

### REQUEST FOR QUOTATION (RFQ) - E-Bids

\*OIL's E-Tender No.: **EIL3712P15**

RFQ No.: **RJ/A415-000-QX-MR-9080/ 1020**

**Date: 17.04.2014**

<p><b>THE INVITATION OF BID IS ON INTERNAIONAL COMPETITIVE BIDDING BASIS (OPEN).</b></p>	<p>Client : <b>OIL India Limited</b></p> <p>Project: UPGRADING PUMP STATIONS/ TERMINALS OF NAHARKATTIYA – BARAUNI CRUDE OIL PIPELINE (NBPS) PROJECT OF M/S OIL INDIA LTD. (OIL)</p> <p><b>MR No. : A415-000-QX-MR-9080 Rev. B</b></p> <p>Item : <b>PLUG VALVES (API-6D)</b></p> <p>Due Date: <b>Up to 1100 hrs. (IST) on 29.05.2014</b></p>
<p>PRE-BID MEETING:</p>	<p>1100 hrs on <b>02.05.2014</b> at Engineers India Ltd, 1 , Bhikaiji Cama Place, New Delhi</p> <p>Pre-Bid Queries shall be submitted by <b>29.04.2014</b></p>
<p><b>LAST DATE &amp; TIME FOR SUBMISSION OF BID DOCUMENT FEE:</b></p>	<p><b>22.05.2014 up to 1700 hrs (IST)</b></p>
<p>UNPRICED BID OPENING: PUBLIC OPENING AT 1400 hrs. (IST) on <b>29.05.2014</b> at Engineers India Ltd.,1, Bhikaiji Cama Place, RK Puram, New Delhi- 110066</p> <p>PRICED BID OPENING : PUBLIC OPENING : DATE, TIME AND VENUE SHALL BE INTIMATED LATER</p>	

**Gentlemen,**

1. E-bids are requested on behalf of our client M/s. OIL India Limited, for the captioned item in total compliance to technical specifications, scope and terms & conditions of enquiry documents/attachments. Your offer must be complete in all respect and must contain confirmation/compliance to all points of enclosed commercial Agreed Terms & Conditions without any deviations i.e. **ZERO DEVIATION OFFER**, failing which your offer will be liable for rejection. Please note that issuance of technical and commercial queries is not envisaged and your offer will be evaluated based on input given therein. Hence pre-bid clarifications, if required may be sought from us immediately on receipt of this RFQ.
2. Bidder can download the RFQ Documents from EIL's website <http://tenders.eil.co.in/newtenders> and OIL's e-Tendering website <https://etender.srm.oilindia.in>. However, bidders have to submit their bids only through e-tendering website of OIL. **Physical Bids sent through Fax/E-mail/Courier/Post will not be accepted.**
3. E-Bid shall be submitted as explained in Instructions to Bidders (ITB) on OIL's e-tendering website system. Bids should be submitted in accordance with Clause 10 of the ITB.
4. Bids complete in all respects should be submitted in OIL's e-tendering web site on or before the **BID-SUBMISSION DATE & TIME** specified above.
5. **Bidders are required to sign and submit the Integrity Pact along with the Bid. Bids submitted without Integrity Pact shall be summarily rejected.**

6. The bidders are required to confirm whether the enterprise is a Micro or Small enterprises along with documents from the appropriate authority. Accordingly bidder to furnish the confirmation as per attachment enclosed along with RFQ documents from appropriate authority.
- 7. Pre Bid meeting will be held on 02.05.2014(at 11-00 A.M at EIB , Business Centre , New Delhi)**
- Bidders are requested to submit their queries by fax or e-mail to us latest by **29.04.2014**. These questions shall be replied during pre-bid meeting. After pre-bid meeting, no further queries will be entertained from the bidders.
  - Record notes of meetings, including the text of questions raised (without identifying the sources of the query) and the responses given will be transmitted to all the vendors.
  - Non attendance of the pre-bid meeting will not be a cause for disqualification of a bidder

**8. Delivery/ Completion Period for Supply:**

<b>For supply of items covered in MR</b>	<b>For Indian Bidders</b>
	Delivery within <b>06 Months</b> on <b>FOT despatch point basis</b> from the date of Fax of Acceptance/Letter of Award. Date of LR shall be considered the date of delivery.
	<b>For Foreign Bidders</b>
	Delivery within <b>05 months</b> on <b>FOB International Sea Port of exit basis</b> from the date of Fax of Acceptance/ Letter of Award. Date of clear bill of lading shall be considered the date of delivery.

9. **Payment Terms:** Payment to bidders shall be made in accordance with Annexure-I to Special Conditions of Contract (SCC).
- 10. THE OFFER SHOULD BE VALID FOR 150 Days FROM FINAL BID DUE DATE.**
- 11. REPEAT ORDER: Applicable**
- 12. PART ORDER: Applicable on Group-Wise basis**
- 13. BID SECURITY/EMD & BID DOCUMENT/TENDER FEE : Refer Invitation for Bids (IFB)**
14. **Contact person for this RFQ :** Mr. Rajeev Jain, DGM (C & P), Phone no. +91-(0)11-26762002. E-mail ID: [rajeev.jain@eil.co.in](mailto:rajeev.jain@eil.co.in) / [shashi.malik@eil.co.in](mailto:shashi.malik@eil.co.in)
- Mr. Amit Kumar, Engineer (C&P)  
Phone no. +91-(0)11-26762063.  
E-mail ID: [kumar.amit@eil.co.in](mailto:kumar.amit@eil.co.in)
15. Bidder to carefully read and understand the "**USER MANUAL FOR VIEWING, DOWNLOADING AND PARTICIPATION OF TENDERS IN OIL'S E-TENDER PORTAL**" which is available on OIL's e - Tendering website, the **same** shall be followed by bidder to upload their bid on OIL's e-Tendering website.
- 16.** In case even after following the procedures for uploading of e-Bids, Bidders experience any problem related to e-Bidding the same shall be addressed to the e-mail IDs indicated at Sr.no. 14 above with a copy to [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in).
17. Bids submitted by consortium shall not be acceptable.
18. OIL/EIL reserves the right to carry out capability assessment of the bidder including referral to in-house information.
19. OIL/EIL will not be responsible or liable for cost incurred in preparation & delivery of bids, regardless of the conduct or outcome of the bidding process.

20. The bidder who are on Holiday / Blacklisted by OIL or Project management consultant (PMC) of OIL or Black listed by any government department / Public sector on due date of submission of bid shall not be considered for further evaluation and award of work. If the documents were issued inadvertently / downloaded from website, offers submitted by such bidders shall not be considered for opening / evaluation / award of work.
21. OIL/EIL shall follow Purchase Preference Policy, if applicable, as per prevailing guidelines of Government of India.
22. We reserve the right to make any changes in the terms and conditions of purchase and/or to reject any or all the bids.
23. Bidder to confirm that OEM shall supply spares, if any, directly to OIL and not to pass on the responsibility to dealers/distributors/stockists or Indian associates.
24. **Detailed Bidding Document can be viewed using "Guest Login" provided in the e-Procurement portal. However, bidder(s) intend to Bid for this enquiry shall necessarily obtain the user ID & password for submitting their Bid in e-portal of OIL. Bidder(s) shall send complete detail of their Company including their address contact no., contact person and PAN No. etc, to e-mail Ids mentioned at Sr. No. 14 & 16 above. Further, wherever Bid Document Fee is applicable, Bidder shall submit the same within the specified due date and time to EIL, to obtain the necessary authorisation in e-portal for submitting the Bid. In case the requisite information/ Bid Document Fee is not sent within the stipulated time, OIL/EIL will not be responsible for any delay in submission of Bid.**
25. **Public procurement Policy on Procurement of goods and services from Micro and Small Enterprises (MSEs) order 2012 shall not be applicable for this enquiry.**
26. **Bidders are required to submit Power of Attorney/ Letter of Authorization in original physical form in favour of person (s) signing the bid that such person (s) is/are authorized to sign the bid on behalf of the bidder and any consequence resulting due to such signing shall be binding on the bidder.**
27. **ORDER OF PRECEDENCE**  
The documents forming the Enquiry are to be taken as mutually explanatory of one another. In case of any conflict between the documents, the order of precedence of the documents shall be as follows:
  - a) Invitation for Bids (IFB)
  - b) Request for Quotation (RFQ)
  - c) Price Schedule Format
  - d) Instruction to Bidders (ITB)
  - e) Special Conditions of Contract (SCC)
  - f) General Conditions of Contract (GCC)- Goods

**\* Please specify OIL's E-Tender No. "EIL3712P15" & RFQ No. RJ/A415-000-QX-MR-9080/1020 in all correspondence**

**THIS IS NOT AN ORDER**

Very truly yours, For & on behalf of Client

**(Rajeev Jain)  
DGM (C & P)  
Engineers India Limited**

**Enclosures:**

- i) **Annexure-I (Uploaded in OIL's e-Tendering website and also being sent to the bidders through courier) – Contains**
  - a. Acknowledgement letter
  - b. Proforma of Letter of Authority for attending Pre-bid Meeting/Bid Opening.
  - c. ~~Evaluation methodology for MSE Bidders~~
  - d. Cut-out slip (Applicable in case of Open Tender (NIT))
  - e. Invitation for Bids (IFB) – Applicable in case of Open Tender (NIT)
  
- ii) **Annexure-II – Contains (Available in OIL's eTendering website)**
  - a. Instructions to Bidders (ITB)
  - b. Agreed Terms & Conditions.
  - c. Special Conditions of Contract & Annexures
  - d. Packing, Marking, Shipping & Documentation Specifications (for Indigenous & Foreign, as applicable)
  - e. Integrity Pact (to be submitted by bidder along with offer duly filled, signed and stamped)
  - f. Price Schedule Format
  
- iii) **Annexure-III- Contains (Available in OIL's eTendering website)**
  - a. General Conditions of Contract-Goods (GCC)
  
- iv) **Annexure-IV - (Available in OIL's eTendering website)**
  - a. Material Requisition No. : **A415-000-QX-MR-9080 Rev. B**