspects found necessary by TPIA .

The TPI report shall be submitted along with the material

6) The original equipment manufacturer (OEM) of the casing valves [item 1(f)] shall be same as the original equipment manufacturer (OEM) of the tubing head spool [item 1(a)], failing which the offer shall be rejected.

Standard Notes: DELIVERY : Supply to be made "as and when required" basis within four months of delivery advice i.e. delivery schedule within four (04) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or items should be dispatched within four (04) months after receipt of supply notice (in case of indigenous bidder). Bidder to categorically confirm their acceptance to this clause, failing which their offer will be rejected.

RATE SHOULD BE VALID FOR 2 YEARS FROM THE DATE OF PLACEMENT OF ORDER.

MARKING OF THE ITEMS TO BE DONE AS PER RELEVANT API SPECIFICATIONS.

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 Price Bid format uploaded under "Notes and Attachments" tab.

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. **No price should be given in above Technical bid otherwise the offer will be rejected.** Please go through the help documents in details before uploading the document and ensure uploading of technical bid as per the instructions. The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. Price bid to be submitted under "Notes and Attachments" tab.

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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 TECHNO-COMMERCIAL 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 **29.06.2018**. 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) Successful bidder shall be required to furnish a Performance Security equivalent to eight percent (8%) of total evaluated value of the Rate Contract along with retention of EMD till the completion of the warranty period of the last supplied material. Bidders should undertake in their bids to submit Performance Security as stated above and also extend the validity of the EMD as and when requested by OIL till the release of the same. Performance security in form of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.

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.

9) General terms and conditions of Global tender (document MM/GLOBAL/E-01/2005 - July 2012) is enclosed.

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

11) GST (Goods & Service Tax) will be cost loaded as quoted and in line with provisions of the bidding document. Any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders. For GST clause please refer Annexure-GST.

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12) Tender fee Payment should be made only through online mode and no other instrument(Cash/DD/Cheques/Cashier Cheque, etc.) will be acceptable.

13) Purchase Preference on Local Content is applicable against this tender. Please refer the Special Notes in this document for the applicable clause.

Special Notes : AA. Purchase preference policy (linked with Local Content)(PP-LC)

a) Ministry of Petroleum & Natural Gas, Government of India implemented PP-LC Policy to provide Purchase Preference (linked with local content) by notification no. Ref. O-27011/44/2016-ONG-II/FP dtd. 25.04.2017.

b) As per the PP-LC policy, 50% of the tendered quantity would be awarded to the lowest techno-commercially qualified LC (Local Content) manufacturer / supplier which are within the price band of 10% of the L1, subject to matching the L1 price. Bidders seeking Purchase preference (linked with Local Content)(PP-LC) shall be required to meet / exceed the target of Local Content (LC) as per values furnished vide MOPNG notification no. O-27011/44/2015-ONG-II/FP dated 25.04.2017 as on the bid closing date. The remaining quantity will be awarded to L1 (i.e. Non Local Content (NLC) manufacturer / supplier not meeting prescribed LC criteria).

c) In case a bidder is eligible to seek benefits under PP-LC policy as well as Public Procurement Policy for MSEs-Order 2012, then the bidders should categorically seek benefits against only one of the two policies i.e. either PP-LC or MSE policy. If a bidder seeks free of cost tender document under the MSE policy, then it shall be considered that the bidder has sought benefit against the MSE policy and this option once exercised cannot be modified subsequently.

d) Price Break-up: The bidder shall provide break up of "Local component" and "Imported Component" along with their price bid.

e) Such bidders shall furnish following undertaking from the manufacturer on Manufacturer's letter head along with their techno-commercial bid. The undertaking shall become a part of the contract:

"We _____ (Name of Manufacturer) undertake that we meet the mandatory minimum Local Content (LC) requirement i.e. _____ (to be filled as notified at Enclosure I of the policy) for claiming purchase preference linked with Local Contents under the Govt. policy against under tender no. _____."

f) Above undertaking shall be supported by the following certificate from Statutory Auditor engaged by the bidder, on the letter head of such Statutory Auditor (as per the provisions of the aforesaid policy):

"We _____ the statutory auditor of M/s _____ (name of the bidder) hereby certify that M/s _____ (name of manufacturer) meet the mandatory Local Content requirements of the Goods and/or Services i.e. _____ (to be filled as notified at Enclosure I of the policy) quoted vide offer No. _____ dated _____ against OIL's tender No. _____ by M/s _____ (Name of the bidder).

g) Failure to submission of documents as mentioned in a), b) & c) above will be treated as "Calculation of LC is not verifiable, the value of LC of the said component shall be treated as NIL" and hence will not be eligible for PP-LC.

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h) At the time of bidding, the bidder has to confirm in their bid for submission/complying the following in the event of order:

1) In case of procurement of goods under PP-LC, the LC content may be calculated by the supplier and the verification of the procurement of goods, service shall be carried out by a Statutory Auditor engaged by the bidder.

2) The supplier shall provide the necessary local content documentation to the statutory auditor, which shall review and determine the local content requirements have been met, issue a local content certificate to that effect on behalf of procuring company, stating the percentage of local content in the good or service measured.

3) The local content certificate shall be submitted along with each invoice raised. However, the % of local content may vary with invoice while maintaining the overall % of local content for the total purchase of the pro-rata local content requirement. In case, it is not satisfied cumulatively in the invoices raised up to that stage, the supplier shall indicate how the local content requirement would be met in the subsequent stages.

i) A bidder who has been awarded the contract after availing Purchase Preference is found to have violated the LC provision, in the execution of the procurement contract of goods and/or services shall be subject to financial penalty over and above the PBG value prescribed in the contract and shall not be more than an amount equal to 10% of the Contract Price. View this, the supplier shall confirm in their bid for submission of PBG (PBG-PPLC) of 10% of the contract value which shall be valid throughout the execution of the contract(format as provided vide the notification). This PBG-PPLC is in addition to the PBG, which is required to be submitted by the successful bidder as per OIL's general terms & condition. Bidders to provide an undertaking complying to the submission of additional PBG along with their bid, in case of availing PPLC benefit.

j) Bidders should note that PP - LC shall not be available in case of procurement of goods / services falling under the list of items reserved for exclusive purchase from Micro and Small Enterprise (MSEs) or Domestically Manufactured Electronic Products (DMEP).

BB. 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.

BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA(BRC)
FOR TUBING HEAD SPOOL THROUGH RATE CONTRACT

In addition to the General Terms and Conditions for Global Tender, the following BEC / BRC criteria will be applicable against this tender:

The bids shall conform to the specifications, terms and conditions given in the tender. Bids shall be rejected in case the item(s) offered do not conform to technical specifications and to the respective international / national standards wherever stipulated.

Notwithstanding the general conformity of the bids to the stipulated specifications, and terms & conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected. All the documents related to BEC / BRC must be submitted along with the technical bid.

A. BID REJECTION CRITERIA (BRC):

A.1 BRC TECHNICAL:

1.0 BIDDER'S ELIGIBILITY:

- 1.1 The bidder should be an **Original Equipment Manufacturer (OEM)** of the offered items.

OR

- 1.2 The bidder should be the **authorized Dealer/Distributor/Sole Selling Agent/ Supply House/Stockist** of an Original Equipment Manufacturer (OEM) of the offered items.

2.0 IN CASE THE BIDDER IS AN ORIGINAL MANUFACTURER (OEM):

- 2.1 If the bidder is a manufacturer of the tendered item(s), then they must satisfy the following criteria and furnish the relevant documentary evidences as under alongwith the technical bid:
- (a) The bidder shall have valid API 6A license holding continuously for last 05 years from original bid closing date of this tender, and copies of API 6A certificates shall be submitted along with the technical bid.
 - (b) Original Equipment Manufacturers who have successfully supplied the tendered item to Oil India Limited in the past and whose past performance has been satisfactory would be considered as established source of supply and hence need not satisfy Clause (a), above. However, the OEM must have a valid API 6A certificate at the time of submission of Technical bid and copy of API 6A certificate should be submitted along with technical bid. Moreover the bidder must mention in the technical bid

that the OEM has supplied the quoted items to OIL earlier and the relevant PO number should be provided.

- (c) The bidder shall categorically submit an undertaking in the technical bid that, in the event of award of Rate Contract, they will keep the API 6A license valid continuously till completion of supply of entire order quantity, and agree that OIL reserves the right to terminate the Rate Contract/order forthwith without thereby incurring any liability to the supplier, in case the API 6A license becomes invalid during the execution of order.

2.2 Experience Criteria

2.2.1 In case the bidder is an OEM of the tender item, the bidder shall have the experience of successfully executing atleast one (01) order for minimum 50% of the annualized tender quantity (rounded off to the next higher integer i.e. minimum 15 nos. of 10000 PSI Tubing Head Assembly and/or 25 nos. of 5000 PSI Tubing Head Assembly) against each of their quoted item, of same or higher size, pressure rating and PSL than the tendered item, within last 5 years preceding the original bid closing date of the tender, to an E&P Company or service provider to an E&P company, either by themselves or through their agent / dealer / distributor / supply house / stockist.

2.2.2 The bidder shall submit documents in support of their previous supply experience, as applicable under clause Nos. 2.2.1 mentioned above as follows:

(a) Copy(ies) of Purchase Order(s)/Contract document(s), and

(b) Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s) –

- Completion report/performance certificate from the clients,
- Bill of lading,
- Delivery challan/Invoice etc.
- Any other documentary evidence that can substantiate the successful execution of each of the purchase Order(s)/contract(s) cited above.

2.2.3 Bidder who has already supplied the quoted item(s) to OIL within last five (5) years preceding original bid closing date of the tender as per para 2.2.1 above and their supplied product has been found to be satisfactory need not have to furnish documentary evidence as called for vide para 2.2.2 above. However, such bidder must highlight the PO nos. of OIL against which supplied have been made to OIL, without which the offer shall be liable for rejection.

Note : The details of previous supply as applicable vide clause no. 2.2.1, shall be submitted in a tabular format as shown below:

Sl No	Client / Customer Name and Address / E-mail address	Order No / Contract No.	Date of order	Technical specification	quantity supplied	Completion date	Ref No of supporting document submitted to confirm execution of the order	Page no & e tender file name, where the referred supporting document is available

For consideration of past supply experience, the Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply must be within 5 (five) years preceding original bid closing date of this tender.

3.0 IN CASE THE BIDDER IS NOT A MANUFACTURER:

3.1 If the bidder is authorized sole selling agent / dealer / distributor / supply house / stockist of original equipment manufacturer (OEM) of the tender item, the OEM must have valid API 6A license holding continuously for last 05 years from original bid closing date of this tender, copies of API 6A certificates of the OEM (the principal) shall be submitted along with the technical bid.

3.2 In case the bidder is a sole selling agent / dealer / distributor / supply house / stockist, a valid copy of authorization letter / dealership certificate with proper guarantee/warranty back up on the offered products from the OEM (the principal) shall be submitted along with technical bid.

3.3 The bidder shall categorically submit an undertaking from the OEM in the technical bid that, in the event of award of Rate Contract, the OEM will keep the API 6A license valid continuously till completion of supply of entire order quantity, and agree that OIL reserves the right to terminate the order forthwith without thereby incurring any liability to the supplier, in case the API 6A license of OEM becomes invalid during the execution of order.

3.4 Experience Criteria

3.4.1 In case the bidder is an authorized sole selling agent / dealer / distributor / supply house / stockist of an OEM of the tender item, the OEM shall have the experience of successfully executing atleast one (01) order for minimum 50% of the annualized tender quantity (rounded off to the next higher integer i.e. minimum 15 nos. of 10000 PSI Tubing Head Assembly and/or 25 nos. of 5000 PSI Tubing Head Assembly) against each of their quoted item, of same or higher size, pressure rating and PSL than the tendered item within last 5

years preceding the original bid closing date of the tender, to an E&P Company or service provider to an E&P company, either by themselves or through their agent / dealer / distributor / supply house / stockist.

3.4.2 Additionally, in case the bidder is an authorized sole selling agent / dealer / distributor / supply house / stockist of an OEM of the tender item, the bidder himself shall have the experience of successfully executing atleast one (01) order for minimum 50% of the annualized tender quantity (rounded off to the next higher integer i.e. minimum 15 nos. of 10000 PSI Tubing Head Assembly and/or 25 nos. of 5000 PSI Tubing Head Assembly) against each of their quoted item, of same or higher size, pressure rating and PSL than the tendered item within last 5 years preceding the original bid closing date of the tender, to an E&P Company or service provider to an E&P company, either from the principal or from any other OEM.

3.4.3 The bidder shall submit documents in support of their previous supply experience and of the principal (OEM), as applicable under clause Nos. 3.4.1 & 3.4.2 mentioned above as follows:

(a) Copy(ies) of Purchase Order(s)/Contract document(s), and

(b) Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s) –

- Completion report/performance certificate from the clients,
- Bill of lading,
- Delivery challan/Invoice etc.
- Any other documentary evidence that can substantiate the successful execution of each of the purchase Order(s)/contract(s) cited above.

Note : The details of previous supply as applicable vide clause no. 3.4.1 & 3.4.2, shall be submitted in a tabular format as shown below:

Sl No	Client / Customer Name and Address / E-mail address	Order No / Contract No.	Date of order	Technical specification	quantity supplied	Completion date	Ref No of supporting document submitted to confirm execution of the order	Page no & e tender file name, where the referred supporting document is available

For consideration of past supply experience, the Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender.

However, the execution of supply must be within 5 (five) years preceding original bid closing date of this tender.

A.2 FINANCIAL EVALUATION CRITERIA:

- 1.0 The bidder shall have an annual financial turnover of minimum US\$ 3,22,907.00 or Rs. 2.12 Cr. during any of the preceding 03 (Three) financial/accounting years reckoned from the original bid closing date, irrespective of whether their bid is for all the tendered items or not.
- 4.0 "Net Worth" of the bidder should be positive for the financial/accounting year just preceding to the original Bid Closing Date of the Tender.
- 5.0 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 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 technical 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 alongwith 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.
- 6.0 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\$.

A.3 COMMERCIAL CRITERIA:

- 1.0 Bids are invited under **Single Stage Two Bid System**. Bidders shall quote accordingly. **Price/Cost details should not be furnished in the Technical (i.e. Unpriced) bid.** The “Unpriced Bid” shall contain all techno-commercial details except the prices/rates, which shall be kept blank. The “Price Bid” must contain the price schedule and the bidder’s commercial terms and conditions. Bids not complying with above submission procedure shall be rejected outright without any further reference.
- 2.0 Bidders must confirm that Goods/materials to be supplied shall be brand new (of recent make) and of the best quality and workmanship and shall be guaranteed for a period of 12 months from the date of supply against any defects arising from faulty materials, workmanship or design. Defective goods/materials or parts rejected by OIL shall be replaced by the supplier at the supplier’s expenses without any extra cost to OIL.
- 3.0 The prices offered shall have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.
- 4.0 Bids received in physical form against online invitation through e-portal shall be rejected (except the documents specifically called for in hard copies, if any). Similarly, Bids received after the bid closing date and time shall be rejected. Also, modifications to bids received after the bid closing date & time shall not be considered.
- 5.0 Bids containing incorrect statement shall be rejected.
- 6.0 Validity of the bid shall be minimum **120** days from the date of Bid closing. Bids with lesser validity shall be rejected.
- 7.0 Evaluation of Bid shall be done on individual item basis.
- 8.0 **Bid Security in ORIGINAL** shall be furnished by the Bidder as a part of their TECHNICAL BID. The amount of Bid Security and its validity shall be as specified in the Bid Document. **Any bid not accompanied by a proper bid security in ORIGINAL shall be rejected without any further consideration.** A bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender.

For exemption for submission of Bid Security please refer Clause No. 9.8 (Section-A) of “General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005-July2012 for E-procurement (ICB Tenders).

- 9.0 Successful bidder shall be required to furnish a Performance Security equivalent to eight percent (8%) of total evaluated value of the Rate Contract along with retention of EMD till the completion of the warranty period of the last supplied material. Bidders should undertake in their bids to submit Performance Security as stated above and also extend the validity of the EMD as and when requested by OIL till the release of the same. Performance security in form of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.
- 10.0 Delivery Period: Supply to be made "as and when required" basis within four (04) months of supply notice i.e. items should be dispatched within four (04) months after establishment of letter of credit (in case of foreign bidder) or items should be dispatched within four (04) months after receipt of supply notice (in case of indigenous bidder). Bidder to categorically confirm their acceptance to this clause, failing which their offer will be rejected.
- 11.0 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 called for 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 called for in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.
 - (d) In case the Party refuses to sign Integrity Pact (if applicable).
- 12.0 Bidder must 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
 - vi) Performance Security

B. BID EVALUATION CRITERIA:

The bids conforming to the specifications, terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria shall be considered for further evaluation as per General Terms and Conditions for Global Tender and the Bid Evaluation Criteria given below:

- 1.0 The evaluation of bids shall be done as per the Price Bid Format (SUMMARY) provided in the Tender / e-tender portal.

- 2.0 If there is any discrepancy between the unit price and the total price, the unit price shall prevail and the total price shall be corrected accordingly. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- 3.0 For conversion of foreign currency into Indian currency, B.C. selling (Market) rate declared by State Bank of India, one day prior to the date of price bid opening shall be considered. However, if the time lag between the opening of the bids and final decision exceed 3(three) months, then B.C. Selling(Market) rate of exchange declared by SBI on the date prior to the date of final decision shall be adopted for conversion and evaluation.
- 4.0 Each item of the tender shall be evaluated separately and rate contract shall be entered into with the lowest evaluated bidder accordingly.
- 5.0 To ascertain the inter-se-ranking, bid prices shall be converted into Indian Rupees and the comparison of responsive bids shall be made strictly as per online Price bid format, subject to corrections / adjustments, if any.
- 6.0 Other terms and conditions of the enquiry shall be as per General Terms and Conditions for Global Tender. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BEC / BRC) mentioned here contradict the Clauses in the General Terms & Conditions of Global Tender of the tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.

ANNEXURE - GOODS AND SERVICES TAX

1. For the purposes of levy and imposition of GST, the expressions shall have the following meanings:
 - (a) GST - means any tax imposed on the supply of goods and/or services under GST Law.
 - (b) Cess – means any applicable cess, existing or future on the supply of Goods and Services as per Goods and Services Tax (Compensation to States) Act, 2017.
 - (c) GST Law - means IGST Act 2017, CGST Act 2017, UTGST Act, 2017 and SGST Act, 2017 and all related ancillary Rules and Notifications issued in this regard from time to time.
2. The rates quoted by the bidders shall be inclusive of all taxes, duties and levies except GST. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies. In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference in case the rate of duty/ taxes finally assessed is on the lower side. Further, bidders have to clearly show the amount of GST separately in the Tax Invoices. Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd.
3. Offers without giving any of the details of the taxes (Including rates and amounts) as specified above will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder.
4. Bidders are required to pass on the benefit arising out of introduction of GST, including seamless flow of Input Tax Credit, reduction in Tax Rate on inputs as well as final goods by way of reduction of price as contemplated in the provision relating to Anti-Profiteering Measure vide Section 171 of the CGST Act, 2017. Accordingly, for supplies made under GST, the bidders should confirm that benefit of lower costs has been passed on to OIL by way of lower prices/taxes and also provide details of the same as applicable. OIL reserves the right to examine such details about costs of inputs/input services of the bidders to ensure that the intended benefits of GST have been passed on to OIL.
5. **When Input tax credit is available for Set Off**
Evaluation of L-1 prices shall be done based on Quoted price after deduction of Input Tax Credit (ITC) of GST, if available to OIL. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders

When Input tax credit is NOT available for Set Off

Evaluation of L-1 prices shall be done based on Quoted price only. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders.

6. Bidders agree to do all things not limited to providing GST compliant Tax Invoices or other documentation as per GST law relating to the supply of goods and/or services covered in the instant contract like raising of and /or acceptance or rejection of credit notes / debit notes as the case may be, payment of taxes, timely filing of valid statutory Returns for the tax period on the Goods and Service Tax Network (GSTN), submission of general information as and when called for by OIL in the customized format shared by OIL in order to enable OIL to update its database etc. that may be necessary to match the invoices on GSTN common portal and enable OIL to claim input tax credit in relation to any GST payable under this Contract or in respect of any supply under this Contract.
7. In case Input Tax Credit of GST is denied or demand is recovered from OIL by the Central / State Authorities on account of any non-compliance by bidders, including non-payment of GST charged and recovered, the Vendor/Supplier/Contractor shall indemnify OIL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. OIL, at its discretion, may also withhold/recover such disputed amount from the pending payments of the bidders.

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.