



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

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TENDER NO. SSG9033P16/03

DATE: 17.10.2015

INVITATION TO e-BID UNDER COMPOSITE BID SYSTEM

Dear Sirs,

OIL invites Bids for the supply of **Ethyl Mercaptan** through **E-Procurement**. The details of the tender are as under:

1. Details of items with specification, quantity and special notes are given in Technical Rfx → External area- → Tender documents as Annexure - I
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.
4. Type of Tender : International Competitive Bidding
5. Type of Bidding : **SINGLE STAGE COMPOSITE BID SYSTEM**
6. Tender Fee : INR 4,500.00 OR USD 100.00
7. Bid Security Amount : **INR 46,600.00 OR USD 800.00**
(Or equivalent amount in any currency)
8. Performance Security : **Applicable @10% of Order Value.**
9. Bid Closing /Opening Date : 06.01.2016
10. Bid Validity : Bid should be valid for 120 days from bid closing date.
11. Bid Bond Validity : Bid Bond should be valid upto 30.11.2016
(Bid bond format has been changed. Please submit bid bond as per revised format failing which offer will be rejected)
12. Integrity Pact : **Not Applicable**

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) including Amendment and Addendum. Special attention to the bidders is drawn to Section – E of the document.
- 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 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) **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.

- 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 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 must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

Yours Faithfully

Sd-
(GITASREE SARMAH)
SR. PURCHASE OFFICER (FS)
FOR HEAD-MATERIALS

OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. Duliajan-786602, Assam
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ANNEXURE-I**Tender No. : SSG9033P16/03****Tender Date : 17.10.2015**

Item No./ Mat. Code	Material Description	Quantity	UOM
10 85030102	CHEMICALS FOR LPG PLANT ETHYL MERCAPTAN (ODOURANT FOR LPG) Ethyl Mercaptan : CH ₃ CH ₂ SH, Purity : More than 98%, (Packed in 160 Kg.(nett) Drum)	4800	KG

Special Notes : AA: STANDARD NOTE

- 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 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.
- 2) 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. 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 in "Conditions Tab".
- 3) Bid should be valid for 120 days from bid closing date, failing which offer shall be rejected.
- 4) Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 5) The items covered by this tender shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Custom Duty during import will be applicable. Indigenous bidder shall be eligible for Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/01/2005 enclosed.
- 6) All the Bids must be Digitally Signed using "Class 3" digital certificate (e-commerce application) only 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, will be liable for rejection.
- 7) Bidders have to indicate the minimum FOB/FCA charges in case of partial order for reduced quantity/items. In case this is not indicated specifically, the charges quoted would be prorata calculated and the same will be binding on the bidder.
- 8) Bidder's response to all NIT stipulations shall clearly be defined. Bidder shall furnish specific details/specifications of the item. Generalised response like - 'As per NIT Specifications/Technical Leaflet', 'Noted', 'Accepted' or in any similar fashion is not acceptable.

BB: BEC/BRC

- 1.0 Bids are invited under Single Stage Composite Bid System. Bidders shall quote accordingly.
- 2.0 Validity of the bid shall be minimum 120 days from the date of Bid closing Date. Bids with lesser validity will be rejected.

ANNEXURE-I

Tender No. : SSG9033P16/03

Tender Date : 17.10.2015

3.0 The original bid security (Amount is mentioned in the cover letter and also in Rfx Parameters of the tender in OIL's e-portal) should reach us before bid closing date and time. 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 30.11.2016.

4.0 Performance Security @10% of order value, is applicable against this tender. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected. Please refer clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005-July 2012).

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

- (a) Validity of bid shorter than the validity indicated 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 indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.