



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

**TELEPHONE NO. (91-374) 2800491**  
**FAX NO: (91-374) 2800533**  
**Email: bhavik\_mody@oilindia.in;erp\_mm@oilindia.in**

TENDER NO. SSG 9887P16/05

DATE: 12.01.2016

**Sub : INVITATION TO e-BID UNDER TWO BID SYSTEM**

Dear Sirs,

OIL invites Bids for the supply of **Cement Additives** through its e-Procurement site under **International Competitive Bidding (ICB) – 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 at '**Rfx parameters**' under '**Rfx Information**' in Bid invitation screen. The details of items tendered can be found by clicking to '**Items tab**'.

**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 .
- b) Technical specifications ,Quantity and General Notes for **Cement Additives** are as per Annexure – IA in the Technical Rfx.
- c) 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.
- 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) **Tender Sample**
- b) **Original Bid Security.**
- c) **Detailed Catalogue.**
- d) **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 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.
- 4.0 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.
- 5.0 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.
- 6.0 The Integrity Pact is applicable against this tender .OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL’s competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder’s authorized signatory who sign the Bid.

Yours Faithfully

Sd-  
(BHAVIK MODY)  
PURCHASE OFFICER(FS)  
FOR HEAD-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 : SSG9887P16/05 12.01.2016**

Tender Fee : INR 4,500.00 OR USD 100.00  
Bid Security Amount : INR 589,000.00 OR USD 8,740.00  
(or equivalent Amount in any currency)

**Bidding Type : Single Stage Two Bid System**

Bid Closing On : 23.03.2016 at 11:00 hrs. (IST)  
Bid Opening On : 23.03.2016 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> 85045067	<p>CEMENT ADDITIVES FOR LOW SALT SLURRIES <b>Cement Friction Reducer</b> <b>( CFR-2 / DO65 / CD-31S or equivalent )</b></p> <p>1. <u>Physical State</u> : The materials shall be a free flowing powder, free from dirt and foreign materials.</p> <p>2. <u>Solubility (in fresh water* at 24+2 Deg.C percent by mass)</u>: 2 gms of material should be completely soluble in 100 ml of distilled water at 24+2 degC.</p> <p>3. <u>Moisture content, percent by mass determined at 105+2 DegC</u>: 10.0 (Maximum)</p> <p>4. <u>Performance test</u> : The critical velocity at 80 Deg C of 44% slurry of class 'G' (HSR type) treated with 0.8% of turbulence inducer shall not be more than 50% of neat slurry calculated for 3" equivalent dia. (600 reading of Fann VG meter not to be considered for calculation of n' and k').</p> <p>5. <u>Thickening Time</u> : The addition of 1.0% turbulence inducer to 44% class 'G' (HSR type) cement slurry shall show an increase in thickening time of neat slurry at 100 Deg.C and 8200 psi, raised in 34 minugdx (API Schedule 7g).</p> <p>6. <u>Fluid Loss Test</u> : Fluid loss of given slurry composition shall not exceed 75% of fluid loss of neat slurry in composition 30 minutes determined at 90 DegC and 1000 psi.</p> <p>Water to cement ration 0.44% Turbulence inducer - 1.0%</p> <p>7. <u>Packing</u> : 55 lbs (25 kg) multiwalled, moisture proof paper bag.</p> <p>* Fresh Water : Total solids not exceeding 1000 ppm.</p>	14000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p><u>Note :</u></p> <p>1. 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.</p> <p>2. 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.</p> <p>3. Manufacturer's Test Certificate should be furnished along with the despatch documents.</p>		
<p><b>20</b> 85045205</p>	<p>CEMENT ADDITIVES</p> <p>Cement Retarder, Low to Moderate Temperature, with the following specifications :</p> <p>1. <u>Physical State</u> : The material, as received, shall be free flowing powder, free from dirt &amp; foreign matter.</p> <p>2. <u>Moisture content, percent by mass</u> : 10.0 (Maximum)</p> <p>3. <u>Solubility in water</u> : 2 gms of material should be completely soluble in 100 ml. distilled water at 24 + 2 DegC.</p> <p>4. <u>Performance Test</u> :</p> <p>(a) Effect on Thickening Time : The Thickening Time of the cement slurry having composition 100 gm. API class 'G' (HSR type) cement + 44 gm. of fresh water + 0.3 gm. low to moderate temperature retarder sample, when determined at 6000 psi pressure and 90 Degc temperature (raised in 30 minutes) shall not be less than 130 minutes.</p> <p>(b) Effect on Consistency : The consistency of the cement slurry having composition as in 4(a) shall remain below 20 Bc for 75% of the thickening time.</p> <p>(c) Effect on Water Separation : The free water separation of the cement slurry having the composition 100 gm. Class 'G' HSR cement + 44 gms. of fresh waer (total solids not exceeding 1000 ppm) + 1.0 gm. of low to moderate temperature retarder sample, determined at 24 DegC and atmospheric pressure as per API procedure (Ref. APIRP 10, 1990) shall not be more than 10 percent by volume of the total slurry volume.</p> <p>5. <u>Packing</u> :</p> <p>Packing should be in multi walled paper bags with at least</p>	20000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>2 moisture proof layers strong enough to withstand rigours of transit and storage. Capacity : 50 lbs (22.7 kg) or 55 lbs (25 kg) net per bag.</p> <p>6. <u>Marking</u> :</p> <p>Each bag should have clear legible marking as follows :-</p> <ul style="list-style-type: none"> <li>i) Name of the product</li> <li>ii) Name of supplier/manufacturer</li> <li>iii) Date/month/year of manufacture</li> <li>iv) Supply order No. against which supply is made.</li> </ul> <p><u>Note</u> : Manufacturer's Test Certificates should be furnished alongwith the despatch/shipping documents.</p>		
<b>30</b> 85045216	<p><b>High Temperature Cement Retarder</b></p> <p><u>Physical Property</u> :</p> <p>Material should be free flowing powder, yellow brown colour, free from dirt &amp; foreign materials &amp; suitable for use in wells having bottom hole circulating temperature 77 Deg. C - 171 Deg. C.</p> <p><u>Packing</u> :</p> <p>50 Lbs/Bag, multi-walled, moisture proof Paper bag.</p>	300	BAG
<b>40</b> 85053522	<p>CHEMICALS - DRILLING / CEMENTING CEMENT FLUID LOSS ADDITIVES Low to Moderate Temperature Fluid Loss Additives.</p> <p>1. Physical State : The material received should be a free flowing powder free from visible impurities.</p> <p>2. Solubility : Solubility in water at 24 +/- 2 deg.C - The material should be soluble or dispersible in fresh water.</p> <p>3. Moisture content : % by mass determined at 105 +/- 2 deg.C - 10.0 (max)</p> <p>4. Performance Test :</p> <ul style="list-style-type: none"> <li>i) Fluid loss of 44% slurry made from API Class 'G' (HSR) type cement and fresh water, at 90 deg.C &amp; 1000 psi.</li> <li>ii) Fluid loss of 44% slurry made from API Class 'G' (HSR) type cement and fresh water and treated with 1.0% of the sample, at 90 deg.C &amp; 1000 psi. - Fluid loss should be 20% (max) of the reading at 4(i)</li> <li>iii) The initial and 60 minutes consistency of the slurry, when temperature is raised from 24 deg.C to 90 deg.C in atmospheric consistometer during fluid loss determination.</li> </ul>	800	BAG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>- Should not exceed 30 BC</p> <p>iv) Thickening time of 44% slurry made from API Class 'G' (HSR) type cement of fresh water at 90 deg.C &amp; 6000 psi raised in 30 minutes.</p> <p>- Thickening time as per API Specification - 10.</p> <p>v) Thickening time of 44% slurry made from API Class 'G' (HSR) type cement and fresh water and treated with 0.5% of the sample at 90 deg.C &amp; 6000 psi raised in 30 minutes.</p> <p>- Thickening Time should not exceed 2.0 times (max) of reading at 4(iv)</p> <p>Packing : The material to be packed in 50 lbs (22.7 kg) multiwalled moisture proof paper bags.</p>		
<b>50</b> 85053577	<p>ADDITIVES FOR CEMENTING COMPOSITIONS</p> <p>LOW WATER LOSS ADDITIVES</p> <p>Halad-23 or equivalent</p> <p>A high temperature Fluid Loss Additive (Free-Flowing Powder), packed in 50 (Fifty) lbs. Bag.</p> <p>1. Physical State : The material received should be a flowing powder free from visible impurities.</p> <p>2. Solubility : The material should be soluble or Solubility in water at 24 +/- 2 Deg.C</p> <p>3. Moisture content : 10.0 (max) % by mass determined at 105 +/- 2 Deg.C</p> <p>4. Performance Test :</p> <p>(i) Fluid loss of 44% slurry made : To be determined from API class 'G' (HSR) type cement and fresh water, at 90 Deg. C &amp; 1000 psi.</p> <p>(ii) Fluid loss of 44% slurry made : Fluid loss should be from API class 'G' (HSR) type 20% (max) of the cement and fresh water and reading at 4(i) treated with 1.0% of the sample, at 90 Deg.C &amp; 1000 psi.</p> <p>(iii) The initial and 60 minutes : Should not exceed consistency of the slurry, when 30 BC. temperature is raised from 24 Deg. C to 90 Deg.C in atmospheric consistometer during fluid loss determination.</p>	500	BAG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>(iv) Thickening time of 44% : To be determined slurry made from API class 'G' (HSR) type cement of fresh water at 120 Deg.C &amp; 6000 psi raised in 40 minutes.</p> <p>(v) Thickening time of 44% : Thickening Time slurry made from API class 'G' should not be less than (HSR) type cement and fresh that of reading at 4(iv). water and treated with 1.0% of the sample at 120 Deg.C &amp; 6000 psi raised in 40 minutes.</p>		

**Standard Notes: ALL ITEMS TO BE PROCURED FROM SAME SOURCE.**

1) The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the "TECHNO-COMMERCIAL" and "PRICE" bids 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 Bid is to be submitted as per Scope of Work & Technical Specification of the tender and price 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 in "Conditions Tab".

3) 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). Successful bidder will be required to furnish a Performance Bank Guarantee @ 10% of the order value which must be valid for one year from the date of shipment/despatch. Bidder must confirm the same in their technical Bid.

4) The original bid security (Amount is mentioned above and also in Basic Data of the tender in OIL's e-portal) should reach us before bid closing date and time of technical bid. Bid without original bid security will be rejected. The bidders who are exempted from submitting of Bid Bond should attach documentary evidence in the Collaboration folder 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 **23.03.2017**.

5) 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.

6) Bid validity shall be minimum **180 days**. Bids with lesser validity shall be rejected.

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7) Integrity Pact is applicable against this tender. The name of the OIL's Independent External Monitor at present is as under :

i) SHRI RAJIV MATHUR, IPS (Retd.)

Their e-mail id is available in OIL's website [www.oil-india.com](http://www.oil-india.com)

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

9) Reference to BRC clause no. 4 under BEC-BRC vide Annexure-IB, exemption letters issued prior to 01.01.2013 shall not be considered. Bidders who have been issued sample exemption letter after the aforesaid date can submit the copy of the same as per the referred clause.

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<b>BID REJECTION CRITERIA (BRC)</b>	<b>Compliance by Bidder</b>	
	<b>Indicate 'Confirmed' / 'Not Confirmed' / Not applicable</b>	<b>Indicate Corresponding page ref. of unpriced bid</b>
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 bidder shall be either a Manufacturer of the product or an authorised <b>distributor</b> / dealer / supplier of the product of manufacturer. The authorised <b>distributor</b> / dealer / supplier shall produce authority letter from its manufacturer authorizing them to submit the bid along with the offer. 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.		
<b>3. Experience Criteria:</b> <b>3.1 (i) If the bidder is a manufacturer, the bidder shall have at least 3 years of manufacturing and supply experiences of tendered item to various E&amp;P Companies or Service Providers to E&amp;P companies.</b> <b>3.1 (ii) If the bidder is an authorised distributor/ dealer / supplier of the product of manufacturer,</b> <b>(a) The bidder shall have at least 3 years of supply experiences of tendered item to various E&amp;P Companies or Service Providers to E&amp;P companies.</b> <b>(b) The manufacturer whose product is to be supplied by the bidder shall have at least 3 years of manufacturing / supply experience of the tendered item. The bidder to submit requisite documentary evidence in support of the experience of the manufacturer.</b>		
<b>3.2 The bidder must have a supply record of minimum one order of 30% tender quantity of tendered material to various E&amp;P Companies or Service Providers to E&amp;P companies in the last three years. For both these criteria 3.1 &amp; 3.2, the period reckoned shall be the period prior to the original bid closing date of the tender.</b>		
<b>3.3 In support of above supply experience criteria 3.(i) &amp; 3.(ii), the bidder shall submit copies of purchase orders and any one or combination of the following documents along with the technical bid that confirms the successful execution of each of the purchase orders. OIL reserves the rights to verify the same.</b> <b>-Performance certificate from the clients,</b> <b>-Delivery challan / invoice etc.</b> <b>-Bill of lading,</b> <b>-any other documentary evidence that can substantiate the successful execution of each of the Purchase Order(s)</b>		
<b>3.4 However, bidders whose products have been successfully field tried extensively in OIL's operational area are exempted from meeting criteria 3.(i) &amp; 3.(ii) provided they offer the same brand of product from the same manufacturer. However, the party must submit documentary evidence of having successfully executed supply orders of OIL for this product within the last five years prior to the original bid closing date of the tender.</b>		

	Compliance by Bidder	
<b>3.5 Supply executed by the bidder to its sister concern/ subsidiary or its own services shall not be considered as experience for the purpose of meeting above experience criteria of BRC.</b>		
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 as extensive field trial.		
4. The bidder shall submit tender sample of the product in triplicate (i.e. 3 samples) along with the bid. <b>However, bidders who have been exempted from submission of tender sample need not submit the same so long the supply is made from same source which has been extensively used in OIL's field. For this, the supplier shall have to provide an undertaking stating that the material to be supplied will meet OIL's technical specification in all respect and from the same source whose product has already been field tried successfully. Further, exemption letter issued by OIL must be enclosed along with the bid.</b>		
5. The tender sample should be strictly as per OIL's specification.		
<b>DD. Special Notes</b>		
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. <b>Further, the bidder shall confirm that bulk supply will be same as the tender sample supplied for along with the tender.</b>		
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.		
<b>iv) In case the bidder is not a manufacturer, the bidder shall confirm the name of its manufacturer.</b>		
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.		

	Compliance by Bidder	
vi) Considering the nature of the items, 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 <b>separately at their quoted rates and entire tendered quantity will be procured</b> from other competitive bidders whose product has been field proven in OIL.		