



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

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**TENDER NO.** SSG7158P18/05

**DATE:** 16.02.2018

**SUB: INVITATION FOR E-BID**

Dear Sirs,

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

1. Details of item with specification and Qty: Refer **Annexure – IA**
2. General terms and Conditions of the tender are as per attached document No.MM/GLOBAL/E-01/2005-July2012.
3. The prescribed Bid Forms for submission of bids are available in the tender document folder. Technical Checklist and Commercial Checklist vide Annexure IV must be filled-up and submitted along with the technical bid. BEC/BRC as per Annexure CCC must be complied and submitted with the technical bid.
4. Type of Bidding : **Single Composite Bid System**
5. Bid security : **Applicable**
6. Performance Security: **Applicable**
7. Integrity Pact : **Not Applicable**
8. Original Bid Closing /Opening Date: **06.06.2018**
9. Type of Tender : **International Competitive Bidding**

**Notes:**

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 concessional rate of IGST against Essentiality Certificate for order valuing 10 lakhs and above.

In the event of an order on indigenous bidder, OIL will issue Project Authority Certificate (PAC), where import content is declared by the bidder for availing Custom Duty benefit on the import content. Supplier shall affect dispatch only on receipt of these certificates from OIL, failing which all related liabilities shall be to Supplier's account.

**Special Note**

- 1.0 The tender will be governed by “General Terms & Conditions” for e-Procurement as per Booklet NO. MM/GLOBAL/E-01/2005-July2012 for E-procurement (ICB Tenders).
- 2.0 Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with tender no. and due date to **The DGM 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) Voluminous document if any like Literature/ Catalogue of the products etc.
- 3.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.
- 4.0 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 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.oil-india.com](http://www.oil-india.com). The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.
- 5.0 All the Bids must be Digitally Signed using “Class 3” digital certificate (e-commerce application) with organisation name as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than “Class 3” digital certificate without organization name, will be liable for rejection.
- 6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected
- 7.0 The prices of the items should be quoted as per Annexure P and uploaded separately under the tab “Notes & Attachment”.
- 8.0 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 in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
- 9.0 Bidders to take special note of the following conditions:
  - 9.1 Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.

9.2 Against Bid Security/EMD/Performance Bank Guarantee – Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.

10.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the following two documents before uploading their bid. These documents are also uploaded as part of NIT.

10.1 Guidelines to Bidders for participating in OIL.

10.2 Instruction to bidder for submission.

11.0 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

Yours Faithfully

Sd-

(KUMAR ABHIMANYU)

SR. PURCHASE OFFICER (FS)

FOR GM-MATERIALS

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 : SSG7158P18/05 16.02.2018**

Tender Fee : INR 6,000.00 OR USD 100.00  
 Bid Security Amount : INR 36,000.00 OR USD 550.00  
 (or equivalent Amount in any currency)

**Bidding Type : Single Bid (Composite Bid)**

Bid Closing On : 06.06.2018 at 11:00 hrs. (IST)

Bid Opening On : 06.06.2018 at 14:00 hrs. (IST)

Performance Guarantee : Applicable @ 10% of Order value

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
<b>10</b> 85042216	<p>VISCOSIFYING AGENT Modified Guar Gum/Geltex.</p> <p>1. Physical State : The material, as received, should be white to creamish white free flowing powder, free from lumps and other impurities.</p> <p>2. Moisture Content at : 15.00 105 +/- 2 DegC, % by mass, maximum.</p> <p>3. PH of 1% solution in : 6.5 - 7.5 distilled water at 26 +/- 2 DegC.</p> <p>4. Dispersibility in bentonite suspension : Prepare a 3%(w/v) bentonite suspension in distilled water using OIL approved bentonite and stir in a multimixer for 15 minutes. Add to it 1.5 % (w/v) of the modified guar gum sample slowly while stirring in a multimixer and stir further for 30 minutes. Dilute the suspension with water and pour the suspension on a 60 mesh B.S.S.sieve (or equivalent). Wash the mud on the sieve with a slow stream of water with gentle tapping. The residue left on the 60 mesh B.S.S. sieve(or equivalent) should not exceed 2.5 % with respect to the weight of the sample added.</p> <p>5. Apparent viscosity of suspension at 26 +/- 2 DegC, cp : Prepare a 1.0 % (w/v) suspension of the modified guar gum sample in            (i) distilled water,            (ii) sea water,            (iii) saturated salt water and,            (iv) 5 % (w/v) CaCo3 solution (maintain PH of CaCo3 solution at 9.8 - 10.0 before addition of sample) by stirring in multimixer for 30 minutes. Age the suspensions as prepared above for 30 minutes at 26 +/- 2 DegC. After the lapse of the aging</p>	20000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>period, stir the suspension for 5 minutes. Determine apparent viscosity of the suspensions at 26 +/- 2 DegC which should be as follows :</p> <p>(i) In distilled water, cp, minimum :65  (ii) In Sea water, cp, minimum :65  (iii) In saturated salt water, cp minimum : 75  (iv) In CaCo3 solution, cp, minimum : 65</p> <p>6. Packing : The material should be packed in HDPE bags containing insert of polythene bags (300 gauge) or polythene lining moisture proof D.W. jute bags (9 oz ) containing insert of 300 gauge polythene bags or moisture proof multiply paper bags strong enough to withstand rigours or transit and storage. Capacity 25 Kgs net per bag.</p> <p>7 Markings : Each bag shall have clear legible markings as given below. :  (i) Name of the product.  (ii) Name of the supplier/ manufacturer.  (iii) Date/ Month? Year of manufacture.  (iv) Supply order number against which the present supply is made.</p> <p>N.B. : Apparent viscosity of the suspension shall be measured by a Fann VG meter.</p>		

**Standard Notes: AA. STANDARD NOTES:**

DELIVERY: Bidder to quote their best delivery period.

1) Bid should be valid for minimum 90 days from bid closing date, failing which offer shall be rejected.

2) 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-July2012). The bid security shall be valid up to 06.12.2018. Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.

3) Performance Security @10% of order value is applicable against this tender. Please refer clause 10.0 of Section A of General Terms and conditions for Global Tender (MM/GLOBAL/E-01/2005 - July2012).

4) Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for

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promotion and development of Micro and Small Enterprises. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises(MSE) in the tender is furnished vide Amendment to General Terms and Conditions for Global Tender (MM/GLOBAL/E-01/2005-JULY2012). Bidders are requested to take note of the same and to submit their offers accordingly.

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

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

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

- i. Validity of bid shorter than validity indicated in the tender.
- ii. Original Bid Security not received within the stipulated date and time mentioned in the tender.
- iii. Bid security with (a) Validity shorter than the validity indicated in tender and/or (b) Bid security amount lesser than the amount indicated in the tender.

**Special Notes : AA. CONFIRMATION OF BID SECURITY / PERFORMANCE SECURITY:**

The following clause is applicable for bid security / performance security submitted in the form of bid bond/LC. Bidders are requested to strictly comply to this clause:

The bank guarantee issued by the bank must be routed through SFMS platform as per following details:

- a. (i) "MT 760 / MT 760 COV for issuance of bank guarantee
- (ii) "MT 767 / MT 767 COV for amendment of bank guarantee

The above message / intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code - UTIB0001129.

Branch Address - AXIS Bank Ltd, Duliajan Branch, Daily Bazar, Jyotinagar Duliajan, District - Dibrugarh, Pin - 786602."

- b. The vendor shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee.