



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

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TENDER NO. SSG8560P16/05

DATE: 12.09.2014

**INVITATION TO e-BID UNDER OPEN COMPOSITE BID SYSTEM**

Dear Sirs,

OIL invites Bids for the supply of **Xanthan Bio-Polymer** through its e-Procurement site. The bidding documents and other terms and conditions are available at Booklet No. MM/GLOBAL/E-01/2005-July 2012. The prescribed Bid Forms for submission of bids are available in the tender document folder.

The general details of tender can be viewed by opening the RFx [ Tender no.] under RFx and Auctions page. The details of items tendered can be found under Item tab and details can be found under Technical RFX.

The tender is invited with firm price for the specified quantity. Further details of tender are given in Technical Rfx -> External Area -> Tender Documents as **ANNEXURE 1A**.

**The tender will be governed by:**

- a) “General Terms & Conditions” for e-Procurement as per Booklet NO. MM/GLOBAL/E-01/2005-July 2012 for E-procurement (ICB Tenders). Special attention to the bidders is drawn to Section – E of the document.
- b) Technical specifications, Quantity for **Xanthan Bio-Polymer** as per Annexure. 1A
- c) The prescribed Bid Forms for submission of bids are available in the Technical Rfx -> External Area -> Tender Documents. Technical Checklist and Commercial Checklist vide **Annexure IV** 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 Deemed Export Benefit against this purchase. Details of Deemed Export Benefit are furnished vide Addendum to MM/GLOBAL/E-01/2005-July2012 enclosed.

**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 Head 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) **Catalogue**
- c) **COPY NSIC REGISTRATION CERTIFICATE DULY NOTARISED, if applicable.**
- d) **Tender Sample**

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 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.

3.0 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.

4.0 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.

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 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

7.0 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.

Yours Faithfully

Sd-  
(BHAVIK MODY)  
PURCHASE OFFICER(FS-5)  
FOR HEAD - 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 : SSG8560P16/05 12.09.2015**

Tender Fee : INR 4,500.00 OR USD 100.00  
Bid Security Amount : INR 79,000.00 OR USD 1,760.00  
(or equivalent Amount in any currency)

**Bidding Type : Single Bid (Composite Bid)**

Bid Closing On : 06.01.2016 at 14:00 hrs. (IST)  
Bid Opening On : 06.01.2016 at 14:00 hrs. (IST)

Performance Guarantee : Applicable @10% of order value

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
<b>10</b> 85043972	<p><b>XANTHAN BIOPOLYMER</b> Premium quality highly refined and clarified Xanthan Bio-polymer with following specifications :</p> <p>a) Appearance : Free flowing off white powder. b) Particle Size : Atleast 98% through 20 mesh. Atleast 95% through 40 mesh. c) Transmittance : 2.85 gm/litre(1 lb/bbl) of the material in 3% KCl should give minimum 90% transmittance at 600 nm, while 3% KCl is used as 100% transmittance standard. d) pH : 1% (w/v) solution in distilled water gives a pH of 7.0 to 8.0. e) Loss on Drying : On drying at 110 Deg. C for 3 hours, maximum loss should not be more than 15% f) Viscosity : Absolute viscosity at 0.1 Sec-1 and 25 Deg.C for 1%(w/v) Xanthan Bio polymer solution in tap water, stirred for 30 min. in Hamilton Beach Mixer should not be less than 80,000 cP. g) Salt Tolerance : Loading 1% (w/v) of the material with KCl up to saturation should not deteriorate its viscosity. h) Temperature : Heating 1% (w/v) Product Stability solution in tap water or in saturated KCl at 110 Deg. C for 16 hours should not deteriorate its viscosity. i) Bacterial : 1% (w/v) Xanthan Bio polymer prepared in Degradation tap water should not bacterially degrade in terms of viscosity decrease if kept in open for six days without any Biocide treatment. j) Packaging : The material should be packed in 25 kg multi walled bags in original manufacturer's packing</p>	5000	KG

**Special Notes** : Delivery: Bidders to quote best delivery period.

1) The tender is invited under SINGLE STAGE-COMPOSITE 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

**Tender No. & Date : SSG8560P16/05 12.09.2015**

the e-Tender. Bid submitted in any other form will be rejected. 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 under "Conditions" tab.

- 2) Bid should be valid for 120 days from bid closing date, failing which offer shall be rejected.
- 3) 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- July 2012). The bid security shall be valid up to 04.11.2016. Please submit bid bond as per revised format.
- 4) The tender sample should reach us before bid closing date and time stipulated in the e-tender.
- 5) Performance Security is applicable against this tender. Please refer clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005-July 2012).
- 6) OIL reserves the right to allow Small Scale Sectors registered with NSIC purchase preference facility as admissible as per existing Government Policy. The bidders are requested to check the latest position on the subject on their own and OIL does not accept any liability whatsoever, on this account.
- 7) 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 Deemed Export Benefit against this purchase. Details of Deemed Export Benefit are furnished vide Addendum to MM/GLOBAL/E-01/2005-July2012 enclosed.

**BID REJECTION CRITERIA ( BRC)**

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

1. The party should be preferably a Manufacturer of the product. In case the bidder is not a manufacturer, he should be an authorised representative / dealer / supplier of the product of manufacturer. The authorised representative / dealer / supplier should produce authority letter in original from its manufacturer authorising them to submit the bid along with the bid. Such authority letter should be valid for the entire period of execution of the order.
2. In case the bidder is not in a position to submit Authority letter from the manufacturer then bidder must submit Quality Assurance certificate mentioning that the offered product will be of same or higher quality / standard of the tender sample submitted along with the bid in the event of bulk supply against order.
3. The bidder should have at least 3 years of manufacturing / supply experience of tendered item with supply record of minimum one order of 30% tender quantity of tendered material to various E&P / Mud Engineering companies. For this purpose the period reckoned shall be the period prior to the bid closing date of the tender. However, bidders whose materials have been successfully field tried extensively in OIL's operational area are exempted from meeting this criteria. Documentary evidence in support of above supply should be submitted along with the technical bid. OIL reserves the right to verify the same.

**Tender No. & Date : SSG8560P16/05****12.09.2015**

Note: To develop any new source, field trial followed by extensive field trial of the product are conducted. In case of field trial, order is placed for a quantity which is sufficient for 2 / 3 wells use. This gives the idea how this product performs in our field. Once this field trial is over, to assess the quality assurance and supplier's capability another order is placed with larger quantity for 5 / 6 wells use. Based on timely delivery as well as consistency in quality of the product, the vendor is developed. The second trial for a good number of wells is termed extensive field trial.

4. The bidder should submit tender sample of the product in triplicate (i.e. 3 samples) along with the bid. The bid should also accompany test report in original of their latest manufactured product. Further, the bidder should confirm that bulk supply will be same as the tender sample supplied for along with the tender.

5. The tender sample should be strictly as per OIL's specification.

6. The following points are deemed as "non-negotiable" and offer shall be rejected straightaway without seeking clarification in case of the following :

- i) Validity of bid shorter than validity indicated in the tender.
- ii) Original Bid Security not received within the stipulated date and time mentioned in the tender.
- iii) Bid security with (a) Validity shorter than the validity indicated in tender and/or (b) Bid security amount lesser than the amount indicated in the tender.

**DD. Special Note:**

i) 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.

ii) The tender sample will be evaluated in OIL's laboratory as per OIL's tender specification for acceptance.

iii) Bidder shall submit a copy of Material Safety Data Sheet of the quoted product along with the bid.

iv) The material should be supplied in the original packing of the manufacturer with markings as specified in the tender.

v) Bidder shall confirm shelf life as per NIT requirement, wherever asked for. Any supply without shelf life or shelf life less than the NIT requirement shall be rejected.

vi) Considering the nature of the item, if the product offered by the lowest acceptable bidder is not field proven in OIL, purchaser at its discretion may place a trial order to the extent of 25% (maximum) only for field trial and vendor development and balance quantity will be procured from other competitive bidders whose product has been field proven in OIL.

vii) The supplied material against orders will be accepted after passing the specification test in the OIL's laboratory 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.