

Tender No. : DID3480L20/L7  
Tender Date : 03.01.2020  
Bid Closing On : 06.02.2020 at 13:00 hrs.(IST)  
Bid Opening On : 06.02.2020 at 13:00 hrs.(IST)

**Tender issued to following parties only:**

Slno	V_Code	Vendor Name	City/Country
1	200213	INDUSTRIAL ENGINEERS & TRADERS	TINSUKIA
2	200415	KRISHNA MACHINERY SPARES	DULIAJAN
3	200682	EAGLE ENGG. CO.	KOLKATA
4	201154	TRACTEL TIRFOR INDIA P. LTD.	KOLKATA
5	201165	UNICRAFT MACHINERY & TROLLEY (PVT,	KOLKATA
6	201171	UNIVERSAL PETRO-CHEMICALS LTD.	KOLKATA
7	201956	TRELCO ,	KOLKATA
8	203812	UBIQUE INDUSTRIES,	KOLKATA
9	204114	JOST'S ENGINEERING CO. LTD.	KOLKATA
10	204259	PANKAJ STEEL INDUSTRIES	AHMEDABAD
11	205170	TIEM ENTERPRISE	KOLKATA
12	205319	INDUSTRIAL FERRITES	KOLKATA
13	210960	PATEL MATERIAL HANDLING EQUIPMENT	MADHUSUDAN
14	211017	DIDEA SERVICES	KOLKATA
15	212344	POOJA INTERNATIONAL	MUMBAI
16	214938	RELIABLE QUALITY CONCEPTS	SIVASAGAR

**OIL INDIA LIMITED**  
(A Govt. of India Enterprise)  
P.O. Duliajan-786602, Assam

**E-mail:material@oilindia.in, Fax No.91-374-2800533**

**Tender No. & Date : DID3480L20/L7 03.01.2020**

Bid Security Amount : INR 0.00 OR USD 0.00  
(or equivalent Amount in any currency)

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

Bid Closing On : 06.02.2020 at 13:00 hrs. (IST)  
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Performance Guarantee : Not Applicable

OIL INDIA LIMITED invites Limited tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
<b>10</b> 0C000172	<p><b>TECHNICAL SPECIFICATION:</b></p> <p>Supply of 4 wheeled cargo hand trolley fully equipped with Toeing handle, Wheels etc. having the following technical specification.</p> <p>1. Capacity : 1000 Kg. 2. Platform Dimension a. Length : 4 Ft. b. Width : 3 Ft. c. Note: Platform shall be open in all sides.</p> <p>3. Thickness of Platform Sheet : Minimum 4 mm. 4. Platform L Angle Dimension : 35 mm x 35 mm x 4 mm 5. 4 Wheel Material : Solid Rubber Cushion Wheel 6. Wheel Diameter (Minimum) : ( Outer = 10 Inches to 12 Inches) 7. Wheel Lock: Suitable numbers of Wheel lock to be provided for safety purpose. 8. The toeing handle of the Cargo Trolley shall be positioned in a suitable location so that the trolley can be easily manoeuvred. 9. The toeing handle of the Cargo Trolley shall be provided with a soft and durable rubber grip for comfort of the operator. 10. Product finishing: Shall be painted with 02 coats of Inorganic ZINC primer followed by 02 coats of Corrosion resistant Polyester Powder coated paint. 11. Make : UNIQUE/ ACER/ VANKOS/ UNIEFORCE or Equivalent.</p>	10	NO

**Standard Notes: (1) VALIDITY : Your offer must be valid for 75 days from the date of bid opening. Offer with inadequate validity will be rejected.**

**(2) The rates quoted by the bidders shall be inclusive of all taxes, duties and levies. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies.**

(3) The offer should be submitted in Duplicate.

(4) 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 a 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).

(5) In the event you authorize your dealer/stockist/channel partner to quote on your behalf, the dealer/stockist/channel partner while submitting bid should mention on the body of the envelope that they are submitting bid on your behalf.

In the event the dealer/stockist/channel partner do not mention the name of their OEM/principal on the body of the envelope, the offer shall be treated as unsolicited offer and will not be considered for opening.

The dealer/stockist/channel partner should take note of above while submitting bid on behalf of their OEM/principal.

(6) For order with F.O.R. Destination term, 100% payment against despatch documents will not be entertained. In this regards please refer payment terms in ANNEXURE-MM/TENDER/LP/01/06.

**(7) To evaluate the inter-se-ranking of the offers, all Taxes / Levies will be considered as per prevailing Govt. guidelines as applicable on the bid opening date. Bidders may check this with the appropriate authority before submitting their offer.**

(8) Bidder must mention page no./nos. in every pages of their offer.

(9) Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.

(10) Bidder should clearly mention their name and address on the outside of the envelope containing their offer.

(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, Small and Medium Enterprises (MSME) in the tender is furnished vide Amendment to General Terms and Conditions for INDIGENOUS TENDERS (MM/TENDER/LP/01/06). Bidders are requested to take note of the same and to submit their offers accordingly.

**(12) Bidders should refer to enclosed Annexure-A under special notes for the Taxes and Duties clauses under GST regime.**

**(13.a) Bidders should submit their bids incorporating the following details:**

**(i) GST Registration Details of Supplier:.....**

**(ii) Item-wise HSN Code:.....**

**(iii) Applicable Rate of GST:.....**

**(13.b) Bidders to note OIL-Duliajan's Provisional GSTIN as: 18AAACO2352C1ZW.**

**(14) Delivery/collection Instructions in cases where transportation is in OIL's scope:**

- (i) The suppliers shall be required to deliver the Sundry consignments of weight less than 3 (Three) Tons at the godown/office/collection point of OIL's authorized transporter in various cities.
- (ii) Consignments weighing more than 3(Three) Tons shall be collected from the supplier's premises/loading points by OIL's authorized transporter.
- (iii) The names of OIL's current authorized transporters are:
  - a) M/s Western Carriers (India) Ltd.
  - b) M/s DARCL Logistics Limited

**Bidder's are requested to note the above delivery/collection instructions while submitting their offers.**

**(15) Performance Security:**

The successful bidder shall submit Performance Security @ 10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order and forfeit the Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above.

The Performance Security shall be in the following form :

A Bank Guarantee in the prescribed OIL's format valid for 90 days beyond delivery period and applicable warranty/guarantee period (if any).

**The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.**

**However, PBG will be applicable only if value of Purchase Order exceeds Rs 5(five) lakhs.**

**Note:** The Bank Guarantee issuing Bank branch must ensure the following:

The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:

- (i) MT 760 I MT 760 COV for issuance of Bank Guarantee
- (ii) MT 760 / MT 767 COV for amendment of Bank Guarantee

The above message / intimation shall be sent through SFMS by the BG issuing Bank branch to HDFC Bank, Duliajan Branch, IFS Code - HDFC0002118; SWIFT Code - HDFCINBBCAL.  
Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar , Duliajan , Dibrugarh , PIN - 786602."

(16) The applicable GST on the Liquidated Damage if any, shall have to be borne by the seller. Accordingly, the Liquidated Damage shall be recovered from the seller along with applicable GST.

**(17) Bidders should fill-up and submit alongwith their bid an UNDERTAKING towards authenticity of information/documents furnished by them, as per enclosed ANNEXURE-K.**

**Special Notes : (I)**

**A. SPECIAL TERMS AND CONDITIONS:**

**The bidder is required to confirm the followings in their Technical Offer.**

**1.0 DELIVERY PERIOD:** Bidder is required to quote their best delivery period. The delivery required against this tender is Six (6) months for all the items from the date of issue of Purchase Order. Bid with delivery period of more than Six (6) months shall be summarily rejected. No preference/ benefit / weightage shall be given for shorter delivery.

**2.0 PACKING, PROTECTION & SUPPLY:**

2.1 The units shall be supplied in fully operational condition.

2.2 If the units are supplied in dismantled condition, then the bidder has to assemble the units and make it fully operational at Duliajan.

2.3 The units shall be suitably packed to provide ease of handling and storage and maximum protection during transport and storage period.

2.4 If the units are supplied in Crates and Boxes then, Crates & Boxes shall have a list of items contained therein secured to the exterior by piece of an enveloping piece tin sheet nailed to the box. A duplicate list shall also be included inside, with the contents. Sling points shall be clearly indicated on the crates.

**3.0 GUARANTEE / WARRANTY:**

3.1 The bidder shall offer warranty for the entire equipment supplied for a period of at least 18 months from the date of despatch or 12 months from the date of receipt whichever is earlier. OIL reserves the right to inspect, test and if necessary reject any part / parts after delivery at site (including incomplete manuals, catalogues, etc.) in case of any fault on the part of the supplier. To keep the unit fully operational, in case of failure of any item during the warranty period, it shall be the supplier's responsibility to arrange replacement / repairing at site at their cost including customs, freight, etc. against such failure and warranty for such items shall be extended accordingly.

**4.0 TECHNICAL MANUAL AND CERTIFICATION FOR OPERATION AND MAINTENANCE OF THE UNIT:**

4.1 The bidder has to supply two (02) sets of operating, maintenance and spare parts manual for operation and maintenance of the unit showing all sub assemblies and entire requisite spare parts with Part No (Preferable OEM part).

4.2 Manuals/ Part Catalogues provided shall be Custom Illustrated for the particular unit and equipment only, not a general Composite Manual/Catalogue.

4.3 Two (02) copies of all relevant test and quality control certificates of the manufacturing and testing of the unit functions and parameters shall be supplied.

4.4 The bidder shall submit two copies of GA diagram with Cross Sectional Drawing showing major dimensions of the unit.

**B. SPECIAL NOTE TO BIDDER:**

1.1 The bidder shall confirm the followings

a. Valid authorization letter from the OEM must be furnished along with the offer, if the bidder is not the OEM.

- b. Supplier to provide factory load test certificate.
- c. The item will be tested during installation at site by the supplier in presence of OIL's representative.

1.2 The bidder shall confirm that the followings shall be painted permanently or shall be mentioned on a name plate permanently fixed on the body of units:

- a. OIL's purchase order no.
- b. Equipment serial number
- c. Manufacturer's name
- d. Rated Capacity

1.3 The bidder shall furnish a list of recommended spares, components & consumables that may be required for regular operation and maintenance, overhauling etc. of the equipment complete with Part No, Unit price and annual consumption pattern of them. THE PRICE QUOTED FOR RECOMMENDED SPARES WILL NOT BE TAKEN IN TO ACCOUNT FOR BID EVALUTION.

1.4 The bidders must submit a written undertaking (along with the bid) that they would be able to supply all the requisite spares and consumables (including bought out items) for a minimum period of 5 (five) years from the date of issue of item suitability report.

1.5 The bidder is required to submit an undertaking that, their offered equipment is not going to become obsolete during the next 5 (five) years from the date of successful installation & Commissioning/supply, if order is awarded on them by OIL and must guarantee uninterrupted supply of spares and availability of services for at least for ten (10) years with effect from the successful installation & Commissioning/supply of the equipment."

**(II) Annexure -A**

**TAXES AND DUTIES CLAUSE - FOR VENDOR/SUPPLIER/CONTRACTOR**

**(For Supplies/ Services during GST Regime i.e., New Tender)**

**INDIRECT TAXES/ GST**

1. For the purposes of levy and imposition of GST, the expressions shall have the following meanings:

(a) GST - means any tax imposed on the supply of goods and/or services under GST Law.

(b) Cess - means any applicable cess, existing or future on the supply of Goods and Services as per Goods and Services Tax (Compensation to States) Act, 2017.

(c) GST Law - means IGST Act 2017, CGST Act 2017, UTGST Act, 2017 and SGST Act, 2017 and all related ancillary Rules and Notifications issued in this regard from time to time.

2. The rates quoted by the bidders shall be inclusive of all taxes, duties and levies. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies. In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference in case the rate of duty/ taxes finally assessed is on the lower side. Further, bidders have to clearly show the amount of GST separately in the Tax Invoices. Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd.

3. Offers without giving any of the details of the taxes (Including rates and amounts) as specified

above will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder.

4. Bidders are required to pass on the benefit arising out of introduction of GST, including seamless flow of Input Tax Credit, reduction in Tax Rate on inputs as well as final goods by way of reduction of price as contemplated in the provision relating to Anti-Profitteering Measure vide Section 171 of the CGST Act, 2017. Accordingly, for supplies made under GST, the bidders should confirm that benefit of lower costs has been passed on to OIL by way of lower prices/taxes and also provide details of the same as applicable. OIL reserves the right to examine such details about costs of inputs/input services of the bidders to ensure that the intended benefits of GST have been passed on to OIL.

**5. When Input tax credit is available for Set Off.**

Evaluation of L-1 prices shall be done based on Quoted price after deduction of Input Tax Credit (ITC) of GST, if available to OIL. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders

**When Input tax credit is NOT available for Set Off**

Evaluation of L-1 prices shall be done based on Quoted price only. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders.

6. Bidders agree to do all things not limited to providing GST compliant Tax Invoices or other documentation as per GST law relating to the supply of goods and/or services covered in the instant contract like raising of and /or acceptance or rejection of credit notes / debit notes as the case may be, payment of taxes, timely filing of valid statutory Returns for the tax period on the Goods and Service Tax Network (GSTN), submission of general information as and when called for by OIL in the customized format shared by OIL in order to enable OIL to update its database etc. that may be necessary to match the invoices on GSTN common portal and enable OIL to claim input tax credit in relation to any GST payable under this Contract or in respect of any supply under this Contract.

7. In case Input Tax Credit of GST is denied or demand is recovered from OIL by the Central / State Authorities on account of any non-compliance by bidders, including non-payment of GST charged and recovered, the Vendor/Supplier/Contractor shall indemnify OIL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. OIL, at its discretion, may also withhold/recover such disputed amount from the pending payments of the bidders.

8. GST liability, if any on account of supply of free samples against any tender shall be to bidder's account.

**(III) While submitting the offer bidders should follow the ANNEXURE-BB (Price bid format and Bid Evaluation Criteria) as under:**

**Annexure-BB**

**Price Bid Format and Evaluation Criteria for Indigenous Tenders:**

1. Basic material Value Including TPI, if any.
2. Pre Despatch Inspection charges, If any.
3. Packing & Forwarding Charges, if any.
- 4. Total Ex works Value (1+2+3).**

5. GST on Total Ex-works value.
6. Compensatory Cess, If any.
- 7. Total FOR Despatching Station value (4+5+6).**
8. Freight Charges upto Destination inclusive of GST.
9. Insurance Charges in % of (7) inclusive of GST.
10. Training Charges, If any.
11. GST on Training Charges.
12. Installation and commissioning Charges, if any.
13. GST on I&C charges.
14. AMC Charges, if any.
15. GST on AMC Charges.
16. Any other charges, if any with GST.
- 17. Total Value (7+8+9+10+11+12+13+14+15+16)**
18. Buy-Back Price, if any, with GST.
- 19. Total FOR Duliajan Value (17-18).**

**Comparison of Offers:**

**Comparison will be done on Total value vide SI no 19.**

**Note:**

Domestic bidders must quote inland freight charges upto Duliajan. In case bidder fails to quote inland freight charges, highest freight quoted by domestic bidder (considering pro-rata distance) against this tender or OIL's estimated freight, whichever is higher, shall be loaded to their offer for comparison purpose.