



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

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TENDER NO. SSG7767P19/05

DATE: 21.04.2018

INVITATION TO e-BID UNDER COMPOSITE BID SYSTEM

Dear Sirs,

OIL invites Bids for the supply of **Extreme Pressure Mud Lubricant** through through **E-Procurement**. The details of the tender are as under:

1. Details of items with specification, quantity and special notes are given in Technical Rfx → External area-→ Tender documents as Annexure - I
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 Tender : International Competitive Bidding
5. Type of Bidding : **SINGLE STAGE COMPOSITE BID SYSTEM**
6. Tender Fee : INR 6,000.00 OR USD 100.00
7. Bid Security Amount : **INR 98,050.00 OR USD 1,596.00**
(Or equivalent amount in any currency)
8. Performance Security : **Applicable @10% of Order Value.**
9. Bid Closing /Opening Date : 13.06.2018
10. Tender document Sale date : 06.06.2018
11. Bid Validity : Bid should be valid for 90 days from bid closing date.
12. Bid Bond Validity : Bid Bond should be valid upto 10.12.2018
(Bid bond format has been changed. Please submit bid bond as per revised format failing which offer will be rejected)
13. Integrity Pact : Not Applicable

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) including Amendment and Addendum. Special attention to the bidders is drawn to Section – E of the document.
- 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 GM 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) **Original Bid Security .**
 - b) **Detailed Catalogue.**
 - c) **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.

- 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 The items covered by this tender shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Custom Duty during import will be applicable. Indigenous bidder shall be eligible for concessional rate of GST against Essentiality Certificate wherever applicable, as per Notification No.3/2017 – Integrated/ Central Tax (Rate) dated 28th June, 2017/Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/01/2005 enclosed.
- 5.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 6.0 Please refer to the **"New Vendor Manual (effective 12.04.2017)"** available in the login Page of the OIL's E-tender Portal.
- 7.0 Bidders to take special note of the following conditions:
 - 7.1 Against Tender Fee – Payment should be made only through online mode and **no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.**
 - 7.2 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.**
- 8.0 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.

- 8.1 Guidelines to Bidders for participating in OIL.
- 8.2 Instruction to bidder for submission.

9.0 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.

10.0 The prices of the items should be quoted as per Annexure P and uploaded separately under the tab “Notes & Attachment”.

11.0 In view of implementation of GST w.e.f. 01.07.2017 and PPLC Policy to provide Purchase Preference (linked with local content) by notification no. Ref.O-27011/44/2016-ONG-II/FP dtd.25.04.2017 Bidders to note of **ANNEXURE-GST&PPLC** and to submit their offers complying with the same.

Yours Faithfully

Sd-
(A. D. SINGH)
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

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Tender Fee : INR 6,000.00 OR USD 100.00
Bid Security Amount : INR 98,050.00 OR USD 1,596.00
(or equivalent Amount in any currency)

Bidding Type : Single Bid (Composite Bid)

Bid Closing On : 13.06.2018 at 11:00 hrs. (IST)

Bid Opening On : 13.06.2018 at 14:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 85040276	<p>TO INCREASE LUBRICITY OF DRILLING MUD EXTREME PRESSURE MUD LUBRICANT (SUPPLIERS TO NOTE THE CHANGE IN PACKING SPECIFICATION POINT NO. 6 BELOW)</p> <p><u>Product Description and Use :</u></p> <p>Vegetable oil based lubricant used for imparting lubricating property to drilling fluids under normal and extreme pressure conditions.</p> <p><u>Specifications :</u></p> <p>1.Physical Properties : The material, as received, should be yellow, brownish yellow, pinkish yellow coloured clear viscous liquid free from suspended materials and other impurities. The material should be vegetable oil based product, non polluting, bio-degradable, non fluorescent and should be environmentally friendly product and should not cause any pollution hazard.</p> <p>The product should not be produced from petroleum oil and should not produce oil sheen in water.</p> <p>2.Miscibility/Dispersibility : The material should be dispersible/miscible with water without formation of oil sheen in water.</p> <p>3.Density at 26 +/- 2 degC. gm/ml : 0.92 - 0.98</p> <p>4.<u>Performance Test :</u> A. Lubricity Test :(i) In fresh water mud Prepare a 7.5% (w/v) bentonite suspension in distilled water using OIL</p>	90000	L

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>approved bentonite and stir for 15 minutes in multimixer so that no lumps are left after the stirring period.</p> <p>Age the suspension for 72 hrs. at 90 +/- 2 degC. After the lapse of aging period, adjust apparent viscosity of the suspension to 15 +/- 1 cp by dilution with distilled water. To this, add 0.5%(w/v) of the sample while stirring. After completion of addition, stir further for 30 minutes in a multi- mixer. Measure lubricity co-efficient by using a lubricity tester. Lubricity co-efficient should not be more than 0.15</p> <p>(ii) In saline water mud - Prepare a 10% (w/v) bentonite suspension in distilled water using OIL approved bentonite and stir for 15 min. in multimixer so that no lumps are left after the stirring period. Age the suspension for 72 hrs at 90 +/- 2 degC. After lapse of ageing period, add 4% NaCl (w/v) (AR grade) and stir for 15 minutes in a multimixer. Age the suspension for 24 hrs. at 26 +/- 2 degC. Adjust the apparent viscosity to 15 +/- 1 cp by dilution with 4% NaCl solution, if necessary. To this saline mud, add 0.50%(w/v) of the sample in stirring condition and stir further for 30 minutes in a multimixer. Measure lubricity co-efficient by using a lubricity tester. Lubricity co-efficient should not be more than 0.20</p> <p>B. Extreme pressure lubrication test :</p> <p>(i) In fresh water mud - Prepare a 7.5% (w/v) bentonite suspension in distilled water using OIL approved bentonite and stir for 15 minutes in multimixer so that no lumps are left after the stirring period. Age the suspension for 72 hrs. at 90 +/- 2 degC. After the lapse of aging period, adjust apparent viscosity of the suspension to 15 +/- 1 cp by dilution with distilled water and filter through 200 mesh BSS mesh or equivalent sieve. Add 0.5% (w/v) of the sample to the bentonite suspension while stirring. After completion of addition, stir again in the multimixer for 30 min. Determine the film strength of the mud at 300 in-lb load with the help of a E.P. lubricity tester.</p> <p>The film strength should be 25,000 psi, minimum.</p> <p>(ii) In saline water mud - Prepare a 10% (w/v) bentonite suspension in distilled water using OIL approved bentonite and stir for 15 min. in multimixer so that no lumps are left after the stirring period. Age the suspension for 72 hrs at 90 +/- 2 degC. After lapse ageing period, add 4% NaCl (w/v) (AR grade) and stir for 15 minutes in a multimixer. Age the suspension for 24 hrs. at 26 +/- 2 degC. Adjust the apparent viscosity to 15 +/- 1 cp by dilution with 4% NaCl solution, if necessary and filter through 200 BSS mesh or equivalent sieve. Add 0.5% (w/v) of the sample while stirring and stir further for 30 minutes</p>		

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>in multimixer. Determine the film strength of the mud at 300 in-lb load with the help of a E.P. lubricity tester. The film strength should be 20,000 psi, minimum.</p> <p>5.Foam Test :</p> <p>Prepare a 7.5% (w/v) bentonite suspension in distilled water using OIL approved bentonite and stir for 15 min. in multi-mixer. Age the suspension for 24 hrs. at 26 +/- 2 degC. Adjust the apparent viscosity of the suspension to 15 +/- 1 cp by dilution with distilled water. Add 0.5% (w/v) of the sample to it and stir for 30 minutes in a multimixer. Determine the specific gravity of the mud. The specific gravity of the mud should not be less than 0.8.</p> <p>6.Packing :</p> <p>The material should be packed in 50 litre capacity leak proof HDPE carbuoys with leak tight stopper and screw caps. Each carbuoys should be covered with wooden crate strong enough to withstand rigours of transit and storage.</p> <p>Capacity 50 litre net per carbuoys.</p> <p>7. Markings :</p> <p>Each carbuoys should have clear legible markings as given below :</p> <p>(i) Name of the product (ii) Name of the supplier (iii) Date/month/year of manufacture (iv) Supply order number against which the supply is made.</p> <p>N.B. Aaaparent viscosity will be measured by a Fann VG meter and lubricity should be measured by a E.P. lubricity tester.</p>		

Standard Notes : AA . STANDARD NOTE:**1) DELIVERY: TENTATIVELY IN 03 (THREE) EQUAL LOTS AS UNDER:****i) 1st Lot of 30,000.00L in May,2019****ii) 2nd Lot of 30,000.00L in August,2019****iii)3rd Lot of 30,000.00L in November,2019**

2) The tender is invited under SINGLE STAGE-COMPOSITE 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->

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User - > Technical Bid only. The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. The prices bid of the items should be uploaded as an attachment under Notes & Attachments tab.

3) 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) Bid should be valid for **minimum 90 days** from bid closing date, failing which offer shall be rejected. Therefore, please ignore the minimum validity mentioned in the General Terms and Condition of Global Tender (MM/GLOBAL/E-01/2005-July 2012).

5) 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 10.12.2018.**

6) 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.

7) 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.

8) 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', 'Accepted' or in any similar fashion is not acceptable.

9) 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 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.

10) 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.

11) 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.

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Special Notes : 1) 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.