



**ऑयल इंडिया लिमिटेड**  
( भारत सरकार का उद्योग ) में सीकृत कार्यालय: दुर्गापुर, असम  
**Oil India Limited**  
(A Government of India Enterprise) Registered Office: Durgapur, Assam

Oil India Limited (RP)  
2-A, District Shopping Centre  
Saraswati Nagar, Basni  
Jodhpur-342005,  
Phone- 0291 -2729472  
Fax: 0291-2727050  
Email: munin\_konwar@oilindia.in  
erp\_mm@oilindia.in

### **FORWARDING LETTER**

**Tender No.** : SJK2655P14 dated 18.02.2014

**Tender Fee** : Rs 4500.00; USD 100.00

**Bid Security Amount** : Rs. 188,000.00; USD 3100.00

**Bidding Type** : SINGLE STAGE TWO BID SYSTEM

**Bid Closing on** : As mentioned in e-tender portal

**Technical Bid Opening on** : -do-

**Performance Security** : Applicable @10% of Order Value

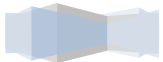
**Integrity Pact** : Applicable

OIL (RP) invites Bids for **Supply of 5.1/2”x 20 PPFxNK13 CR-80 Casing, Cross Over Joints and Casing Short Joint** through its e-Procurement site under **SINGLE STAGE TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/RP/GLOBAL/E-01/2005 for E-Procurement Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area - > Tender Documents

The general details of tender can be viewed by opening the RFx [ Tender] under RFx and Auctions.. The details of items tendered can be **found in the Item Data and details uploaded under Technical RFX.**

#### **The tender will be governed by:**

- a) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/RP/GLOBAL/E-01/2005 for E-Procurement Tenders
- b) Technical specifications and Quantity as per **Annexure – 1A.**
- c) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area - > Tender Documents.
- d) 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.

- e) 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 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).
- f) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFX -> External Area - > Tender Documents. The above filled up document to be uploaded in the **Technical RFX** Response.

### **Special Note:**

**1.0 Application showing full address/email address with Tender Fee (Non-refundable) of Rs. 4500.00 (USD 100.00) in favour of M/s Oil India Limited and payable at Jodhpur is to be submitted to CHIEF MANAGER (M&C), Oil India Limited, Rajasthan Project, 2A, District Shopping Centre, Saraswati Nagar, Basni, Rajasthan (India)- 342005 only within 06.05.2014. The envelope containing the application for participation should clearly indicate “REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO SJG9821P14” for easy identification and timely issue of user ID and password. On receipt of requisite tender fee, USER\_ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL’s e- Procurement portal. No physical tender documents will be provided. Details of NIT can be viewed using “Guest Login” provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL’s web site www.oil-india.com.**

**NOTE: PSUs and SSI units for the items they are registered with NSIC are provided USER\_ID and PASSWORD Free of Cost (as per govt guidelines), however they have to apply to OIL's designated office to issue USER\_ID and PASSWORD on or before 06.05.2014.**

**2.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidders are required to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic format in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.**

**2.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFX Response-> User - > Technical Bid only. The “TECHNO-COMMERCIAL UNPRICED BID” shall contain all techno-commercial details except the prices. Please note that no price details should be uploaded in Technical RFX Response.**

**2.2 The “PRICE BID” must contain the price schedule and the bidder’s commercial terms and conditions. The prices of the items should be quoted in “Conditions Tab”. Details of prices as per Bid format / Commercial bid can be**



uploaded as Attachment under the attachment option under “Notes & Attachments”.

2.3 A screen shot in this regard is given below. Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in Annexure-CCC.

The screenshot shows the 'Display RFX Response' interface. At the top, there are tabs for 'Technical RFX Response', 'Close', and 'Withdraw'. A callout box points to the 'Technical RFX Response' tab with the text: "Go to this Tab 'Technical RFX Response' for Uploading 'Techno-commercial Unpriced Bid'". Below the tabs, there is a section for 'Basic Data' and 'Questions'. Under 'Event Parameters', there are fields for 'Currency' (set to 'Indian Rupee'), 'Detailed Price Information' (set to 'Price with Conditions'), and 'Terms of Payment' (set to '9010 90% against despatch+10% after receipt'). A callout box points to the 'Notes and Attachments' tab with the text: "Go to this Tab 'Notes and Attachments' for Uploading 'Priced Bid' files." At the bottom, there is a section for 'Partners and Delivery Information' with a table that is currently empty.

On “EDIT” Mode- The following screen will appear. Bidders are advised to Upload “Techno-Commercial Unpriced Bid” and “Priced Bid” in the places as indicated above:

The screenshot shows the 'Edit RFX Response' interface. At the top, there are tabs for 'Submit', 'Read Only', 'Print Preview', 'Check', 'Technical RFX Response', 'Close', 'Save', and 'Verify signature'. A callout box points to the 'Technical RFX Response' tab with the text: "Bid on 'EDIT' Mode". Below the tabs, there is a section for 'Basic Data' and 'Questions'. Under 'Event Parameters', there are fields for 'Submission Deadline' (set to '13.04.2013 11:00:00 INDIA') and 'RFX Response Version Number' (set to '2'). A callout box points to the 'Notes and Attachments' tab with the text: "Area for uploading Techno-Commercial Unpriced Bid\*". Below the tabs, there is a section for 'Notes' with a table that is currently empty. A callout box points to the 'Attachments' section with the text: "Area for uploading Priced Bid\*\*". Below the 'Attachments' section, there is a table with columns for 'Assigned To', 'Category', 'Description', 'File Name', 'Version', 'Processor', and 'Checked'.

**Note :**

\* The “Techno-Commercial Unpriced Bid” shall contain all techno-commercial details **except the prices.**

\*\* The “Price bid” must contain the price schedule and the bidder’s commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on Sign to sign the Sign. On Signing a new file with extension .SSIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and click on OK to save the File.

3.0 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 **CHIEF MANAGER (M&C), Oil India Limited, Rajasthan Project, 2A, District Shopping Centre, Saraswati Nagar, Basni, Rajasthan (India)- 342005** on or before the Bid Closing Date and Time mentioned above..

a) **Original Bid Security**

b) **Detailed Catalogue (if any)**

**Any other document required to be submitted in original as per tender**

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.

4.0 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.

5.0 All the Bids must be Digitally Signed using “Class 3” digital certificate with Organisation’s name (*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. The bid signed using other than “Class 3 with Organisation’s Name” digital certificate, will be rejected.

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

**8.0** Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both can not bid simultaneously. In case of Indian agent, if the agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM.



**9.0 SINGLE STAGE TWO BID SYSTEM** shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

**10.0a) 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-DDD** of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder shall be rejected straightway. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.

**b) The name of the OIL's Independent External Monitors at present are as under:**

- i) SHRI N. GOPLASWAMI, I.A.S. (Retd.),  
Former Chief Election Commissioner of India  
E-mail Id : [gopaldaswamin@gmail.com](mailto:gopaldaswamin@gmail.com)**
- ii) SHRI RAMESH CHANDRA AGARWAL, IPS (Retd.)  
Former Director General of Police  
E-mail Id : [rcagarwal@rediffmail.com](mailto:rcagarwal@rediffmail.com)**

**11.0** The tender shall be governed by the General Notes for Casing, Bid Rejection & Bid Rejection Criteria given in enclosed **Annexure-CCC**. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per **Annexure-CCC**) contradict the Clauses of the tender and / or "General Terms & Conditions" as per Booklet No. MM/RP/GLOBAL/E-01/2005 for E-procurement Tender elsewhere, those in the BEC / BRC shall prevail.

**12.0** Bidders attention is drawn to the special terms and conditions applicable for Tubulars vide Section-E of the booklet MM/RP/GLOBAL/E-01/2005

**13.0** 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.



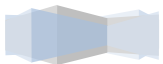
14.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

**NOTE:**

**Bidders should submit their bids explicitly mentioning compliance / non compliance to all the NIT terms and conditions.**

**Yours Faithfully  
Sd-**

**(M KONWAR)  
SENIOR PURCHASE OFFICER  
FOR CHIEF MANAGER (M&C)  
FOR GROUP GENERAL MANAGER (RP)**





ऑयल इंडिया लिमिटेड  
( भारत सरकार का उद्योग ) पंजीकृत कार्यालय: दुर्गापुर, असम  
**Oil India Limited**  
(A Government of India Enterprise) Registered Office: Durgapur, Assam

Oil India Limited (RP)  
2-A. District Shopping Centre  
Saraswati Nagar, Basni  
Jodhpur-342005,  
Phone- 0291 -2729-472,  
0291 -2729-466  
Fax: 0291-2727050  
Email: munin\_konwar@oilindia.in  
erp\_mm@oilindia.in

### ANNEXURE-IA

Tender No. & Date : SJG2655P14 Dated 18.02.2014

Tender Fee : INR 4500.00 OR USD 100.00

Bid Security Amount : INR 188,000.00 OR USD 3,100.00  
( or equivalent Amount in any currency )

Bidding Type : **SINGLE STAGE TWO BID SYSTEM**

Bid Closing on :As mentioned in the basic data of above e-tender in  
OIL's e-tender portal

Bid Opening on : -Do-

Performance Guarantee : Applicable @ 10% OF ORDER VALUE

OIL INDIA LIMITED (Rajasthan Project) invites Global tenders for item detailed below:

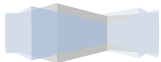
### TECHNICAL SPECIFICATIONS WITH QUANTITY:

Sl no.	Material	Quantity
	CASING, SM 13 CR-80 OR EQUIVALENT, CHROMIUM STAINLESS STEEL, SCREWED & COUPLED, CONFORMING TO API STANDARD 5 CT GROUP 2, WITH API MONOGRAM ON EACH JOINT, IN RANGE-III LENGTH (MAX. LENGTH NOT TO EXCEED 12.2 MTRS). EACH JOINT FITTED WITH PRESSED STEEL OR ELASTOMER-CUM-METALLIC (COMPOSITE) THREAD PROTECTORS AT BOTH PIN AND BOX ENDS.	
10 0102368 8	139.7 MM (5.1/2") OD, nominal weight 29.75 kg/mtr. (20 PPF), Grade 13 CR-80 or equivalent. Connection : FOX thread Gas tight connection.	1000 M

20 0102369 0	Cross Over Joints in three (03) mtrs. length, 139.7 mm (5.1/2") OD, 29.75 kg/mtr. (20 PPF), nominal weight, Grade 13 CR-80 or equivalent FOX thread Gas tight connections box x BTC pin	7 NO
30 0102369 1	Casing short joint of 02 mtrs. length each suitable for 139.7 mm (5.1/2") OD, 29.75 kg. per mtr. (20 PPF) nominal weight, Grade 13-CR-80 or equivalent, Fox thread gas tight connections.	5 NO

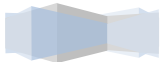
## **STANDARD NOTES:**

- 1.0 Materials to be supplied hereunder shall be new, unused, of recent make, of best quality & workmanship and shall be guaranteed by the seller for a period 12 months from the date of despatch/shipment 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 supplier at the supplier's expense at no extra cost to OIL.
- 2.0 Bidders are to quote the Material Value, FOB/FCA Charges upto Port of shipment, Total FOB/FCA value, Ocean/Air Freight Charges upto Kolkata Port/Airport, best possible delivery period, Payment terms (preferably Sight Draft), Port of Shipment, Country of Origin, Indian Agent's Name as well as its Commission, if any, Nett & Gross weight of materials etc. in their quotation.
- 3.0 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.
- 4.0 The Port of unloading is Kolkata Sea Port/Mumbai Sea Port, India (For Foreign Bidders)
- 5.0 Indigenous Party to quote for Unit Material value, Packing/Forwarding Charges, Taxes & Duties as applicable, Transportation charges upto Thaiyat-Hamira which is 25 KM (approx.) from Jaisalmer Town (Rajasthan), Payment Terms, Delivery Period, Net. & Gross Weight etc. in their offer.
- 6.0 Indian agent on behalf of the principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously.
- 7.0 In case of Indian agent, if the agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM.
- 8.0 Bidder to provide valid API Certificate alongwith the quotation.



## 9.0 Bidder to quote best delivery period

- 10.0 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 Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/RP/GLOBAL/E01/2005 enclosed.
- 11.0 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.
- 12.0 Price should be maintained in the “online price schedule” only. The price quoted in the “online price schedule” only will be considered. Please thoroughly go through “*Guide line for filling online price format*” uploaded with this document before filling up the price bid on the e-portal. Please fill up the prices on the e-portal as guided by the document.
- 13.0 BIDDERS ARE REQUIRED TO QUOTE WITH MINIMUM VALIDITY OF **120 DAYS** FROM THE BID CLOSING DATE AS PER NIT REQUIREMENT. BIDS WITH LESSER VALIDITY SHALL BE REJECTED.
- 14.0 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 submitted the bids on or before the original B.C. date shall not be permitted to revise their quotation.
- 15.0 The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.
- 16.0 In case of Indian Bidder, for order with F.O.R. Destination term, 100% payment against dispatch document will not be entertained. In this regards please refer payment terms vide booklet – MM/RP/GLOBAL/E01/2005. Bidders are advised to take note of this while mentioning payment term.
- 17.0 Other terms and conditions of the enquiry shall be as per General Terms and Conditions for Global E-Tender vide MM/RP/GLOBAL/E-01/2005. However, if any of the Clauses of this tender document contradict the Clauses of the booklet MM/RP/GLOBAL/E-01/2005 elsewhere, those in this tender document shall prevail.



**OIL INDIA LIMITED  
RAJASTHAN PROJECT  
JODHPUR  
RAJASTHAN, INDIA**

This addendum to tender SJG2655P14 is issued to notify all the bidders the following:

1.0 Special Note 1.0 of the Forwarding letter has been changed as under:

Application showing full address/email address with Tender Fee (Non-refundable) of Rs. 4500.00 (USD 100.00) in favour of M/s Oil India Limited and payable at Jodhpur is to be submitted to CHIEF MANAGER (M&C), Oil India Limited, Rajasthan Project, 2A, District Shopping Centre, Saraswati Nagar, Basni, Rajasthan (India)- 342005 on or before one week prior to the Technical Bid Closing Date and time. The envelope containing the application for participation should clearly indicate “REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO SJG2655P14” for easy identification and timely issue of user ID and password. On receipt of requisite tender fee, USER\_ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL’s e- Procurement portal. No physical tender documents will be provided. Details of NIT can be viewed using “Guest Login” provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL’s web site [www.oil-india.com](http://www.oil-india.com).

NOTE: PSUs and SSI units for the items they are registered with NSIC are provided USER\_ID and PASSWORD Free of Cost (as per govt guidelines), however they have to apply to OIL's designated office to issue USER\_ID and PASSWORD on or before one week prior to the Technical Bid Closing Date and time.

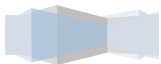
2.0 Foreign Bidders are required to quote Ocean Freight Charge upto both Mumbai Sea Port and Kolkata Sea Port. OIL will consider bringing the consignments through one of the above sea port which gives cost benefit to OIL.

2.1 Bidders may not be able to quote overseas freight for both Mumbai and Kolkata Sea port in ONLINE price bid format. In such case, bidders can upload their price bid as an attachment under Notes and Attachment tab (Procedure may be obtained in User manual). It is to be noted that under no circumstances price uploaded in Technical Bid folder will be acceptable.

3.0 Bidders are required to submit the summary of the prices in their price bids as per bid format (Summary ), given below :

(I) Price Bid Format ( SUMMARY ) for Foreign Bidders :

- (A) Material cost
- (B) Packing & FOB Charges
- (C) Total FOB Port of Shipment value, ( A + B ) above
- (D) Ocean Freight Charges upto Kolkata and Mumbai, India
- (E) Insurance Charges



(F) Total CIF Kolkata and Mumabi value, ( C + D + E )

(G) Total value in words :

(H) Gross Weight :

(I) Gross Volume :

**(II) Price Bid Format (SUMMARY) for Indigenous Bidders :**

(A) Material cost

(B) Packing and Forwarding Charges

(C) Total Ex-works value, ( A + B ) above

(D) Excise Duty with Education Cess, (Please indicate applicable rate of Duty)

(E) Sales Tax, (Please indicate applicable rate of Tax)

(F) Total FOR Despatching station price, ( C + D + E ) above

(G) Road Transportation charges to Hamira

(H) Insurance Charges

(I) Rajasthan Entry Tax

(J) Total FOR Hamira value, ( F + G + H + I ) above

(K) Total value in words :

(L) Gross Weight :

(M) Gross Volume :

**4.0 All the items are required to be procured from the same source. Therefore evaluation will be made on total value of all the items.**

