



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्योग) पंजीकृत कार्यालय: दुर्लियाखण्ड, असम
Oil India Limited
(A Government of India Enterprise) Registered Office: Dulejari, 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. : SJK3105P14 dated 31.03.2014

Tender Fee : Rs 4500.00; USD 100.00

Bid Security Amount : Rs. 205,000.00; USD 3400.00

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 XC-Polymer: Qty- 18000 Kg 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:

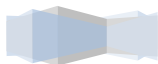
1.0 Application showing full address/email address with Tender Fee (Non-refundable) of Rs. 4500.00 (USD 100.00) in favour of M/s Oil India Limited and payable at Jodhpur is to be submitted to CHIEF MANAGER (M&C), Oil India Limited, Rajasthan Project, 2A, District Shopping Centre, Saraswati Nagar, Basni, 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 'Edit', 'Print Preview', 'Technical RFX Response', 'Close', and 'Withdraw'. Below this, there is a summary section with fields for 'RFX Response Number' (60006452), 'RFX Number' (TEST2), 'Status' (Submitted), 'RFX Owner' (WIPRO_TEST1), and 'Total Value' (0.00 INR). A navigation bar contains tabs for 'RFX Information', 'Items', 'Notes and Attachments', and 'Conditions'. Below the navigation bar, there are sections for 'Basic Data', 'Questions', 'Event Parameters', and 'Partners and Delivery Information'. Two callout boxes with arrows point to the 'Technical RFX Response' and 'Notes and Attachments' tabs, providing instructions on where to upload different types of bids.

Go to this Tab “Technical RFX Response” for Uploading “Techno-commercial Unpriced Bid”.

Go to this Tab “Notes and Attachments” for Uploading “Priced Bid” files.

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'. Below this, there is a summary section with fields for 'RFX Response Number' (60006452), 'RFX Number' (TEST2), 'Status' (Withdrawn), 'Submission Deadline' (13.04.2013 11:00:00 INDIA), 'RFX Owner' (WIPRO_TEST1), 'Total Value' (0.00 INR), 'RFX Response Version Number' (2), and 'RFX Version Number' (5). A navigation bar contains tabs for 'RFX Information', 'Items', 'Notes and Attachments', 'Conditions', and 'Summary'. Below the navigation bar, there are sections for 'Notes' and 'Attachments'. Two callout boxes with arrows point to the 'Notes and Attachments' section, providing instructions on where to upload different types of bids.

Bid on “EDIT” Mode

Area for uploading Techno-Commercial Unpriced Bid*

Area for uploading Priced Bid**



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.

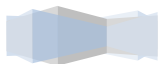
4.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its 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.



8.0 **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.

9.0 a) **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 : gopalaswamin@gmail.com
- ii) **SHRI RAMESH CHANDRA AGARWAL, IPS (Retd.)**
Former Director General of Police
E-mail Id : rcagarwal@rediffmail.com

10.0 The tender shall be governed by the 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.

11.0 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.

12.0 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: मुंबई/बाराक, असम
Oil India Limited
(A Government of India Enterprise) Registered Office: Duliajan, 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 : SJG3105P14 Dated 31.03.2014

Tender Fee : INR 4500.00 OR USD 100.00

Bid Security Amount : INR 205,000.00 OR USD 3400.00
(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'
e-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
10 85043961	PRIMARY VISCOSIFIER/DOWNHOLE VISCOSITY MODIFIER IN DRILLING MUD. XCD BIOPOLYMER Description and use : A biologically produced polymer to use in water based drilling fluids for increasing viscosity and as a downhole rheology modifier. Specification :	18,000 KG

**1. Product description : Dispersible Xanthan Gum Biopolymer –
KELZAN XCD / DUOVIS manufactured by M/s. CP
Kelco Oilfield Group USA OR EQUIVALENT**

A dispersible Xanthan Gum Biopolymer to be used as primary viscosifier in water base drilling fluid in temperature upto 120 degC. The product should be a high molecular weight biopolymer produced by the action of microorganism Xanthomonas

Camprestis on a high purity carbohydrate Xanthan gum. The material should be free from all kinds of dead bacteria and should give clear water like solution without any turbidity.

2. Physical Properties : The material, as received, should be a free flowing white to creamish / brownish white powder free from foreign matter and visible impurities.

3. Moisture Content, measured by drying at 105 +/- 2 degC, % by mass, maximum : 10.00

4. Dispersibility / solubility test : Should be quickly and easily dispersible in water when sprayed in water taken in a breaker and should not remain floating. 1.00% (w/v) solution of the product in distilled water after mixing in multimixer for 30 minutes should give clean solution without turbidity.

5. Rheological properties : Prepare a 0.5% (w/v) solution of the sample in distilled water containing 1% NaCl (LR grade)(w/v) by stirring in a multimixer for 30 minutes. Adjust PH of the solution in the range 8 - 9 by addition of 1N NaOH solution while stirring.

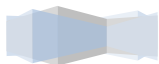
Determine the rheological properties of the suspension at 26 +/- 2 degC which should be as follows :

(i) Apparent viscosity, cp : 15 - 25

(ii) "O" minute gel, lbs/100 ftsq, minimum : 8

(iii) "N" value at 200 & 100 rpm of Fann VG meter, maximum.: 0.40

6. Crosslinking properties : To 500 ml of distilled



water, add 5 ml of 3% (w/v) solution of calcium chloride (fused and analar grade) and to this solution, add 0.5% (w/v) of the sample while stirring in a multimixer. Stir the suspension further for 30 minutes in a multimixer. To this add 2% (w/v) chrome alum powder (LR grade) and stir for additional 10 min. Adjust the PH in the range 8-9 by 1N NaOH solution while stirring. Determine the rheological properties of the suspension at 26 +/- 2 degC which should be as under :

- (i) Apparent viscosity, cp, minimum : 40
- (ii) Yield value, lbs/100 ftsq, minimum : 40
- (iii) "0" minute gel, lbs/100 ftsq, minimum : 20
- (iv) "15" minute gel, lbs/100 ftsq, minimum : 100

7. Performance Test :

Preparation of base mud : Prepare a 0.5% (w/v) solution of the sample in distilled water by stirring in a multimixer for 30 minutes.

Adjust the PH to 8 - 9 with 1N NaOH solution. Add to it 3% of the OIL approved benonite powder and stir for 30 minutes. Determine apparent viscosity, yield value and API fluid loss of the mud at 26 +/- 2 degC.

Age the treated mud at 100 +/- 2 degC for 18 hrs. in rolling condition. Cool and stir for 15 minutes in a multimixer. Determine apparent viscosity, yield value and API fluid loss at 26 +/- 2 degC which should be as under :

- (i) Apparent viscosity, cp : should not decrease
- (ii) Yield value, lbs/100 ftsq : should not decrease
- (iii) API fluid loss, ml : should not increase

8. Temperature stability :

Prepare 0.5% (w/v) solution of the sample in saturated salt water (prepared by dissolving analar grade NaCl in distilled water) by stirring in a multimixer for 30 minutes. Adjust PH to 8 - 9 by 1N

NaOH solution. Record apparent viscosity and yield value of suspension at 26 +/- 2 degC.

Age the solution in a roller oven in rolling condition at 120 +/- 2 degC for 18 hrs. Cool and stir for 5 minutes. Measure apparent viscosity



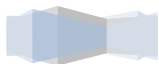
	<p>and yield value of the solution at 26 +/- 2 degC which should be as under :</p> <p>(i) Apparent viscosity, cp : should not decrease (ii) Yield value, lbs/100 ftsq : should not decrease</p> <p>9. Prepare a 0.5% (w/v) solution of the sample in distilled water by stirring in a multimixer for 30 minutes. Add to it 5 ml of 20% (w/v) hot solution of borax and stir for 5 minutes. No stiff gel formation should take place.</p> <p>10. P a c k i n g :</p> <p>The material should be packed in multiwalled paper bags with at least two innermost layers are suitably water proofed strong enough to withstand rigours of transit and storage. The packing should be of Original Packing of manufacturer with batch no.</p> <p>11. Markings :</p> <p>Each bag 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. Apparent viscosity and yield value will be measured by a Fann VG meter and API fluid loss will be measured in standard API fluid loss apparatus using compressed air or nitrogen as pressure source.</p>	
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Delivery: Bidder to quote best delivery period.



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/Airport of unloading is Kolkata Sea Port/Airport, 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.



BID REJECTION CRITERIA (BRC)

In addition to BRC criteria vide SECTION – ‘D’ of General Terms and Conditions for Global Tender (MM/ GLOBAL/E01/2005), the following clause will be applicable against this tender

1. The party should be preferably a Manufacturer of the product. In case the bidder is not a manufacturer, he should be an authorized representative / dealer / supplier of the product of manufacturer. The authorized representative / dealer / supplier should produce authority letter in original from its manufacturer authorizing them to submit the bid along with the bid. Such authority letter should be valid for the entire period of execution of the order.
2. The manufacturer should have at least 3 years of manufacturing experiences of XC Polymer with supply record of minimum one order of 50% of tender quantity of XC Polymer to various E&P / Mud Engineering companies. For this purpose the period reckoned shall be the period prior to the date of opening of the techno-commercial bid. Documentary evidences in support of above supply should be submitted along with the technical bid. OIL reserves the rights to verify the same.
3. The bidder should submit tender sample of the product in duplicate (i.e 2 samples) along with the bid. The bid should also accompany test report in original of their latest manufactured product. The report should also include the testing procedure of the parameters indicated in the product specification. Further, the bidder should confirm that bulk supply will be exactly same as the tender sample supplied for technical evaluation. **Please note that tender sample should reach at the office of CM(M&C), Oil India Limited, Rajasthan Project, Jodhpur before technical bid opening date and time. Bid received without tender sample before technical bid opening date and time will be rejected.**
4. The quantity of each tender sample should be ½ kg minimum.
5. The tender sample will be evaluated in OIL's laboratory at Jodhpur as per OIL's tender specification for acceptance.
6. The bidder (manufacturer/authorized representative) must produce quality assurance certificate that the offered product will be of same quality/standard as the tender sample submitted along with the bid.



7. The manufactured product should be strictly as per OIL's specification provided along with the bid.
8. Bidder shall submit a copy of Material Safety Data Sheet of the quoted product along with the bid.
9. The material should be supplied in the original packing of the manufacturer with markings conforming to the tender specification.
10. Any tender sample submitted without shelf life specified by the bidder in the accompanying product information sheet or shelf life of less than one year (as certified by the bidder) shall be rejected.
11. Only the products which are field-proven will be considered for bulk procurement against this tender. The supplied material against orders will be accepted after its passing the specification test in the laboratory upon arrival at Duliajan. The supplied product must meet the order specification, and perform at par with the corresponding tender sample submitted by the bidder against this tender during the quality assessment test in the laboratory. In case the supplied product is found to perform only at a higher dosage during such test, OIL will normally reject the consignment and ask for replacement. However, OIL reserves the right to use (in part or full) such inferior supply at any optimally performing higher dosage - as determined during the quality assessment test in the laboratory - because of operational exigency, and deduct payment from the supplier's bill on pro-rata basis.
12. **C folder is meant for Technical bid only. Therefore, No price should be given in C folder, otherwise the offer will be rejected. Similarly, the technical bid is to uploaded in the C folder only.**
13. **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.**



14. Offers should be valid for 120 days from the date of bid opening, failing which offer shall be rejected.
15. You are required to submit original Bid Security at the office of Chief Manager (M&C), Oil India Limited, Rajasthan Project, 02-A, Saraswati Nagar, District Shopping Centre, Basni, Jodhpur-342005, Rajasthan, India on or before the Bid Closing Date and Time of the technical bid. The bid security should be of amount **Rs 205,000.00 or USD 3400.00** or an equivalent amount in freely convertible currency and in conformity with OIL's prescribed format as Bank Guarantee enclosed with the booklet MM/RP/GLOBAL/E-01/2005 or a Bank Draft/Cashier cheque in favour of OIL or an irrevocable Letter of Credit (L/C) 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
16. For details about Bid Security and the eligibility for exemption of bid security, please refer to Clause 9.0 under Section A of General Terms and conditions for Global Tender vide booklet MM/RP/GLOBAL/E-01/2005. Also please refer Annexure-VII vide MM/RP/GLOBAL/E-01/2005 to obtain the format for Bank Guarantee. A scanned copy of the bid security should be uploaded alongwith the offer for our information. **If the bid security in ORIGINAL of above mentioned amount is not received within bid closing date and time, the bid submitted through electronic form will be rejected without any further consideration.** The bidders who are exempted from submitting Bid Security should attach documentary evidence alongwith their technical bid. **The Bank Guarantee/LC towards Bid Security shall remain valid for 180 days more than the Bid Validity i.e. 300 days validity is required from the date of Bid opening.**
17. Performance Security: Successful bidder will be required to furnish a Performance Security @10% of the order value. For details about performance security and exemption for submission of the same, please refer Clause No. 10.0 of General Terms and Conditions vide MM/RP/GLOBAL/E-01/2005 for E-Procurement ICB Tenders. The Performance Security shall be valid for 12 months from the date of despatch/shipment. The bidder should confirm submission of the requisite Performance security (in the event of order) in their offer itself, failing which the offer will be rejected.
18. 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.

BID EVALUATION CRITERIA (BEC)

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The bids conforming to the technical specifications, terms and conditions stipulated in the bidding document and considered to be responsive after subjecting to Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below.

- 1.1 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.
- 1.2 Priced Bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "Priced Bid".
- 1.3 To ascertain the inter-se-ranking, the comparison of the responsive bids will be made, subject to corrections/adjustments, based on the financial evaluation of the bids for the intended jobs as per PROFORMA – II (PRICE SCHEDULE FORMAT), enclosed.
- 1.4 OIL reserves the right to allow Small Scale Sectors registered with NSIC purchase preference facility as admissible as per existing Government Policy. The bidders are requested to check the latest position on the subject on their own and are requested to furnish details with supporting documents, if applicable. OIL does not accept any liability whatsoever, on this account.

Other terms and conditions of the enquiry shall be as per General Terms and Conditions for Global Tender vide MM/RP/GLOBAL/E-01/2005 For E-PROCUREMENT ICB TENDERS. However, if any of the Clauses of the Tender document contradict the Clauses of MM/RP/GLOBAL/E-01/2005 elsewhere, those in the Tender Document shall prevail. Further if the BRC/BEC stipulated above contradict the any other clauses of Tender Documents and MM/RP/GLOBAL/E-01/2005 elsewhere, those BRC/BEC above shall prevail



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

This addendum 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 SJG3105P14” 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 one week prior to the Technical Bid Closing Date and time.

2.0 Point 12.0 under Annexure-CCC (BRC) stands withdrawn.

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, India
- (E) Insurance Charges
- (F) Total CIF Kolkata 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 :**

