

OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. Duliajan-786602, Assam
Fax No. 91-374-2800533, E-mail:material@oilindia.in

Tender No. & Date : SSG5453P24/P5 19.01.2024

Tender Fee : INR 0.00 OR USD 0.00
Bid Security Amount : INR 232,060.00 OR USD 2,773.00

Bidding Type :

Bid Closing On : 07.02.2024 at 13:00 hrs. (IST)

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Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 85045205	CEMENT ADDITIVES Low to Moderate Temperature Cement Retarder, with the following specifications : 1. <u>Physical State</u> : The material, as received, shall be free flowing powder, free from dirt & foreign matter. 2. <u>Moisture content, percent by mass</u> : 10.0 (Maximum) 3. <u>Solubility in water</u> : 2 gms of material should be completely soluble in 100 ml. distilled water at 24 + 2 °C. 4. <u>Performance Test</u> : (a) Effect on Thickening Time : The Thickening Time of the cement slurry having composition 100 gm. API class 'G' (HSR type) cement + 44 gm. of fresh water + 0.3 gm. low to moderate temperature retarder sample, when determined at 6000 psi pressure and 90 °c temperature (raised in 30 minutes) shall not be less than 130 minutes. (b) Effect on Consistency : The consistency of the cement slurry having composition as in 4(a) shall remain below 20 Bc for 75% of the thickening time. (c) Effect on Water Separation : The free water separation of the cement slurry having the composition 100 gm. Class 'G' HSR cement + 44 gms. of fresh waer (total solids not exceeding 1000 ppm) + 1.0 gm. of low to moderate temperature retarder sample, determined at 24 DegC and atmospheric pressure as per API procedure (Ref. APIRP 10, 1990) shall not be more than 10 percent by volume of the total slurry volume.	45000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	5. <u>Packing</u> : (i) Packing should be in multi walled paper bags along with at least two (2) moisture proof layers and extra polythene Liner. It should prevent from damages during multiple handling as well as rigours of transit and storage. Capacity of the bags: 50 lbs (22.7 kg) or 55 lbs (25 kg). (ii) PELLETIZATION:-If supply is from foreign source, the supply should be in suitably pelletized forms. 6. <u>Marking</u> : Each bag should have clear legible marking as follows :- i) Name of the product ii) Name of supplier/manufacturer iii) Date/month/year of manufacture iv) Supply order No. against which supply is made. <u>Note</u> : Manufacturer's Test Certificates should be furnished alongwith the despatch/shipping documents.		

Note description for item no./nos. : 10**Note :**

a) Bidders must submit 3 (three) tender samples of ½ kg each of the offered product in 3 (three) separate air tight sealed containers free of cost for technical evaluation, failing which their offer(s) will be rejected.

b) Submission of tender sample is mandatory for all the bidders including those who were earlier exempted from submission of tender samples. All the exemption letters issued by OIL in this regard stand withdrawn. Hence all the bidders are to ensure strict compliance of the above.

Standard Notes: 1.0 The tender will be governed by "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005-July2012 for E-procurement (ICB Tenders) including Amendments and Addendums.

2.0 (a) Bids are invited online under SINGLE STAGE TWO BID SYSTEM. The bidder should ensure that "Techno-Commercial Unpriced Bid" should contain details as mentioned in the technical specifications as well as BEC/ BRC and upload the same in the Technical RFx Response-> User-> Technical Bid. Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFx Response-> User-> Technical Bid only. The "Price Bid" must contain the price schedule and the bidder's commercial terms and conditions. The price bid of the items should be uploaded as an attachment under Notes & Attachments tab as per Annexure-P. No price should be given in above Technical Rfx otherwise the offer will be rejected.

(b) The prices/rates offered against the tender must remain firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price condition shall be treated

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as non-responsive and rejected. No discount whatsoever should be quoted separately. Rates/prices quoted must be net of all discount.

3.0 Bid should be valid for minimum 120 days from bid closing date, failing which offer shall be rejected. All the Bids must be Digitally Signed using "Class 3" digital certificate (e-commerce application) only as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than "Class 3" digital certificate, will be liable for rejection.

4.0 (a) The original bid security (Amount is mentioned above and also in Rfx Parameters of the tender in OIL's e-portal) should reach us before bid closing date and time of the technical bid. Bid without original Bid Security will be rejected. The bidders who are exempted from submitting the Bid Bond should attach documentary evidence in the Technical Rfx Response-> User - >Technical Bid as per clause 9.8 of Section A General Terms and conditions for Global Tender(MM/GLOBAL/E-01/2005- July 2012). The bid security shall be valid up to 7 months beyond bid closing date.

(b) 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 (as per enclosed PROFORMA - 1) as Bank Guarantee((BG) or Online payment from any of the following Banks :

- i) Any Scheduled Indian Bank or
- ii) Any Indian branch of a foreign Bank or
- iii) Any reputed foreign Bank having correspondent bank in India

(c) Bid Security/EMD/Performance Bank Guarantee - Must be paid either through online mode or Submission of Bank Guarantee/LC only. No DD/Cheques/Cashier Cheque or any other mode will be acceptable

5.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with Tender no. and Due date to The Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before 13:00 Hrs (IST) on the Bid Closing Date mentioned in the Tender.

- a) Detailed Catalogue.
- b) Any other document required to be submitted in original as per tender requirement.

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in triplicate.

6.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidder's risk and may result in the rejection of its offer without seeking any clarifications.

7.0 Bidder's response to all NIT stipulations shall clearly be defined. Bidder shall furnish specific details/ specifications of all major components, systems with Make & Model etc. Generalised response like-'As per NIT Specifications/ Technical Leaflet', 'Noted', 'and Accepted' or in any similar fashion is not acceptable.

8.0 Oil India Limited (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. The date for implementation of new system is 12th April 2017 and the requirement of the new DSC will be applicable for the tenders floated on 12th April 2017

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onwards. All our current and prospective esteemed bidders are therefore requested to acquire Class III DSC [Organization] along with Encryption Certificate issued by any of the Licensed Certifying Authorities (CA) operating under Controller of Certifying Authorities (CCA) of India as per Indian IT Act 2000. Guideline for getting Digital Signature and other related information are available on the e-tender website www.oilindia.com. The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.

9.0 Encryption certificate is mandatorily required for submission of bid. In case bidder created response using one certificate (using encryption key) and bidder subsequently changes the digital signature certificate then the old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of his response. Once decryption is done, the bidder may use his new DSC certificate for uploading and submission of his offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of DSC certificate, Oil India Limited is not responsible.

10.0 The items covered in this Tender shall be used by Oil India Limited in the PEL/ML areas and hence Nil rate of Customs Duty towards import (for foreign bidders) and concessional GST @12% (for foreign & indigenous bidder) will be applicable as per Govt. Policy in vogue.

11.0 Bidders to take special note of the following conditions:

a) Bidders without having E-tender Login ID and Password should complete their online registration at least seven (7) days prior to the scheduled bid closing date and time of the tender. For online registration, Bidder may visit the OIL's E-tender site <https://etender.srm.oilindia.in/irj/portal>.

b) Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/ incomplete registration by Bidder, Oil India Limited shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.

12.0 Oil India Limited (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the following documents available on the login Page of the OIL's E-tender Portal before uploading their bid.

- a) Guidelines to Bidders for participating in OIL.
- b) New Vendor Manual.

13.0 Please refer Annexure-CCC for BEC/ BRC applicable against this tender. Please ensure compliance to BEC/ BRC and submit requisite documentation, failing which offer may be liable for rejection.

14.0 To ascertain the substantial responsiveness of the bid, OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

15.0 The prices of the items should be quoted as per Annexure-P and uploaded separately under the tab "Notes & Attachment".

16.0 In view of implementation of GST w.e.f. 01.07.2017, bidders to take note of Annexure-GST and to submit their offers complying with the same.

17.0 ONLINE VIEWING OF PRICE BY BIDDERS: For convenience of the qualified Bidders and to improve transparency, the rates/costs quoted by bidders against OIL's e-tenders shall be available for online viewing by such Bidders whose price bids are opened by Company. A Bidder

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can view item-wise rates/ costs of all other such peer bidders against the tender immediately after price bid opening, if the e-tender is floated by Company with PRICE CONDITION. In case the Price-Bid is invited by Company through attachment form under "Notes & Attachment" (i.e., NO PRICE Condition), Bidders must upload their detailed Price-Bid as per the prescribed format under "Notes & Attachment", in addition to filling up the "Total Bid Value" Tab considering the cost of all individual line items and other applicable charges like freight, tax, duties, levies etc. Under NO PRICE Condition (i.e. Price Bid in attachment form), the "Total Bid Value" as calculated & quoted by the Bidder shall only be shared amongst the eligible bidders and Company will not assume any responsibility whatsoever towards calculation errors/ omissions therein, if any. Notwithstanding to sharing the "Total Bid Value" or the same is whether filled up by the Bidder or not, Company will evaluate the cost details to ascertain the inter-se-ranking of bidders strictly as per the uploaded attachment and Bid Evaluation Criteria only. Online view of prices as above shall be available to the Bidders only upto seven days from the date of Price-Bid opening of the e-tender.

18.0 PERFORMANCE SECURITY

Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Security specified above must be valid for 3(three) months beyond the Warranty period indicated in the Purchase Order/contract agreement [Please refer "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) including Amendments & Addendum to "General Terms & Conditions" for e-Procurement)]. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.

19.0 Revision, clarification, addendum, corrigendum, time extension etc to the tender will be hosted on OIL website only. No separate notification shall be issued. Bidders are requested to visit OIL website regularly to keep them updated.

20. As per clause 12.0 of General Terms & Conditions for Global Tender Page : 8 / 11 (MM/GLOBAL/01/2005) the Documents to be submitted are as below (Page 30 of 89):

"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 Kolkata 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.

12.4 In case of imported items, the Seller shall submit "Certificate of Origin" issued only by "Chamber of Commerce" along with the shipping documents."

21.0 WARRANTY:

1) Goods, materials to be supplied shall be new, of recent make, of the best quality & workmanship and shall be guaranteed by the SUPPLIER for a period 12 months from the date of despatch/ shipment against defects arising from faulty materials, workmanship or design.

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Defective goods / materials or parts notified by OIL to the SUPPLIER shall be replaced immediately by the SUPPLIER on F.O.R destination basis including payment of all taxes and duties at SUPPLIER's expense. This guarantee shall survive and hold good notwithstanding inspection, payment for and acceptance of the goods.

22.0 Delivery Schedule:

(a) For Indian bidder:

To be despatch within 60 days from the date of issuance of PO

(b) For Foreign bidder:

To be shipped within 60 days from the date of opening of LC.

Bidders to take a note that materials to be despatched/shipped at the earliest possible after receipt of PO within the above delivery period in the event of placement of PO.

23.0 Payment terms:

For indian bidder: 100% payment will be released within 21 days of receipt and acceptance of supply at destination/site as per purchase order against undisputed invoice, subject to adjustment towards applicable Liquidated Damages.

For Foreign bidders: Refer clause No. 8.0 of tender GTC

Special Notes : Bidders are requested to go through TENDER PART B-Terms and conditions document while submitting their bid.