



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

TELEPHONE NO. (91-374) 2808614

FAX NO: (91-374) 2800533

Email: [matmmfsa@oilindia.in](mailto:matmmfsa@oilindia.in) ; [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in)

TENDER NO. SSG8817P19/05

DATE: 02.08.2018

**INVITATION TO e-BID UNDER SINGLE TWO BID SYSTEM**

Dear Sirs,

OIL invites Bids for the supply of **702000 KG OF LIQUID FLOW IMPROVER (LFI)** 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 - 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 Tender : International Competitive Bidding
5. Type of Bidding : **SINGLE STAGE TWO BID SYSTEM**
6. Tender Fee : INR 60,000.00 OR USD 1000.00
7. Bid Security Amount : **INR 27,31,500.00 OR USD 39,310.00**  
(Or equivalent amount in any currency)
8. Performance Security : **Applicable @10% of Order Value.**
9. Bid Closing /Opening Date : 26.09.2018
10. Tender document Sale end date: 19.09.2018
11. Bid Validity : Bid should be valid for 120 days from bid closing date.
12. Bid Bond Validity : Bid Bond should be valid upto 26.04.2019  
(Bid bond format has been changed. Please submit bid bond as per revised format failing which offer will be rejected)
13. Integrity Pact : 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.
- 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 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.oilindia.com](http://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.
- 5.0 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.
- 6.0 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.

7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.

8.0 Please refer to the **"New Vendor Manual (effective 12.04.2017)"** available in the login Page of the OIL's E-tender Portal.

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 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.

12.0 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.

13.0 The prices of the items should be quoted as per **Annexure -P** (uploaded under the tab “Notes & Attachment”) and uploaded separately under the tab “Notes & Attachment”.

14.0 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:matmmfsa@oilindia.in

**Tender No. & Date : SSG8817P19/05 02.08.2018**

Tender Fee : INR 60,000.00 OR USD 1,000.00  
Bid Security Amount : INR 2,731,500.00 OR USD 39,310.00  
(or equivalent Amount in any currency)

**Bidding Type : Two Bid**

Bid Closing On : 26.09.2018 at 11:00 hrs. (IST)  
Bid Opening On : 26.09.2018 at 14:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global tenders for items detailed below:

| Item No./<br>Mat. Code | Material Description   | Quantity | UOM |
|------------------------|--|----------|-----|
| <b>10</b><br>85054920  | <p>C H E M I C A L<br/>FOR CONDITIONING CRUDE OIL<br/>Item : LIQUID FLOW IMPROVER<br/>(Chemical for viscosity reduction of crude oil)</p> <p>1. <b><u>PHYSICAL CHARACTERISTICS:</u></b><br/>i. State: Homogeneous, clear and free-flowing liquid at 22°C, free from insoluble (liquid or solid) matter.<br/>ii. Smell: The product should smell typically like a petroleum distillate, and should not have any other obnoxious smell.<br/>iii. Solvent: Use of only the following solvents is permissible for manufacturing the tender sample and the bulk supply : Toluene / Xylene or mixed Xylene / Ethyl Benzene or combination thereof. The solvent should not contain organic compounds like 2-Pinene, 3-Carene, D-Limonene or Terpenolene even in trace amount. Moreover, the vendor has to use the same solvent which he had used in his approved tender sample, for manufacturing the bulk supply.<br/>iv. Congealing Point: 14°C (or lower).<br/>v. Melting Point: 22°C (or lower).<br/>vi. Viscosity of the product at 20°C when measured at 25 Sec Inverse shear rate with Brookfield DV-III cone &amp; plate Rheometer (with CPE-41 cone) : 50 cP (Maximum).<br/>vii. Solubility: Soluble in Xylene / HSD in all proportions.<br/>viii. Shelf life: 18 months (Minimum) from the date of bid closing (for tender samples) / from the date of dispatch (for bulk supplies against any order).</p> <p><b><u>Test procedure : Congealing &amp; Melting Point</u></b><br/>i. For measurement of congealing and melting point of a Liquid Flow Improver (LFI) sample, 5 gm of the LFI product would be taken in a 10 mL graduated and stoppered borosilicate glass test tube. That tube would be immersed up to 10 mL mark in a refrigerated water bath maintained at 26°C. After 10 minutes, the temperature of the water bath would be set to the next lower even number (i.e. 24°C), and thereafter would be set to decrease in</p> | 702000   | KG  |

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| Item No./<br>Mat. Code | Material Description  | Quantity | UOM |
|------------------------|---|----------|-----|
|                        | <p>steps of 2°C. There would be a gap of 10 minutes between two successive steps. The physical state (liquid / gel) of the LFI would be checked after 10 minutes from the time the water bath is set at that temperature, before reducing the bath temperature further by 2°C. The temperature, at which the LFI product gels completely, would be noted as <b><u>Congeaing Point</u></b> of the product.</p> <p>ii. After the congealing point of the product is reached, the temp of the water bath would be set to increase by 2°C in successive steps at 10-minute intervals, and the physical state of the LFI is checked before every stepping-up of temperature. The temperature, at which the LFI product is found to have completely melted, would be noted as <b><u>Melting Point</u></b> of the product.</p> <p>iii. Congealing and Melting point temperatures would be recorded and reported in even numbers, because of the temperature ramping protocol described above.</p> <p><b><u>2.PRODUCT PERFORMANCE TEST IN THE LABORATORY :</u></b></p> <p><b><u>2.a. Test Procedure:</u></b></p> <p><b><u>2.a.1. Test on crude treated at 50°C</u></b></p> <p>The typical raw test crude (i.e. crude untreated with any Flow Improver chemical) will have water content less than one percent and Pour Point in the range 30°C to 36°C. 500 mL of such test crude would be heated at 50°C in a water bath for 30 minutes, and then treated with the Liquid Flow Improver product at a dosage of 800 ppm (weight / volume). The treated crude would again be heated at 50°C for 30 minutes, to complete the crude treatment process.</p> <p>The following two parameters of the treated crude shall be evaluated within 48 hrs :</p> <p><b><u>i.Viscosity</u></b> : Apparent viscosity (cP) would be measured at a shear rate of 25 Second Inverse by Brookfield DV-III cone &amp; plate Rheometer (with CPE-41 cone) through a pre-defined software programme at temperatures starting from 30°C down to 15°C (or limited by the viscosity measurement range of the instrument) at 3-degree intervals.</p> <p>ii. Pour Point : Pour Point (°C) would be measured as per ASTM D-5853.</p> <p><b><u>2.a.2. Test on crude treated at its Pour Point</u></b></p> <p>The raw test crude would be heated to 50°C in a water bath, then cooled down to its Pour Point temperature (which would normally be in 30°C to 36°C range) with constant stirring with a mechanical stirrer. 800 ppm (weight / volume) of the Liquid Flow Improver product would be added to the crude at that temperature while stirring the crude constantly, and the stirring would continue for another 5 minutes. The Pour Point of that treated crude would be measured immediately thereafter.</p> |          |     |

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| Item No./<br>Mat. Code | Material Description   | Quantity | UOM |
|------------------------|--|----------|-----|
|                        | <p><b><u>2.b. Performance Requirement :</u></b><br/> <b><u>2.b.1. Crude treated at 50°C</u></b></p> <p>i. <b>Viscosity</b> : Apparent Viscosity (AV) of the test crude treated with Liquid Flow Improver (LFI) sample at 800 ppm [as per 2.a.1 above] should compare positively with AV of the same test crude treated with OIL's field-approved Regular (solid) Flow Improver (RFI) product - taken as a reference sample - at 300 ppm under identical test conditions [ Any RFI product that has undergone field-trial in OIL successfully in the past, and has also been procured subsequently through a developmental order which has been found acceptable in quality, is deemed "field-approved" in OIL ]. However, a deviation (higher value) up to 10 percent in AV of the test crude treated with the Liquid Flow Improver sample (compared to the AV of RFI treated crude) would be acceptable. The comparison of AV would normally be done at the measuring temperature of 15°C. In case AV measurement at 15°C is not possible because the AV of the crude (either LFI treated crude or the RFI treated crude) at this temperature increases beyond the viscosity measurement range of the Rheometer (at 25 Sec Inverse shear rate), then the comparison would be done at the lowest temperature (18°C or above at 3°C intervals) at which AV of both the LFI and RFI treated crudes could be measured.</p> <p>ii. <b>Pour Point</b> : The Pour Point of the test crude treated with Liquid Flow Improver sample at 800 ppm should be equal to or less than the Pour Point of the same test crude that would be treated with OIL's field-approved Regular (solid) Flow Improver product (reference sample) at 300 ppm.</p> <p><b><u>2.b.2. Crude treated at its Pour Point</u></b></p> <p>There should be a reduction of 9°C (minimum) in the Pour Point of the crude treated as per [2.a.2.].</p> <p><b><u>3.ACCEPTANCE CRITERIA</u></b></p> <p>Tender Sample : A tender sample has to meet the performance requirement outlined in para [2.b.] above, and also conform to Physical Characteristics outlined in para [1] above, to be acceptable.</p> <p><b><u>4. PACKING OF THE BULK SUPPLIES</u></b> : The material should be packed in new (un-used), sealed and leak-proof steel drums. The drums should conform to Bureau of Indian Standards (BIS) "IS 1783 (Part-1) : 2014, Grade A" specification (or equivalent specification from any foreign standardizing agency), and every drum should bear the specified BIS Certification Mark or equivalent mark of a foreign standardizing agency. Each drum should have a tare weight of 22 Kg (+/- 0.5 Kg), and should contain 180 Kg of the material.</p> <p>Marking on the drums to be put in by the vendor: Name of the product, Manufacturer's name and address, Order number and date, Lot number, Batch number, Drum number, Net weight and Gross weight, and Date of Manufacture should be stenciled with indelible paint in bold letters and contrasting color on every drum on the top and also on the side.</p> |          |     |

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| Item No./<br>Mat. Code | Material Description  | Quantity | UOM |
|------------------------|---|----------|-----|
|                        | <p><b><u>5. PRODUCT INFORMATION REQUIRED TO BE SUBMITTED (UPLOADED IN CASE OF e-TENDER) BY THE BIDDER AS PART OF HIS TECHNICAL BID:</u></b></p> <p>a) Product Data Sheet (PDS) printed on the bidder's official letterhead and duly signed by an authorized signatory, containing the following information:</p> <ul style="list-style-type: none"> <li>i. Product Name</li> <li>ii. Colour</li> <li>iii. Smell</li> <li>iv. Generic Composition</li> <li>v. The Solvent used and its Boiling Point / Range (°C)</li> <li>vi. Specific Gravity at 25°C</li> <li>vii. Apparent Viscosity (centi-Poise) at 40°C</li> <li>viii. Flash Point (PMCC, °C)</li> <li>ix. Melting Point (°C)</li> <li>x. Congealing Point (°C)</li> <li>xi. Date of Manufacture</li> <li>xii. Shelf Life (Months)</li> </ul> <p><b>b) Material Safety Data Sheet (MSDS)</b> printed on the bidder's official letterhead and duly signed by an authorized signatory, containing all relevant information under the following sections:</p> <ul style="list-style-type: none"> <li>i. Chemical Product and Company Identification</li> <li>ii. Composition / Information on Ingredients</li> <li>iii. Hazards Identification</li> <li>iv. First Aid Measures</li> <li>v. Fire Fighting measures</li> <li>vi. Accidental Release Measures</li> <li>vii. Handling and Storage</li> <li>viii. Exposure Controls / Personal Protection</li> <li>ix. Physical and Chemical Properties</li> <li>x. Stability and Reactivity data</li> <li>xi. Toxicological information</li> <li>xii. Ecological Information</li> <li>xiii. Disposal Considerations</li> <li>xiv. Transport Information</li> <li>xv. Other Regulatory Information</li> <li>xvi. Other Information</li> </ul> <p><b><u>6. CERTIFICATION FROM THE BIDDER:</u></b> The bidder would be required to submit (upload in case of e-tender) a certificate as part of his technical bid, confirming that in case he gets an order, he would supply the material having the same quality and composition (including the solvent) as that of the tender sample, in a packing as specified under para [4] of the technical specification, and the supplied product would have a shelf life of 18 months minimum from the date of dispatch.</p> |          |     |

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**Standard Notes : AA . STANDARD NOTE :**

- 1) The tender is invited 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 prices bid of the items should be uploaded as an attachment under Notes & Attachments tab. **No price should be given in above Technical Rfx otherwise the offer will be rejected.**
- 2) In Technical Bid opening, only Technical Rfx will be opened. Therefore, 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. No price should be given in above Technical Rfx otherwise the offer will be rejected. 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 prices bid of the items should be uploaded as an attachment under Notes & Attachments tab as per ANNEXURE-P.**
- 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 120 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 26.04.2019.**
- 6) 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-July 2012).
- 7) 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.
- 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) PRICE BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TECHNO-COMMERCIALLY ACCEPTABLE. THE TECHNO-COMMERCIALLY ACCEPTABLE BIDDERS WILL BE INFORMED BEFORE THE OPENING OF THE "PRICE BID".



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10) 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.

11) 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.

**12) 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.**

13) The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII of the tender document. This Integrity Pact proforma has been duly signed by OIL's competent signatory. The proforma has to be uploaded by the bidder (along with the technical bid) duly signed by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. The name of the OIL's Independent External Monitors at present are as under :

i) Shri Rajiv Mathur, IPS (Retd.)  
Former Director (IB) Govt. of India  
e-Mail Id: rajivmathur23@gmail.com

ii) Shri Satyananda Mishra, IAS(Retd.)  
Former Chief Information Commissioner &  
Ex-Secretary, DOPT, Govt. of India  
e-Mail Id: satyanandamishra@hotmail.com

iii) SHRI JAGMOHAN GARG,  
Ex-Vigilance Commissioner, CVC  
e-Mail id : jagmohan.garg@gmail.com

14) 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.
- iv. In case the party refuses to sign the Integrity Pact.

#### **15) 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

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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."

**16) 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.

17) 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 themselves updated.

**Special Notes : BB. SPECIAL NOTES:**

**1.DELIVERY:** TENTATIVELY IN 04 (FOUR) EQUAL LOTS OF 175500 KG (975 DRUM) EACH WITH 03 (THREE) MONTHS INTERVAL AS PER FOLLOWING SCHEDULE:

- i) 1st Lot IN NOVEMBER, 2018
- ii) 2nd Lot IN FEBRUARY, 2019
- iii) 3rd Lot IN MAY, 2019
- iv) 4th Lot IN AUGUST, 2019

**NOTE: Quantity and delivery requirement shall be reviewed before placement of order.**

**2. Tender Sample requirement:** The bidders have to submit 3 kg (500 gm x 6) sample of the product offered in six air-tight properly sealed bottles made of either glass or metal (plastic bottles not acceptable) free of cost for laboratory evaluation. Sample received in less than the specified quantity will not be accepted. Bottles received in un-sealed or leaking condition will not be accepted.

**3. Eligibility for bulk supply against this tender:** Only the LFI products which are certified by OIL as "proven" before the original bid closing date shall be considered for bulk procurement against this tender, provided those products (tender samples) pass the tender scrutiny. A new (un-proven) product (tender sample) conforming to the laboratory specification shall be considered for a TRIAL ORDER for a quantity not exceeding 20 MT. Once the material received against a trial order is received at the pre-designated storage location of OIL, it will be subjected to Quality Assessment (QA) test in OIL's laboratory. Once the supplied material passes the QA test in the laboratory, the material supplied would be deemed acceptable. Full payment for the material supplied against a trial order would be made once the material passes the QA test in the laboratory. In case the material supplied against the trial order is found acceptable, a DEVELOPMENTAL ORDER shall follow for a quantity not exceeding 50 MT. The material supplied against a developmental order would be deemed acceptable once it passes the QA test in OIL's Laboratory in Duliajan. Once the trial order and the developmental order are executed successfully, the new product shall be deemed "proven", and it would be eligible to be considered for regular (bulk) procurement against subsequent tenders as per the norms specified in such tenders.

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**4. Quality Assessment (QA) of the bulk supplies:** Once a consignment supplied against any order (trial / developmental / regular) is received at the pre-designated storage location of OIL, one or more samples would be drawn by OIL personnel from every batch of that consignment, and those samples shall be tested in the laboratory for QA. In case any batch sample is found to be non-conforming to OIL specification (failing to meet any one of the specified Physical Characteristics or failing to meet the Laboratory Performance criteria), the whole batch would be rejected and the vendor would be asked to replace the material received under that batch number, within 30 days. The replacement supply should bear a new batch number. In case inconsistency in product quality (acceptable / not-acceptable) is noticed amongst samples collected from different drums marked with the same batch number, it would be inferred that the vendor has packed the produce from a particular batch randomly into the drums marked with different batch numbers. In such cases, the whole lot (i.e. the monthly/bi-monthly/quarterly supply quota as mentioned in the order, which may contain multiple batches) shall be rejected and the vendor would be asked to replace the whole lot within 30 days.

**5. Packing:** If the material supplied against any order is not delivered duly packed and marked as specified under para [4] of the technical specification, such material would be rejected. In such cases, the vendor would be asked to replace the material within 30 days.