



**OIL INDIA LIMITED**  
**(A Government of India Enterprises)**  
**KG Basin Project, D.No. 11-4-7, 3<sup>rd</sup> Floor**  
**Nookalamma Temple Street, Ramaraopet**  
**Kakinada-533004,**  
**Andhra Pradesh (India)**

**TEL. NO: (91-884) 2302176**

**FAX NO: (91-884) 2352382**

**Email: kgbasin@oilindia.in**

**TENDER NO. SEG0064P16**

**DATE: 28.01.2016**

**FORWARDING LETTER**

Dear Sirs,

OIL invites Bids for supply of Valves for its operations in KG Basin through **E-Procurement Portal**. The details of the tender are as under:

1. Details of items with specifications & quantities: Refer Annexure-I.
2. General terms and Conditions of the tender are as per attached document No.MM/GLOBAL/E-01/2005 and its Addendum.
3. Type of Bidding: **Single Stage - Composite Bid System**
4. Bid security: **INR 36,000.00 or USD 600.00**
5. Performance Security: Applicable @ 10 % of order Value.  
**(Bidder to confirm submission of Performance Guarantee while quoting)**
6. Bid Closing /Opening Date & Time: **As mentioned in Basic data of E-tender**
7. **Bid Validity:** Bid should be valid for **180 days** from Bid Closing date.
8. **Bid Bond Validity:** Bid Security should be valid for **one (01) year** from Bid Closing date.
9. **Bid Opening Place:** **Oil India Limited, KG Basin Project, Door No. 11-4-7 (3<sup>rd</sup> Floor), Nookalamma Temple Street, Ramaraopeta, Kakinada-533004, Andhra Pradesh, India**
10. **Tender Fee:** **INR 4,500.00 or USD 100.00**

Tender fee can be paid in the following ways:

- (i) Demand Draft drawn in favour of Oil India Limited payable at Kakinada.
- (ii) Cash transfer - Bank: State Bank of India, Branch: SME, Kakinada; Town: Kakinada; Account Name: Oil India Limited; Account No: 31060874558; IFSC Code: SBIN0004248.
- (iii) Payment through e-Tender Portal.

**Note: To participate in OIL's E-procurement tender, bidders should have a legally valid Digital Signature Certificate as per Indian IT Act from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India (<http://www.cca.gov.in>). The digital signature should be of Class 3 digital certificate for the designated individual with organization name. Bidders must have a valid User ID to access OIL's e-Procurement site. Bidders, who do not have a user ID, can click on Guest login button to view the available open tenders. The detailed guidelines are available in OIL's e-procurement site. For any clarification in this regard, bidders may contact OIL.**

Yours Faithfully,  
OIL INDIA LIMITED

**Sd/-**  
**(B. Brahma)**  
**Senior Purchase Officer**  
**For Head-Materials (KGB&BEP)**  
**For Executive Director (KGB&BEP)**

**ANNEXURE – I****TECHNICAL SPECIFICATIONS WITH QUANTITY:**

<b>Item No./ Mat. Code</b>	<b>MATERIAL DESCRIPTION</b>	<b>QTY</b>	<b>UOM</b>
<b>10</b> <b>10015853</b>	<p><b>GATE VALVES - CAMERON VALVES</b>, API STD. 6A, CAMERON TYPE `F'OR EQUIVA- LENT FOR DRILLING AND PRODUCTION SERVICE, ALLOY STEEL, NON-RISING STEM THROUGH CONDUIT - ROUND OPENING WITH 6BX FLANGED ENDS</p> <p>Size: 46.038 mm (1.13/16"), API 703 Kg./Sq. Cm.(10000 PSI) WOG, Min. Bore : 46.038 mm(1.13/16"), Flanged RJ Ends.</p> <p>Part No. 51310600 Part No. 630960-19-05</p>	3	NO
<b>20</b> <b>10072289</b>	<p><b><u>G A T E V A L V E - S T E E L</u></b></p> <p>Gate Valve, forged or cast steel, 52.39 mm - 352 Kg/sq.cm. (2.1/16" - 5000 PSI) W.P. as per API6A latest edition PSL-1, trim U-AA, with 50.8 mm (2") screwed female ends to API Line Pipe Threads, full bore through conduit, having replaceable gate &amp; seat assembly. Parallel solid gate construction with floating seat and back seat arrangement on the stem, non-rising stem supported on two thrust bearings, bolted bonnet, with plastic Chevron packing and grease injecting ports, complete with hand wheel.</p> <p>Part No. 51314000 Part No. 51314000</p>	12	NO
<b>30</b> <b>10015658</b>	<p><b><u>GATE VALVES</u></b></p> <p>VALVE FOR DRILLING AND PRODUCTION SERVICE, THROUGH CONDUIT - ROUND OPENING INCLUDING HAND WHEEL.</p> <p>Gate Valve, forged or Cast Steel, 52.39 mm x 352 Kg./Cm. Sq. (2.1/16" - 5000 PSI) W.P. as per API 6A latest edition PSL-1, trim U-A, flanged ends Rx RTJ full bore through conduit, having replaceable gate and seat assy., parallel solid gate construction with floating seat and backseat arrangement on the stem, non-rising stem supported on two thrust bearings, with Plastic Chevron packing and grease injecting ports, complete with hand wheel.</p>	6	NO
<b>40</b> <b>10072289</b>	<p>Gate Valve, forged or cast steel, 52.39 mm - 352 Kg/sq.cm. (2.1/16" - 5000 PSI) W.P. as per API6A latest edition PSL-1, trim U-AA, with 50.8 mm (2") screwed female ends to API Line Pipe Threads, full bore through conduit, having replaceable gate &amp; seat assembly. Parallel solid gate construction with floating seat and back seat arrangement on the stem, non-rising stem supported on two thrust bearings, bolted bonnet, with plastic Chevron packing and grease injecting ports, complete with hand wheel.</p> <p>Part No. 51314000 Part No. 51314000</p>	4	NO

<b>50</b> <b>10015864</b>	Size: 52.388 mm (2.1/16"), API 703 Kg./Sq.Cm.(10000 PSI) WOG, Min.Bore : 52.388 mm(2.1/16"), Flanged RJ Ends, API type 6BX Valve to be manufactured as per API Spec. 6A (Latest Edition) with API monogram PSL-3,TRIM – UA Cameron Pt.No. 141511-41-92-03 (32901-36-2)  Part No. 51302900 Part No. 51312900	9	NO
<b>60</b> <b>10146605</b>	<b>CHECK VALVE – STEEL</b>  Valve, swing, check, regular port, 10,000 PSI working pressure as per API Std. 6A,latest edition, cast or forged carbon steel(100% X-rayed)body and bonnet material, ends flanged RTJ as per A.P.I. 6BX, trim to suit service but stelled flapper and seat, complete with stud bolts & nuts, ring joint gasket(BX-152) and weld-neck companion flange, nominal size: 2.1/16".	5	NO
<b>70</b> <b>10211645</b>	<b>FORGED STEEL NEEDLE VALVES</b> VALVE, NEEDLE, FORGED STEEL, INSIDE SCREW, RISING STEM,INTEGRAL/SCREWED UNION BONNET, STRAIGHT THROUGH PATTERN, SCREWED API LP THREADS, M & F  703.00 KG/CM.SQ. (10000 PSI) W.P. Size: 12.7 mm(1/2") Maximum weight should be 800 gms. (0.80Kg.)  Part No. AOP-8D-41V-125 of AOP INDUSTRIES INC Part No. IVI-SBMF	12	NO
<b>80</b> <b>10212717</b>	VALVE, NEEDLE, FORGED STEEL, INSIDE SCREWE, RISING STEM, INTEGRAL SCREWED UNION BONNET, ANGLE PATTERN, SCREWED API THREADS, M&F  RATING : W.P. 702 KG/SQ.CM (10000 WOG) Size : 12.7 mm (1/2") Maximum weight should be 800 gms. (0.80 Kg.)  Part No. 4C29 Part No. AOP-41V-125A	12	NO

**AA) NOTES:****Note description for item no./nos.:** 10, 20, 30, 40

1.0 Quotations must be accompanied with the following:

- (a) A valid copy of API authorisation certificate (renewed up-to-date).
- (b) Bidders are required to forward the related technical brochures and detailed cross-sectional drawing of the offered valve showing all the major and critical dimensions, relevant product bulletin/ catalogue, literature, related part nos. etc. in details along with the bids failing which offer would not be accepted.
- (c) Bill of material of construction and composition.

2.0 Bidders must confirm in their quotation that the gate valves shall be manufactured as per API 6A (Latest Edition) PSL-1 and trim U-AA.

3.0 Bidders shall confirm in their quotation that the following tests shall be carried out as per API 6A on each valve and the test/inspection Certificate are

to be forwarded along with the invoice/despatch document and should be covered suitably with guarantee/warranty clause.

- (a) Hydrostatic body test
- (b) Hydrostatic seat test
- (c) Entire dimensional checking
- (d) Drift testing
- (e) Material composition compliance as per API 6A
- (f) Any other tests/inspections need to be carried out as per API 6A.

4.0 Equipment Marking: Each valve shall bear markings on name plates as follows:

- manufacturer's name
- API monogram
- valve size
- Pressure rating
- valve serial no.
- OIL's purchase order no.

In addition to above, followings shall be embossed permanently on the body of each valve:

- API monogram
- OIL's purchase order no.
- valve serial no.
- manufacturer's name
- valve size
- pressure rating

5.0 The valve should be inspected by OIL's approved third party inspection agency against the following scope of inspection:

- (a) Raw Material check for compliance with API standards
- (b) Hydraulic testing of body to 1.5 times the working pressure.
- (c) Dimensional Check for conformance with API Standards.

**Note description for item no./nos.: 50, 60**

1.0 Quotations must be accompanied with the following:

- (a) A valid copy of API authorisation Certificate (renewed up-to-date).
- (b) Bidder are required to forward the related technical brochures and detailed cross-sectional drawing of the offered valve showing all the major and critical dimensions, relevant product bulletin catalogue, literature, related part numbers etc., in details along with the bids failing which offer would not be accepted.
- (c) Bill of material of construction and composition.

2.0 Bidders must confirm in their quotation that the check valves shall be manufactured as per API 6A (Latest edition) PSL-3 and trim U-AA.3.0.

3.0 Bidder shall confirm in their quotation that the following test shall be carried out as per API 6A on each valve and the test/inspection certificate are to be forwarded along with the invoice/despatch document and should be covered suitably with guarantee/warranty clause.

- (a) Hydrostatic body test.
- (b) Hydrostatic seat test.
- (c) Entire dimensional checking.
- (d) Drift testing.

- (e) Material composition compliance as per API 6A.
- (f) Any other tests/inspections need to be carried out as per API 6A.

4.0 Marking: Bidders shall confirm in their quotation that each valve shall bear markings on name plate as follows:

- (a) Manufacturer's name
- (b) API monogram
- (c) Valve size
- (d) Pressure Rating
- (e) Serial no.
- (f) Purchase order no.

In addition to above, each valve body shall bear markings as follows:

- (a) Manufacturer's name
- (b) Valve size
- (c) Pressure rating

5.0 The valve should be inspected by OIL's approved third party inspection agency against the following scope of inspection:

- (a) Raw Material check for compliance with API standards
- (b) Hydraulic testing of body to 1.5 times the working pressure.
- (c) Dimensional Check for conformance with API Standards.

**Note description for item no./nos.: 70, 80**

1. Quotation must be accompanied by detail cross-sectional drawing & material specification of each component of the valve.

2. Weight of each valve should be indicated in the quotation otherwise offer will not be considered.

3. Materials are to be accompanied by test certificates for raw materials used & hydraulic testing certificate from OEM.

4. Each needle valve must have the following marking:

- a) Maker's Name
- (b) Size
- (c) Pressure Rating

5. The valve should be inspected by OIL's approved third party inspection agency against the following scope of inspection:

- (a) Raw Material check
- (b) Hydraulic testing of body to 1.5 times the working pressure.

6. Bidder must confirm points covered by Note 1 to 5 mentioned above in their quotation, otherwise the offer will not be considered

**BB) SPECIAL NOTES:**

- 1) The tender is invited under SINGLE STAGE-COMPOSITE 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) The tender will be governed by "General Terms & Conditions" for e-Procurement as per Booklet NO. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders).
- 3) 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.
- 4) 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 are furnished vide Addendum to MM/GLOBAL/E-01/2005 enclosed.
- 5) 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 prorated calculated and the same will be binding on the bidder.
- 6) Please mention clearly in your quotation the Net Weight, Gross Weight & Volume, Indian Agent's Name and its Commission, Payment Terms, Ocean Freight/Air Freight Charges, Port of Loading, Delivery period, Country of origin with manufacturer's name, etc.
- 7) Price should be maintained in the "online price schedule" only. The price quoted in the "online price schedule" will only be considered.
- 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 which the offer will be summarily rejected.
- 9) BEC/ BRC is applicable as per Annexure-II.
- 10) 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.
- 11) 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.
- 12) **The techno-commercial bid should be submitted in “Technical Rfx Response”, while the prices are to be quoted in the online price format under “Conditions” tab”.**
- 13) **Delivery Schedule:** Preferably within 3 (three) months. Bidders to confirm acceptance of the same while submitting their bid.

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## **ANNEXURE-II**

### **AA) BID REJECTION CRITERIA**

#### **A) TECHNICAL**

The bids shall in general conform to the specifications and terms and conditions given in the tender. Bids shall be rejected in case the goods offered do not conform to the required minimum/maximum parameters stipulated in the technical specifications and to the respective international/national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements will have to be particularly met by the bids, without which the same will be considered as non-responsive and be rejected.

In addition to BRC criteria vide SECTION – ‘D’ of General Terms and Conditions for Global Tender (MM/ GLOBAL/E01/2005), the following BRC criteria will be applicable against this tender:

#### **1.0 Bidder’s Qualification**

1.1 The bidder shall be an original equipment manufacturer (OEM) of API 6 A Gate/Check/Needle Valves (quoted item) having API 6A certificate with continuous validity for last 05 years from original bid closing date of this tender. Necessary API 6A certificate to be submitted by the bidder.

OR

1.2 The bidder shall be an authorized dealer / authorized distributor of an original equipment manufacturer (OEM) of API 6A Gate/Check/Needle Valves (quoted item) having API 6A certificate with continuous validity for last 05 years from original bid closing date of this tender. Necessary API 6A certificate to be submitted by the bidder.

1.3 In case the bidder is an authorized dealer / authorized distributor, a valid copy of authorization letter / dealership certificate with proper guarantee/warranty back up on the supplied products from the OEM (the principal) shall be submitted by the bidder.

#### **2.0 Bidder’s Experience**

2.1 In case the bidder is an Original Equipment Manufacturer (OEM), the bidder (OEM) shall have credential of successful execution of order(s) for API 6A Gate/Check/Needle valves (quoted item), ***fulfilling all of the following criteria –***

- (a) for not less than 30% of the tender quantity, (rounded off to the nearest lower integer),
- (b) of same or higher size and same or higher pressure rating indicated in the tender,
- (c) in **last 03 years** from the original bid closing date of the tender,
- (d) to any Oil & Gas Industry.

2.2 In case the bidder is an authorized dealer / distributor of OEM,



2.2.1 The principal (OEM) shall meet the experience criteria stipulated in para 2.1

2.2.2 The bidder (authorized dealer/ distributor) shall have credential of successful execution of order(s) for API 6A Gate/Check/Needle valves (quoted item), ***fulfilling all of the following criteria –***

- (a) for not less than 30% of the tender quantity, (rounded off to the nearest lower integer),
- (b) of same or higher size and same or higher pressure rating indicated in the tender,
- (c) in **last 03 years** from the original bid closing date of the tender,
- (d) to any Oil & Gas Industry.

2.3 The bidder shall submit the details of its previous supply along with that of the principal, as and where applicable vide para 2.1, 2.2.1 and 2.2.2 above, in a tabular format as shown below:

Sl. No.	Client / Customer Name and Address/ E-mail address	Order No. / Contract No.	Date of order	Technical specifications of the items	quantity supplied	Completion date	Supporting document (to be enclosed).*

\* The supporting documents to be enclosed in support of the supply experience are as follows,

- (a) Copy(ies) of Purchase Order(s) / Contract document(s), **and**
- (b) Any one or more of the following documents that confirms the successful execution of each of the Purchase Order(s) / contract(s) cited above.
  - Performance report from the clients,
  - Bill of lading,
  - Consignee received delivery challan / invoice etc.
  - any other documentary evidence that can substantiate the successful execution of each of the Purchase Orders cited above.

## **B) COMMERCIAL:**

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 superscribed with tender no. and due date to **The Executive Director (KGB & BEP), Oil India Limited, Door No. 11-4-7 (3<sup>rd</sup> Floor), Nookalamma Temple Street, Ramaraopeta, Kakinada-533004, Andhra Pradesh, India** on or before 15.00 Hrs. (IST) on the Bid Closing Date mentioned in the Tender.

- (i) **Original Bid Security**
- (ii) **Detailed Catalogue**
- (iii) **Any other document required to be submitted in original as per tender requirement.**

- 2.0 The original bid security (Amount is mentioned in Forwarding Letter and also in Rfx Parameters of the tender in OIL's e-portal) should reach us before bid opening 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). **The bid security shall be valid for one year from Bid Closing date. Bid security submitted with validity shorter than the validity indicated in the tender and for bid security amount lesser than the amount indicated in the tender will be summarily rejected.**
- 3.0 **Performance Security:** Performance Bank Guarantee shall be applicable against this tender as per clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005). Successful bidder will be required to furnish a Performance Bank Guarantee @ 10% of the order value. The Performance Bank Guarantee must be valid for twelve (12) months from the date of receipt and acceptance of the materials at site or eighteen (18) months from the date of dispatch. Bidder must confirm the same in their technical Bid.
- 4.0 **Bid validity shall be minimum 180 days from the bid closing date.** Bids with lesser validity shall be rejected.

**BB) BID EVALUATION CRITERIA (BEC):**

**The bids conforming to the specifications, terms & conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per Bid Evaluation Criteria given below:**

- 1.0 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amount in words shall prevail and will be adopted for evaluation.
- 2.0 All materials as indicated in the material description of the enquiry should be offered.
- 3.0 The other terms and conditions of the tender shall be as per General Terms and Conditions for Global Tender. However, if any of the clauses of the Bid Rejection Criteria (BRC) / Bid Evaluation Criteria (BEC) mentioned here contradict the Clauses of the tender or elsewhere, those mentioned in this BEC / BRC shall prevail.

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**GUIDE LINE FOR FILLING UP PRICED BID IN OIL'S E-TENDER  
PORTAL UNLESS OTHERWISE MENTIONED IN THE TENDER**

**1.0 FOR INDEGENOUS BIDDER :**

1.0	<b>Basic Mat / Serv Price</b>	PUT THE BASIC PRICE OF THE MATERIAL.
2.0	Excise Duty %	PUT THE APPLICABLE % OF EXCISE DUTY. IN CASE OF DEEMED EXPORT, THE EXCISE DUTY SHALL BE CONSIDERED AS NIL. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
3.0	Inland Freight (tax incl.)	PUT THE INLAND FREIGHT UP TO DESTINATION INCLUDING THE SERVICE TAX ETC. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
4.0	Other Charges -Value	PUT IN CASE OF ANY OTHER CHARGE IN ADDTION TO THE ABOVE AND REASON OF OTHERCHARGE TO BE MENTIONED IN THE ATTRIBUTE OR IN YOUR TECHNO-COMMERCIAL BID. IN CASE OF HANDLING CHARGE FOR RAIL DESPATCH UP TO THE NEAREST RAIL HEAD TO BE MENTIONED HERE. <b>IT SHALL BE CONSIDERED AS EXTRA AND SHALL BE ADDED WITH BASIC MATERIAL PRICE, IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
5.0	Pkg. Charges-Value	PUT PACKING AND FORWARDING CHARGE <b><u>IF ANY</u></b> IN ADDITION TO THE PRICE MENTIONED IN THE BASIC MATERIAL PRICE. <b>THE VALUE IS MENTIONED IN THIS FIELD, SHALL BE ADDED</b>

		<b>WITH THE BASIC MATERIAL PRICE IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
6.0	Installation & Commissioning-Value	PUT INSTALLATION AND COMMISSIONING CHARGE WHENEVER APPLICABLE IN THE TENDER. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
7.0	Import Content-Value	PUT THE VALUE IF APPLICABLE.
8.0	VAT /Sales Tax - %	PUT THE CURRENT % VAT /CENTRAL SALES TAX.
9.0	Training Charges-Val	PUT TRAINING CAHRGE WHENEVER APPLICABLE IN THE TENDER. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
10.0	TPI Charges- Value	PUT THE THIRD PARTY INSPECTION CHARGE IF APPLICABLE AS PER TENDER. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>

## 2.0 **FOR FOREIGN BIDDER :**

1.0	<b>Basic Material / Service Price</b>	PUT THE BASIC PRICE OF THE MATERIAL
2.0	FOB / FCA Charges	PUT THE FOB / FCA CHARGES. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION AND WILL BE ADDED WITH THE BASIC PRICE TO DETERMINE THE FOB/FCA VALUE AT THE PORT OF SHIPMENT DURING COST EVALUATION.</b>
3.0	Overseas Freight-Value	PUT THE OCAEN FREIGHT UP TO CHENNAI PORT FOR SEA CONSIGNMENT AND AIR

		FREIGHT UP TO CHENNAI AIRPORT IN CASE OF AIR CONSIGNMENT. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED TO EVALUATE THE C&amp; F CHENNAI PORT DURING COST EVALUATION.</b>
4.0	IAC - % ON Basic Price	PUT THE % OF INDIAN AGENCY COMMISSION IF APPLICABLE. <b>IT SHALL BE CONSIDERED AS INCLUDED IF OTHERWISE NOT MENTIONED IN THE QUOTATION DURING COST EVALUATION.</b>
5.0	Other Charges -Value	PUT IN CASE OF ANY OTHER CHARGE IN ADDTION TO THE ABOVE AND REASON OF OTHERCHARGE TO BE MENTIONED IN THE ATTRIBUTE OR IN YOUR TECHNO-COMMERCIAL BID. <b>IT SHALL BE CONSIDERED AS EXTRA AND SHALL BE ADDED WITH BASIC MATERIAL PRICE, IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
6.0	Installation & Commissioning-Value	PUT INSTALLTION AND COMMISSIONING CHARGE WHENEVER APPLICABLE IN THE TENDER. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
7.0	Training Charges-Val	PUT TRAINING CAHRGE WHENEVER APPLICABLE IN THE TENDER. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE QUOTATION FOR COST EVALUATION.</b>
8.0	TPI Charges- Value	PUT THE THIRD PARTY INSPECTION CHARGE IF APPLICABLE AS PER TENDER. <b>IT SHALL BE CONSIDERED AS EXTRA IF OTHERWISE NOT MENTIONED IN THE</b>

	<b>QUOTATION FOR COST EVALUATION.</b>
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**Note:** This is a guide line for filling up online price format in the e-tender portal to avoid confusion to the bidders. However, Bid shall be evaluated strictly as per the BID EVALUATION CRITERIA AND COMPARISON OF OFFERS as mentioned in Section – D of General Terms and Condition of Global Tender (MM/GLOBAL/E01/2005) and the specific tender document.

Response

**Edit RFx Response:**

Submit | Read Only | Print Preview | Check | Technical RFx Response | Close | Save | Delete | Verify signature | Sign Response

Price cannot be blank. Press <Refresh> button for entry

RFx Response Number 60005122 RFx Number 577 Status Saved Submission Deadline 06.03.2013 00:00:00 INDIA Opening Date 06.03.2013 00:00:00 INDIA Remaining Time 0 Days 03:16:07

RFx Owner WSRM\_SUMIT Total Value 0.00 INR RFx Response Version Number Active Version RFx Version Number 2

RFx Information | Items | Notes and Attachments | **Conditions** | Summary | Tracking

Item	Condition	Price(Contract/Bid)	Excise Duty - %	Ind Freight(tax incl)	Other Charges-Value	Pkg Charges - Value	Install & Comm-Value	Import Content-Value	VAT/Sales Tax - %	Training Charges-Val	TPI Charges - Value
Header		0.00									
Item 1 - 0C000099 COOLER		0.00									
	Price(Contract/Bid)	0.00	Indian Rupee	1	NO						
	Excise Duty - %	0.00	%								
	Ind Freight(tax incl)	0.00	Indian Rupee	1	NO						
	Other Charges-Value	0.00	Indian Rupee	1	NO						
	Pkg Charges - Value	0.00	Indian Rupee	1	NO						
	Install & Comm-Value	0.00	Indian Rupee	1	NO						
	Import Content-Value	0.00	Indian Rupee	1	NO						
	VAT/Sales Tax - %	0.00	%								
	Training Charges-Val	0.00	Indian Rupee	1	NO						
	TPI Charges - Value	0.00	Indian Rupee	1	NO						
Item 2 - 03227004 Taper Roller Bearing, Pt. No. 107-0038		0.00									
	Price(Contract/Bid)	0.00	Indian Rupee	1	NO						
	Excise Duty - %	0.00	%								
	Ind Freight(tax incl)	0.00	Indian Rupee	1	NO						
	Other Charges-Value	0.00	Indian Rupee	1	NO						
	Pkg Charges - Value	0.00	Indian Rupee	1	NO						
	Install & Comm-Value	0.00	Indian Rupee	1	NO						

Area for submitting Price bid

**OIL'S BOOKLET REF.**  
**MM/GLOBAL/E-01/2005**  
**for**  
**E-PROCUREMENT ICB TENDERS**

**1.0 CONTENT OF BIDDING DOCUMENTS**

The goods required, bidding procedures and contract terms are described in the bidding document. The bidding document consists of two parts. The FIRST part will consist of the Invitation for Bids which will be enclosed against individual tender. The SECOND part is containing the bidding document comprising of following Sections.

**SECTION 'A' - GENERAL TERMS AND CONDITIONS APPLICABLE TO BOTH FOREIGN AND INDIAN BIDDERS.**

**SECTION 'B' - SPECIAL TERMS AND CONDITIONS APPLICABLE ONLY FOR FOREIGN BIDDERS AND THEIR INDIAN AGENTS.**

**SECTION 'C' - SPECIAL TERMS AND CONDITIONS APPLICABLE ONLY FOR INDIAN BIDDERS.**

**SECTION 'D' - BID EVALUATION & BID REJECTION CRITERIA.**

**SECTION 'E' - SPECIAL TERMS AND CONDITIONS APPLICABLE ONLY FOR TUBULAR TENDERS.**

**1.1 The Bidding document also consists of following Annexures:**

**Annexure I: Bid Submission proforma**  
**Annexure IIA & IIB: Price Schedule Proforma**  
**Annexure III: Proforma of Exceptions/Deviations**  
**Annexure IV: Check List**  
**Annexure V: Proforma of Bidder's past supplies**  
**Annexure VI: Proforma of Authorisation Letter for Attending Tender Opening**  
**Annexure VII: Proforma of Bid Security**  
**Annexure VIII: Proforma of Performance Security.**  
**Annexure IXA & IXB: List of Foreign Correspondents of SBI /Allahabad Bank for opening of Letter of Credit**  
**Annexure X: List of Gateway Airports**  
**Annexure XI: Declaration Certificate**

1.2 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 **Executive Director (KGB & BEP), Oil India Limited (OIL), KG Basin Project, 3<sup>rd</sup> Floor, D. No. 11-4-7, Nokalamma Temple Street, Ramaraopet, Kakinada-533004, Andhra Pradesh** on or before the Bid Opening Date and Time mentioned in the Tender.

**a) Original Bid Security if applicable.**

**b) Details Catalogue.**

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.

1.3 All the Bids must be Digitally Signed using “Class 3” digital certificate (e-commerce application) 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.



## **INSTRUCTIONS TO BIDDERS**

### **SECTION - A**

#### **GENERAL TERMS AND CONDITIONS**

##### **1.0 ELIGIBILITY TO BID:**

- 1.1 The bid should be from Original Equipment manufacturers.
- 1.2 However, the bids from sole selling agents / authorised distributors / authorised dealers / authorised supply houses can also be considered, provided such bids are accompanied with back-up authority letter (valid at the time of bidding) from the manufacturer authorising them to market their product. OIL INDIA LIMITED (OIL) reserves the right to reject offers without back up authority letter from manufacturer.

##### **1.3 FOREIGN COLLABORATION/JOINT VENTURES:**

- 1.3.1 In case an Indian bidder does not meet the experience requirement and is banking upon the experience of foreign collaborations/ joint venture firms regarding back-up consultancy, the proof of Government's clearance should be submitted along with the Bid failing which the offer will be ignored.

##### **2.0 TENDER FEE**

- 2.1 For Limited tenders, no tender fee will be required.
- 2.2 In case of press tenders, prospective bidders can purchase tender documents from the offices of the of Oil India Limited (hereinafter referred to as 'OIL') mentioned in the notice inviting tenders (NIT) against an application along with requisite non-refundable tender fee. The bidders shall be able to create the bid online only after payment of tender fee. OIL will not take any responsibility for any delay in receipt of Tender Fee.

##### **2.3 EXEMPTION OF TENDER FEE:**

- 2.3.1 Small Scale Industries (SSI) registered with NSIC under Single Point Registration Scheme (and not their dealers/distributors) are exempted from payment of tender fees for the items they are registered with NSIC. Valid registration certificate with NSIC must be enclosed along with the application for issuing tender documents.
- 2.3.2 Public Sector Units (PSU) are also exempted from payment of tender fee.

2.3.3 Firms registered with NSIC, PSU's & Government Departments claiming exemption from payment of tender fee should submit their request with all credentials to the tender administrator at least 7 days in advance from the date of closer of sale of bid documents, to get access for participation in the tender.

2.3.4 Tender documents provided to SSI Units registered with NSIC on free of charge basis shall submit their offer for their own product for which they are registered. Their offer for other than their own product shall not be acceptable. Their offer as supply house also will not be acceptable and shall be rejected straightway.

**2.4 REFUND OF TENDER FEE:**

In case of cancellation of Press tenders, tender fee will be refunded. However, in case fresh tender is issued in cancellation of earlier tender, tender fee will not be refunded. Instead, such bidders will be allowed to participate Free of charge.

**3.0 TRANSFERABILITY OF BID DOCUMENTS:**

3.1 The Bid documents are non-transferable. The bid can only be submitted in the name of the bidder in whose name the bid document has been issued.

3.2 Unsolicited offers will not be considered and will be straightway rejected.

**4.0 COST OF BIDDING**

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

4.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid without seeking any clarifications.

**5.0 AMENDMENT TO BIDDING DOCUMENTS**

5.1 At any time prior to the bid closing date, OIL may for any reason, whether at its own initiative or in response to clarifications requested by the prospective bidder(s), modify the bidding document by amendment(s). All prospective bidders who have

received the bidding documents will be notified of the amendments.

- 5.2 OIL may at its discretion if considered necessary, extend the deadline for the submission of bids.

### **PREPARATION OF BIDS:**

#### **6.0. LANGUAGE AND SIGNING OF BID**

- 6.1 Bids and all related documents as well as all subsequent correspondence between the Bidder and OIL shall be in English language. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case for purpose of interpretation of the bid, the translation in English shall prevail.

### **7.0 CONTENTS OF OFFERS:**

- 7.1 The Prices along with price related conditions shall be filled online in the Price-Bid screen. Any documents sought to be attached with price bid shall also be attached at appropriate place must be digitally signed.

Techno-commercial unpriced Bids shall be submitted in the prescribed bid proforma as per Annexure I to XI. The above annexures shall be duly filled in without any alteration to OIL's proforma. The above Annexures along with copy of Bid Bond as per Annexure VII and all other techno-commercial documents other than price details to be submitted with techno-commercial unpriced bid as per tender requirement should be placed in the 'un-priced' bid folder.

- 7.1.2 The bid and all attached documents should be digitally signed using digital signatures issued by an acceptable Certifying Authority (CA) as per Indian IT Act 2000 before bid is uploaded. If any modifications are made to a document after attaching digital signature, the digital signature shall again be attached to such documents before uploading the same.

The authenticity of above digital signature shall be verified through authorised CA after bid opening and in case the digital signature is not authorized the bid will be rejected.

Bidder is responsible for ensuring the validity of digital signature and its proper usage by their employee.

- 7.1.3 The Bidders are advised in their own interest to ensure that all the points brought out in the check list enclosed at Annexure IV are

complied with in their bid failing which the offer is liable to be rejected.

7.1.4 The bids can only be submitted in the name of the Bidder who has been permitted to participate in the bid. The bid papers, duly filled in and complete in all respects shall be submitted together with requisite information and Annexures I Through XI. It shall be complete and free from ambiguity, change or interlineations.

7.1.5 The bidder should indicate at the time of quoting against this tender their full postal and Fax/Email addresses and also similar information in respect of their authorised agents in India, if any.

7.1.6 The bid including all attached documents shall be digitally signed by duly authorized representative of the bidding company.

7.1.7 The Bidder, in each tender for procurement of goods, will have to give a certificate in its offer, that the terms and conditions as laid down in this model bidding document booklet no. MM/GLOBAL/E-01/2005 are acceptable to it in toto.

## 7.2 **PRICE SCHEDULE**

7.2.1 The Bidder shall fill in completely (on-line) all fields in the price schedule furnished in the bidding document in respect of items quoted.

## 7.3 **Bid Prices**

7.3.1 The bidders shall fill-in online the appropriate price schedule i.e. The net unit prices of the goods they propose to supply and other pricing details etc. as per the Pricing condition separately;

7.3.2 The Foreign bidders must quote the following prices/information:

- i) Firm unit Ex-Works price of the quoted items and Currency.
- ii) Firm FOB/FCA component stating the port of Embarkation.
- iii) Firm Freight (ocean/air) upto Chennai as required in the price schedule.
- iv) Any other Price component as applicable to the Tender.

7.3.3 OIL reserves the right to place the order either on FOB or C&F basis.

7.4 The Indian bidders must quote the following prices/information:

- i) Firm unit Ex-Works price of the quoted items and Currency.
- ii) Firm Packing and forwarding component stating the place of despatch.
- iii) Firm Freight as required in the price schedule stating road/rail freight.
- iv) Any other Price component as applicable to the Tender.

- 7.5 Prices quoted by the bidder shall be firm during the bidder's performance of the contract and not subject to variation on any account.

7.6 **DISCOUNT**

Prices should be quoted net of discount and no discount should be shown separately. Discount, if any should be merged with the quoted prices. Discount of any type, indicated separately as well as conditional discount, will not be taken into account for evaluation purpose. However, if an offer is found to be the lowest even without considering discount, OIL shall avail such discount at the time of placement of order.

7.7 **CHANGE IN QUANTITY:**

OIL reserves the right to increase / decrease the quantity. It will be obligatory on the part of the Bidder to supply ordered quantity at the offered rates.

7.8 **TECHNICAL LITERATURE:**

Relevant technical literature must be submitted along with the offer whenever called for without which the offer would be liable to be rejected.

7.9 **THIRD PARTY INSPECTION (When specifically called for in the tender):**

- 7.9.1 Whenever inspection by OIL's approved Third Party Inspection Agencies has been called for in the tender, Bidder must indicate the availability of the OIL's approved Third Party Inspection Agencies in their area. OIL reserves the right to inspect the material through any of the Third Party Inspection Agencies.

- 7.9.2 All inclusive charges for Third Party Inspection must be indicated separately in the on-line Price schedule.

- 7.9.3 Offers without any mention about Third Party Inspection charges as specified above will be considered as inclusive of Third Party Inspection charges. When a bidder mentions Third Party Inspection charges as extra without specifying the amount, the offer will be loaded with maximum value towards Third Party Inspection charges received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, Third Party Inspection charges mentioned by OIL on the Purchase Order will be binding on the bidder.

**7.10 SAMPLES (When specifically called for in the tender):**

7.10.1 Bidder shall submit Samples of requisite quantity whenever called for. Each sample shall be sealed and have a card affixed indicating

- a) Bidder's name, address, contacts Telephone No. & Email address
- b) Tender No. and Bid opening Date
- c) Product Name
- d) Item No. of the tender

7.10.2 Sample must be received on or before the Bid Closing Date failing which the offer will be rejected.

7.10.3 Bidders who have been exempted from submission of tender sample through specific communication from OIL, need not submit any sample. However, they will be required to enclose a photocopy of the exemption letter along with their bid failing which their offers will be liable to be rejected.

**7.11 TRAINING (When specifically called for in the tender):**

7.11.1 Bidders shall indicate cost for training OIL's personnel separately whenever called for.

7.11.2 For training at Bidder's premises, only the training fee should be indicated by the Bidder. All charges towards to & fro fare, boarding/lodging and daily expenses etc. for OIL's personnel shall be borne by OIL.

7.11.3 For training at OIL's premises, the Bidder should quote training charges which should be inclusive of all charges of their personnel viz. to and fro air fares, boarding/lodging expenses and daily expenses etc. for the entire period. Local transport for commuting to the site at the place of training will be provided by OIL.

**7.12 INSTALLATION AND COMMISSIONING (When specifically called for in the tender):**

7.12.1 In the event installation and commissioning of the item by the technical experts of the bidders is involved, the charges thereof should be quoted separately which should be inclusive of to and fro air fares, boarding/lodging & daily expenses of the bidder's technical personnel amongst others. OIL will provide local transport for commuting to the installation site. Bidders shall also indicate in their offer the total expected time required for installation/commissioning of the items.

- 7.12.2 Offers without any mention about installation/commissioning and Training charges will be loaded with maximum value towards installation/commissioning and Training charges received against the tender for comparison purposes.

**7.13 SERVICE/INCOME TAX:**

Any Service/ Income tax/Personal tax or any other taxes/levies involved on the services rendered by the Bidder shall be borne by bidders and will be deducted at source by OIL. Bidders are, therefore, requested to take note of this while quoting their prices wherever training and installation/commissioning etc. are involved.

**7.14 DELIVERY:**

- 7.14.1 Bidder shall offer their earliest delivery period Ex-works as well as F.O.R Kakinada (in case of indigenous Bidder) and Ex-works and C&F Chennai (in case of foreign Bidder) from the date of receipt of order. Normal Ex-works delivery requirement of OIL is maximum 3 months from the date of receipt of Purchase Order or date of establishment of Letter of Credit (where payment term is through L/C), unless otherwise specified elsewhere.

**7.15 VALIDITY OF BIDS**

Validity of the offer shall be minimum 4 months (120 days) from the date of bid opening. If nothing is mentioned by the bidder in their offer, it will be presumed that the offer is valid for four months (120 days) from bid opening date.

**7.16 VAGUE AND INDEFINITE EXPRESSIONS**

Any vague and indefinite expressions such as “Subject to prior sale”, “Prices ruling at the time of despatch”, “Subject to availability of materials” etc. will not be considered.

**7.17 AGENT/ CONSULTANT/ REPRESENTATIVE/ RETAINER/ASSOCIATE**

- 7.17.1 Bidders must clearly indicate in their offer whether they have any Agent in India. If so, bidders must furnish the names and addresses of their agents and state clearly whether agents are authorised to receive any commission. The rate of commission amount must be indicated which will be payable only in non-convertible Indian currency. Unless otherwise specified it will be assumed that Agency commission has been included in the offered price. If there is no mention about the commission amount, it will be assumed that no commission is involved against this purchase.

**8.0 CLARIFICATION IN RESPECT OF INCOMPLETE OFFERS**

Prospective bidders are advised to ensure that their bids are complete in all respects and conform to OIL's terms, conditions and bid evaluation criteria of the tender. Bids not complying with OIL's requirement may be rejected without seeking any clarification.

**9.0 BID SECURITY**

(NOTE: This clause is applicable only in case of tenders wherever specifically mentioned.)

9.1.1 All the Bids must be accompanied by Bid Security for the amount as mentioned in the NIT or an equivalent amount in freely convertible currency and shall be in the prescribed format (Annexure VII) as Bank Guarantee((BG) or an irrevocable Letter of Credit (L/C) from any of the following Banks :

- a) Any Scheduled Indian Bank or
- b) Any Indian branch of a foreign Bank or
- c) Any reputed foreign Bank having correspondent bank in India

9.1.2 The Bank Guarantee / LC shall be valid for One (01) year from the Bid closing date and shall be enforceable at Kakinada/ Duliajan / Delhi / Kolkata / Guwahati.

9.2 (i) The domestic bidders will have to submit the Bank Guarantee from any of the scheduled banks and on non - judicial stamp paper of requisite value, as per the Indian Stamp Act, purchased in the name of the issuing banker.

(ii) The foreign Bidder will have to submit the Bank Guarantee from Banks of Indian origin situated in their town/city/country. In case no such bank of Indian origin is situated in their town/city/country, the Bank Guarantee may be submitted from the bankers as specified in Clause 9.1.1 (b) or (c) above.

(iii) The Bank Guarantee issued by a Bank amongst others must contain the following particulars of such Bank:

- (a) Full Address
- (b) Branch Code
- (c) Code Nos. of the authorized signatory with full name and designation
- (d) Phone Nos./Fax Nos./E-mail address



(iv) In case, any such Bid Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the signatures of fake official of the Bank, the bid submitted by the concerned bidder shall be rejected forthwith and the bidder shall be debarred from participating in future tenders.

- 9.3 Any bid not accompanied by a proper Bid Security (in Original) in conformity with Clauses 9.1.1, 9.1.2 and 9.2 as applicable will be rejected outright without any further reference.
- 9.4 The Bid Security of the unsuccessful bidders will be returned after finalization of tender whereas the Bid Security of the successful bidder will be discharged on such bidder's furnishing the Performance Security to OIL in the prescribed format (Annexure VIII) against the Purchase Order secured by the bidder within the stipulated time frame. The successful bidder will however, ensure that the validity of the Bid Security till such time the Performance Security in conformity with Clauses 10.3 or 10.4 below as the case may be, is furnished.
- 9.5 The bidders will extend the validity of the Bid Security, if and whenever specifically advised by OIL, at the bidder's cost.
- 9.6 Bid Security will not accrue any interest during its period of validity or extended validity.
- 9.7 The Bid Security will be forfeited:
- a) If a bidder withdraws his bid during the period of validity of bid or any extension thereof duly agreed by the bidder,
  - OR
  - b) If the successful Bidder do not accept the order or fails to furnish the Performance Security within 30 days of placement of order or before the expiry of Bid Security (unless extended), whichever is earlier.

**9.8 Exemption of Bid Security:**

- 9.8.1 Small Scale Industries (SSI) registered with NSIC under Single Point Registration Scheme (and not their dealers/distributors) are exempted from submitting Bid Security for the items they are registered with NSIC provided they submit their offer for their own product. Valid registration certificate with NSIC indicating the category of item and the monetary limit for which they are registered must be enclosed along with the Bid without which the bidder will not be entitled for exemption.

9.8.2 Public Sector undertakings are exempted from submitting Bid Security.

**10.0 PERFORMANCE SECURITY:**

**(NOTE:** This clause is applicable only in case of tenders wherever specifically mentioned.)

10.1 The successful bidder shall furnish the Performance Security in the form enclosed (Annexure VIII) herewith within 30 days of the receipt of notification of award of Contract failing which OIL reserves the right to cancel the order and forfeit the Bid Security. Bidders should undertake in his bid to submit Performance Security as stated above.

10.2 In the event of Seller's/Bidder's failure to discharge their obligations under the Contract, the Performance Security shall be encashed and the proceeds thereof shall be forfeited without any further reference to the Seller/Bidder.

10.3 The Performance Security shall be denominated in the currency of the contract or in equivalent US Dollars converted at the B.C. Selling rate of State Bank of India on the order date shall be in the form of a Bank Guarantee or irrevocable Letter of Credit from :

- a) Any Scheduled Indian Bank or
- b) Any Indian branch of a foreign Bank or
- c) Any reputed foreign Bank having correspondent bank in India.

10.4 (i) The bank guarantee by domestic bidders will have to be given from the scheduled banks on non-judicial stamp papers of requisite value, as per the Indian Stamp Act, and stamp papers should be in the name of the issuing bank.

(ii) The foreign Bidder will have to submit the bank guarantee from Banks of Indian origin situated in their town/city/country. In case no such bank of Indian origin is situated in their town/city/country, the Bank Guarantee may be submitted from the bankers as specified in Clause 22.2 (b) or (c) above.

(iii) The Bank Guarantee issued by a Bank amongst others must contain the following particulars of such Bank:

- (a) Full Address
- (b) Branch Code
- (c) Code Nos. of the authorized signatory with full name and designation
- (d) Phone Nos./Fax Nos./E-mail address

- (iv) In case, the Performance Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the signatures of fake official of the Bank, the LOI/Purchase Order issued/placed on the bidder shall be treated as cancelled forthwith and the bidder shall be debarred from participating in future tenders. Further, the Bid Security submitted by such bidder shall be invoked without any further reference.

10.5 The Bank Guarantee / LC shall be enforceable at Kakinada /Duliajan / Delhi / Kolkata / Guwahati.

10.6 The amount of Performance Security shall be 10% of order value (unless specified otherwise).

10.7 The Performance Security for capital nature items like plant and machinery etc. shall be valid for 12 months from the date of commissioning or 18 months from the date of shipment/despatch whichever concludes earlier. However, for consumables like chemicals, cement, tubular etc. the Performance Security shall be valid for 12 months from the date of shipment/despatch.

10.8 The Performance Security will be discharged by OIL and returned to the Bidder/Seller, within 30 days of its expiry of validity including any extension sought thereof or on completion of obligations under the contract.

10.9 Performance Security amount will not accrue any interest.

**10.10 Exemption of Performance Security:**

Small Scale Industries (SSI) registered with NSIC under Single Point Registration Scheme (and not their dealers/distributors) are exempted from submitting Performance Security for the items they are registered with NSIC if the contract /order value is less than the monetary limits for which the firm is registered with NSIC.

10.11 The bidders will extend the validity of the Performance Security, if and whenever specifically advised by OIL, at the Bidder/Seller's cost.

**11.0 DOCUMENTS COMPRISING THE BID**

11.1 The bid prepared by the bidder shall comprise the following components, duly completed:

- a) Price schedule (Refer on-line Price Schedule as applicable)

- b) Documentary evidence in accordance with Clause 1.2 if the bidder is other than Original Equipment Manufacturer.
- c) Bid must accompany necessary literature/catalogue of the equipment as well as of the spare parts catalogue thereof, wherever required.
- d) Bid Submission Proforma duly filled in (Refer Annexure I)
- e) Exceptions/Deviations Form duly filled in (Refer Annexure III)
- f) Check List duly filled in (Refer Annexure IV)
- g) Bidder's past supplies proforma duly filled in (Refer Annexure V)
- h) Authorisation letter for attending Tender Opening (Refer Annexure VI)
- i) Bid Security, wherever required.
- j) Confirmation about the Performance Security, wherever required
- k) Back-up Authority Letter for warranty cover of manufacturer in case the bid is from sole selling agent/authorised distributor/authorised dealer/authorised supply house.

## **12.0 SUBMISSION AND OPENING OF BIDS**

12.1 The bid along with all Annexure (I to XI) and copies of documents should be submitted in e-form only through OIL's e-bidding engine. The price bids submitted in physical form against e-procurement tenders shall not be accepted. However the following documents should necessarily be submitted in physical form in sealed envelope super scribed as "Tender Number and due for opening on....." The outer cover should duly bear the tender number and date of closing/opening prominently underlined, alongwith the address of Purchaser's office, as indicated in Invitation for Bids:

1. The original bid security.
2. Any other document required to be submitted in original as per tender requirement.
3. If Sample is called for in the Tender
4. Printed catalogue and Literature if called for in the NIT.

## **12.2 Special methods of submitting e- bid under "TWO BID SYSTEM" & "TWO STAGE BIDDING SYSTEM":**

12.2.1 In case of **TWO BID SYSTEM**, The bidder has to submit both the **"TECHNICAL"** and **"COMMERCIAL"** 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 commercial bid as per the Online Commercial Bid format. In Technical Bid opening, only Technical

**RFx Response Page will be opened. Therefore, the bidder should submit the TECHNO-COMMERCIAL UNPRICED BID in the Technical RFx Response Page only and not along with the price bid. No price should be given in the Technical RFx Response Page. The Priced Bid should be submitted as per Online Commercial Bid format.**

12.2.2 Under TWO **STAGE BIDDING SYSTEM**, bidders are required to submit only the “Techno-Commercial Unpriced Bids” in **the first stage through electronic form in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The “Priced Bids” will be submitted at a later date when called for by OIL.**

12.3 Any offer not complying with the above submission procedure will be rejected.

### 13.0 **DEADLINE FOR SUBMISSION OF BIDS**

13.1 No bid can be submitted after the submission dead line is reached. The system time displayed on e-procurement web page shall decide the submission dead line.

### 14.0 **CLARIFICATIONS OF BIDS:**

14.1 No unsolicited correspondence after submission of the offer will be taken cognizance of or responded to.

14.2 After the opening of the bid, OIL may at its discretion ask the bidder for clarification of its bids. The request for clarification and response shall be in writing and no change in the price or substance of the Bid shall be accepted. The reply of the bidder should be restricted to the clarifications sought.

### 15.0 **EXTENSION OF BID SUBMISSION DATE:**

Normally no request for extension of Bid Closing Date will be entertained. However, in case of any changes in the specifications, inadequate response or for any other reasons, OIL may at its discretion, extend the Bid Closing Date and/or time.

### 16.0 **LATE BIDS**

Bidders are advised in their own interest to ensure that bid are uploaded in system well before the closing date and time of the bid.

### 17.0 **OPENING OF BIDS**

17.1 The bid will be opened at 15.00 Hrs. (IST) or on the date & time of opening indicated in "Invitation for Bid". Bidder or their authorised representative (only one person per bidder) will be allowed to be present at the time of opening of the Bids. However, a letter (in the form as per Annexure VI enclosed) must be produced to the Tender Opening Officer at the time of opening of tenders. Unless this letter

is presented, the representative will not be allowed to attend the tender opening.

- 17.2 In case of unscheduled holiday on the closing/opening day of bid, the closing/opening date shall be re-fixed to next working day, the time notified remaining the same.

**18.0 COMPLIANCE WITH TENDER:**

- 18.1 Bidder's offer must conform in all respects with the applicable specifications, drawings and terms and conditions of the tender. Any deviation from the tender specifications or terms and conditions must be clearly and explicitly stated. In order to be considered responsive, the Bidder must enclose Annexure-III (duly filled in) with their Bid.
- 18.2 OIL reserves the right to accept / reject any deviation in bidder's offer pertaining to the materials specifications or to the terms and conditions stipulated in this tender without assigning any reason other than Bid Rejection Criteria specified in Section 'D'.

**19.0 CHECK LIST:**

THE CHECK LIST, AS PER ANNEXURE - IV ENCLOSED, MUST BE COMPLETED AND SUBMITTED ALONG WITH THE OFFER.

**20.0 PURCHASER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS.**

- 20.1 OIL reserves the right to accept / reject or prefer any offer either in full or in part or annul the bidding process and reject all bids at any time prior to award of contract without thereby incurring any liability to the affected bidder (s) or any obligation to inform the affected bidder (s) of the ground for OIL's action. OIL also reserves the right to split the order between two or more parties.

**21.0 PACKING:**

- 21.1 Packing of goods must be sufficiently robust to withstand multiple handling during transit for delivery to their final destination so that contents do not get damaged. Protection of the plant and equipment against corrosion or deterioration must be given special attention. In case of foreign Bidders, the packing should be sea-worthy.
- 21.2 Machined steel and iron parts are to be heavily greased/varnished as prevention against rust.

- 21.3 In the case of internal combustion engines, compressors and similar equipment, internal parts are to be sprayed with an inhibitor or water splitting preservative and all openings covered with tape to prevent ingress of water.
- 21.4 Boxes/Packing cases containing electrical/electronic equipment are to be waterproof lined.
- 21.5 All items must have their respective identification marks painted/embossed on them.
- 21.6 Crates or boxes should have a list of items contained therein secured to the exterior by means of an enveloping piece of tin sheet nailed to the wood. A duplicate list should also be included inside the crate with the contents.
- 21.7 The Seller shall be responsible for damage of goods either in full or in part and for corrosion and/or deterioration of the plant and equipment during transit due to inadequate/insufficient packing or due to non-compliance with the above Para Nos. 21.1 to 21.4 depending upon the nature of items and as such shall be obligated to repair or replace the damaged goods or plant or equipment in full or in parts thereof, at free of cost to OIL within a reasonable period of time.
- 21.8 **WEIGHT AND SIZE LIMITATION OF PACKAGES:**

Normal limiting dimensions and weights are as under:

<b><u>Category</u></b>	<b><u>Length</u></b>	<b><u>Width</u></b>	<b><u>Height</u></b>	<b><u>Capacity</u></b>
Truck	5.185 Mtrs.	1.98 Mtrs.	1.98 Mtrs.	9 MT
Normal Trailer	10.98 Mtrs.	2.44 Mtrs.	2.44 Mtrs.	18 MT
Semi Low Bed Trailer	10.98 Mtrs.	3.05 Mtrs.	3.05 Mtrs.	20 MT
Low Bed Trailer	6.71 Mtrs.	3.05 Mtrs.	3.81 Mtrs.	18 MT

This dimensional restriction must not be violated without prior approval from OIL. The finished packing should be in the form of a Box under the limited dimensions.

## **22.0 INSPECTION AND TEST:**

- 22.1 All materials to be supplied shall be subject to inspection and test by OIL at its discretion at any stage of manufacture and before despatch by mutual arrangement. Inspection and tests shall be carried out either by OIL's personnel or through a third party

nominated by OIL. Seller has to arrange for the inspection through the nominated third party (whenever applicable) and obtain the necessary inspection certificates together with the declaration certificate (as per Format mentioned in Annexure-XI)

- 22.2 OIL reserves the right to inspect the material through any of the Third Party Inspection Agencies. While appointing the Third party inspection Agency (from OIL's approved agencies), the bidder shall pass instruction to the appointed Third Party Inspection Agency to comply and respond to the advice/queries made by OIL directly with the inspection agency in connection with the inspection.
- 22.3 Bidder must extend the required facility for inspection by Third Party Inspection Agency. The bidder will be responsible for arranging the third party inspection and must submit the inspection certificate in Original together with the Declaration Certificate (as per Format mentioned in Annexure-XI) to OIL alongwith the despatch/shipping documents. The certificate issued by the Third Party Inspection Agency must specify that the inspection has been carried out for the material to be supplied to OIL INDIA LIMITED and inspection has been carried out as per the scope of inspection stipulated in OIL's Purchase Order. The certificate should also specify OIL's Purchase Order Number.

### **23.0 CONFIDENTIAL INFORMATION:**

- 23.1 The Bidder/Seller shall treat as confidential all designs, drawings, data or information written or verbal, supplied by OIL and shall use its best endeavours to ensure that such design, drawings, data or information is not divulged to any third party except with the consent of OIL where necessary for the purpose of performance of its obligation hereunder and subject to similar undertakings being obtained from such third parties to treat such design, drawings, data or information in like confidence other than designs, drawings, data or information which at the time of proposed disclosure are within the public knowledge or in the Bidder's/Seller's possession.

### **24.0 PATENT AND OTHER RIGHTS:**

- 24.1 The Bidder/Seller shall fully indemnify OIL against any action, claim or demand, costs and expenses arising from or incurred by reason of any infringement or alleged infringement of any letter, patent, design, trademark or name, copy right or other legally protected rights in respect of any plant, work, materials to be supplied or any arrangement, system or method of using, fixing or working to be employed by the Bidder/Seller.



24.2 In the event of any claim or demand being made or action brought against OIL in respect of any of the aforesaid matters, OIL shall notify the Bidder/Seller thereof as soon as possible and Bidder/Seller shall conduct with the assistance of OIL if necessary, but at his own expense, all negotiation for the settlement of such matter and any legal proceeding, litigation/ arbitration involved or which may arise there from.

**25.0 INDEMNITY AND INSURANCE:**

25.1 The Bidder/Seller shall defend or hold OIL harmless from all actions, claims, suits and demands made, against either or both of them in respect of injuries to or death of any person including employees of the Bidder/Seller or non-compliance of any statutory/safety requirement.

25.2 The Bidder/Seller shall also defend and hold OIL harmless for loss of and damage to property arising from the supply of any goods or materials or the erection, installation repair or operation for a period, of any plant hereunder.

**26.0 ASSIGNMENT:**

26.1 The Bidder/Seller shall not transfer, assign or sublet the consequent Contract or any part thereof without the prior consent in writing from OIL. Any permitted transfer/assignment or subletting shall not relieve the Bidder/Seller of any of his obligations which might have arisen before such permission was given.

**27.0 WARRANTY / GUARANTEE:**

27.1 Goods, materials or plant(s) to be supplied hereunder shall be new, of recent make, of the best quality & workmanship and shall be guaranteed by the Seller for a period mentioned hereunder against defects arising from faulty materials, workmanship or design. Defective goods / materials or parts notified by OIL to the Seller shall be replaced immediately by the Seller on F.O.R destination basis including payment of all taxes and duties at Seller's expense. This guarantee shall survive and hold good notwithstanding inspection, payment for and acceptance of the goods.

<b><u>NATURE OF ITEMS</u></b>	<b><u>PERIOD OF WARRANTY / GUARANTEE</u></b>
For consumables like Cement, Chemicals, tubulars, well head etc.	12 months from the date of despatch/shipment

For Capital Items	18 months from the date of despatch/shipment or 12 months from the date of successful commissioning, whichever is earlier
For other items	18 months from the date of despatch/shipment or 12 months from the date of receipt at destination, whichever is earlier

## **28.0 DEFAULT IN DELIVERY / LIQUIDATED DAMAGES:**

28.1 Time will be of the essence of the contract.

28.2 In the event of the Seller's default in maintaining the agreed delivery schedule set out in the order, OIL shall have the right to cancel the order at any time after expiry of scheduled delivery date without any reference to the Seller and make alternative arrangement at the discretion of OIL in which case extra expenditure involved, will be recoverable from the Seller and OIL shall not be responsible towards such cancellation or any damage that may be incurred by the Seller. The decision of OIL shall be final and binding on the Seller.

28.3 As an alternative to Clause No. 28.2 above, OIL reserve the right to accept the materials but, the Seller shall be liable to pay liquidated damages @ 0.5% per week or part thereof of the value of the goods in respect of which default in delivery takes place subject to a maximum of 7.5 %. Should there be default on the part of the Seller for more than 15 Weeks from the scheduled date to complete the delivery or to complete the installation/commissioning & Training (wherever applicable) successfully, OIL shall have the right, in addition to the provisions under Clause 28.2 to invoke the Performance Security without causing any notice to the Seller to this effect.

The amount of liquidated damage as stipulated above is a pre-estimated genuine loss as agreed by both the parties and shall be payable without any demur and shall not be open for any dispute whatsoever.

28.4 The liquidated damage as agreed by both the parties as a genuine pre-estimated loss shall be payable on Landed Cost of the materials at Kakinada inclusive of all cost to the extent of default (undelivered portion only in cases where part delivery is acceptable) and commissioning at site is not involved.

## **29.0 FORCE MAJEURE:**

29.1 In the event of either of the parties being rendered unable, wholly or in part by force majeure to carry out its obligations under the agreement when entered into, it is agreed that on such party giving notice and full particulars of such force majeure in writing or by telegram / telex / fax to other party as soon as possible (within maximum one week), after the occurrence of the cause relied on then the obligations of the party giving such notice with proper documentary evidence so far as they are affected by such force majeure, shall be suspended during the continuance of any inability so caused but for no longer period, and such cause as far as possible be remedied with all reasonable effort.

29.2 The term "Force Majeure" as used herein shall mean 'Acts of God' including Landslides, Lightning, Earthquake, Fires, Storms, Floods, declared Wars, Blockades, insurrection, riots, Government regulations etc., which are not within the control of the party claiming suspension of its obligations within the meaning of the above Clause 29.1 and which renders performance of the contract by the said party completely impossible.

**30.0 DEFAULT:**

30.1 In the event of an Contract with the Bidder, if the Bidder/Seller contravenes any of the provisions of the Contract or neglects to carry out his obligations of the Contract, OIL may give notice in writing thereof requiring the Bidder/Seller to remedy the breach within seven days, or within such period as OIL may agree to be reasonable and in the event of Bidder's/Seller's failing to do so, OIL will be at liberty to purchase the goods elsewhere or have the work which the Bidder/Seller has neglected to do, carried out by some other person at the Bidder's/Seller's expense. In such an event OIL shall have the right to terminate the Contract.

**31.0 TERMINATION:**

31.1 In the event of an Contract with the Bidder, OIL shall have the right to terminate the Contract giving 7 days notice or such reasonable time and in this event shall pay to the Bidder/Seller such sum as shall fully compensate the Bidder/Seller for work carried out by them in performance of the Contract prior to such termination.

**32.0 APPLICABLE LAW:**

The contract arising out of this tender shall be interpreted in accordance with and governed by the laws of India.

**33.0 ARBITRATION:**

- 33.1 All disputes and differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this Tender and consequent Contract or the breach thereof shall be mutually settled. However, in case no such mutual settlement is arrived at, the matter shall be settled by arbitration in accordance with the provision of arbitration of the Indian Arbitration & Conciliation Act, 1996 and any statutory modification or re-enactment thereof and the Rules made there under and for the time being in force. The venue of arbitration shall be at Kakinada/Delhi unless otherwise agreed by OIL
- 33.2 In case of dispute with the Seller who happens to be a Public Sector Undertaking, the same shall be resolved as per Department of Public Enterprises (DPE) guidelines.

**SECTION - 'B'**

**SPECIAL TERMS & CONDITIONS FOR FOREIGN BIDDERS ONLY**

**1.0 INCOTERMS:**

Bidders to note that interpretation of all foreign trade terms shall be as per INCOTERMS 2010.

**2.0 ORDER TERMS:**

OIL reserves the right to place order on EXW (Ex-works including packing), FCA, FOB, C & F or CIF terms. Offered rates shall be kept firm by the Bidder through delivery/shipment.

**3.0 PARTIAL ORDER/REDUCED QUANTITY:**

**THE MINIMUM FOB / FCA CHARGES IN CASE OF PARTIAL ORDER FOR REDUCED QUANTITY / ITEMS SHALL HAVE TO BE INDICATED BY THE BIDDER. IN CASE THIS IS NOT INDICATED SPECIFICALLY, THE CHARGES QUOTED WOULD BE PRORATA CALCULATED AND THE SAME WILL BE BINDING ON THE BIDDER.**

**4.0 TAXES & LEVIES:**

- (i) All taxes, stamp duties and other levies imposed outside India shall be the responsibility of the Bidder/Seller and charges thereof shall be included in the offered rates.
- (ii) All Taxes & levies imposed in India, for the services including installation & commissioning, shall be to the Bidder/Seller's account.
- (iii) Income Tax on the value of the Services rendered by the Bidder /Seller in connection with installation, commissioning, training etc. shall be deducted at source from the invoices at the appropriate rate under the I.T. Act & Rules from time to time.

**5.0 SHIPMENT:**

5.1 **SEA SHIPMENT:** Shipment by sea shall be through conference line vessels, preferably having India as a member. Shipment must be under-deck.

5.2 **AIR SHIPMENT:** In case the gross weight of consignment is less than 100 kg, despatch by air may be assumed. In case of air freighting, order may be placed either on FCA (Gateway airport of the country from where the material will be shipped) or on Ex-

works (packed) basis. A list of Gateway airport is enclosed as Annexure-X. In cases of order on FCA basis, airfreighting shall be through OIL's authorised Freight Forwarder and all charges up to aircraft are to be borne by the bidder. In case of order on Ex-works (packed) basis, the supplier shall make the goods ready with export air worthy packing and OIL's nominated cargo handling Agent shall collect the materials from the works of the supplier.

- 5.3 **DESPATCH THROUGH COURIER:** In case despatch is made through courier, despatch is to be made on "Freight mode", unless otherwise specified.

**6.0 INSURANCE:**

In case of shipment other than on CIF terms, insurance will be arranged and paid for by OIL on receipt of information of loading. In case of contracts on CIF terms, insurance upto Port of discharge shall be arranged and paid for by Seller.

**7.0 COUNTRY OF ORIGIN:**

Bidders shall indicate Country of Origin item-wise. In case of mixed country of origin, percentage distribution of contents of country of origin must be stated.

**8.0 TERMS OF PAYMENT**

- 8.1 Payment terms must be clearly stated. OIL's standard payment terms are:

- i) Sight draft basis (Cash against Documents)
- ii) Letter of Credit (L/C)

- 8.2 Payment through Letter of Credit:

- 8.2.1 The Letter of Credit shall be established through State Bank of India (SBI) or Allahabad Bank or any other scheduled Bank, as would be mentioned in the Purchase Order, from time to time. The foreign correspondents of SBI / Allahabad Bank / any other scheduled Bank in various countries are furnished vide Annexure-IXA and Annexure-IXB to this Tender Notice. Bidders shall name one of the correspondents of SBI / Allahabad Bank through whom they prefer to have their L/C opened. Where foreign correspondents of SBI / Allahabad Bank do not exist, the bidders are to indicate their banker's name and address in their offers.

- 8.2.2 Normally L/C will not be confirmed. Confirmation of L/C, if required, shall be at Seller's cost.

8.3 For small value orders say up to US \$15,000.00, OIL would prefer to make payment on Sight draft (Cash against Documents) basis for expeditious processing of order for mutual benefit. OIL undertakes to pay within 15 working days of receipt of clean documents, in case of payment on Sight draft (CAD) basis. As per present rule, Sight Draft (CAD) payment up to US\$ 25,000 can be made on direct submission of documents to OIL's nominated banker instead of routing through bidder's banker.

8.4 Payment terms where installation and commissioning & Training is involved:

Wherever installation and commissioning is involved, 70% payment will be made against supply of materials and balance 30% after satisfactory commissioning at site along with the installation & commissioning charges. Payment towards training will be released after successful completion of training.

The bidder, in his bid, must indicate the correct particulars viz. their Account number etc. to enable the SBI to put through the correct transaction.

#### **8.5 PAYMENT TO THIRD PARTY:**

Request for payment/part payment to third party (i.e., other than the party on whom the order has been placed) will not be entertained by OIL under any circumstances. The offers stipulating payment/part payment to such third party will be considered as non-responsive and such offers will be rejected.

#### **9.0 BANKING CHARGES:**

9.1 While banking charges in India will be borne by OIL, all banking charges in bidder's country will be to the bidder's account. Bidders are requested to quote their prices considering these charges, if applicable. Further, bank charges in India incurred in extension/ amendment of L/C for reasons attributable to the bidder (and where OIL is not at fault), shall be borne by the bidder.

#### **10.0 ADVANCE PAYMENT:**

10.1 Request for advance payment shall not be normally considered. However, depending on merit and at the sole discretion of OIL, advance payment may be agreed at an interest rate of 1% above the prevailing Bank rate (CC rate) of State Bank of India compounding on quarterly basis from the date of payment of the advance till recovery /refund.

- 10.2 Advance payment if agreed to by the Company shall be paid only against submission of an acceptable Bank Guarantee whose value should be equivalent to the amount of advance plus the amount of interest estimated by OIL on the basis of contractual delivery period without further reference.
- 10.3 Bank Guarantee shall be valid for 3 months beyond the delivery period incorporated in the order and same shall be invoked in the event of Seller's failure to execute the order within the stipulated delivery period.
- 10.4 In the event of any extension to the delivery date, seller shall enhance the value of the bank guarantee to cover the interest for the extended period and also shall extend the validity of bank guarantee accordingly.

**11.0 INDIAN AGENTS:**

- 11.1 Bidders must clearly indicate in their offer whether they have any Agent in India. If so, bidders must furnish the names and addresses of their agents and state clearly whether agents are authorised to receive any commission. The rate of commission amount must be indicated which will be payable only in non-convertible Indian currency. Unless otherwise specified it will be assumed that Agency commission has been included in the offered price. If there is no mention about the commission amount, it will be assumed that no commission is involved against this purchase.

**11.2 One Indian agent is not allowed to represent two Bidders against one tender.**

**12.0 DOCUMENTATION:**

- 12.1 Eight (8) copies of invoices, Six (6) copies of BL/AWB and Four (4) copies of certificate of origin will be required to be furnished.
- 12.2 The Seller shall negotiate the documents through their Bank at its earliest convenience. However, in case of shipment from the ports of nearby countries (e.g., Singapore), the successful Bidder shall negotiate the documents within 7 days of shipment.
- 12.3 Seller shall also ensure that the shipping documents are received by OIL's Kolkata office 7 days (3 days in case of shipment from nearby countries/ports like Singapore) prior to the listed arrival of the vessel at Kakinada port. In case of air-freighted consignments, documents should be received within 7 days from the date of despatch. If the documents are not made available as requested it will not be possible for OIL to clear the consignments through Customs at the discharging port in time and the same will accrue



demurrage. Expenses incurred by OIL due to late submission of documents would be recoverable fully from the successful Bidder or their Indian agent.

**13.0 SPECIAL TERMS & CONDITIONS FOR INDIAN AGENT:**

- 13.1 Commission to Indian Agents shall be paid after clearance of goods through customs against bills submitted to OIL's Kolkata office. However, whenever installation & commissioning is involved, the commission to Indian Agents shall be released only after successful installation & commissioning by the Bidder/supplier.
- 13.2 OIL shall reserve the right to deduct demurrage and other expenses incurred due to late/incorrect submission of documents by the Principal from the commission payable to their Indian Agents against the instant order or any other subsequent / outstanding order.

**SECTION – ‘C’**

**SPECIAL TERMS & CONDITIONS FOR INDIAN BIDDERS**

**1.0 PRICES:**

- 1.1 Indian bidders are required to indicate both Ex-works as well as FOR Destination price by road. Bidder should also indicate FOR operating Railhead price where the material is a full rake load Chemicals/Cement/Tubular consignment or any other item specifically mentioned to be transported by rail only
- 1.2 OIL reserves the right to place order on FOR (despatching station) or FOR (destination) terms. Offered rates should be kept firm through delivery/despatch.

**2.0 EXCISE DUTY:**

- 2.1 Excise Duty, if any, should be quoted either as “extra” or as inclusive as the case may be. The Seller, if happens to be a Supply House, should not quote “Excise Duty” as extra.

SSI Unit availing slabs rate of turnover for duty structure should specify the maximum Excise Duty levies against the order at the time of delivery, if order is placed on them.

Bidders, who are manufacturers, should indicate the rate of Excise Duty, if any, separately for all quoted items.

Any benefit/concession/exemption involved should be spelt out clearly by the bidders. In case such information is not furnished in the Bid, the offer will be loaded with the maximum amount of Excise duty applicable for the item for evaluation purpose. However, OIL reserves the right to place the order based on the excise duty indicated in the Bid which will be binding on the Bidder.

- 2.2 Bidder should indicate the following in their offer:

- a) Address of the factory from where the goods will be despatched.
- b) Chapter, Heading and Sub-heading of the Excise tariff for the material offered.

**3.0 SALES TAX:**

- 3.1 In case of concessional CST @ 2 % (or any other rate as per the Act), necessary ‘C’ form shall be issued by OIL wherever applicable at the time of settlement of invoice.

Any other benefit/concession/exemption available at the time of delivery should be spelt out clearly by the bidders. In case such information is not furnished in the Bid, the offer will be loaded with the normal amount of tax applicable for the item for evaluation purpose. However, OIL reserves the right to place the order based on the tax indicated in the Bid which will be binding on the Bidder.

#### **4.0 OTHER TAXES & LEVIES:**

- (i) All taxes, stamp duties and other levies for the services including installation/commissioning, Training etc. shall be to the Bidder/Seller's account.
- (iii) Income Tax /Service Tax on the value of the Services rendered by the Bidder/Seller in connection with installation/commissioning, training etc. shall be deducted at source from the invoices at the appropriate rate under the I.T. Act & Rules from time to time.

#### **5.0 CONCESSIONS PERMISSIBLE UNDER STATUTES:**

Bidder, while quoting against this tender, must take cognizance of all concessions permissible under the statutes including the benefit under Central Sale Tax Act, 1956, failing which the Bidder will have to bear extra cost where bidder does not avail concessional rates of levies like customs duty, excise duty, sales tax etc. OIL will not take responsibility towards this.

However, OIL may provide necessary assistance wherever possible, in this regard.

#### **6.0 STATUTORY VARIATION:**

Any statutory variation (increase/decrease) in the rate of excise duty/sales tax/Customs Duty or any statutory levy after the closing date of tenders/revised priced bid, as the case may be, but within the contractual delivery/completion period will be to the account of OIL subject to documentary evidence. However, any increase in excise duty/sales tax/Customs Duty or any statutory levy after the expiry of the scheduled date of delivery shall be to the supplier's account.

#### **7.0 IMPORT CONTENT:**

- 7.1 In case there is any import content in their offer, it will be obligatory on the part of the Indian bidders to mention the amount involved and the rates quoted should be inclusive of import content

and applicable customs duty thereon. On the other hand, if there is no import content they should categorically state the import content to be NIL in their offer. Bidders who do not mention import content in their offer will not be entitled to price preference applicable, if any vide Section D (Bid Rejection & Bid Evaluation Criteria).

## **8.0 CURRENCY OF BIDS / EXCHANGE RATE FLUCTUATION:**

- 8.1 Indian Bidders are permitted to bid in any currency (including Indian Rupees) and receive amount in that currency. However, currency of bid will not be allowed to be changed after bid opening. Since Indian bidders are allowed to quote in any currency, OIL will not compensate for any exchange rate fluctuation in respect of the purchase finalised under this tender.

## **9.0 DEEMED EXPORT BENEFITS:**

It will be specifically highlighted in the tender in case Deemed Export benefit is applicable against this tender and the benefits available.

## **10.0 DESPATCH:**

### **10.1 Road Despatch:**

- 10.1.1 In the event of an order other than FOR Destination terms, the material will be required to despatch through OIL's approved transporters (which will be specified in the order) on "Door Delivery" basis.

- 10.1.2 For orders placed on FOR Destination basis, the material will be required to despatch through reputed Bank approved transporters only on Door Delivery basis. In case OIL is required to collect the material from transporters godown, extra expenditure incurred thereof will be recovered from the Bidder/seller.

### **10.2 Rail Despatch:**

In case of Rail despatch, the Bidder will be fully responsible for arranging required railway wagons/rake. Tubular consignment will be despatched on open type wagons only. Height of the wagons should not exceed 4.6 metres.

## **11.0 INSURANCE:**

- 11.1 Transit insurance will be arranged and paid for by OIL for all orders other than FOR Destination orders. The Bidder/seller will be required to intimate the insurance agency (which will be

specified in the Purchase Order) regarding the despatch details immediately after despatch. The Sellers have to arrange the transit insurance at their cost in case of orders placed on FOR Destination basis.

12.0 **PAYMENT TERMS:**

12.1 **Payment terms where installation / commissioning and Training are not involved:**

Payment to the extent of 90% maximum of the value of the supply will be made against proof of despatch presented through Bank or to OIL directly. Balance 10% of the value will be released not later than 30 days of receipt of goods at OIL's site. Adjustments, if any, towards liquidated damage shall be made from the balance 10% payment. OIL may consider releasing 100% payment against despatch documents for suppliers having good track record with OIL and where 10% Performance Security is submitted in time and no installation/commissioning is involved.

12.2 **Payment terms where installation /commissioning and Training are involved:**

Wherever installation / commissioning and Training are involved, 70% payment will be made against supply of materials and balance 30% after satisfactory commissioning at site along with the installation & commissioning charges after adjusting liquidated damages, if any. Payment towards training will be released after successful completion of training.

12.3 **Payment against Trial Orders:**

In the event of placement of trial orders, payment will be made only on acceptance of goods after successful field trial of the materials.

12.4 **PAYMENT TO THIRD PARTY:**

Request for payment/part payment to third party (i.e., other than the party on whom the order has been placed) will not be entertained by OIL under any circumstances. The offers stipulating payment/part payment to such third party will be considered as non-responsive and such offers will be rejected.

13.0 **BANKING CHARGES:**

All banking charges will be to the bidder's account.

**14.0 ADVANCE PAYMENT:**

- 14.1 Request for advance payment shall not be normally considered. Depending on merit and at the discretion of OIL, advance payment may be agreed at an interest rate of 1% above the prevailing Bank rate (CC rate) of State Bank of India compounding on quarterly basis from the date of payment of the advance till recovery /refund.
- 14.2 Advance payment if agreed to by the Company shall be paid only against submission of an acceptable Bank Guarantee whose value should be equivalent to the amount of advance plus the amount of interest estimated by OIL on the basis of contractual delivery period.
- 14.3 Bank Guarantee shall be valid for 3 months beyond the delivery period incorporated in the order and same shall be invoked in the event of Seller's failure to execute the order within the stipulated delivery period.
- 14.4 In the event of any extension to the delivery date, seller shall enhance the value of the bank guarantee to cover the interest for the extended period and also shall extend the validity of bank guarantee accordingly.

## **SECTION - D**

### **BID REJECTION CRITERIA & BID EVALUATION CRITERIA**

#### **1.0 BID REJECTION CRITERIA:**

The bids must conform to the specifications, terms, and conditions given in the NIT. Bids shall be rejected in case the items offered do not conform to the required minimum / maximum parameters stipulated in the technical specifications and to the respective international /national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected:

- 1.1 Bidders shall offer firm price through delivery and not subject to variation on any account. Bids with adjustable price shall be treated as non-responsive and rejected.
- 1.2 Validity of the Bids shall be minimum 4 months (120 days). Bids with lesser validity will be rejected.
- 1.3 Bids received after bid closing date and time shall be rejected. Also, modification of Bids received after Bid Closing date/time shall not be considered.
- 1.4 Bidders shall quote directly and not through their agent in India. Offers made by their Indian Agents on behalf of their foreign Principals will be rejected. Similarly, Bids received from unsolicited parties shall be rejected.
- 1.5 The authenticity of above digital signature shall be verified through authorised CA after bid opening and in case the digital signature is not authorized the bid will be rejected.
- 1.6 Any offer containing incorrect statement will be rejected
- 1.7 Bids without original Bid Security as per Para 9.0 of Section A (wherever called for) and confirmation regarding submission of requisite Performance Security as per Para 10.0 of Section A (wherever called for) shall be rejected.
- 1.8 Bids not submitted in compliance with Special methods of submitting system mentioned in Para 12.1 of Section A (whenever applicable) will be rejected.

- 1.9 The bids shall conform generally to the specifications and terms and conditions given in the tender. Bids shall be liable for rejection in case the goods offered don't conform to the required minimum / maximum parameters stipulated in the technical specifications and to the respective international/National standards wherever stipulated.
- 1.10 Bids submitted without all the cost details required vide Para 7.1 of Section A will be rejected.
- 1.11 Bids not submitted in compliance with Para 7.10.2 of Section A regarding submission of samples (whenever applicable) will be rejected.

## **2.0 BID EVALUATION CRITERIA:**

- 2.1 Bids which are found to be responsive and meeting the requirement both specification wise and terms and conditions in the enquiry will be considered for final evaluation.
- 2.2 Each item shall be normally evaluated independently unless otherwise stated.
- 2.3 In the event of computational error between unit price and total price, unit price shall prevail and adopted for evaluation.
- 2.4 Similarly, in the event of discrepancy between words and quoted figure, words will prevail.
- 2.5 For conversion of foreign currencies into Indian Rupees, B. C. selling (Market) rate declared by State Bank of India (SBI) one day prior to the date of price bid opening shall be considered. However, if the time lag between the opening of the bids and final decision exceeds 3 (three) months, then B.C. selling (Market) rate of exchange declared by SBI on the date prior to the date of final decision shall be adopted for conversion.

## **3.0 COMPARISON OF OFFERS:**

### **3.1 WHEN ONLY FOREIGN BIDDERS ARE INVOLVED:**

Comparison of offers will be done on CIF Chennai Port basis.

### **3.2 WHEN BOTH FOREIGN AND DOMESTIC BIDDERS ARE INVOLVED:**

- 3.2.1 The ex-works price of domestic bidder (inclusive of customs duty on imported raw materials and component etc. and applicable terminal excise duty on the finished products and Sales Tax)



excluding inland transportation to destination and CIF landed price of foreign bidders (with customs duty as applicable on the bid closing date) excluding inland transportation to destination will be compared. However, for contracts for supply cum installation / erection / site assembly, or turnkey projects where bidder's responsibility includes inland transportation, the evaluation will be inclusive of inland transportation.

### 3.2.2 **Price Preference:**

For capital goods, the domestic manufacturers would be accorded a price preference to offset CST to the extent of 4% or actual whichever is less subject to 30% local content norms as stipulated for World Bank Funded project to the satisfaction of OIL.

3.2.3 When more than one domestic bidders fall within price preference range, inter-se-ranking will be done on FOR destination basis.

3.2.4 If the Government of India revises these evaluation criteria the same as applicable on the bid closing date will be adopted for evaluation of the offers.

### 3.3 **WHEN ONLY DOMESTIC BIDDERS ARE INVOLVED OR WHEN MORE THAN ONE DOMESTIC BIDDERS ARE IN CONTENTION IN CASE OF MIXED RESPONSE:**

Comparison of offers will be done on FOR destination basis by road (except for full rake load Chemicals/Cement/Tubular consignment or any other item specifically mentioned to be transported by rail only).

3.4 Insurance and banking charges (in India) will be assumed as 1.5% of the FOB prices in case of foreign offers. Extra 1% will be loaded on offers stipulating confirmed L/C at buyer's account. In case of domestic bidders, extra @ 0.5 % shall be loaded on F.O.R. despatching point value towards insurance charges to arrive at F.O.R. destination price, towards insurance charges.

3.5 At the time of evaluation of the offers, past performance of similar equipment supplied by the bidder as well as after-sales service, supply of spares, etc. in respect of such equipment by the concerned bidder will be considered / evaluated. If the same are not found to be satisfactory as already communicated to the bidder, the offer may be considered as unacceptable offer and rejected.

**3.6 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 and balance quantity will be procured from other competitive bidders whose product has been field proven in OIL.**

**4.0 PURCHASE PREFERENCE:**

OIL reserves the right to allow to the Central Public Sector Enterprises, purchase preference facilities as admissible under the existing policy. However, the provisions are subject to change as per Govt. Guidelines and the provisions ruling at the time of bid (price bid in case of two bid/stage system) opening will be applicable. Bidders are requested to take a note of the latest guidelines of the Govt. in this regard on their own and quote accordingly.

- 5.0 In case of any conflict between the Rejection/Evaluation criteria stipulated in this Section with that given in the Technical Specifications against specific Tender, those mentioned in the Technical Specifications against specific Tender will prevail.

## **SECTION - E**

### **SPECIAL TERMS & CONDITIONS FOR TUBULARS**

#### **1.0 MANUFACTURING DETAILS:**

**1.1** Bidders must specify categorically in their offer if the following jobs in respect of the casing offered by them would be carried out by themselves.

- i) Manufacture of the Green pipe
- ii) Manufacture of the Mother pipe
- iii) Manufacture of Coupling Stock/blanks
- iv) Threading of item (ii) or (iii) and End finishing jobs.

In case any or all the above jobs would be carried out in their plant, they must forward valid API certificate(s) issued in their name for respective job(s) together with the offer.

**1.2** In case some of the above jobs are not carried out in their plant but would be carried out in some other works, the bidders must submit API certificate(s) issued in the vendors' name for respective job(s). These certificates must be furnished along with the offer.

**1.3.** Bidders doing none of the above jobs would be treated as supply house/traders. As supply house /traders to bid, they however must fulfil the criteria laid down in General terms and conditions (refer para 1.2 of Section A) to be eligible for bidding.

**1.3.1** They (Supply Houses/Traders) must forward the following certificates alongwith the offer failing which the offer will be rejected.

- i) A certificate from the final manufacturing mill guaranteeing supply of the tubulars to the bidder in the event of an order on the bidder.
- ii) Valid API certificates of the mills doing the respective jobs.

**1.3.2** It may be noted that no change in manufacturing mill will be allowed after placement of order.

**1.4** Bidders must clearly indicate the country of origin.

#### **2.0 QUANTITY TOLERANCE:**

Bidders should note that, in the event of order, quantity tolerance of +0%/-2% of order quantity will be applicable.

#### **3.0 ANTI DUMPING DUTY CLAUSE:**

**3.1** Government of India has imposed Anti-Dumping Duty in respect of Casing, Linepipe and Tubing etc., used in drilling of oil or gas of an external diameter not exceeding 244.5 mm or 9.5/8 inches originating in or exported from Austria, Czech Republic, Russia, Ukraine and Romania . In case the product is offered from any of the parties/countries listed by Government of India in the Anti-dumping duty notification or any other parties/Countries on whose product the Government of India may impose Anti-Dumping Duties at any stage, the successful bidder will be required to undertake to pay the applicable Anti-Dumping duties. In case of the foreign bidders, the amount involved in respect of Anti-Dumping duty will have to be remitted to OIL within 15 days of receipt of the notice from OIL, whereas in case of indigenous bidders they should note that OIL will not be liable to reimburse any amount on account of Anti-Dumping duty for the materials imported by them for execution of the contract.

**3.2** The bidders are required to categorically confirm that the goods offered will not originate/ be shipped from any of the above named countries or any of such countries on whose products Government of India may impose Anti-Dumping duties at any stage and if so, the applicable Anti-Dumping duty will be borne by them as mentioned above. In the event such a categoric confirmation is not made in the offer, the offer will be summarily rejected.

**4.0 PRICE BREAK-UP:**

**4.1** Foreign Bidders must furnish price details giving break up as under :

- i) Firm unit Ex-Works price of the quoted items and Currency.
- ii) Firm FOB/FCA component stating the port of Embarkation.
- iii) Firm Freight (ocean/air) upto Kakinada as required in the price schedule.
- iv) Third Party Inspection charges per metre.
- v) Any other Price component as applicable to the Tender.

**4.1.1** Foreign bidders are required to quote "Firm FOB" and "Firm C&F" price showing break up. Evaluation of foreign offers will be made considering "Firm C&F" price. Bidders not quoting "Firm FOB" and "Firm C&F" price will be rejected.

**4.1.2** In the event of order on foreign party, order may be placed on FOB or C&F terms at the discretion of OIL. Initially, order may be placed on FOB terms with an option to change to C&F terms for the quoted C&F value. It will be obligatory on the part of the bidder to agree to above terms.

**4.2** Indigenous bidders are to quote the following:

- i) Firm unit Ex-Works price of the quoted items and Currency.
- ii) Firm Packing and forwarding component stating the place of despatch.
- iii) Firm Freight as required in the price schedule stating nearest operating Rail head (despatching point)
- iv) Third Party Inspection charges per meter
- v) Duties, Taxes, if any.
- vi) Import content, if any (Statement like “maximum import content” shall not be entertained and import content must be quantified clearly)
- vii) Any other Price component as applicable to the Tender.

## **5.0 PLACEMENT OF ORDER:**

**5.1** In case of foreign bidders, order will be placed on FOB or C&F basis at the discretion of OIL. In case of indigenous bidder, order will normally be placed on FOR nearest Rail head basis, freight to pay by Rail for full rake load consignment. In case of small consignment (less than rake load) orders will normally be placed on Ex-works basis in which case goods are to be dispatched through our nominated carriers on freight to pay basis in which case loading at the dispatching point is to be done by suppliers without any additional charge. If suppliers make any request for change of mode of transportation from Rail to Road for full rake load consignment for any reason, OIL may consider allowing transportation by road subject to suppliers` agreement to bear the excess freight, if any.

**5.2** Notwithstanding above, OIL reserves the right to place orders on any terms at its discretion.

## **6.0 SPECIFICATIONS:**

**6.1** The bids shall conform generally to the specifications and terms and conditions given in the tender. Bids shall be liable for rejection in case the goods offered don't conform to the required minimum / maximum parameters stipulated in the technical specifications and to the respective international/National standards wherever stipulated.

## **7.0 BID REJECTION CRITERIA:**

Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following will have to be categorically confirmed in the bid without which the same will be considered as non-responsive and summarily rejected :-

- i) The tubular will bear API monogram.
- ii) The tubular will be brand new and of recent manufacture.

- iii) Certificate from the final manufacturing mill guaranteeing supply of the tubulars to the bidder in the event of an order on the bidder as per Para 1.3.1 applicable for Supply houses)
- iv) The goods offered will not originate in or exported from any of the countries as detailed in Para 3.0 (Anti-dumping duty clause) above and if so the Anti-Dumping Duty will be borne by the bidder.
- v) 'Firm FOB' and 'Firm C&F' price in case of foreign bidders.

**8.0** For other terms and conditions, please refer to Section A to D. Terms and conditions incorporated above would prevail over the General Terms and conditions in case of any contradiction.

\*\*\*\*\*

**ANNEXURE - I**

**BID SUBMISSION PROFORMA**

**Tender No:**

**Oil India Limited**

Dear Sirs,

**I / We have understood and compiled with the “Instructions to Bidders” at “Bid evaluation / Rejection Criteria” and the “General Terms and Conditions” for supply and have thoroughly examined and compiled with the specifications, drawings and / or pattern stipulated hereto and / are fully aware of the nature of the material required and my / our offer is to supply materials strictly in accordance with the requirements.**

**Yours faithfully,**

**(Name of the authorised signatory)**

**ADDRESS:**

**DATED :**

**TELEPHONE NO :**

**FAX NO :**

**EMIAL ADDRESS :**

**Note:** This form should be uploaded along with offer after digital signature

**Price Schedule Proforma for Foreign Bidders**

(Prices are to be quoted as per online format)



**ANNEXURE - II B**

**Price Schedule Proforma for Indian Bidders**

(Prices are to be quoted as per online format)

**ANNEXURE - III****PROFORMA EXCEPTION / DEVIATION****EXCEPTION / DEVIATION PROFORMA**

OIL expects the bidders to fully accept the terms and conditions of the bidding documents. However, should the bidder experience some exception and deviations to the terms of the bidding documents, the same should be indicated here and put in techno-commercial unpriced bid. In order to be considered responsive, Bidder's offer must specifically include the following statement:

- (a) We certify that our offer complies with all NIT requirements and specifications without any deviations.

Or

- (b) We certify that our offer complies with all NIT requirements and specifications with the following deviations :

Clause No. of Bidding Document	Full compliance/ not agreed	Exception/ deviations taken by the Bidders	Remark

**Signature of the Bidder**

**Name:**

**Seal of the company**

**ANNEXURE - IV**

**CHECK LIST**

THE CHECK LIST MUST BE DULY FILLED UP COMPLETELY AND TO BE SUBMITTED ALONG WITH YOUR OFFER. PLEASE ENSURE THAT ALL THESE POINTS ARE COVERED IN YOUR OFFER. THESE WILL ENSURE THAT YOUR OFFER IS PROPERLY EVALUATED. PLEASE CROSS THE BOX WHICHEVER IS APPLICABLE.

**TECHNICAL**

**(Applicable to both Foreign Bidders and Indigenous Bidders)**

1.0 Whether necessary literature/catalogue of the equipment as well as spare parts thereof has been attached with the offer?

☐ Yes ☐ No

2.0 Whether the product quoted is API approved and bears API monogram? (If applicable)

☐ Yes ☐ No ☐ Not applicable

3.0 Whether required sample asked in bidding document has been submitted along with the offer?

☐ Yes ☐ No ☐ Not applicable

4.0 If the sample has been asked for and the bidder is exempted from submission of sample, then whether exemption letter has been enclosed with the offer?

☐ Yes ☐ No ☐ Not applicable

5.0 Whether the materials being offered fully conform to the required technical specifications?

☐ Yes ☐ No

6.0 If not, whether you have separately highlighted the deviation?

☐ Yes ☐ No

**COMMERCIAL**

**(A) Applicable to both Foreign Bidders and Indigenous Bidders**

1.1 Whether requisite tender fee has been paid?

☐ Yes ☐ No ☐ Not applicable ☐

1.2 If so, furnish the following:-

(i) Value

(ii) Mode of payment: ☐ Cheque/ Draft ☐ Cash ☐

2.1 Whether Original Bid Security has been forwarded (if called for)?

☐ Yes ☐ No ☐ Not applicable ☐

2.2 If so furnish the following:-

(i) Name of the Bank

(ii) Value

(iii) Number

(iv) Date of issue

(v) Period of validity of the Bank Draft/Bank Guarantee/Letter of Credit.

(The validity of Bank Draft should not be less than 90 days).

3.0 In case the Bidder is a supply house, whether authorisation from the manufacturer, authorising him to bid, has been enclosed with the offer?

☐ Yes ☐ No ☐ Not applicable ☐

4.0 Have you offered firm price?

☐ Yes ☐ No ☐

5.0 Have you specified currency of the quoted price?

☐ Yes ☐ No ☐

6.0 Whether the period of validity of the offer is as required in bidding document?

☐ Yes ☐ No ☐

7.0 Have you indicate firm delivery?

☐ Yes ☐ ☐ No ☐

8.0 Whether Original Bid Security has been forwarded in original (if called for)?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

9.0 Whether confirmation regarding submission of performance Security has been furnished (if called for)?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

10.0 Whether confirmation regarding Guarantee / warranty has been furnished?

☐ Yes ☐ ☐ No ☐

11.0 Whether Gross Weight / Volume of consignment has been furnished?

☐ Yes ☐ ☐ No ☐

12.0 Whether the cost of Third party Inspection charges included in the quoted prices? If not, whether these have been quoted separately. (if called for)

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

13.0 Whether the cost of Installation/ erection / Commissioning at Site charges included in the quoted prices? If not, whether these have been quoted separately. (if called for)

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

14.0. Whether the cost of training of OIL personnel included in the prices? If not, whether these have been quoted separately. (if called for)

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

15.0 Has the statement incorporating the exceptions/deviations as per the proforma at Annexure – III, been prepared and enclosed with the offer?

☐ Yes ☐ ☐ No ☐

16.0 Has the bidder's past supplies proforma (Annexure – V) been carefully filled and enclosed with the offer?

☐ Yes ☐ No

17.0. In case Antidumping Duty is applicable, whether confirmation to bear the Antidumping duty by the Bidder has been made in the Bid.

☐ Yes ☐ No ☐ Not applicable

18.0. If the Bidder is seeking business with OIL for the first time, has he given the details of the parties to whom the offered items/services have been provided in past alongwith their performance report ?

☐ Yes ☐ No

19.0 Whether required sample asked in bidding document has been submitted along with the offer?

☐ Yes ☐ No ☐ Not applicable

20.0. Confirm that all documents required in techno-commercial unpriced bid without prices are placed in techno-commercial unpriced folder.

☐ Yes ☐ No

21.0. Confirm that bid and all documents are signed using valid digital signatures issued by acceptable Certifying Authority (CA) as per Indian IT Act 2000.

☐ Yes ☐ No

**(B) Applicable to Foreign Bidders Only:**

22.0 Whether firm FOB/FCA price (Port of Shipment) has been quoted by foreign bidders?

☐ Yes ☐ No

23.0 In case of Air shipment, have you indicated FCA charges up to Gateway airport?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

24.0 Whether firm C&F prices (Chennai Port) has been quoted by foreign bidders?

☐ Yes ☐ ☐ No ☐

25.0 Have you indicated details of Indian Agent specifying Name & address of the agent in India?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

26.0 Whether amount of agency commission payable in non-convertible Indian currency consequent to this tender has been indicated?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

27.0 Whether the agency commission is included in the price or payable extra has been highlighted?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

28.0 If the Indian agent is to receive annual retainer fee, the details about the quantum has been furnished?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

29.0 Has the country of origin of the items being offered, indicated ?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

**(C) Applicable to Indigenous Bidders Only:**

30.0 Whether firm Ex-works and FOR destination prices have been quoted by indigenous bidders

☐ Yes ☐ ☐ No ☐

31.0 Have you indicated import content in your offer?

☐ Yes ☐ No ☐

32.0 If the tendered item qualifies for Deemed Export Benefit, whether the Bidder has quoted their price after taking into account various incentives and concessions granted to them under Deemed Export Benefits Scheme?

☐ Yes ☐ No ☐ Not applicable ☐

33.0 Whether a copy of latest income tax clearance certificate has been enclosed?

☐ Yes ☐ No ☐ Not applicable ☐

34.0 Whether details of your registration under Sale Tax/Central Sales Tax have been indicated in the offer?

☐ Yes ☐ No ☐

Offer Ref. .... Dated. ....  
OIL's Tender No. .... Signed .....  
For & on behalf of .....Designation .....



**ANNEXURE - V****PROFORMA OF BIDDER'S PAST SUPPLIES**

SL.NO	NAME & ADDRESS OF CLIENT	ORDER NO. & DATE	DESCRIPTION DETAILS	TOTAL QUANTITY SUPPLIED SUCCESSFULLY	TOTAL QUANTITY SUPPLIED SUCCESSFULLY

-----

NOTE: - CERTIFICATE FROM CLIENTS TO BE ENCLOSED ALONGWITH THIS PROFORMA

**Signature of the Bidder**

**Name:**

**Seal of the company**

**ANNEXURE - VI**

PROFORMA OF AUTHORISATION LETTER FOR ATTENDING TENDER  
OPENING

NO.

Date

To,

The

Oil India Ltd.,

(India)

Dear Sir,

Subject: **Tender No.**                      **due on**

For \_\_\_\_\_ Mr \_\_\_\_\_ has been  
authorised to be present at the time of opening of above tender  
due on \_\_\_\_\_ at \_\_\_\_\_ on my/our behalf.

Yours faithfully

Signature of Bidder

Name:

Designation:

For & on behalf of:

**Copy to:** Mr \_\_\_\_\_ for information and for production before the  
(MM) \_\_\_\_\_ at the time of opening of bids.

**ANNEXURE - VII**

**PROFORMA OF BID SECURITY**

Ref. No

Bank Guarantee No

Dated

TO,

OIL INDIA LIMITED  
KAKINADA - 533004  
ANDHRA PRADESH, INDIA

Whereas ..... (herein after called 'the Bidder') has submitted their Bid No. .... dated.....against OIL INDIA LIMITED, KAKINADA, ANDHRA PRADESH, INDIA (hereinafter called the purchaser)'s Tender No..... for the supply of ..... (hereinafter called 'the Bid')  
KNOW ALL MEN by these presents that we ..... Of ..... having our registered office at ..... (hereinafter called 'the Bank') are bound unto the Purchaser, in the sum of ..... for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the said Bank this .....day of.....

**THE CONDITIONS of this obligation are:**

1. If the Bidder withdraws their Bid during the period of Bid validity specified by the Bidder; or
2. If the Bidder, having been notified of the acceptance of their bid by the Purchaser during the period of bid validity:
  - a) fails or refuses to accept the order; or
  - b) fails or refuses to furnish the performance security;or
3. If the Bidder furnishes fraudulent document/information in their bid.

We undertake to pay to the Purchaser up to the above amount upon receipt of their first written demand (by way of letter /fax/cable) without the Purchaser having to substantiate their demand, provided that in their demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or all of the conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including \_\_\_\_\_  
(*Bidder to indicate specific date as mentioned in the tender*), and any demand in respect thereof should reach the Bank not later than the above date.

**Signature & Seal of the Bank**

**ANNEXURE - VIII**

**PROFORMA OF PERFORMANCE SECURITY FORM**

Ref. No

Bank Guarantee No

Dated

TO,

OIL INDIA LIMITED  
KAKINADA - 533004  
ANDHRA PRADESH, INDIA

Whereas ..... (herein after called 'the Seller') has undertaken, in pursuance of Order No. .... dated. ....to supply ..... (description of Goods and Services) hereinafter called 'the Contract'.

AND WHEREAS it has been stipulated by you in the said Contract that the seller shall furnish you a Bank guarantee by a recognized Bank for the sum specified therein as security for compliance with the Seller's performance obligation in accordance with the contract.

AND WHEREAS we have agreed to give the seller a Guarantee:

THEREFORE we hereby affirm that we are Guarantors on responsibility to you, on behalf of the seller, up to a total of ..... (amount of the Guarantee in words and figures) and we undertake to pay you upon first written demand declaring the Seller to be in default under the contract and without cavil or argument and sum or sums within the limits of. .... (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

The Guarantee is valid until the .....day of .....  
.....

**Signature & Seal of the guarantors**

**Date** .....

.....  
Witness

**Name and address of the Guarantors**

**ANNEXURE - IXA****FOREIGN CORRESPONDENT OF SBI**

<b><u>COUNTRY</u></b>	<b><u>NAME OF BANK</u></b>
1. Abudhabi	National Bank of Abudhabi
2. Australia	National Australia Bank
3. Austria	Raffaisen zentral Bank A.G.
4. Bahrain	SBI, Bahrain
5. Belgium	SBI, Antwerpen
6. Brazil	Banco Do Brasil S.A.
7. Canada	SBI, Toronto
8. Denmark	Den Danske Bank
9. France	SBI, Paris
10. Finland	Merita Bank, Helsinki
11. Germany	SBI, Frankfurt
12. Hongkong	SBI, Hongkong
13. Hungary	National Bank of Hungary
14. Italy	Credito Italiano
15. Japan	SBI, Tokyo ; SBI, Osaka
16. Kenya	Barclays Bank
17. Kuwait	Gulf Bank K.S.C., Kuwait
18. Malaysia	Malayan Banking Berhad
19. Netherlands	ABN Amro Bank
20. New Zealand	Bank of New Zealand
21. Norway	Den, Norske Bank
22. Poland	American Bank in Poland
23. Romania	Banca Romana De Comert Exterior SA
24. Saudi Arabia	National Commercial Bank
25. Singapore	SBI, Singapore
26. South Africa	SBI, Johannesburg
27. South korea	Bank of Seoul
28. Spain	Banco Bilbao Vizcaya
29. Sweden	Skandinaviska Enskilda Banken
30. Switzerland	Union Bank of Switzerland
31. UK	SBI, London
32. USA	SBI, New York/ Los Angeles/ Chicago

**ANNEXURE - IX B****FOREIGN CORRESPONDENT OF ALLAHABAD BANK**

<b><u>COUNTRY</u></b>	<b><u>NAME OF BANK</u></b>
1. Australia	Australia and New Zealand Bank
2. Austria	Osterreichische Lander Bank A.G.
3. Belgium	Generale Bank
4. Canada	The Royal Bank of Canada
5. Denmark	Copenhagen Handels Bank A.G.
6. France	Credit Lyonnais
7. Germany	Deutsche Bank A.G.
8. Italy	Credito Italiano
9. Japan	The Fuji Bank Limited
10. Netherlands	Amsterdam-Rotterdam Bank N.V.
11. Singapore	SBI, Singapore
12. Sweden	Skandinaviska Enskilda Bankan
13. Switzerland	Union Bank of Switzerland
14. U.K.	Barclays Bank PLC, London Standard Chartered Bank, London
15. USA	American Express Bank, New York Citi Bank N.A. ,New York

**ANNEXURE - X****LIST OF GATEWAY AIRPORTS**

<b>COUNTRY</b>	<b>GATE WAY AIRPORT</b>
1. U.S.A. (EAST COAST)	NEWYORK
2. U.S.A. (WEST COAST)	SFO / LAX
3. U.K.	LONDON
4. FRANCE	ROISSY
5. GERMANY	FRANKFURT
6. CANADA	TORONTO/MONTREAL/ EDMONTON/CALGARY/ VANCOUVER
7. BELGIUM	BRUSSELS
8. AUSTRALIA	SYDNEY/MELBOURNE/ BRISBANE/PERTH
9. DENMARK	COPENHAGEN
10. NETHERLANDS	AMSTERDAM
11. AUSTRIA	VIENNA
12. SWITZERLAND	ZURICH
13. SWEDEN	STOCKHOLM
14. ITALY	MILAN
15. HONG KONG	HONG KONG
16. TAIWAN	TAIPEI
17. JAPAN	OSAKA / TOKYO
18. CHINA	SHANGHAI
19. U.A.E.	DUBAI
20. NORWAY	OSLO
21. SINGAPORE	CHANGI



**ANNEXURE - XI**

**DECLARATION CERTIFICATE  
BY  
THE THIRD PARTY INSPECTOR**

TO WHOM IT MAY CONCERN

This is to certify that following material and quantity offered  
to us for inspection by M/s \_\_\_\_\_ has been inspected by  
us as per scope of inspection mentioned in Oil India Limited's order  
no. \_\_\_\_\_ dated \_\_\_\_\_ and passed by us for  
despatch.

Material :

Quantity passed :

Certificate No. :  
issued by us.

Date :

\_\_\_\_\_  
Signature of Third Party Inspector

Seal

**Amendment to General Terms and Conditions for Global  
Tender**  
**(MM/GLOBAL/E-01/2005)**

**SECTION – A**

- A. Clause 2.4 of Section-A of General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005) has been amended as under:**

2.4 CANCELLATION OF TENDER - REFUND OF TENDER FEE:  
In the event, a particular tender is cancelled the tender fee will not be refunded.

- B. Clause as para 7.1.8 of Section-A of General terms and Condition for Global Tender (MM/GLOBAL/E-01/2005) has been added as under:**

7.1.8 Bidder should submit copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of the signatory of the Bid to commit the Bidder.

- C. Clause 7.6 of Section-A of General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005) has been amended as under:**

7.6 DISCOUNT

Prices should be quoted net of discount by the Bidders. However, discount of any type, if indicated separately, will be taken into account for evaluation. Conditional discount will not be considered for evaluation purpose.

- D. Clause as para 7.15.1 of Section-A of General terms and Condition for Global Tender (MM/GLOBAL/E-01/2005) has been added as under:**

7.15.1 WITHDRAWAL OF OFFER BY BIDDER:

In case any bidder withdraws their bid within the bid validity period, Bid Security will be forfeited and the party will be debarred for a period of 2 (two) years.

- E. Clause as para 7.18 of Section-A of General terms and Condition for Global Tender (MM/GLOBAL/E- 01/2005) has been added as under:**

7.18 FURNISHING FRAUDULENT INFORMATION/ DOCUMENT:

If it is found that a Bidder has furnished fraudulent document/information, the Bid Security/Performance

Security shall be forfeited and the party will be debarred for a period of 3(three) years from date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, period of debarment may be enhanced.

**F. Clause as para 7.19 of Section-A of General terms and Condition for Global Tender (MM/GLOBAL/E- 01/2005) has been added as under:**

**7.19 BACKING OUT BY BIDDER AFTER ISSUE OF LETTER OF AWARD (LOA):**

In case the Bidder does not accept the LOA/Purchase Order issued within validity of their offer, the Bid Security (wherever applicable) shall be forfeited and the firm shall be debarred for 2(two) years.

**G. Clause 9.1.1 of Section-A of General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005) has been amended as under:**

9.1.1 All the Bids must be accompanied by Bid Security for the amount as mentioned in the NIT or an equivalent amount in freely convertible currency and shall be in the prescribed format (Annexure VII) as Bank Guarantee((BG) or a Bank Draft/Cashier Cheque or an irrevocable Letter of Credit (L/C) from any of the following Banks :

- a) Any Scheduled Indian Bank or
- b) Any Indian branch of a foreign Bank or
- c) Any reputed foreign Bank having correspondent bank in India

**Note:** In case of submission of demand draft/cashier cheque towards bid security by bidder, OIL shall encash demand draft/cashier cheque. In case of draft / cashier cheque in foreign currency, the encashed amount in Indian Rupees will only be refundable after adjusting bank charges and foreign currency variation, if any. The bank charges and foreign currency variation between the date of realization and the date of refund will be to bidder's account. However, the return of bid security will be governed by the terms and conditions of NIT.

**H. Clause 9.1.2 of Section-A of General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005) has been amended as under:**

9.1.2 The Bank Guarantee / LC shall remain valid *for the period indicated in the specific tender* and shall be enforceable at Duliajan / Delhi / Kolkata/ Guwahati/Kakinada.

**I. Clause 9.7 of Section-A of General terms and Condition for Global Tender (MM/GLOBAL/E-01/2005) has been amended as under:**

9.7 The Bid Security will be forfeited:

a) If a bidder withdraws his bid during the period of validity of bid or any extension thereof duly agreed by the bidder,

OR

b) If the successful Bidder do not accept the order or fails to furnish the Performance Security within 30 days of placement of order or before the expiry of Bid Security (unless extended), whichever is earlier.

OR

c) If a bidder furnishes fraudulent document/information in their bid

**J. Clause 10.3 of Section-A of General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005) has been amended as under:**

10.3 The Performance Security shall be denominated in the currency of the contract or in the equivalent US Dollars converted at the B.C. Selling rate of State Bank of India on the order date shall be in the form of a Bank Guarantee or irrevocable Letter of Credit from:

- a) Any Scheduled Indian Bank or
- b) Any Indian branch of a foreign Bank or
- c) Any reputed foreign Bank having correspondent bank in India and the Bank Guarantee shall be encashable in India.

**K. Clause as para 13.3 of Section-A of General terms and Condition for Global Tender (MM/GLOBAL/E-01/2005) has been added as under:**

13.3 In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the company. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date, shall not be permitted to revise their quotation.

**L. Clause 16.0 of Section-A of General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005) has been amended as under:**

16.0 Timely submission of tenders is the responsibility of the bidder. Bidders are advised in their own interest to ensure that bid is uploaded in system well before the closing date and time of the bid.

**M. Clause as para 34.0 of Section-A of General terms and Condition for Global Tender (MM/GLOBAL/E- 01/2005) has been added as under:**

34.0 SET-OFF:

34.1 Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of a sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).

#### **SECTION – ‘D’**

**A. Clauses as para 1.13 of Section-D of General terms and Condition for Global Tender (MM/GLOBAL/E-01/2005) has been added as under:**

1.13 Offers received without Integrity Pact (wherever applicable) duly signed by the authorised signatory of the bidder will be rejected.

**B. Clauses as para 4.1 of Section-D of General terms and Condition for Global Tender (MM/ GLOBAL/E- 01/2005) has been added as under:**

4.1 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.

#### **SECTION – ‘E’**

**A. Clauses in para 1.0 of Section-E of General terms and Condition for Global Tender (MM/GLOBAL/E- 01/2005) for Special Terms & Conditions for Tubulars have been amended as under:**

**1.0 MANUFACTURING DETAILS:**

**1.1** Bidders must specify categorically in their offer if the following jobs in respect of the Casing/Tubing/Tubular offered by them would be carried out by themselves.

- (i) Manufacture of the Green pipe (Unprocessed Plain End Pipe)
- (ii) Manufacture of the Mother/Processed pipe
- (iii) Manufacture of Coupling Stock/blanks
- (iv) Manufacture of Coupling
- (v) Threading of item (ii) or (iii) and End finishing jobs.

In case any or all the above jobs would be carried out in their plant, they must forward valid API certificate(s) issued in their name for respective job(s) together with the offer.

**1.2** In case some of the above jobs are not carried out in their plant but would be carried out in some other works, the bidders must submit API certificate(s) issued in the vendors' name for respective job(s). These certificates must be furnished along with the offer.

**1.3** Bidders doing none of the above jobs would be treated as supply house/traders. As supply house /traders to bid, they however must fulfil the criteria laid down in General terms and conditions (refer para 1.2 of Section A) to be eligible for bidding.

**1.3.1** They (Supply Houses/Traders) must forward the following certificates along with the offer failing which the offer will be rejected.

- i) A certificate from the manufacturing mill guaranteeing supply of the tubulars to the bidder in the event of an order on the bidder.
- ii) Valid API certificates from the manufacturer of Threaded and coupled API Casing/Tubing/Tubular.

**1.3.2** It may be noted that no change in manufacturing mill will be allowed after placement of order. Bidder must confirm the same in their bid.

**1.4** Bidders must clearly indicate the country of origin.

**1.5 Manufacturer's / Processor's / Threader's Experience:**

Manufacturer / Processor / Threader of the offered item(s) should satisfy the following clauses along with documentary evidence which should be enclosed along with the techno-commercial bid:

**1.5.a** Minimum 5 (five) years of experience of manufacturing / processing / threading and ultimately supplying similar

material (same or higher grade and same or higher outer diameter) to companies which are in the business of exploration and production of hydrocarbons. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid. Copies of API-5CT for the last 5 (Five) years (i.e. continuous without having any break in between) shall be submitted along with techno-commercial bid.

**1.5.b** Should have manufactured / processed / threaded and ultimately supplied similar material (same or higher grade and same or higher outer diameter) at least 50% of tendered quantity of each item to companies which are in the business of exploration and production of hydrocarbons during the last 5 (five) Years. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid.

**1.5.c Domestic manufacturer / processor** who have satisfactorily executed development orders placed by OIL for similar material (same or higher grade and same or higher outer diameter) would be considered as established sources for supply. Documents for satisfying BRC clause 1.5.a & 1.5.b above are not required to be submitted. However, the domestic manufacturer / processor should indicate the details of OIL's Purchase Order(s) executed by them and submit respective documentary evidence in the form of copies of relevant Purchase Orders along with copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as – B/L, invoice or any other documentary evidence. Such domestic manufacturers / processors should have valid API-5CT certificate for last 5 (five) years (i.e. continuous without having any break in between) and should be submitted along with the techno-commercial bid.

**1.5.d** Documentary evidence in respect of 1.5.a & 1.5.b above should be submitted in the form of copies of relevant Purchase Orders along with copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as – B/L, invoice or any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above along with the techno-commercial bid.

**1.5.e** In case **bidder is a manufacturer** then he should have valid API-5CT certificate for last 5 (five) years (i.e. continuous without having any break in between) for manufacturing Threaded and Coupled API Casing /Tubing / Tubular and documentary evidence thereof should be submitted along with the techno-commercial bid. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid.

**1.5.f** In case the bidder is **sole selling agent / distributor / dealer / supply house** of any API approved manufacturer, then bidder must furnish the following documents. Such bidder can offer the desired product only from API approved manufacturer having all the required authorization to manufacture Threaded and Coupled API Casing / Tubing / Tubular. (Bids from Sole selling agents / distributors / dealers / supply houses for processor or Threader will not be accepted.):

**i)** Back-up authority cum Warranty letter in original on manufacturer's letter head, valid at the time of bidding which should remain valid during the entire execution period of the order, from the concerned manufacturer guaranteeing supply of the tubulars to the bidder in the event of an order on the bidder and also authorized them to market their products.

**ii)** Copies of valid API-5CT certificate of manufacturer for the last 5 (five) years (i.e. continuous without having any break in between) from the date of opening of the techno-commercial bid.

**iii)** Bidder should submit a list of companies which are in the business of exploration and production of hydrocarbons to whom their Manufacturer has supplied similar material (same or higher grade and same or higher outer diameter) during the last 5 (five) years along with documentary evidence to satisfy above clause 1.5. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid.

**iv)** Documentary evidence in respect of (iii) above should be submitted in the form of copies of relevant Purchase Orders along with copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as – B/L, invoice or any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above along with the techno-commercial bid.

**1.5.h** In case the bidder is **API approved Processors / Threaders** who intend to purchase plain end pipes and coupling stock from other manufacturers and do heat treatment / threading - end finishing and testing should indicate the sources from where they intend to purchase plain end pipes and coupling stock and should also submit the following documents:

**i).a** Copy of valid API-5CT certificate in favour of manufacturer of green pipes, coupling blank/ stock must be submitted with the bid.



**i).b** Copy of valid API-5CT certificate in favour of manufacturer of coupling for last 5 (five) years (i.e. continuous without having any break in between) from the date of opening of techno-commercial bid in case the processor/ threader should purchase the coupling from other mills.

**ii)** Copy of valid API-5CT certificate in favour of processor / threader to do heat treatment / threading – end finishing and testing of Casing / Tubing / Tubular for last 5 (five) years (i.e. continuous without having any break in between) from the date of opening of techno-commercial bid.

**iii).a Processors** must purchase the green pipes, coupling stock/ blank from API approved mills only and should submit the list of those API approved mills together with their valid API-5CT certificates.

**iii).b Threaders** must purchase processed mother pipes & Coupling stock/ blank from API approved mills only and should submit the list of those API approved mills together with their valid API-5CT certificates for last 5 (five) years (i.e. continuous without having any break in between) along with the techno commercial bid. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid.

**iv) Processors / Threaders** should submit a list of companies which are in the business of exploration and production of hydrocarbons to whom they have supplied similar material (same or higher grade and same or higher outer diameter) during the last 5 (five) Years along with documentary evidence to satisfy above clause 1.5. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid.

**v)** Documentary evidence in respect of (iv) above should be submitted in the form of copies of relevant Purchase Orders along with copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as – B/L, invoice or any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above along with the techno-commercial bid.

**1.5.i** Documents in any language other than English should be got translated in English and the copy of the original version English translation should be got verified from any one of the following:

- i) Official of Indian Embassy / High Commission / Consulate General situated in the country where language has been translated.

- ii) Official of Embassy / High Commission / Consulate General of the country where language has been translated, in India.

**Note –**

- 1. Manufacturer/ manufacturing mentioned above mean Manufacturer/ manufacturing of Plain end Green Pipe, Coupling Stock through processing and threading to finished Threaded or Coupled Casing / Tubing / Tubular.
- 2. No change in API mill(s) other than those indicated in the techno-commercial bid will be allowed after placement of order.

**B. Clauses in para 7.0 (iii) of Section-E (BID REJECTION CRITERIA) of General Terms and Condition for Global Tender (MM/GLOBAL/E-01/2005) have been amended as under:**

Bidder should satisfy the clauses stipulated in Para 1.0 under Section – E of General terms and Condition for Global Tender (MM/GLOBAL/E-01/2005).

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**ADDENDUM TO THE GENERAL TERM & CONDITION**

1.0 As per present Import Policy (Reference Customs Notification No. 12/2012 Cus dated 17.03.2012, Sl. No. 356, as amended from time to time), applicable customs duty is “Nil” for import of specified goods for use in areas under PEL/ML issued or renewed after 1.4.99 on nomination basis.

The item(s) covered by this tender qualifies for above concessional Customs Duty.

2.0 Deemed Export benefits (Applicable only for Domestic Bidders).

2.1 As per Export, Import policy in vogue, supplies of goods to any project or purpose in respect of which the Ministry of Finance, by a Notification, permits the import of such goods at Zero Customs Duty (Para 8.2(f) of EXIM Policy) is eligible for Deemed Export, provided the goods are manufactured in India. Further, as per Para 8.4.5 of Handbook of Procedures, the benefits of Deemed Export under para 8.2(f) of the policy shall be applicable in respect of items, import of which is allowed by the Department of Revenue at Zero Customs Duty subject to fulfilment of conditions specified under Customs Notification no. 12/2012, as amended from time to time.

2.2 The benefits available under Deemed Export are as under:

- a) Advance Licence for intermediate Supply/Deemed Export/DFRC for Intermediate supplies.
- b) Deemed Export draw back
- c) Exemption from Terminal Excise Duty.

Further, as per Notification no. 12/2012-Central Excise dated 17.03.2012 (Sl. No. 336, Excise Duty is “Nil” for the tendered item(s) since the goods are exempted from the duties of Customs.

2.3 In case of domestic bidders, the Terminal Excise Duty being exempted (Under Deemed Export Benefits) will not be paid by OIL and bidders are to quote their prices according. OIL will provide necessary documents as per the Government Policy.

2.4 The domestic bidders will quote net price after taking into account the above Deemed Export benefits as applicable and bids will be evaluated accordingly. The bidders are requested to check the latest position on the subject on their own and OIL shall not accept any liability, whatsoever, on this account.