



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

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TENDER NO. SSG6361P18/05

DATE: 13.11.2017

SUB: INVITATION FOR E-BID

Dear Sirs,

OIL invites Bids under for the supply of **PHPA** 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: **03.01.2018**
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

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Tender Fee : INR 6,000.00 OR USD 100.00
Bid Security Amount : INR 199,000.00 OR USD 2,900.00

Bidding Type : TWO BID

Bid Closing On : 03.01.2018 at 11:00 hrs. (IST)

Bid Opening On : 03.01.2018 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 85043926	CLAY ENCAPSULATING/VISCOSIFYING AGENT <u>PHPA (Partially Hydrolysed Polyacryl Amide)</u> <u>General Purpose of Use</u> To use in water base drilling fluid for encapsulation / inhibition of clay formation during drilling. <u>Specification</u> 1. <u>Physical Properties</u> : The material, as received, should be a free flowing white powder free from lumps and other impurities. 2. <u>Moisture Content, measured by drying at 105 +/- 2 degC, % by mass, maximum.</u> : 7.00 3. Ionic character : Anionic 4. Relative CST value (capillary suction test) (i) At 0.1% (w/v) polymer conc., min : 100 (ii) At 0.2% (w/v) polymer conc., min : 200 5. Relative dispersibility at 0.2% (w/v) polymer conc. at 60+/- 5 degC., max. : 6. <u>Degree of hydrolysis</u> : 20-40%(electrometric titration) 7. Apparent viscosity of 0.2% (w/v) polymer solution in distilled water. (i) At 26 +/- 2 degC, cp, minimum : 9 (ii) After aging at 110 degC for 18 hrs. : Should not decrease more than 20% of (i)	54000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	8. <u>Effect on 4 cp bentonite suspension</u> : Prepare a 7.5% (w/v) bentonite suspension in distilled water and stir in a multimixer for 15 minutes so that no lumps are left after the stirring period. Age the suspension at 26 +/- 2 degC for 24 hrs. Prepare a 4 cp bentonite suspension from it by dilution with distilled water. Add to it 0.2% (w/v) of powdered PHPA sample and stir for 30 minutes in multimixer. Adjust PH of the suspension to 9.0 using caustic soda solution. Measure apparent viscosity at 26 +/- 2 degC. (i) Apparent viscosity should be 15 cp minimum Age the suspension at 110 degc for 24 hrs in rolling condition. After the aging period cool and stir for 15 minutes in multimixer. Measure apparent viscosity of the suspension at 26 +/- 2 degC. (ii) Decrease of apparent viscosity 20% max. of 8(i) 9. <u>Calcium tolerance</u> : Prepare a 0.4% (w/v) suspension of the PHPA sample in distilled water by stirring in a multimixer for 15 min. (i) Record apparent viscosity of the PHPA solution. Prepare again a 0.4% (w/v) suspension of the PHPA sample in 100 ppm Calcium solution by mixing in a multimixer. Measure apparent viscosity of the solution. (ii) Apparent viscosity should be 60% minimum of 9(i) 10. <u>Packing</u> : 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. Capacity 25 kgs net per bag. 11. <u>Markings</u> - Each bag should have clear legible markings as given below : (i) Name of the product (ii) Name of the supplier (iii) Date/month/year of manufacture (iv) Supply order number against which the supply is made. N.B. Apparent viscosity will be measured by a Fann VG meter		

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

a) Bidders must submit 3 (three) tender samples of ½ kg each of the offered product in 3 (three) separate air tight sealed containers free of cost for technical evaluation, failing which their offer(s) will be rejected.

b) 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.

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Standard Notes: AA. STANDARD NOTES:

DELIVERY: DELIVERY REQUIRED IN APRIL 2018.

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 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

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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.